PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
NOVEMBER 4, 2010

Present: **Mayor Dana Williams; Council members Alex Butwinski, Candace Erickson; Joe Kernan; Cindy Matsumoto; and Liza Simpson**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Michael Kovacs, Assistant City Manager; Bret Howser, Budget Manager; Kim Leier, Human Resources Manager; Tyler Poulson, Environmental Analyst; and Ken Fisher, Recreation Director

Sue Galusha, High School French teacher and President of the Park City Courchevel Exchange Program; Sally Elliott, County Councilor

Recreation Advisory Board members Meg Steele, Craig Moyes, Rob Lea, Jen Franklin, and Kathy Kahn

1. Council questions/comments. Liza Simpson relayed that the Board of Realtors took a tour of the Montage affordable housing units and Joe Kernan discussed topics presented at the inter-agency meeting. Alex Butwinski expressed that the neighborhood meetings on the General Plan seemed well attended and the Planning Commission continues to work on this project. The Public Art Advisory Board met on the public art project for the Marsac Building and the HPCA discussed the future of portable decks on Main Street which will return to Council in several weeks. Cindy Matsumoto announced that she drove to the meeting from Bonanza Drive; the project is close to completion. Candace Erickson reported on a Chamber meeting where the decision on building, renting or leasing space at Kimball Junction was discussed. The economic round-table held last month was well attended by members in eastern Summit County. She noted that a convention space study will be conducted and the City will be participating with the Chamber. She reported on the interest in basketball camps, junior golf tournaments, adventure racing, and lacrosse tournaments as new special events or programs. The Utah Taxpayers Association filed a lawsuit in Utah County on the 1% additional tax on fast food. She attended the Recreation Advisory Board meeting where this work session presentation was discussed. She updated members on Historical Society business. Liza Simpson interjected that the Historic Preservation Board met to discuss goals and outreach programs which will be presented to Council at some point.

2. Sister-City discussion – Courchevel, France. Michael Kovacs explained that Park City has had a cordial relationship with Courchevel since the early 1980s. This is not a traditional sister-city association and not recognized by Sister-Cities International. Park City Mountain Resort introduced the idea which was assisted by the City, but the program today is largely a high school exchange program. The School District has recently determined that this is a dangerous activity and has withdrawn its endorsement and support of all high school exchange programs. The non-profit board is trying to revive the organization and recruit new volunteers to support the student exchange program. Both resorts honor each other's season pass. Park City's financial support has been minimal and has involved hosting an event or dinner for the group. This work session item was requested by County Councilor Sally Elliott who is looking for a commitment for continued support. Mr. Kovacs indicated that staff's biggest concern is staff time if the level of participation increases.

Sue Galusha explained that a group visits Courchevel every two years and this year there are 18 kids who will stay with families for eight days. She emphasized the hospitality offered by Courchevel officials and the prestige involved. In response to a question from the Mayor about the China exchange, she explained that it is also viewed as a liability and shut down by the District and marketing these programs is strictly prohibited on school premises. Joe Kernan pointed out the irony of the District continuing the ski program for students. Ms. Galusha stated that the Mayor is the honorary President of the Club and traditionally, the Chamber has provided the Secretary. Board members are selected from the community or parents of exchange students and most of the hard work is done by volunteers. She suggested that someone from the Chamber and the City monitor the meetings involving only two to three hours a year. Ms. Galusha stated that Park City is going there in February and the Courchevel kids here in August and visitors must also be hosts. Candace Erickson felt the exchange program is worthwhile and has value. Sally Elliott explained that she will retire in two years and will not be involved to keep the program going. Liza Simpson agreed that the exchange is good for the community and felt that it is appropriate to fund a trip for a City official.

The City Manager understood that in addition to funding a trip, the City will take on an added organizational role. Joe Kernan expressed that he does not view this program as a crucial function of the City. He can support providing some staff time but not providing a guarantee from the City that the organization will survive. Its future should be dependent on program volunteers, kids and parents. The Mayor agreed with Mr. Kernan's comments. The City doesn't want ownership but is willing to facilitate. He is extremely concerned about the District's interpretation of the liability associated with these exchange programs and Tom Bakaly suggested this topic be discussed at the next inter-agency meeting.

3. Pay Plan policy. Bret Howser referred to his staff report outlining some options. Alex Butwinski asked for clarification about impacts to service levels based on adjustments to the pay plan. Tom Bakaly explained that if salaries decrease some employees may leave and pay drives the City's ability to attract and retain qualified personnel. This was true with police officers and bus drivers. If the pay plan is lowered, he did not believe there would be a change in behavior or performance for most individuals. Mr. Butwinski suggested considering separate pay plans for exempt and non-exempt. Mr. Bakaly explained the compression factor when the pay for supervisors and line employees gets close. Mr. Howser believed that individual plans are possible and could be treated differently for benchmarking purposes. Mr. Butwinski asked about the trigger for the 2% across-the-board adjustment and the City Manager stated that operational costs will need to be covered.

Joe Kernan believes that a pay plan based on the average of the top five of 36 cities lacks flexibility. He likes the option of supervisors recommending a pay range when recruitments are unsuccessful. In some instances, paying the average of the top five may be too much, pointing out that market demands change. He stated that any additional money in the last budget was allocated to the personnel side rather than operations. Controls on costs were applied to materials, services and supplies which were growing at an average of 7% per year for the past seven years and he doesn't have a fear of the compression element. He reiterated that he would like managers to have the ability for more flexibility and to use their expertise to narrow the range of pay, recognizing that managers would take on more responsibility. This would place downward pressure on a supervisor to manage a high performing department.

Cindy Matsumoto stressed that she wants to pay employees well, but does not want to overpay them; it is a responsibility to taxpayers. The pay plan feels very inflationary to her. She agrees with Mr. Kernan about providing managers with more flexibility to determine salaries. She emphasized that she doesn't want to overwork employees and there should be a way for managers to hire more people if needed. The current pay plan seems rigid and inflationary. She understood the reason for putting it in place when Park City was growing creating a need for more City employees. It is time for a different system where people are paid appropriately and there are assurances that public funds are not mismanaged. She would have to answer *no* to Joe Kernan's first question, *Is Council okay with our current pay plan policies?*

The Mayor recalled the importance that the pay plan be based on analytical data which can be applied consistently. Ms. Matsumoto expressed that she has some ideas about a new pay plan. She understood that the plan needs to be equitable which was probably needed at the time, but the formula appears to be inflationary. Most corporations do not use this type of pay plan and other salaries should not be increased just because one position moved up. Ms. Matsumoto stated that she wants Park City employees to continue to be well paid but even if there is enough money to provide a 2% across-the-board raise, not all of our extra funds should go toward personnel.

Candace Erickson pointed out that the City is not like a private company with a business plan projecting revenues. Benchmarking makes sense and should continue as the City finds itself competing with other municipalities and the private sector. She stated that she is not ready to throw the pay plan out and emphasized that benchmarking provides a general range for specific jobs. She agreed with Ms. Matsumoto's observation that the plan was created during a different economic climate and acknowledged public criticism about not cutting back enough during this tough financial time. She does not like being told that the raises have to be given, especially since this is contrary to the message of most of her constituents. If employees are being paid the top of the range, she questioned if this is the right time to award raises during these lean times. Ms. Erickson questioned the 2% every year, because it doesn't comport with the consumer price index which is probably 0 and not 2%. This is not a punishment to staff but financial practices should mirror what is actually happening in the world. She is also nervous about adjusting employees' levels to retain them. New hires often bring a different perspective to a position and affect positive change; everyone can be replaced. Benchmarking is needed but maybe not as frequently. Mayor Williams agreed with her comments and believed the implementation of the pay plan was driven by the need to bring some positions to market level. He acknowledged public criticism about raises but at the same time pointed out that public demands for service remain high. He questioned directing managers to determine salaries for department employees which could end up costing the City more money because of subjectivity.

Joe Kernan relayed his appreciation of having this discussion and agreed that benchmarking information is beneficial to determine appropriate ranges for positions. He suggested identifying positions that should be paid at a higher level and those that should receive average pay. Filling positions should be based on demand which can be better determined by a supervisor. He recognized that government is different than the private sector but has more flexibility to cover costs,

The Mayor acknowledged agreement on continuing to conduct benchmarking and members were comfortable with the 36 cities for comparison. Discussion ensued on receiving numbers on positions from other cities but not having associated information on the employees' years of service or level of performance. Ms. Matsumoto again mentioned that the goals of the pay plan have been met and there may be better approaches. Liza Simpson explained that staff investigates anamolies which may surface in comparison data and Kim Leier clarified this process further. In response to a question from Liza Simpson about practices of other municipalities, Ms. Leier stated that pay for performance is more common in the private sector and governments typically use step and grade systems. The City has tried to mirror the private sector for some time but she didn't know the level of use of pay for performance in other public agencies.

The Mayor pointed out that the City is comparing our data with step and grade systems and asked if that is a good comparison. Ms. Leier stated that it will never be *apples to apples*. Ms. Simpson emphasized that it would only matter if the numbers were out of whack. Market-driven data is important to have and benchmarking is really important. She is willing to adjust the plan and is looking forward to including the ICMA information. Ms. Erickson discussed market data showing that salaries for a position need to be increased and Bret Howser stated that the budget will reflect the new salary range but the raise for affected employees is a function of their performance review and is not automatic. He emphasized that only a few positions are reclassified in a year in which benchmarks are conducted.

Alex Butwinski felt that more discussion is needed and members are not ready to give direction at this point. He suggested a step and grade system but if performance exceeds expectation, a bonus is awarded. He questioned the assumption that within two years everyone is proficient since position types vary significantly. Joe Kernan stated that he looks forward to continuing discussions on the pay plan. Liza Simpson relayed that City employees are valued. However, Council members have a responsibility to their constituents to spend public funds wisely. She agreed with Ms. Erickson that turn-over is vital to an organization and feels comfortable moving forward with a detailed analysis of the pay plan next year after the budget process. Ms. Simpson stated that she supports *up to* a 2% across-the-board, depending on budget numbers. At some point, it would be prudent to consider an independent labor market salary analysis. A policy discussion among members needs to occur about the target level of pay. She felt that a culture of excellence has been created in town and people want to work at the City because of this.

Ms. Erickson referred to a conversation she had about paying employees less because of where they are working. Although City employees enjoy great benefits like skiing, golf, etc., the cost of living here is a lot more than other places and customers are more demanding. Because of this, she felt higher salaries are justified. Cindy Matsumoto clarified her position and stated that City employees should be paid more than average pay, however, it is unclear if the City can continue to pay the average of the top five. The Mayor pointed out that some cities should be eliminated from the bench-mark comparison process because of their numbers. Joe Kernan suggested defining *the market* and considering service population and budget size to determine what cities fit the criteria. If cities are eliminated that don't meet the top of the market, the only ones left are the top five. Mr. Kernan stated that it makes sense to pay higher than average at the City. It may be that some people need to be paid at the very top. He cautioned making a decision on the 2% raise tonight as the decision should be made in context of the whole budget to understand if there is additional money and how it should be distributed. Liza Simpson recommended keeping the pay plan flipped this year. This topic will return to Council.

3. Community carbon mitigation projects. Tyler Poulson referred to the July update where the $127,000 balance in the Johnson Controls' budget was discussed. One hundred thousand dollars is being allocated to an internal revolving loan fund and Council directed staff to return with options. There are three proposals in the staff report aligning with Council objectives in the Environmental Strategic Plan. Salt Lake County is rolling out a $1 million revolving loan fund for the community using some stimulus and county-based funding sources. He pointed out municipalities able to allocate funding toward rebates and certain incentives on a local level but programs are staff intensive.

Carbon mitigation is most closely aligned with climate change but that should not be the only reason to address carbon emissions because there are other considerations like energy costs, reliance on finite fuels, pollution levels, and health and social impacts.

Local incentives for renewable energy are offered in St George and Logan for residential PV solar systems and both have a municipal utility. Solar is a renewable energy source providing over 1,500 times the amount of total global energy usage in any given year. He described the solar applications in Germany and decreasing installation costs for solar over the years. One option is to provide a direct cash incentive or $1,000 for the next 27 solar PV or solar thermal installations in Park City. But staff does not recommend this option because any rebate provided discounts the amount of tax credit received by the consumer. An alternative recommendation to the rebate is to waive future building permit and plan review fees associated with renewable energy systems. This value is not discounted with regard to tax credits and is not a financial outlay for the City but rather represents foregone revenue.

Mr. Poulson referred to the home performance program with Energy Star. The state received just under $10 million from the Department of Energy for stimulus funding and $2 million has been directed to this program. He recommends leveraging this program, rather than creating a new one. For energy improvements the household pursues, the home performance program rebates 50% of the total cost of the job. A marketing campaign can be created on a local level directing citizens to this rebate opportunity.

Tyler Poulson described the low carbon diet program designed to coach families to reduce their carbon footprints. He believes there is genuine interest from community members in volunteering their time and energy toward reducing carbon emissions. The booklet offers ways to reduce 5,000 lbs of carbon a year in the areas of home energy use, transportation, solid waste and recycling, water consumption and consumer choices. The booklet also provides a framework to promote participation to magnify reductions. Staff recommends using the $27,000 and hiring a part-time project coordinator for outreach and marketing. Staff proposes that the City cover the cost of the workbooks at $8 each and set aside some money for incentives and awards for participants in the program. The success or failure of the program is driven by the community. He again addressed the recommendation to use the $27,000 for the carbon diet program and waiving future building permit and plan review fees associated with solar PV, solar thermal, and wind.

Liza Simpson suggested that foregone revenue be projected in the budget and asked if the booklet is available on-line. Mr. Poulson responded that certain portions are available electronically. Mayor Williams expressed his support of the project but pointed out that the marketing budget may not be sufficient. Candace Erickson felt it makes good sense to reimburse the Building or Planning Departments foregone fees. Joe Kernan liked the plan presented, especially encouraging the public to take advantage of the state's home performance program. He suggested that waivers be offered on a temporary basis or intermittently. Liza Simpson felt it would be helpful to implement the program for a couple of years and assess budget implications. Mr. Kernan felt that waivers should be strategically used as incentives. Diane Foster suggested capping waivers or extending them to residential units only. The Mayor suggested that installations over a certain size be considered on an individual basis. Alex Butwiski believed the $27,000 should be carefully managed so costs are not exceeded. There was discussion about selling workbooks to sustain funding and marketing the home performance program on the City's website.

5. Recreation Advisory Board Visioning. Ken Fisher introduced RAB Board members in attendance indicated above. Members are looking for Council direction on their proposed work plan, conceptual master plan for City Park, and dogs off-leash at the Library campus.

Last year, Council asked RAB and staff to look at making the Library field an off-leash area and it was discovered that the County Animal Control Ordinance didn't recognize dog parks. Summit County is in the process of formulating a new leash law regulation that will allow local communities to designate off-leash areas and the proposal is scheduled for review on November 24, 2010. Over the past year, RAB has received some public input on this issue and four options have been identified. (1) Do nothing and leave as is and (2) designate the field as an off-leash area. Neighbors were not supportive because they feel this area should remain multi-use. (3) Install a fenced-in dog park. RAB believed users should use the recently constructed dog park at Quinns. (4) Increase signage and poop dispenser bags. Signage would display leash laws, encourage owners to pick up after their dogs, and guide people to the dog park at Quinns Junction.

Mayor Williams explained that he has always been a proponent of not designating this field a particular use, although he recognized the conflicts with kids and dogs and keeping the field clean and usable. Candace Erickson, liaison to RAB, relayed a suggestion of making the people using the park responsible for those who are not. Another option is to hire a service to clean up the park on a regular basis. Liza Simpson observed that the evening user group is self-policing and she is inclined to support Option 4. Mayor Williams questioned the need for a sign directing people to the dog park. Joe Kernan supports Option 4 except for posting the leash law ordinance which could be confusing. He didn't feel it necessary to hire a maintenance service and suggested considering an electronic border system. Liza Simpson stated that conflicts with school children and dogs may significantly diminish when tenants move out of the building because of the potential Library expansion in a couple of years. Members agreed on Option 4 with all three suggested signs.

Mr. Fisher stated that all but $12,000 has been spent in City Park from the 2001 $2 million neighborhood bond and at Quinns Junction, improvements are funded at $300,000 from open space impact fee revenue. Last year, Council directed staff to hire a landscape architect to look at creating a master plan for the north and south ends of City Park. Dave Nicholas from IBI has worked on many parks throughout town was hired; he referred to conceptual drawings. Discussion ensued on City-owned property located behind 7-11 which looks more like it is associated with the store. He noted that programming this area is pretty dangerous with the potential of errant baseballs as the playing field is across the street. It is recommended to do nothing with this area at this point in time.

Ken Fisher referred to a possible site for a community garden on Park Avenue and creating a bandstand area on the southwest corner to try to bring some music back to the park because. This area is underutilized. Currently there are two tennis courts which will need to be rebuilt and there is enough space to accommodate a third court. Alex Butwinski was not supportive of a third court, felt there is no demand, and prefers more grass. The Mayor disagreed and stated that he often sees people waiting to use the only free courts in town. Candace Erickson agreed that the two courts are used on a regular basis all summer long. Cindy Matsumoto stated she is okay with three courts and Joe Kernan would also like to see the area used. Most members were supportive of the small performing area, but Ms. Matsumoto felt it is too small. Liza Simpson stated that she does not want to use City-owned property on Park Avenue for a community garden and preferred an area by Snow Country Condominiums, explaining that she wants to preserve the property for affordable housing. Kathy Kahn explained that community gardens can easily be moved and vacant property is typically used until it is developed. Mr. Fisher expressed the importance of placing community gardens conveniently close to participating households.

He asked if Council is supportive of lighting the skate park to expand use. If Council agrees, an amended CUP application would have to return to the Planning Commission for approval. The Mayor discussed covering the skate park so it could be used year round, which was presented to Council two years ago. Liza Simpson felt lighting the skate park for a month is a waste of money; spend the money to study the cover option. Joe Kernan supported lighting and exploring covering the facility. Alex Butwinski didn't like either option. Cindy Matsumoto felt night lighting is often annoying to the neighborhood and is against extended lighting at the skate park. Candace Erickson agreed. Lighting was not supported.

Mr. Fisher stated that the next phase of the approved Sports Complex conceptual master plan is to build fields between the maintenance building and the National Ability Center. RAB would like to review the plan again to ensure it is a plan that should be implemented. In response to a question from the Mayor, Ken Fisher felt that the biggest demand on fields is evening play but there are available times during the day. With regard to clearing snow from a field this winter for lacrosse and soccer play, Tom Bakaly explained that Council approved the purchase of the snow bucket and the cost to clear it with corresponding revenue from the School District, SBSRD, and the users. If $3,000 is received from the user group, the program will be implemented.

Liza Simpson asked RAB to look at a possible field house at Quinns as the Newpark facility is constantly booked. Joe Kernan cautioned embarking down this road because of the expectations it will immediately prompt in the community. The Council should develop some budget procedures to make sure that the improvement is needed by demonstrated use. Existing facilities should be fully utilized first. Mr. Fisher explained the location of future conceptual fields and relayed that indoor playing fields ranked very low in the 2006 recreation needs assessment survey for Park City. He spoke about conducting a joint needs assessment with the County and Ms. Matsumoto suggested including the School District in discussions. Mr. Kernan felt that significant capital projects should be put to the voters.

Mr. Fisher stated that the group will be working with the Public Art Advisory Board for public art for the new recreation center. Tom Bakaly confirmed that PAAB will make the final recommendation to Council.

With regard to the master plan discussion, Ms. Erickson stated that if the City is not in a financial position to build a field house, it doesn't make sense to spend the time and money to include it in a master plan. The Mayor clarified that the request is to just take a cursory look. Kathy Kahn explained that a field house has not been a topic of interest and she personally likes the idea of an indoor pool. It was clarified that an architect will not be hired for the next phase.

6. Comstock Tunnel ribbon-cutting. The work session adjourned and members celebrated the completion of the Comstock Tunnel on site with School Board members.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 4, 2010

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 4, 2010. Members in attendance were Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; and Kirsten Whetstone, Planner.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Liza Simpson commented on the passing of Kathy Herschberg and remarked on her many contributions the community over the years.

Joe Kernan disclosed that he pays to park his vehicles on The Yard property. He hoped the national results of the election held Tuesday will prompt needed partisan cooperation. With regard to the RAB discussion, he acknowledged the commitment of "friends" group to raise support and would like to see a "friends" group emerge committed to fiscal conservatism so there is another voice out there to balance funding requests.

III PUBLIC INPUT *(Any matter of City business not scheduled on agenda)*

None.

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF OCTOBER 14 AND OCTOBER 21, 2010

Joe Kernan, "<u>I move we approve the minutes of the 14th and 21st of October</u>". Cindy Matsumoto seconded. Candace Erickson disclosed that she was not in attendance at the meeting of October 21. <u>Motion carried to approve</u>.

	10/14	10/21
Alex Butwinski	Aye	Aye
Candace Erickson	Aye	Abstention
Joe Kernan	Aye	Aye
Cindy Matsumoto	Aye	Aye
Liza Simpson	Aye	Aye

V NEW BUSINESS (New items with presentations and/or anticipated detailed discussions)

1. Consideration of an Ordinance approving The Yard Subdivision, located at 1251 and 1225 Kearns Boulevard, Park City, Utah – Kirsten Whetstone explained that the request is for a one-lot subdivision to create one lot of record in the General Commercial District. The site is about 4.5 acres and the subdivision eliminates overlaps, gaps and errors in various legal descriptions of the eight parcels. She pointed out one open structure not meeting the side yard setback adjacent to Woodbine Way creating a legal non-conforming use. The Planning Commission conducted a public hearing and forwarded a positive recommendation to City Council. For the benefit of Joe Kernan, Ms. Whetstone explained that properties must be legally subdivided to receive a building permit and develop. The Mayor opened the public hearing; there were no comments from the audience and the hearing was closed. Liza Simpson, "I move we approve The Yard Subdivision based on the findings of fact, conclusions of law and conditions of approval as found in the draft Ordinance". Alex Butwinski seconded. Motion unanimously carried.

2. Consideration of an Ordinance approving the Second Amendment to the Courchevel Condominiums Record of Survey Plat, located at 2700 Deer Valley Drive East, Park City, Utah – Planner Kirsten Whetstone explained that the application is to amend the record of survey plat. The original plat was recorded in 1989 including 40 residential condominium units in three buildings with 60 parking spaces. Two of the three buildings were built but Building A was not constructed because most of the density from Building A was transferred through an amendment to the Deer Valley Master Plan to neighboring properties. There is enough density left to convert some of the common area of two of the units in Building B. She pointed out the record of vote of the homeowners association in the packet material. An analysis of the unit equivalents was conducted and the amendment is code compliant. The Planning Commission held a public hearing and forwarded a positive recommendation. A condition of approval specifies that any future construction of units will trigger a review of the parking.

Mayor Williams referred to a letter sent to Council members from an owner concerned about potential density and parking problems. Ms. Whetstone confirmed that there aren't sufficient unit equivalents available to increase density. Alex Butwinski asked what the City would do if the HOA didn't support the application. Ms. Whetstone stated that the HOA has to be the applicant and Mark Harrington clarified that although the City does not regulate CC&Rs there has to be demonstration that the vote occurred. The Mayor opened the public hearing; there were no comments and the hearing was closed. The applicant pointed out that the objecting owner was serving on the Board of Directors when the vote was taken.

Joe Kernan, "I move we approve New Business Item 2, approving the Second Amendment to the Courchevel Condominium Record of Survey Plat". Alex Butwinski seconded. Motion unanimously carried.

VI ADDITIONAL DISCUSSION – AGENDA ITEMS

None.

VII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned and a closed session convened.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 6:30 p.m. Members in attendance were Mayor Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Tom Daley, Deputy City Attorney, Joan Card, Environmental Regulatory Affairs Manager, Jason Christensen, Legal Intern, Michael Kovacs, Assistant City Manager; Kathy Lundborg, Water Manager; Jon Weidenhamer, Economic Development Director; Thomas Eddington, Planning Director; Diane Foster, Sustainability Manager; and Mark Harrington, City Attorney. Liza Simpson, "I move to close the meeting to discuss property and litigation". Cindy Matsumoto seconded. Motion carried unanimously.

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott, City Recorder