



Study Session
Monday, January 12, 2015
7:00 p.m.

CALL TO ORDER

Mayor Perry called the meeting to order at 7:03 p.m.

ROLL CALL

Present: Mayor Perry, Mayor Pro Tem Taylor, Councilmembers Whalen, Jones, Ott, Morton, Manley, and Zaroudny

STAFF PRESENT

Interim Public Works Director Perteet, Finance Director Garrison, Police Chief Hernandez, and City Clerk Bolam

STUDY ITEMS

a) Meet with Staff

Director Garrison briefed Council on the status of the Finance Department, including the software switch from Springbrook to Bias, utility billing issues, payroll, accounts payable/voucher report changes, coding changes, guiding principles, timecards, mechanic shop processes, state audit results, bank reconciliation status, and the budget amendment coming the first meeting in March.

Discussion and a question/answer period followed, including outreach for the upcoming 3% electric rate increase, and staffing levels in finance.

b) Staffing Overview

Mayor Perry handed out a proposed organizational chart showing proposed changes, including the return of an additional police officer. Chief Hernandez shared information and answered questions on this, including the intention to have three sergeants, the COPS grant status, and the possibility of a public safety tax.

Mayor Perry called a recess at 8:35 pm; meeting called back to order at 8:45 pm.

c) Fee Schedule

Director Garrison explained the fee tables 1-5 of the proposed fee resolution, including various administrative fee updates such as animal license fees and bank fees. Clarification was made to the "senior discount" to include the correct "low income" requirement.

Director Perteet explained the proposed update to development review fees, including a chart hand-out.

Discussion ensued, touching on code enforcement issues.

Council indicated approval for the fee updates as presented, with the expectation of more proposed updates in the future, and anticipating input from a Community and Economic Development Director. It was emphasized that fees need to be adjusted at all levels to cover costs.

d) Setting a Date for Council Retreat

Mayor Perry postponed this discussion for a later date.

ADJOURNMENT

Adjourned at 10:10 p.m.



Debra Perry, Mayor

ATTEST:

Katie Bolam, City Clerk