

PUBLIC AFFAIRS COMMITTEE/SPECIAL COUNCIL MEETING MINUTES

January 25, 2016

The meeting was called to order by Mrs. Groat at 6:00 p.m.

MEMBERS PRESENT: Deborah Groat, Mark Reams. Alan Seymour- excused.

OTHERS PRESENT: Terry Emery, Tim Aslaner, Nevin Taylor, J.R. Rausch, Henk Berbee, Kris Jones

Reorganization: Mr. Reams nominated Mrs. Groat as Chair of the Public Affairs committee. The nomination was unanimous.

APPROVAL OF MINUTES: The minutes for the meeting on December 21, 2015 were approved as presented.

AGENDA:

Comments from Citizens:

Review Council Rules of Procedure for 2016: Mrs. Groat explained that we will be bringing these changes to Council on January 28, 2016. They will be one reading resolutions. There will be a separate resolution for each suggested change, however, all of the clerical changes to conform to the change of government will be in one resolution. Mrs. Groat explained that Mrs. Richardson could not be here tonight but has asked that Mrs. Groat share her comments and suggestions with the group when considering the changes.

Mrs. Groat stated we will start with the clerical changes which change President/Vice-President to Mayor/Vice-Mayor. She asked everyone if there were any corrections to the proposed changes. There were no comments. Mrs. Groat moved to recommend the clerical corrections to Council; Mr. Reams seconded.

Rule 1

Mrs. Groat read the changes which state: The day and hour of the Council meetings shall be the second and fourth Monday of each month at 7:00pm, provided that the meeting day does not fall on a federal holiday. (Effective March 1, 2016) Mr. Emery asked if the meeting would then fall on a Tuesday. Mr. Aslaner said that gives Council discretion to vote. Mr. Reams asked if Council decided to change the meeting for another reason, we are still able to do that. Mr. Aslaner said to make the language cleaner, we could put a clause in there. Mr. Reams asked if we could say "unless modified by a majority of Council members". Mr. Aslaner asked if that was Council members present or elected. Mr. Reams and Mrs. Groat agreed on members present.

Mr. Berbee asked about the changes to go from Thursdays to Mondays. Mrs. Groat asked if he had received one of Mrs. Jones research papers on Council meeting dates. Mr. Berbee answered

he did. Mrs. Groat went through the reasoning on the sheet (see attached). Mr. Reams moved to accept the changes as presented. Both were in agreement to accept the changes and recommend them to Council.

Rule 1.1.

Mrs. Groat read Mrs. Richardson's suggestions and recommendations to Rule 1.1, which are as follows: "Rule 1.1: If we elect before the first of the year, we ensure that the first meeting of the year is led by the newly elected Mayor. I believe there is an assumption in that change that the current Council will have the best experience to pick the future Mayor and Vice Mayor. It also provides for an immediate transition to the new leadership. On the other hand, this Rule does not allow the newer Council Member to have a voice in his/her leader. I would like to propose that we consider adding a requirement that the new Council confirm the vote of the former Council at the first meeting of the year. Similar to what we do with Committee Chair positions. It isn't likely there will be opposition but it gives the new members a voice. Also, what does the phrase, "If there is a tie for vote for Council elected Mayor...the current....will serve until the tie can be broken" mean? Will we vote at the beginning of each subsequent meeting until the tie is broken?"

Mr. Taylor said that the Mayor/President breaks the tie according to Robert's Rules of Order. Mr. Rausch said if you have a member absent then you could have a 3 to 3 vote, then you would vote at the next meeting when all seven members are present. Mr. Taylor said you would vote until the tie is broken. Mr. Aslaner said that is what we do when there is a vacancy on Council is the Mayor/President breaks the tie. He asked what happens when the Mayor is the absent member. Mrs. Groat asked if this would come up in a meeting would there be any trouble, if so she would defer to asking Mr. Aslaner to handle it. Mr. Aslaner said he thinks we can leave it the way it is because we followed the rules by trying to have a vote on the first meeting in January, but we were not able to because of an absence or a tie vote.

Rule 1.2

Mrs. Richardson's comments are this is in violation of the Charter. She sides with the Charter to have the Mayor serve 1 term with the option to be re-elected (serving no more than 4 consecutive years). Mrs. Jones explained that Mrs. Richardson had not received the updated version of the changes to the Rules and Procedure, which has this section returned to the original to conform to the Charter. Mr. Reams suggested that we leave it as it is, since we have changed this and made different restrictions on the limits.

Mrs. Groat stated we have made a small change to Rule 1.2. She stated the change was (with help from Mr. Aslaner): The Mayor shall be elected (and may serve consecutive terms) with a majority of Council members present. Mr. Reams recommended the changes be accepted as presented. Mrs. Groat agreed.

Rule 2- tabled until the February 22nd meeting.

Mrs. Groat suggested that the invocation be removed from the agenda. Mr. Reams was not in agreement and since there were only two committee member present, they decided to table this issue until the next Public Affairs meeting.

Rule 2(E)

Mrs. Richardson's recommendation: Committee Reports. I recommend we add a format to the reports as follows: 1. Agenda Items 2. Summary of Discussion of each item 3. Committee Recommendation on any legislative action. A format will give consistency to reporting.

Mrs. Groat asked as Chair for everyone to look at the last paragraph in Rule 19, answers Mrs. Richardson's suggestion. Mrs. Groat said she has talked to Mrs. Jones, after she drafts the minutes, she will be placing them on google drive for all of Council to review the minutes in draft form. If there are any changes, they need to contact Mrs. Jones and let her know.

Mr. Berbee asked for the reason of keeping Parks & Recreation at the end of the meeting. Mrs. Groat explained that it is not a Council run committee. Mr. Rausch asked if he attended a CIC meeting if that is where he reported the information. Mr. Aslaner said he would speak about the meeting in the Comments from Council.

Mrs. Groat inquired if there are changes to the presented changes in Rule 2 (E). Mr. Reams moved to present the changes to Council.

Rule 2 (H)-tabled to February 22, 2016

Mrs. Richardson's recommendation: Ordinance 1. After: "Legislation shall be voted on for passage by Council" Added "Council comments are heard if requested prior to the start of the Council Meeting". This is consistent with how we have been doing things. Correct?

Mrs. Groat's personal response is that is the Mayor's decision. Mr. Reams said City Council is allowed to discuss legislation at any of the readings, and maybe that we should remove that. There should be no restriction on Council comments at any reading.

Mrs. Groat and Mr. Reams agreed to table this issue to the next meeting when all three committee members are present.

Rule 8

Mrs. Groat said the reason we are changing this rule is because Mrs. Jones is having people call at 3-4pm on the day of Council and asking her to make changes to the minutes, which is a huge inconvenience for a Clerk trying to do the best she can do. Mrs. Groat said what we have done is back up the times. Legislation will be due by 3:00pm seven days prior to the meeting. Any changes to the minutes are due by 5:00pm the day prior to the meeting. Mr. Reams said you can

always request them at the meeting, and Mrs. Groat agreed. Both agreed to recommend these changes as presented.

Rule 9

Mrs. Richardson's recommendation: I believe Council Members should report their intended absence to the Clerk of Council as soon as possible but placing a specific time frame isn't necessary. Has this been a problem in the past? Have we ever not had a quorum? Let's just remind each other that it is courteous to let the Clerk know as soon as possible. As professionals, we should not schedule anything on the Council Meeting Nights unless it is compelling. As we all know, sometimes compelling things happen which preclude attendance but that should be the exception and it should be communicated as soon as possible.

Mrs. Groat said this recommendation has already been taken care of and that the proposed changes have been removed.

Rule 10.

Mrs. Richardson's recommendation: I suggest it read," all motions should be included in the minutes". The minutes summarize what happened in the meeting. We don't need the extraneous language of "entertained by....."

Mrs. Groat said Mr. Aslaner has suggested an amendment to Rule 10 that states: All motions shall be included in the minutes.

Mr. Reams recommended to present this changes. Mrs. Groat agreed.

Rule 19 -Tabled moving & combining committees- February 22, 2016.

Mrs. Richardson's recommendation: Committee title should be "Public Safety and Services" Committee should include "Buildings and Grounds". Why did the committee recommend moving this?

Mr. Emery agreed with the suggested changes, the buildings and grounds fall under the Director of Public Service.

Mr. Reams said it seems like right now we are eliminating a committee, but are we going to have a meeting of the whole Council monthly? Mrs. Groat said that is something strategic planning needs to discuss. Mr. Reams said he would suggest that we not have three committees but narrow it down to two committees by combining Finance and Utilities and Public Safety, Service and Affairs.

Mrs. Groat said let's do what we can tonight by moving Buildings and Grounds up to Public Safety/Service, then discuss moving the meetings and combining the two meetings at the work session/retreat.

Mr. Rausch said work sessions are something that the Ad Hoc committee thought that we could use work sessions. The plan was to start doing them quarterly or semimonthly and to see if we need to do them monthly. Mrs. Groat said we were currently talking about a couple different topics right. Mr. Reams said this change here has nothing to do with the form of government, we are just rearranging committees. Mrs. Groat said we can address it Thursday night. Mr. Rausch said it is more of a retreat discussion, because Thursday night is more of an educational session. Mr. Rausch said while we are discussing this we are considering moving all committees to the same night. Mr. Reams said that is why he likes the idea of two committees. Mr. Emery said the other idea that would work out really well is since the room can be divided into two, we could have two committees meeting at the same time and after they meet we could open the room back up for a meeting of the whole. Mr. Taylor said making it two committees is a big change and we will be working on a lot of little things that we do not know is coming. Everyone agreed to table this issue and who is on committees so we do not have the at-large and ward members make up a committee until February 22, 2016.

Mr. Rausch also recommend that change read as follows "The chair of each committee will serve a term of two years if confirmed by the committee annually". Why use "Council elected Mayor"...instead of Council Mayor? Same with Vice Mayor. I think the newly elected Mayor should assign Council members and appoint the chairs by the first meeting in January. Committee Meetings can be held in the last 2 weeks of January if necessary. Otherwise, begin in February.

I would add, will assign committee members and nominate committee chairpersons "with consideration for preferences from all current members". Mr. Reams said this is hard to do because if we have a competitive election, and we do not know who will win, and the Mayor will not be prepared to appoint committees. After discussion, it was decided that the sentence "Committee assignments will remain effective until new assignments are made the following year". Everyone voted in favor of the amendment to send it to Council.

Rule 19.1- tabled to February 22, 2016

Mrs. Richardson's recommendation: We definitely need work sessions. Case in point: The Rules and Procedures review this year would be best formatted in a work session. There would have been no need to call the present Public Affairs Meeting a Special Council Meeting. I recommend that the work sessions be conducted on Thursdays when we are not meeting as a Council. We may want to have one monthly for the transition period and then as needed or at a minimum, quarterly. Work sessions will be more informal. The Council Pres could start the work session but then could turn it over to the appropriate Councilmember based on the agenda item. ie: Finance topic...Finance chair would lead the discussion.

Mrs. Groat recommended this be addressed during the strategic planning or retreat, and it can be decided then if we want to send it back to Public Affairs to make it a rule. Mr. Taylor added that he is still not convinced that we need a work session. Mr. Reams agreed with Mr. Taylor and asked to table this to the next Public Affairs meeting.

Rule 21

Mrs. Richardson's recommendation: Council elected should read "Council Mayor" No executive committee.

Mrs. Groat said this has already been removed from the amendments.

Rule 22

Mrs. Richardson's recommendation: Should we add the "Courts" to our list here?

Mr. Taylor said the court runs on their own agenda. Mrs. Groat said she enjoyed the report from Mr. Berbee. Mr. Taylor & Mr. Reams agreed they do not want to force the issue with the Court.

Rule 26

Mrs. Richardson's recommendation: How will the Rules and Procedures be effective by Feb 1 if they are announced in the first meeting of the year? There should be time factored in for 3 readings...just in case. Changes should be effective not later than the first meeting in February. Why put a date this year anyway? We won't meet it and we shouldn't since there is much to decide. Leave the decision on the date for next year's review. Also, there are no suggested changes to Rule 1. I like the meetings on Thursday evenings and yet I'm wondering if we could look to doing committee meetings on Thursdays too. This way, we know that we will have Thursdays reserved every week for meetings. Having said this, I'm open to committee meetings on a different day of the week. Ideally, the committees could all meet on the same night for the benefit of the staff.

Mrs. Jones explained Mrs. Richardson did not have the new copy of the amendments to review.

Finally, have we thought about how we will address the Council /Mayor President of Council at meetings? Do we motion to the President or the Mayor? The Charter states that the Mayor serves as the President of Council. I recommend President as we always have done things since it may be easier. Either way, is fine but we should all know what that is.

Mrs. Groat asked if everyone felt she has covered everything Mrs. Richardson had sent as suggestions/recommendations. Mr. Reams said he feels we have covered everything, however, we still need to address Rule 26.

Mr. Reams moved to recommend Rule 26 as presented in the amendments. Everyone is in favor of the recommendation.

Mr. Aslaner said all the changes will be put into resolutions with the clerical changes in one resolution and each amendment being a separate resolution.

Mr. Emery told the committee that staff and he will be calling J.R. Mayor when they address him. Mr. Aslaner said there is no reason Council cannot call him President during the meetings.

Mrs. Groat asked if anyone calls him Mayor or President, no one will be upset. Mr. Aslaner agreed that was ok.

The meeting adjourned at 7:20p.m.