



APPROVED 4/24/2017

Minutes of the
Millcreek City Council Meeting
Monday, April 17, 2017

Councilmembers present

Jeff Silvestrini – Mayor
Silvia Catten – Council District 1
Dwight Marchant – Council District 2
Cheri Jackson – Council District 3
Bev Uipi – Council District 4

Other present

Leslie Van Frank – Acting Recorder
John Brems – City Attorney
Rita Lund – Deputy Recorder

WORK SESSION

Mayor Silvestrini called the meeting to order at 4:00 PM.

1. Report from John Miller, Salt Lake County

Mayor Silvestrini introduced John Miller, Salt Lake County Engineering, and gave a brief explanation related to the interactive Millcreek pavement schedule map that had been prepared. The mayor had

spoken with Kevyn Smeltzer, Salt Lake County Public Works Operations, and requested that the projects shown on the map be prioritized and costs included. The mayor explained that the number of projects shown on the map is ambitious and that budgets would not allow for all projects shown to be completed.

Mr. Miller explained the road Operational Condition Index (OCI) index and that the benchmark is around 70. Mr. Miller additionally explained that all roads are rated every four years and that the master spreadsheet is constantly being updated. When a road deteriorates to a certain point, it will require a complete rebuild which is very expensive. As an example, 13th East currently has passed the point where a slurry seal or overlay can increase the life span of the road and for now potholes will be repaired and small fixes completed until funding is available for a total repair.

Councilmember Uipi asked about a pothole program. Mr. Miller explained that grant funding may be available for this type of repair on major arterials but that preparing and prioritizing the roads through the OCI is the best way to maintain the life of roads for as long as possible. Mr. Miller additionally indicated that Millcreek roads are on a downward trend and that additional funding will be required for roads.

Mayor Silvestrini reported that he had talked to Mr. Smeltzer and Mr. Miller about some areas where there are drainage problems. The mayor displayed some photos of locations where there are drainage concerns and told the council that prioritizing locations will be part of the city budget process. Additional funding will be required and the council will have to consider messaging and education for residents about the process and the costs of repairs. As an example of prioritizing projects, the mayor pointed out that the areas that had been displayed were areas where water pools, however there are other locations that need to be placed higher on the list for repairs, such as a location along 900 East at around 4200 South where water is getting into the basement of a home. This is a liability issue for the city as well as a safety issue.

Councilmember Marchant asked whether this drainage problem could be corrected as part of the 900 East rebuild project. Mr. Miller responded that the large construction project will not be completed until 2024 and this section is the top priority that should not be delayed. Based on the MSD budget, there will be \$50,000 available for this type of project and there is also \$150,000 that was originally designated for a widening project for bike lanes along 900 East. This funding is already available and could potentially be used for this drainage project. Funds could be used to widen that section of road, put a section of curb and gutter along with a storm drain to fix this drainage for this home.

Mayor Silvestrini pointed out that the MSD has talked about cutting the \$150,000 line item to help balance the budget and that he will continue to fight to keep this funding in order to complete this project.

Mr. Miller stated that public works would like direction on how to proceed with this project. Mr. Miller indicated that the cost for this drainage project would be \$20,000 to \$30,000 and would require minimal engineering. The area is in a low spot along the street and the homeowner had installed a sump that is no longer functioning.

Mayor Silvestrini asked the council if they agreed to give direction to public works operations to proceed with this project and received general agreement from the members.

Councilmember Marchant asked about the lighting on 900 East. Mr. Miller responded that Rocky Mountain Power is still working on tying in the electrical and that the county is in contact with them to get the project finished and the lights turned on.

Councilmember Marchant thanked Mr. Miller for placing the duck crossing signs near Scott Avenue Park so quickly.

Mayor Silvestrini mentioned the Grandeur Peak process and indicated that the item on the agenda only pertains to formalizing the earlier decision to make the permit parking area permanent. The mayor then requested that Mr. Miller provide a letter to the city council evaluating if the first traffic study is sufficient to address the second petition. The mayor outlined the process that would be required to address the second petition that would include a public hearing. Mr. Miller indicated that the previous study was completed after the permit area was in place and showed the number of stalls that would be required to meet the peak demand. Additional stalls will be painted on Wasatch Boulevard in the next two weeks. Mr. Miller suggested considering making an addendum to the study to address the second petition. Mr. Miller also pointed out that “no parking” on the east side of the road would result in two residents along Wasatch Boulevard having to park across the street.

Councilmember Jackson asked about the wording in the permit parking area related to the number of permits that could be received. Mr. Miller responded that the county attorney interpreted the wording to mean two permits per household. Mayor Silvestrini requested Mr. Miller forward that opinion to John Brems, city attorney, for review.

Mr. Miller then stated that fees have been waived during the pilot period and that the fees cover the cost of administering the program. The mayor suggested having the county continue administering the process. Mr. Miller informed the council that the fire marshal felt 60’ or 80’ at the end of Cascade Way should be marked as no parking.

Councilmember Marchant asked Mr. Miller to thank Salt Lake County engineer Madeline Francesco-Galang for taking the time to look at other concerns in his district.

Mr. Miller gave an update on a concern at Scott Avenue Park involving several trees that have grown up on the homeowners’ side of the wall. Mr. Miller indicated that flood control will take the trees down but there are sometimes concerns when trees are removed from a park. Councilmember Marchant stated that the neighbors want the trees down as soon as possible. Mayor Silvestrini indicated there should be a discussion with the larger community and requested time from Fran Holfeltz, who was in the audience, on the next Millcreek Community Council agenda for a discussion. Ms. Holfeltz stated there should be adequate time on their agenda.

2. Presentation by Blyncsky

Mayor Silvestrini introduced Mark Pittman, founder and CEO of Blyncsky who gave an overview of his company. Blyncsky can collect data from electronic devices, aggregate the data and use the data to understand the habits and trends of residents. The company is very aggressive regarding privacy issues and had participated in developing and had lobbied for HB369 that passed during the last legislative session and includes very strict privacy requirements. Blyncsky installs and maintains sensors to collect data that can be shared through user licenses at a cost of \$37.50 per sensor. There are currently 136 sensors operating in Park City and discussions are underway with UDOT.

Data is collected through bluetooth, wi-fi and tire pressure rate sensors. Capture rates vary based on the demographics and income levels of an area. On the University campus the rate is around 110%, but on roadways and walking areas would average at around 60%. Sensors cannot differentiate between the various types of device. Sensors can be installed on a permanent or temporary basis and can be hard wired or based on solar power. The cost for a temporary sensor is \$2,200.

Councilmember Uipi asked about how data can be utilized by engineering. Mr. Pittman indicated that the majority of transportation studies are consultant-based and this could assist in house engineering.

Councilmember Catten asked who owns the data. Mr. Pittman indicated that Blyncky owns and holds the data, which does protect the city from liability issues. Data is held indefinitely and is locked and cannot be used by local law enforcement.

Mayor Silvestrini requested a copy of the sample license agreement.

3. Presentation by Smartlink.

Mayor Silvestrini introduced Jason Hadley, who indicated he is an employee of Smartlink, which is a consultant for Crown Castle. Mr. Hadley introduced Trevor Miller and Brian Christensen from from Crown Castle and Horrocks Engineering.

Mr. Hadley presented a brief video presentation related to wireless infrastructure and the need for expansion. Wireless infrastructure can include cell towers, rooftop towers and small cell solutions that can be placed on existing poles. Mr. Hadley pointed out that 48% of households rely on wireless phones and that approximately 70% of 9-1-1 calls are placed from wireless phones.

Mr. Hadley explained that Crown Castle is moving to small cell solutions, cell towers are becoming completely utilized and companies cannot provide additional service. Crown Castle is not a provider, they simply provide the infrastructure.

Mr. Hadley showed a map with the nodes that Crown Castle would like the council to consider in the Millcreek area. Mr. Hadley also presented other potential sites located on streetlights and other infrastructure coordination. Mr. Hadley indicated that the next step would be right of way encroachment permits and applications. The permit fee would be \$500 per year for each node.

Mayor Silvestrini asked about co-location requirements. Mr. Pittman indicated that the Crown Castle system can support additional carriers and that the nodes are much smaller and less intrusive than older cell phone towers. The type of equipment installed depends upon which type each carrier requires. Dark fiber is placed in the right of way and the carrier will direct where they want the service.

Councilmember Jackson asked about spacing. Mr. Hadley indicated that it would depend upon the need and could be centered around apartment complexes or areas of greater population.

Mr. Pittman indicated that in Millcreek for the first phase, all infrastructure would be aerial and that an agreement is already in place with Rocky Mountain Power to utilize their poles.

John Brems, city attorney, commented that he has been in discussions regarding the agreements and will be working through the issue and will be bringing an interlocal agreement back to the council.

4. Presentation by John Brems about Salt Lake Valley Law Enforcement Service Area.

Mayor Silvestrini asked John Brems, City Attorney, to discuss developments with SLVLESA and additionally reported that at UPD governance meetings, there has been pushback about the metro township participation, including a suggestion that some smaller communities should team up to allow for a better balance on the board. He reminded the council that Riverton and Harriman are intending to leave SLVLESA, which would leave Millcreek as the only municipality participating in SLVLESA, together with the metro townships and remaining unincorporated county.

The mayor had asked Mr. Brems to explore options for Millcreek including: 1) stay in SLVLESA; 2) leave SLVLESA and form its own district or 3) leave SLVLESA and increase property taxes in a similar amount to pay for UPD services. The mayor indicated that the last model would require a truth in taxation process and that Millcreek would most likely already have to go through a similar process related to the telecommunications tax.

Mr. Brems detailed the statutes governing SLVLESA and UPD, and explained that SLVLESA is a “first responder district”. Mr. Brems indicated that Millcreek satisfies the key elements of the statute that allows it to withdraw from SLVLESA without an election. Mr. Brems explained that the Council would have to pass a resolution to begin the process of withdrawing, and within ten days after adopting the resolution, the city would submit written notice of adoption of the resolution along with the copy of the resolution to the SLVLESA board. An agreement in writing from both parties is required, most likely through an interlocal agreement.

Mr. Brems then explained the two options should Millcreek leave SLVLESA. The first would be to create a new district which could then impose the property tax. This district could be created by resolution and timing would be critical. Mr. Brems indicated that he has had discussions with the state and that a truth in taxation hearing would be required as well as an audit, a separate fund balance in the event of a potential funding shortfall, and administrative issues. Mr. Brems then outlined the benefits, which are mainly political, as funds are limited to purposes for which the district was created. Mayor Silvestrini noted that residents would see the amount of costs on their tax notices.

Mr. Brems then discussed the second option, which would be for Millcreek to fund its own police services. Mr. Brems indicated that he feels that Millcreek should be able to afford the same level of service at the same cost. Mayor Silvestrini stated he felt that the advantage of this option is that Millcreek would save on the administrative costs, and there would be additional flexibility. A tax revenue anticipation note (TRANS bond) would be required due to the timing of revenue flow. Further, a blended revenue source would allow for a lower interest rate on any bonding in the future.

Mr. Brems then reviewed the timeline for withdrawal and capturing the SLVLESA revenues directly. The city would need to negotiate with SLVLESA prior to December 2017, adopt a resolution of withdrawal in December 2017, send the notice of withdrawal to SLVLESA within ten days, and withdraw from SLVLESA no earlier than December 21, 2017. Mr. Brems indicated that if the city were to create a local district to capture the tax revenue, that would have to be done before January 1, 2018. With or without a district, the city would capture the formerly SLVLESA revenue by adopting a budget with a tax increase by June 22, 2018 and holding a truth in taxation hearing in August 2018. That way, the city could begin to directly receive the property taxes in November/December 2018.

Councilmember Uipi suggested Millcreek utilize the time that is afforded in the process to pursue education of residents, with a possible town hall. She also suggested beginning the discussion in the upcoming MSD feasibility public hearings. Mr. Brems commented that whichever option the council determines to pursue, a truth in taxation hearing would have to be held in August 2018 so that Millcreek would begin receiving the property taxes in November/December 2018.

Mayor Silvestrini requested authority to negotiate these issues with Herriman and Riverton, as the process for Millcreek's withdrawal should be at the same time frame as the other cities. The mayor has had a discussion with UPD Chief DeBry indicating that he is not as concerned about Millcreek withdrawing from SLVESA, but wants Millcreek to stay with UPD and not suffer a reduced level of service.

Councilmember Uipi commented that she is willing to begin working on setting public hearings to begin the education process for residents.

Mayor Silvestrini stated that Riverton had conducted a feasibility study with Lewis Young. Herriman has not yet done a study but continues discussion. Responses are due this week to the RFP to do a feasibility study for Millcreek.

5. Preliminary discussion of changes to Conditional Use Ordinance, John Jansen

Mayor Silvestrini introduced John Jansen, who gave a presentation related to the proposed changes to the conditional use ordinance and outlined the time line, including meeting with the community councils possibly in May. Mr. Jansen stated that conditional use changes should be aligned with state law and outlined the two types of decisions that are made: legislative decisions that create new items, and administrative decisions based on following the ordinances. Mr. Jansen explained that the state legislature changed the law to require that a conditional use must be approved if reasonable conditions are proposed to mitigate potential problems and if the reasonably anticipated detrimental effects can be mitigated. The conditions imposed must be based on standards set forth in the city's ordinances.

Mr. Jansen explained compatibility, uses within a zone, and potential standards that a planning commission could impose. Mr. Jansen talked about standards and the need for more clarity in definitions and that modifications to zones should be anticipated after the General Plan is adopted.

6. Discuss and finalize specifics of participation in Salt Lake Marathon

Councilmember Marchant will send the contact information for the resident who is allowing the use of their front yard to Rita Lund to talk about timing.

7. Reminder of Great Utah Shakeout Event

Councilmember Jackson requested participation in the Great Utah Shakeout and listed some emergency preparation tips.

Mayor Silvestrini recessed the meeting at 6:30 PM.

GENERAL MEETING

1. Call to Order

Mayor Silvestrini called the General Meeting to order at 7:10 PM.

1.1 Pledge of Allegiance

The Pledge of Allegiance was led by Jemina Keller, a Millcreek resident.

1.2 Approval of Minutes

MOTION was made by Councilmember Jackson, seconded by Councilmember Marchant to approve the minutes of April 10, 2017. Motion passed unanimously.

2. Public Comment

Mayor Silvestrini who in the audience came anticipating a public hearing on the Grandeur Peak permit parking issue. He explained that the only matter to be considered on the agenda is approval of the ordinance that formalizes the resident parking program already approved at a previous meeting. The mayor explained that Councilmember Jackson had approached the neighborhood in the last several days about the potential of seasonal parking in an attempt for compromise. He explained that another public hearing would be required if a change to seasonal parking were to be considered, but that such a change was not on the agenda for today.

Councilmember Jackson commented that her intent regarding her inquiry about seasonal parking in the Grandeur Peak neighborhood was an attempt at developing a compromise. The councilmember was interested in having public input to ascertain what the residents' opinions might be on a potential seasonal permit aspect.

Cami Staker, a Millcreek resident in the "Live Where You Work, Where You Play" space, who asked about ordinances and described undesirable experiences she has had her neighborhood. Ms. Staker also asked about storage unit ordinances. Mayor Silvestrini suggested she contact the UPD, code enforcement and the health department, and introduced Ms. Staker to UPD Chief Steve DeBry, who was in attendance at the meeting. The mayor further explained that a facility that is built as a storage unit would likely not have an occupancy permit and if there are people living in a unit, the health department would have oversight. The mayor offered to assist Ms. Staker with the concern.

Greg Coon, a Grandeur Peak neighbor, circulated maps showing the area around his home and commented about parking concerns in the neighborhood that impact public safety for his street. Mr. Coon also related that the neighborhood is not as divided as has been stated in previous meetings.

Mayor Silvestrini related that the fire marshal has suggested possibly parking on one side only could potentially address the concerns.

Jemina Keller, a Grandeur Peak neighbor, thanked Councilmember Jackson for her clarification and commented that the neighborhood does not want part time parking. Ms. Keller questioned the proposed fees and suggested that funds could be raised from parking tickets.

Virginia Jensen, a Grandeur Peak neighbor, stated her opposition to any seasonal parking proposal. Ms. Jensen explained that there is not a great difference in winter and summer uses. Ms. Jensen would like to have the pilot program instituted as discussed and requested that parking not be pushed onto Warr Road and lower Cascade Way and outlined her concerns about providing parking for public from outside the neighborhood. Additionally, Ms. Jensen is requesting that the east side of Wasatch Boulevard be striped in red to indicate no parking. Vandalism and drug trafficking continue to be a concern.

Heather Bringard, a Grandeur Peak neighbor, also thanked Councilmember Jackson for her clarification. Ms. Bringard supports Ms. Keller’s comments that revenues could come from tickets rather than fees and that she would encourage overflow parking at Eastwood Elementary.

Andrea Barrs, a Grandeur Peak neighbor, thanked Councilmember Jackson for her clarification and stated that she is opposed to seasonal parking in the neighborhood. Mr. Varss stated that she has not had a problem with the permits.

Mayor Silvestrini indicated that the permit parking ordinance is on the agenda this evening and that an additional petition has been received and will be addressed. Councilmember Marchant stated that the common thread in the comments is related to enforcement. Chief DeBry of the UPD addressed the question and asked the residents to be patient, as his officers must prioritize their calls. Mayor Silvestrini pointed out the fines and forfeitures do not bring in adequate funds even to sustain court systems. Enforcement may be the right thing to do but should not be considered a revenue source.

Mayor Silvestrini announced that due to the residents being in attendance, agenda item 8.4 would be considered out of order.

8.4 Discussion and consideration of Ord. 17-_____ - formalizing a restricted parking program on Warr Road and Cascade Way near the Grandeur Peak Trailhead

Councilmember Jackson asked about the interpretation of the ordinance that provides the number of permits. Mayor Silvestrini explained that he had discussed the interpretation from the District Attorney indicating that each household should be allowed two permits and has requested additional information from the county.

Councilmember Catten additionally commented on the permit parking fee, that there is a cost to the city to administer the program and she feels a fee is necessary.

MOTION was made by Councilmember Catten, seconded by Councilmember Uipi to adopt Ord. 17-_____ - formalizing a restricted parking program on Warr Road and Cascade Way near the Grandeur Peak Trailhead. Motion passed unanimously by roll call vote with councilmembers voting as follows:

- Councilmember Uipi – Aye
- Councilmember Catten – Aye
- Mayor Silvestrini – Aye
- Councilmember Jackson – Aye
- Councilmember Marchant – Aye

3. Reports

3.1 Report of Mayor, reports of City Council members

Mayor Silvestrini reported that the city will be receiving the results of a feasibility study related to the MSD and invited the public to attend the public hearing on May 23rd at Wasatch Jr High and the community council meetings in May. The mayor additionally told the audience that there have been some developments with the SLVLESA district and there will be additional information provided in the

future. The mayor emphasized that Millcreek is not contemplating any changes to the services provided by the UPD and that the discussion is related to the SLVLESA funding component.

Mayor Silvestrini reported that \$246,000 for January and February from the road taxes has been received by Millcreek. Sales tax revenues will be coming to the MSD and the city will be developing the city budget.

Councilmember Jackson reported she had attended a Safe Neighborhood program and asked the residents to familiarize themselves with the program.

Councilmember Marchant reported on a concern with Liquid Joe's complaints and that the facility is in Salt Lake City but that noise complaints can be enforced by the health department. Mr. Brems stated that he will review a document that has been prepared by a neighbor.

4. Appointments

No appointments appeared on the agenda.

5. Consent Agenda

No consent items appeared on the agenda.

6. Planning Matters

6.1 Continued discussion and consideration of Ord. No. 17- _____ - to amend Title 19 Zoning of the Millcreek Code of Ordinances, 2017, to enact a new MD Zoning Ordinance.

Mayor Silvestrini introduced Mr. Jansen who briefly explained the ordinance changes.

MOTION was made by Councilmember Marchant, seconded by Councilmember Jackson to adopt Ord. No 17- _____ – to amend Title 19 Zoning of the Millcreek Code of Ordinances, 2017, to enact a new MD Zoning Ordinance. Motion passed Motion unanimously by roll call vote with councilmembers voting as follows:

Councilmember Uipi – Aye
Councilmember Catten – Aye
Mayor Silvestrini – Aye
Councilmember Jackson – Aye
Councilmember Marchant – Aye

7. Financial Matters

7.1 Quarterly financial report by Dave Sanderson

Mr. Sanderson distributed the quarterly report and gave a brief explanation. Mayor Silvestrini reported that Millcreek will be receiving funds from the MSD in the approximate amount of \$400,000.

7.2 Discussion and consideration of Resolution No. 17- _____, authorizing and directing the Mayor to issue a Request for Proposal for auditing services

Mayor Silvestrini addressed the requirement for auditing services and suggested letting an RFP for auditing services for a partial fiscal year.

MOTION was made by Councilmember Jackson, seconded by Councilmember Uipi to adopt Resolution No. 17-_____, authorizing the directing the Mayor to issue a Request for Proposal for auditing services. Motion passed unanimously.

8. Other Matters

8.1 Discussion and consideration of Resolution No. 17-_____, authorizing and directing the Mayor to negotiate a contract with _____ for the provision of human resource services.

Mayor Silvestrini requested the score sheets for human resource services and asked each councilmember for their top pick. There was unanimous agreement from the council that NFP was their top pick. The mayor explained that five responses had been received. He discussed the other applications and the reasoning behind his scoring.

MOTION was made by Councilmember Uipi, seconded by Councilmember Catten to adopt Resolution No. 17-_____ - authorizing and directing the Mayor to negotiate a contract with NFP for the provision of human resource services. Motion passed unanimously by roll call vote with councilmembers voting as follows:

Councilmember Uipi – Aye
Councilmember Catten – Aye
Mayor Silvestrini – Aye
Councilmember Jackson – Aye
Councilmember Marchant – Aye

8.2 Discussion and consideration of Resolution No. 17-_____, authorizing and directing the Mayor to negotiate a contract with _____ to provide city office space

Mayor Silvestrini reported that Fred Healey has not yet completed the additional information that had been requested and that the item would be tabled.

8.3 Discussion and consideration of Resolution No. 17-_____, authorizing and directing the Mayor to issue an RFP for engineering services

The mayor began a discussion of the RFP. Gary Colgan, representing CH2M Hill Engineering, requested a revision to the RFP and asked whether Millcreek is contemplating doing building inspections as part of engineering. Mr. Colgan indicated that it will be difficult to put prices on such an open-ended RFP without a quantification of the scope of work. Jason Jones, representing JUB Engineering, agreed that costing would prove difficult. John Miller, Salt Lake County engineering, also indicated that even from the county perspective, a comparison would be difficult without a defined scope.

Mayor Silvestrini discussed the changes that had been determined at the last City Council meeting including the list of services and the weighting. The mayor indicated that applicants have sources of data to consider when responding to the RFP.

Mayor Silvestrini discussed the concerns related to preparation of this RFP and thanked the engineering firms who have assisted Millcreek up to this point. The mayor suggested that Millcreek enter into a six-month contract for engineering with Salt Lake County to allow time collect data and to produce a more comprehensive RFP. The process could include roundtables with all interested firms to assist in determining the scope.

Mayor Silvestrini requested authorization to negotiate an interlocal agreement with the County for discussion at the next City Council meeting, and tabled this agenda item.

9. New Items for Subsequent Consideration

No new items for subsequent consideration appeared on the agenda.

10. Calendar of Upcoming Events

The calendar of upcoming events was reviewed.

11. Closed Session (If Needed)

No closed session was required.

12. Adjournment

MOTION was made by Councilmember Uipi, seconded by Councilmember Jackson, to adjourn and return to the Work Session to review municipal priorities.

WORK SESSION RECONVENED

Mayor Silvestrini reconvened the Work Session at 8:45 PM.

Councilmember Uipi listed several concerns including, private dumpster collection at an address on 9th East, a fence issue on 23rd East at Keller Lane, Millcreek Canyon Road flooding that would cost \$20,000 to \$30,000 to repair and flooding concerns at the west end of Evergreen Avenue and Lambourne Avenue. Mayor Silvestrini indicated that most of these items are on the capital improvement list and that there could be additional funding available to complete projects.

John Miller asked the council to consider how funds earmarked in the capital project lists would be handled with the MSD. Mayor Silvestrini commented that he has been in discussions with Jared Steffey related to how capital projects will be addressed when Millcreek leaves the MSD.

Mayor Silvestrini also indicated that the \$400,000 that is coming from the MSD is an arbitrary number. The amount was originally \$498,000. The mayor suggested at the MSD meeting that Millcreek should be receiving funds since the metro townships are receiving funds. The \$400,000 amount was a compromise to provide Millcreek with cash flow to get set up. There will be an accounting at some point to true-up the balances owed between the MSD and Millcreek.

Councilmember Uipi told the council that she has scheduled a meeting with the community councils and Mayor Silvestrini to discuss issues that the community councils have raised.

Councilmember Catten has had a discussion with the Langdon Group regarding PR and development of a vision and mission statement for the city that would be developed on a pro bono basis. Values, vision

and mission of city should be developed by the city council and a member of the Langdon Group would be willing to help. Mayor Silvestrini suggested that Langdon be invited to a work session.

Councilmember Uipi offered to forward examples from other cities of their vision, mission and values statements.

Agenda items for the next City Council meeting were discussed including:

Lewis Young to present the feasibility report

Report from Fred Healey on office space

Discussion about administrative powers of the city and the possibility of hiring a city administrator rather than a city manager

FCOZ discussion with Curtis Woodward

Mayor Silvestrini read a letter from a constituent congratulating the council and mayor for their work.

Councilmember Catten discussed the need for risk management for the city.

Mayor Silvestrini discussed the insurance for community councils and indicated that the city insurance would provide coverage for the volunteers but could not include coverage for the community councils themselves.

MOTION for adjournment was made at 9:45 PM by Councilmember Uipi, seconded by Councilmember Catten. Motion passed unanimously.