

City Council Workshop

Agenda Item #2

August 8, 2016

Review of Upcoming Workshops

This item is brought forward to discuss upcoming City Council Workshops. In reviewing our Workshop Document, it is clear to me that we need to prioritize the items on the document and any future items so we can best utilize staff resources in conjunction with Council expectations. As we all know items are placed on the document by Council and by the City Manager. In conjunction with staff, I have prioritized below the existing Manager projects on the document and will continue to do so in the future. We may also recommend that some items go directly to the agenda instead of a workshop but Council agreement will be necessary before we do this.

I would ask that the Council items on the document also be discussed and hopefully prioritized at our meeting on Monday.

We will need to discuss the priorities of the Manager and Council to come up with a document that is acceptable. The document is fluid so when new items come up either from the Manager or Council they will need to be integrated into the document and the priorities may change but we will be working from a document that gives guidance to staff of where to place resources.

As we review and prioritize the issues we may need to have additional workshops to meet the priorities and the timelines associated with them. As an example is the City Manager search. An approved revision of the City Manager's job description is necessary and also approval of a final time line for the process. I would suggest that we start the discussion on these issues in a workshop before the Council meeting on August 15th. We may need to have another workshop to complete the work.

Our priority of issues on the document that are listed as "Ready to Go" are as follows:

High Priority

- Non-Conforming Lots
- Mill Creek Zoning Amendments may include Mini Master Planning Grant Program
- LED Street Lights
- City Manager Search Process (not on ready to go list)

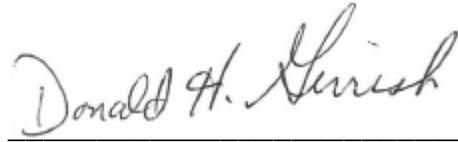
Lower Priority

- Complete Street Ordinance

Items that may be recommended go to Agenda

- Amending Towing Ordinance
- Tobacco/ Vapor Free Zones

This discussion is done on a monthly basis and I look forward to discussing these issue with the Council on Monday

A handwritten signature in cursive script that reads "Donald H. Gurish". The signature is written in black ink on a light-colored background.

Interim City Manager

Time Allocated		Workshop Date	Agenda Item	Date Added	Sponsors
Hours	Mins.				
		8/8/2016	Pesticides Ordinance		
		8/8/2016	Review of Upcoming Workshops		
		8/22/2016	Affordable Housing Presentation		
		8/22/2016	Landfill Solar Project		
		9/12/2016	Intercultural Training - Part 2		
		9/12/2016	Review of Upcoming Workshops		
		9/26/2016			
		9/26/2016			
		10/10/2016			
		10/10/2016	Review of Upcoming Workshops		
<u>Ready to Go</u>		<u>Priority</u>	<u>Notes</u>		
Non-Conforming Lots			Future policy and land use regulation of non-conforming lots		
Mill Creek Zoning Amendments			Ready for Council discussion following 7/26 Planning Board Public Hearing		
LED Street Lights			Tex Haeuser to present City Street Light LED conversion project - Ready Sept. 1		
Mini Master Planning Grant Program			Proposed grant program has been drafted and ready for review		
City Council contact with Corp Counsel			Ordinance and Council Policy governing Council contact with Corp Counsel		
Council Standing Rules			Review standing rules, potential conflicts with charter, ordinance, and Roberts Rules		
FOAA Discussion			What communications responsive under FOAA? Line between City/personal		
Performance Evaluation Process			Process for formally evaluating the 3 Council Appointed positions		
Complete Streets Ordinance			Tex needs only 20 days notice and will be ready for workshop		
Amending Towing Ordinance			Chief Googins has prepared an amendment to ordinance		
Tobacco/Vapor Free Zones			Kevin Adams has prepared an amendment to ordinance re: vaping, etc.		
<u>In Progress</u>			<u>Notes</u>		
Air Quality Monitoring			Waiting to hear back from EPA on grant; anticipate Fall		
Old Joe's Pond			Waiting for Ralph Sama to provide what is left on Army Corp permit for filling		
Personnel Policies			Non-union employee personnel policy; Ready in October		
Open Space Plan			Staff/Committee identifying potential resources		
Portland Street Pier			Proposal/Feasibility being developed; anticipate ready in September		
Climate Action Plan Update			Staff working on this, will be ready by September		
Education Effort around Pesticides			Staff working on this		