

CALL TO ORDER:

Mayor Tim Wilson called the meeting to order at 7:00 p.m.

Present: Mayor Tim Wilson; Councilmembers: Eugene Bain, Ken Caylor, Dan Dever, Genna Dorow, Charles Garcia, Kenneth Johnson, and Mark Snyder.

Also Present: City Administrator Ehman Sheldon; Department Heads: Finance Officer Mike Bailey, Public Works Director Terry Clements, City Clerk Debbie Kudrna, and Police Chief Steve Dunnagan.

COMPREHENSIVE PLAN REVIEW: UTILITIES AND CAPITAL FACILITIES

City Planner Darryl Piercy reviewed two components in the draft comprehensive plan: utilities goals and policies and capital facilities goals and policies. He discussed the requirement of installing additional conduit to minimize the need to disturb the City's infrastructure for future utility needs. He also reviewed the evaluation and prioritizing process for proposed capital facility projects. Mayor Wilson commented that the Planning Commission did a good job on the comprehensive plan. Mr. Piercy noted that the level of standards for parks could be adjusted to meet the needs of the community. Councilmember Caylor said that the total acres of city area and a section of the water demand needs to be updated. Mr. Piercy announced that there is still an open position on the Planning Commission.

DESIGN STANDARD REVIEW

Public Works Director Terry Clements explained that design standards are engineering and generally accepted uniformed procedures, dimensions, materials and parts that directly affect the design of a product or facility. Design standards enables the City to be consistent with all developers, engineers, and contractors; it allows developers to know what to expect and what is required; reduces the costs to the developers and the City; minimizes future maintenance costs thereby eliminating rate increases, and allows the City to use standardize models of equipment and spare parts. Mr. Clements reviewed a design map of a fire hydrant and a 1" meter setter. Public Works is updating their design standards.

DISCUSSION OF ESTABLISHING AN ELECTED OFFICIAL SALARY REVIEW COMMISSION

Mayor Wilson advised that other cities have found it beneficial to have an independent salary commission to establish the salaries of the elected officials. He advised that the commission would be citizens to review the salaries. Council was provided a draft ordinance that would create an independent salary commission. City Administrator Mr. Sheldon advised that traditionally, elected officials were not allowed to vote themselves a salary raise. However, if a commission is established and the Council adopts exactly what they recommend, a salary increase can be imposed. He explained that the ordinance provides the process for the commission to follow. It was Council's consensus to consider the ordinance at an upcoming meeting.

POLICE CHIEF'S ANNUAL REPORT TO COUNCIL

Police Chief Dunnagan reviewed the 2011 Police annual report. The report included statistical information on UCR crime totals and a summary of the accomplishments of the men and women of the Police Department. He noted that in general, all crime was down in 2011. He noted that a survey was conducted last year to analyze our citizen's satisfaction and feelings of safety within the community. Those results indicate that most citizens feel that Othello is a safe environment to live and work.

MONTHLY INVESTMENT REPORT

Finance Officer Mike Bailey gave a report on the status and performance of the City's investments in the Local Government Investment Pool and the financial portfolio with the Bank of America.

NEW BUSINESS

Councilmember Dever stated that he has noticed that some of the audience members cannot hear some of the Council discussions and asked that everyone be aware of the issue. Councilmember

Bain asked if the Council would consider saying the Pledge of Allegiance at the Council workshops. Council agreed.

Mayor Wilson made the following announcements:

- The Parks and Recreation Coordinator interviews are going forward; they have narrowed it down from 36 to 3 applicants. The committee will hold interviews on Friday and the third interview will be held next Wednesday.
- The City Council scholarship committee has a meeting on Wednesday, March 7th.
- The staff would like to meet with 2 or 3 Councilmembers on Thursday at noon to review the City street plan. Councilmembers Ken Caylor, Genna Dorow and Dan Dever will attend.

ADJOURNMENT

With no further items to discuss, Mayor Wilson adjourned the workshop at 7:55 p.m.

By: _____
TIM WILSON, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk