



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

Thursday, January 7, 2010 @ 04:00 PM

CALL TO ORDER.

A. Roll Call

Mayor Truitt 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 7, 2010**. Also in attendance with Mayor Truitt were Council Member Wolcott, Council Member Alton, Council Member Williams, Council Member Woodard, Council Member Villanueva, and Council Member Hall.

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

B. Pledge of Allegiance

Special City Council Work Session Agenda:

#1. Presentation, discussion and Direction on Council Policy and Procedures Manual - NO ACTION

Presentation

City Manager Oliver facilitated the discussion regarding the Council Policies and Procedures Manual.

The following comments were made by Mayor, Council and City Manager.

Council Member Wolcott - liaison would serve as a sounding board.

Council Member Hall - look at rotating council periodically.

Council Member Williams - we should have liaisons, but I would like more information on what it entails for each commission. What if we could arrange an annual workshop for a joint meeting with the commissions.

Council Member Alton - much broader communication as it relates to commissions, we have not communicated much in the past, we have relied on the staff liaison. I would like to see a quarterly report on their mission and goals. Would like a report for success and failures so we can provide them with the necessary tools.

City Manager Oliver - we'll do this as part of the budget process, if the money is not there then it's not going to happen.

Council Member Wolcott- prefer more regular contact. It is important that we find at least a quarterly opportunity to meet. It gives us an opportunity to share our plan with them. There may be some commissions that have an overlap, that we could look at adjusting if necessary. It would help staff as well as Council.

City Manager Oliver - Dedicate a workshop to that particular activity - 15 minutes for each commission.

Council Member Woodard - we need a liaison for each committee and I like the quarterly idea.

Council Member Hall - The full commission should be here with staff to make the presentation.

Council Member Alton - How do we resolve Council going to the board meetings and expressing their personal feelings, how do we solve this?

City Manager Oliver - This section is covered in the policy handbook. We can't take away your rights as a citizen.

Council Member Woodard - When a Councilmember goes, a whisper could be a shout!

Mayor Truitt - No consensus to have a Council person as a liaison but there is a consensus to have quarterly updates from each commission.

City Manager Oliver - Annual work plan for the next year, funding, summary of accomplishments from the prior year, quarterly reports from the commission to the Council.

Council Member Alton - What about a councilmember going to a meeting on a personal issue?

City Attorney Bailey - You can attend and you can speak, but you need to be careful due to the Open Meeting Law and the Attorney General.

Council Member Alton - I would like to take caution on this item and be conservative.

Council Member Wolcott - I object to putting this into policy form. If the Attorney General has given us guidance then we should follow it. Just be cautious and be adults and listen to our attorney.

Council Member Hall - We need to use good sense but there are things that come up during the meetings and staff may ask questions relating to Council. If I can't answer, then I am not helping.

City Attorney Bailey - You would need to notify the City Clerk to properly post the notice and that would be sufficient for the Attorney General's Office.

Council Member Woodard - notify the City Clerk that a Council Member may speak at a meeting, they should also note that they are speaking as an individual.

Council Member Villanueva - Now we are going to have to ask permission to attend a board meeting?

Council Member Wolcott - Concerned that we are tying ourselves in knots at this level. The quorum notice gives us enough comfort.

City Manager Oliver - Consensus to not include notifying Clerk if they are going to attend a board meeting and speak.

Council Member Wolcott - Visibility on commissions - meeting locations. Would like to use Council Chambers for all boards and commissions. we need to give them the respect, the commission members should have a business card since they are liaisons in the community.

Mayor Truitt - agree with P & Z, but not the other boards since we have a large turnover.

Council Member Woodard - smaller amount made and it will be a small gesture.

Mayor Truitt- Maybe we could work on something in-house and save costs.

Appointments made by Mayor:

MAG Regional Council - Must be an elected official.

Transportation Policy Committee

MAG Subcommittees - currently filled by staff

RPTA - Must be an elected official - proxy allowed.

GPEC - Open

WESTMARC Subcommittees - elected officials

Selection Committee for COS Advisory Committee to make recommendations to the Council.

IGR - Michael Celaya - Discussions with MAG. Clarification.

Mayor Truitt - relating to the MAG seat, part of what happens at the various MAG committees is about relationship building and I would suggest those seats be unified under the Mayor and this is not an uncommon fact. If someone has a particular problem with the Mayor making this decision then why fix what is not broken.

Council Member Alton - I don't have a problem Mayor but because of the new talent that we have on the Council should be utilized. The Council gave you the right for appointment, now that Johnson is gone, the appointment process should be back in Council's hands.

Mayor Truitt - The question is whether or not the Mayor should make the appointments or not.

Council Member Hall - I don't like the suggestion of the Council making the appointments. that does not work for me.

Council Member Villanueva - I also don't agree with the council making the decision, it should be done by the Mayor. Council is elected as districts and we should leave it to him to make the

decisions.

Council Member Woodard - I agree that the Mayor was elected to make the decision to appoint but so are we.

Council Member Williams - I agree that the Council should have a voice, but the Mayor should be recommendations forward for Council approval.

Council Member Wolcott - we all come with different talents and I find it ironic that 2 years ago was to repeal all policies. It has caused problems that are not in the best interest of the City. Each council person should be able to make the decisions comparable to the selection of the Vice-Mayor. There are many committees that have gone vacant over the years. It is important as a Council that would best fit the role of the committees.

Council Member Hall - With the approval of the City Council that should be enough of our involvement. We would do our due diligence, ask questions and then vote. If you don't agree, then vote no.

Council Member Wolcott - If the Mayor makes a suggestion and that person fails, what would happen then?

Council Member Alton - We are talking about apples and oranges. The structure is already in place for City committees, we are talking about Regional Committees.

Council Member Villanueva - What if politics get involved in this, what if 3 council get together on this? How do you avoid this?

Council Member Hall - What if we have 3 council that want 3 different candidates. That could be embarrassing. With the Mayor it would be a unified recommendation.

Council Member Williams - I view the Mayor as the face of our City, however we need to remain transparent. I think option "B".

City Manager Oliver - Will bring the document back on January 28th for approval.

Council Member Wolcott - What are your long term intention, is it to bring back the entire document or in sections?

Council Member Wolcott - It would be wise for us to consider a policy to make certain that no member is chosen to serve as Vice-Mayor during their election year, it does not work out to well for that member.

Council Member Woodard - I was in attendance when the method of vice-Mayor was discussed, and I am not clear if that policy was approved by Council.

Council Member Bailey - one of the challenges at the time, the desire of the Council was to put this in Code so it could not be amended.

Regular Meetings - Process for calling meetings - how many council members should be required to call a meeting.

Council Member Woodard - Previously, some council wanted to call a meeting and one person went to a 4th person and it was a violation of the open meeting law. I don't want the City to ever have to go through that again. Recommend staying with 2 members.

Council Member Alton - I agree with 2, but also have the same two have the authority to call the meeting.

Council Member Williams - Need to be 2 options, Mayor to call and 2 Council Members.

Council Member Hall - Need clarification on open meeting law.

Participating by phone:

Council Member Williams - The Council should be here, it is awkward to be on the line.

Council Member Woodard - Agree, need to have everyone here.

Council Member Wolcott - Concur, need to be present. I think it is more transparent.

City Manager Oliver - apply to the JSAC?

Public speaking - should it remain 3 minutes/or a different time:

Council Member Woodard - Public needs to be given respect to finish their thoughts and not be cut-off. If we set it at 4 minutes, that should be enough time. But there are times when someone may go over.

Mayor Truitt - It is a delicate balance, if you have 30+ people wanting to speak on the same item, becomes tedious.

Council Member Alton - I strongly feel this is the citizens meeting and is an opportunity to be heard. I would like to bring it to 5 minutes.

Council Member Villanueva - Maximum should be 4 minutes and the Mayor should not extend it. If you have 5 minutes, most will use it.

Council Member Wolcott - No problem with setting it at 4 minutes, but give the Mayor the ability to extend the meeting.

Consensus - 4 minutes with the ability to extend the minute by the Mayor and Council.

City Manager Oliver we will schedule a two hour meeting to finish review.

ADJOURNMENT:

Mayor Truitt adjourned the Special City Council Work Session of January 7, 2010 at 5:55 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 7, 2010.**

Sherry Ann Aguilar, City Clerk,