

Scribe Notes
December 3, 2007

Mayor McNally called the meeting to order at 6:35 PM. All council was in attendance.

Staff in attendance included City Manager Brent McFall; Assistant City Manager Steve Smithers; Deputy City Manager Matt Lutkus; Budget and Special Projects Manager Barbara Opie; Facilities Manager Jerry Cinkosky; Building Maintenance Foreman Brian Grucelski; Senior Public Information Specialist Joe Reid; Management Analyst Aric Otzelberger; Management Intern II Phil Jones

The guests in attendance were Rachel Ceccarelli with the Westminster Window, Terry Foulke, Exterior Building Project Manager with Bornengineering; Justin Foy, Director of Site & Building Evaluation with Bornengineering; Trent Watson, Boy Scout from Troop 87 and his mother.

Bornengineering Facilities' Needs Study:

Over the past year, Bornengineering has studied the city's facilities and developed a physical needs assessment to assist in sustainability planning for our aging infrastructure. Council made a significant improvement in the area of facility maintenance when authorizing the Siemens' study in 2005, by encouraging a future of proactive, preventative maintenance.

The City has 24 major facilities, and Bornengineering has studied each one, determining its respective needs for the future. Items studied included the site, architecture, facilities, and mechanical equipment. Terry Foulke discussed the City Park Recreation Center needs assessment as an overview of how the inspections and analysis were conducted and summarized how each facility's information was put into individual reports.

Council asked questions about the information in report and was very appreciative of the creation of a working document that outlines facility upkeep and major maintenance.

State Legislative Protocol Changes:

Staff is proposing a change in the process for determining the City's position on proposed legislation as bills work through the legislature. Staff gave a recap of the old system and outlined how the new process will work with the adopted policy statement. Under the new program, 8 to 10 policy statements are written based on the City's Strategic Plan. The City's position on a particular bill will be based upon the policy statement. If, after reading the policy position on proposed legislation, the council does not agree to a certain position they would let staff know, and with enough opposition, Staff would schedule discussion on the proposed legislation to take place at a council meeting or study session. If Council agrees with the approach Staff is recommending on a particular bill, then no action is needed by council.

Council was supportive of the general policy statement and Council's ability to review the position before Staff takes any formal action on legislation.

Mayor McNally adjourned the study session at 7:45 PM