

**City Council Governance Committee Meeting
Minutes**

Wednesday, March 7, 2007

1:00 p.m.

Media Briefing Room

Council Present: Mayor Phil Hardberger, *Chair*
Councilmember Richard Perez, *District 4*
Councilmember Delicia Herrera, *District 6*
Councilmember Art Hall, *District 8*
Councilmember Kevin Wolff, *District 9*

Staff Present: Sheryl Sculley, *City Manager*; Jelynn Burley, *Deputy City Manager*; Penny Postoak-Ferguson, *Assistant City Manager*; Erik Walsh, *Assistant City Manager*; Leticia M. Vacek, *City Clerk*; Emil Moncivais, *Planning Department Director*; Tom Wendorf, *Public Works Department Director*; Peter Zanoni, *Management and Budget Department Director*; Trey Jacobson, *Mayor's Office*; Krystal Strong, *City Manager's Office*; Leticia M. Callanen, *City Manager's Office*; Catherine Hernandez, *Planning Department*; Lolly Byington, *Office of the City Clerk*

CALL TO ORDER

Mayor Phil Hardberger called the meeting to order.

I. Approval of minutes from the meeting of February 7, 2007

Councilmember Hall made a motion to approve the minutes of February 7, 2007 as submitted. Councilmember Wolff seconded the motion. The motion carried unanimously.

II. Items Requiring Individual Briefing(s):

A. Discussion related to a proposed policy and guidelines for the design, acceptance, placement and appropriateness of monuments, memorials, markers and plaques on public property.

Mr. Emil Moncivais, Director, Planning and Community Development Department, presented a proposed policy that would provide direction on the selection of appropriate sites for monuments, memorials, markers and plaques. He stated that currently, there are no design guidelines to evaluate appropriate sites for monuments. Currently, each request is evaluated individually without the benefit of a main plan. He further stated that the policy will establish a standardized application process and provide clear direction to the applicants.

Mr. Moncivais described the three basic policy areas to be effected. They include:

- Guidelines Principles that address land use, community significance, financial responsibility and posthumously naming City Facilities; and
- Outlining the process for conceptual and final approval for placement and design criteria; as well as,
- Providing definitions for various types of monuments, memorials, markers and plaques.

He noted that the the policy would also establish a coordinated review process. He recommended a proposed amendment that would require a five (5) year waiting period for posthumous honors of a person.

He further noted that staff recommends the proposed policy and proposed amendments to the City Ordinance regarding posthumously naming of City facilities to move forward for City Council consideration at a future date.

Mayor Hardberger stated that the current system allows discretion to the Councilmember in which the City Facility is located. In response to Mayor Hardberger, Councilmember Hall stated he was in favor of the process as is currently in place. Ms. Leticia Vacek, City Clerk, read the current ordinance requirements related for naming City Facilities. After considering proposed changes to the current City Facility naming policy, Mayor Hardberger stated that he did not favor any changes due to the fact that some districts may be more involved in this issue than others.

In response to Mayor Hardberger, Mr. Moncivais stated after studying other cities, staff proposed a five (5) year waiting period before a person is commemorated.

Councilmember Herrera also expressed that five years is too long a period, especially when considering Councilmember term limits.

Discussion concluded that the proposed policy conflicts with the current Facility Naming process. Mr. Moncivais added that the policy could contain proposed criteria that would provide possible options, such as the length of the waiting period to dedicate monuments.

Councilmember Hall suggested consolidating the proposed policy with the current Facility Naming Policy in place for naming facilities.

Mr. Moncivais explained that the proosed process includes a review and approval by the Historic and Design Review Commission (HDRC). He stated that historically, monuments and other elements are given to the City with no financing provided for long term maintenance. He further stated that the process and the HDRC review ensure that the selection site is fitting for the monument/plaque and that funding is provided.

Councilmember Wolff stated that the simplest solution would be to combine the current policy on naming facilities with the proposed policy for monuments and memorials.

Mayor Hardberger concurred with Councilmember Wolff.

Ms. Sculley stated that this item will be brought back to the Governance Committee for review after the HDRC meeting that is scheduled to be held in late March.

Councilmember Wolff made a motion for staff to reformat their proposal for a second review by the Governance Committee after the HDRC meeting takes place. Councilmember Hall seconded the motion. The motion carried unanimously.

B. Discussion of Councilmember Kevin Wolff's request to include "warranted" signals in the Annual Budget process.

Mr. Peter Zaroni, Director, Management and Budget Department, presented a discussion related to including all warranted traffic signals as part of the annual budget process. He stated that the Public Works Department, in coordination with the Office of Management and Budget, evaluated all known warranted funded and unfunded traffic signal installation locations in the City. He further stated that in reviewing the five-year Infrastructure Maintenance Program (IMP), all warranted signals through the end of February, are funded, except for two.

Mr. Zaroni recommended a proposed approach in which the installation of warranted traffic signals would be funded within one to two subsequent budget cycles of their warranted status. He outlined the recommendation as follows:

- Review the current IMP to determine if the intersection is already scheduled for a traffic signal installation.
- If not scheduled, City Council could amend the IMP to replace current identified signal conversions (replace wood to metal poles) and allow the new traffic signal installation to be funded before signal conversions are funded.
- Evaluate the utilization of the Neighborhood Access and Mobility Program (NAMP) funds for signal installation if step one or two above are not satisfied.
- A final funding option would allow City Council to consider use of available funds or the redirection of funds from existing programs such as Street Maintenance and/or an increase of revenues to fund additional installations beyond those programmed in the base budget.

Mr. Zaroni further recommended reviewing current practices of conducting traffic signal warrant studies.

Councilmember Wolff stated his concern on this item as a safety issue. He also stated that his goal is to see that once a signal light is warranted, it is to be funded, preferably, within an 18-month to two-year period.

In response to Councilmember Wolff, Councilmember Hall stated that he was in favor of the idea that if a traffic signal is warranted, that it should be included in next year's budget as recommended by staff. He added that the NAMP idea is not feasible, particularly due to the fact that signal installations are so costly.

Councilmember Herrera stated that as a result of the population growth in her district, and safety becoming more of an issue, she supports Councilmember Wolff's plan.

Councilmember Perez added that each district should have flexibility in using the NAMP funds for warranted signal lights.

Ms. Sculley stated that in a good budget year when revenues are strong, signal installations are not an issue. She noted that this is the first time that a five-year street maintenance program is in place that has projects scheduled for installation. She also noted that from a liability standpoint, she has concerns when identifying warranted intersections and not completing signal installations. Ms. Sculley pointed out the importance of budget priorities.

Councilmember Hall stated that even though other mandates are in place, adding a potential \$26,000 per signal is not a huge cost compared to those mandates.

Councilmember Wolff made a motion to move said item to the full City Council as recommended by the Governance Committee. Councilmember Hall seconded the motion. The motion carried unanimously.

III. Executive Session:

No Executive Session was requested or held.

IV. Consideration of items for future meetings:

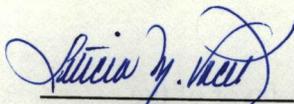
V. Adjourn

There being no further discussion, the meeting was adjourned at 2:40 p.m.

Copies of these presentations are made part of the file and are available upon request

ATTEST:


Phil Hardberger
Mayor


Leticia M. Vacek
City Clerk