



CITY OF SURPRISE
City Council Work Session Minutes
100 North Civic Center Plaza
Surprise, AZ 85374

Thursday, January 21, 2010 @ 04:00 PM

CALL TO ORDER.

A. Roll Call

Vice Mayor Alton called the **Special City Council Work Session** to order at 04:00 p.m. Surprise City Hall Council Chamber 16000 North Civic Center Plaza Surprise, Arizona 85374 , on **Thursday, January 21, 2010**. Also in attendance with Vice Mayor Alton were Council Member Wolcott, Council Member Williams, Council Member Villaneuva, Council Member Woodard, and Council Member Hall.

Staff Present: City Manager, Randy Oliver, City Attorney, Michael Bailey, and City Clerk, Sherry Aguilar.

Special City Council Work Session:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

#1. Continuation of Presentation, Discussion and Direction on Council Policy and Procedures Manual - NO ACTION

City Manager Oliver continued the discussion relating to the Council Policy and Procedures Handbook.

Section 17 - Ethics

Council Member Wolcott - need to be clear that this is the local associations. You don't want employees to be involved in supporting Council Members.

Vice Mayor Alton - The local employees that are part of the associations cannot participate, but a national or state association can do this.

Council Member Villanueva - Is this policy standard throughout the city and will this stop the fire association to approach us for support?

Vice-Mayor:

City Manager Oliver - The Vice-Mayor cannot serve in the last year of their term - Do you want to allow this?

Council Member Wolcott - As a courtesy we should not put our colleagues in this position.

Council Member Villanueva - this is part of serving.

Council Member Hall - Do you think it could give a council person an unfair advantage?

Council Member Woodard - In the past, last time around it didn't help. I don't have a problem with it but I think if I was considering running for Mayor that I would not accept the nomination of vice-mayor. Could be an unfair advantage.

Vice Mayor Alton - It does give more credibility if you are in a campaign year. It would be unfair for someone else running against you. With that said, it hasn't proven to be successful in the past. It should be up to the Council person if they want to make that decision, but should resign as Vice-Mayor if they are currently in that position.

Council Member Williams - in favor of formalizing the process.

Section 20.2 - Council Salaries

Salaries are adjusted the first of January following an election.

Council Member Wolcott - This should be built in during the budget process and should be conformed into the budget process.

City Attorney Bailey explained the legalities of a seated council giving themselves an increase.

The consensus is to leave as is.

Boards and Commissions:

Advertise one time per year preferably in January. This will cut our advertising expenses tremendously.

The consensus is to go ahead with advertising one time per year.

City Manager Oliver reviewed discussion from the meeting on January 7th, 2010.

Council Member Wolcott - RPTA Meeting today - presentation on Open Meeting Law and was very constructive. Their rules call for being able to limiting the amount of speakers and time if necessary.

Council Member Williams - leave it open and let the Chair run the meeting.

Council Member Woodard - would like to see the 4 minutes in there, I think we need a time limit and leave the flexibility to the presiding officer if needed.

Council Member Villanueva - agrees with the time limit over the years, has seen council meetings go to midnight.

Council Member Hall - commented on Page 15 - 10.4a - presiding officer with consensus of Council.

Other topics for discussion or potential changes:

Council Member Wolcott - Page 8, regular meetings - approving claims was not included in the language. Would like to add an item to approve and or ratify the payments. This would not delay payments, but would add another layer of taking responsibility and being accountable. My intent is not to include payroll.

Vice Mayor Alton - Would like some info brought back to us showing dollar amounts that go out showing certain dollar amounts.

Council Member Hall - I don't want this in my packet, we have a transparent website and we can see all of the bills that are paid and we can ask the City Manager if we have questions.

Council Member Williams - I agree with Councilmember Hall, but what comes forward to us right now? I don't want to get into micromanaging departments.

City Attorney Bailey - Anything over \$50,000. needs to come to Council for approval except for investments.

Council Member Villanueva - I agree with Hall & Williams - this will be a lot of paper as in past years.

Council Member Wolcott - I am not wanting to micro-manage, but I want to accept responsibility for funds going out on behalf of our citizens.

Vice Mayor Alton - Twice per month an accounts payable report sent to Council via e-mail.

City Manager Oliver - information already on our website.

Council Member Hall - The residents are our bosses, so I already feel we are accountable.

Vice Mayor Alton - We should have an agenda item each meeting to ratify the bills.

Council Member Woodard - Checking the payments can be cumbersome, but at the same time we have a responsibility to the public. I like Alton's idea to ratify and use the website to view the expenditures.

Council Member Bailey - We would need to add the paper to the packet to meet public information policy.

Council Member Hall- Let's wait for new Financial Officer to come on board and have him bring us a financial summary and then see if we need more information.

Page 8 - Add call to the public for work session at the end of the meeting - general consensus.

Vice Mayor Alton - Adding items on the agenda, the Mayor should not be able to add an item by themselves. There should be two signatures including the Mayor. Also, no staff should be presenting an item that the Mayor is supporting, is it coming from staff or from the Mayor?

City Manager Oliver - There could be items that are council driven but staff thinks it's a great idea,

then it may come forward with a staff persons name. Need clarification on this.

Council Member Villanueva - If something goes on the agenda, I don't care if my name is on it or not. Are you looking for credit?

Council Member Wolcott - The question really is who is the originator of the item just so that we know.

Vice Mayor Alton - When I originate something my name is on it and not for the credit.

Vice Mayor Alton - if the Mayor is behind an item, I just want to know about it.

City Manager Oliver - That is going to be very difficult and this should be between the Council.

No consensus on this item.

Section 10.2 -

Council Member Hall - Page 47 - 17.2 - I don't want to go to City Attorney office - I want to go to the City Attorney. Page 48 - 2nd paragraph - Again, City Attorney not the office.

Council Member Woodard - Discretionary Fund policy should be included.

Council Member Woodard - Asked for clarification regarding discretionary funds and rulings of presiding officer final section. Oliver and Bailey will look at clearing up wording.

Vice Mayor Alton - Discretionary Funds should be used for our districts or the entire city.

Council Member Villanueva - asked for legal clarification on how the money could be used when HOA's have their own rules. Eliminate 16.4 - Carryover Provision.

ADJOURNMENT:

Mayor Truitt adjourned the Special City Council Work Session at 6:58 p.m.

L.E. Truitt, Mayor

ATTEST:

Sherry Ann Aguilar, City Clerk,

CERTIFICATION:

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Special City Council Work Session of **Thursday, January 21, 2010.**

Sherry Ann Aguilar, City Clerk,