

**MINUTES**  
**Troutdale City Council – Regular Meeting**  
**Troutdale City Hall – Council Chambers**  
**104 SE Kibling Avenue**  
**Troutdale, OR 97060-2099**

**Tuesday, November 9, 2010**

**1. PLEDGE OF ALLEGIANCE, ROLL CALL, AGENDA UPDATE.**

Mayor Kight called the meeting to order at 7:00pm.

**PRESENT:** Councilor Wand, Councilor Thomas, Mayor Kight, Councilor White, Councilor Kyle, and Councilor Daoust.

**ABSENT:** None.

**STAFF:** Craig Ward, City Administrator; David Ross, City Attorney; Rich Faith, Community Development Director; Erich Mueller, Finance Director; Charlie Warren, Public Works Director; Dick Bohlmann, Building Safety Manager; Marc Shrake, Police Sergeant; and Sarah Skroch, Deputy City Recorder.

**GUESTS:** See Attached List.

Mayor Kight asked is there an agenda update?

Craig Ward replied no.

Councilor Wand stated I'd like to pull Item 2.3 off of the Consent Agenda and discuss it after Agenda Item 5.

Mayor Kight agreed.

**2. CONSENT AGENDA:**

**2.1 ACCEPT MINUTES:** September 28, 2010 Regular Meeting and October 12, 2010 Regular Meeting.

**2.2 RESOLUTION:** A resolution supporting the 40-Mile Loop Trail infill project and authorizing submittal of an ODOT Flexible Funds Program grant application.

~~**2.3 RESOLUTION:** A resolution supporting the Glenn Otto Park Transit Stop Improvement project and authorizing submittal of an ODOT Flexible Funds Program grant application.~~

**2.4 RESOLUTION:** A Resolution approving an Intergovernmental Agreement between Metro regional government and the City of Troutdale for funding of the Year Twenty-One Annual Waste Reduction Program.

**2.5 RESOLUTION:** A resolution authorizing the Mayor to enter into an Intergovernmental Agreement with the Multnomah County Sheriff's Office for the reimbursement of work zone traffic safety enforcement funds.

**2.6 RESOLUTION:** A resolution authorizing the mayor to sign an intergovernmental agreement with The State of Oregon to provide uniform building permit software at no cost to the City of Troutdale.

**MOTION:** Councilor Kyle moved to adopt the consent agenda. Seconded by Councilor White. Motion passed unanimously.

### **3. PUBLIC COMMENT**

None.

**4. REPORT:** Holiday Lighting - report from West Columbia Gorge Chamber of Commerce.

David Brown, President of the West Columbia Gorge Chamber of Commerce, stated thank you for not only supporting our Chamber but our Downtown Business Association. One of the things that we're looking to do for the Christmas Holiday is to add some holiday lighting to our downtown area. Like we've been doing with other cities that we represent, we're asking for the City Council to contribute to a fund to purchase lights for the downtown core area. John Leamy has been doing a great job of contacting our merchants and they're contributing funds. We would also like you to consider lighting the arch. We haven't been able to raise money for that specifically, just the light poles in the downtown.

Mayor Kight asked Dick, would you like to give us an update on the ornamental light fixtures? I know you've had to add a duplex plug on the outside of the poles.

Dick Bohlmann, Building Safety Manager, stated on each of the 32 light poles we've added an exterior power outlet and the cost for that was approximately \$1,375. This makes power accessible without having to dismantle the pole. I recalculated our estimated cost for rope lighting those 32 poles which came to \$2,540.80, for a combined cost of \$3,915.80.

John Leamy, West Columbia Gorge Chamber of Commerce, stated I went door to door to the downtown businesses with a letter telling them that we'd like to light the arch and the light poles. I was able to collect a fair amount of money from them. There was an overwhelmingly positive attitude about getting lighting.

Mayor Kight asked what is their expectation for lighting?

John Leamy replied they are all excited about getting the arch lit for these dark nights so people can see it. If we didn't light the poles and lit the arch, I think the businesses would be happy.

Mayor Kight asked what kind of monies were you able to get from the merchants?

John Leamy replied the original estimated cost to do the lighting was \$2,500. I proposed to the merchants that we'd try to collect \$1,500 with \$250 going toward garland. It's my understanding that we're now looking at a higher price. Tonight I have a check for \$1,500 to go towards the lighting and if there's money left it can go toward garland.

Mayor Kight stated in this economy that's phenomenal.

Councilor Daoust asked did you mention that the cost is more than \$2,500?

Dick Bohlmann stated I confirmed today to outline the arch it would be \$1,090 for the lights, \$120 for the UV protected tie wraps to attach it, \$463 to rent a bucket lift, for a total of \$1,646.

Councilor Daoust asked when we previously discussed this, we were going to put a higher priority on the lamp posts. It's great that the merchants came up with \$1,500. I think we said that we'd match that. We're already part way towards the arch, it's just do we want to go the whole way to the arch.

John Leamy stated the merchants have also commented that they'd like the lights on throughout the dark season and not just the first of the year.

Mayor Kight stated today I called the CEO of Plaid Pantry. He said if we light the arch he will put in \$500. I think it's important that we get the arch lit. You can't see it at night.

Councilor Thomas stated my biggest concern was having participation from the merchants. I don't see any problem with lighting the arch and the downtown light poles. It's a little more than a match. The goal for me was to have participation and buy in from the merchants because they're drawing the biggest benefit from it.

Councilor Daoust stated according to my math, to light the poles it will cost \$2,540, to light the arch it will cost \$1,646 for a total of \$4,186. So far we have \$1,500 from the businesses, \$1,500 from the City, and \$500 from the Plaid Pantry for a total of \$3,500. So we're still short \$686.

Councilor Thomas stated I say let's do it.

Councilor Daoust stated I'd say let's do it too.

Councilor White asked what's the recurring cost for next year?

Dick Bohlmann replied just the rental cost for the bucket lift.

Councilor White asked what about storage of the lighting?

Dick Bohlmann replied we'll store them at the Parks Facility.

Craig Ward stated in regards to the bucket lift, the assumption at this point is that the lights on the arch will stay up so it would be a onetime expense. If we want to take them down again that'll cost us \$463 plus staff time and what we've heard from the Chamber is that there's desire to keep the lights up on the arch and the poles. I'd recommend we keep the issue open as to whether or not we're going to remove the lights from the arch or the poles. I think we'll see how they look after they go up. If it doesn't work then we'll proceed to remove them from the arch and probably the poles as well. We don't have to make that decision today.

Mayor Kight asked is there anyone in the audience that would like to speak to this item?

Rip Caswell, Owner of Caswell Galleries, stated I just came to voice my support for lighting the arch and downtown.

**MOTION: Councilor Daoust moved to cover the remaining cost after the merchants donation for lighting the arch and all of the lamp posts. Seconded by Councilor Thomas.**

**Councilor Wand stated one of the requests of the merchants was for garland. Are we asking staff to include that cost or not?**

**John Leamy stated the proposal that I made to the merchants was based on the \$2,500 that we talked about, I was trying to collect \$1,500 with \$250 of that going towards garland but if it all needs to go towards lights and we need to talk about garland separately then we'll do that. It was more important to the merchants to have the arch lit than the garland.**

**Motion passed unanimously.**

**5. RESOLUTION: A resolution approving an extension of the term of the Comcast Cable Franchise.**

Councilor Thomas stated I'm your appointed representative to the Mt. Hood Cable Regulatory Commission (MHCRC). Also with me tonight is David Olson, Staff Director for MHCRC; and Rob Brading, Executive Director of MetroEast Community Media. We are here this evening to present a recommendation from the Commission to extend Comcast's current franchise agreement from December 31 to June 30, 2011.

Councilor Thomas discussed the 6 month extension and the negotiation process for the contract renewal. A copy of his discussion is attached as Exhibit A.

Councilor Wand asked are the TV rights for the Portland Trailblazers negotiable in the franchise negotiation?

Councilor Thomas replied we have no control over programming.

Mayor Kight asked what percentage of funding does MetroEast get from the franchise from Comcast?

Rob Brading replied it's a complicated answer but it's about 80%.

Mayor Kight asked has that changed at all under this contract extension?

Rob Brading replied no. This is a status quo proposition.

Mayor Kight asked what is the percentage of market share with Comcast versus Verizon?

David Olson replied the companies really hold onto those numbers. My ballpark is 55% Comcast, 20% Verizon/Frontier, and the rest rabbit ears.

Mayor Kight asked in looking down the road, what do you see happening as far as their contract if the balance between the 2 companies shifts?

Councilor Thomas replied we would just get less money from Comcast and more from Frontier because they both pay the same rates. What we're seeing with Verizon/Frontier coming in is an increase in cable subscribership. Not so much the change from one company to the other but an increase to those new to cable services because of competition.

Mayor Kight asked does that mean you get more funding or are you flat?

Rob Brading replied it does have an impact on our funding.

Councilor Thomas stated the way we have our agreements set up is that 60% of the revenue we collect in Troutdale goes directly to MetroEast Community Media and the other 40%, part goes to the Cable Commission and the rest goes to the City for the General Fund. All of the East County Cities have the same agreement.

Mayor Kight asked what is the typical contract length?

David Olson replied the current franchise that expires at the end of this year was a 12 year contract. The process under federal law can take up to 3 years just to renew one of these agreements. We are hoping to bring back to you a minimum of 10 year agreement. These are major long term agreements.

**MOTION: Councilor Daoust moved to adopt the resolution approving an extension of the term for the Comcast Cable Franchise. Seconded by Councilor Kyle. Motion passed unanimously.**

**2.3 RESOLUTION:** A resolution supporting the Glenn Otto Park Transit Stop Improvement project and authorizing submittal of an ODOT Flexible Funds Program grant application.

Rich Faith, Community Development Director, stated I was prepared for this to be a consent agenda item. Can you tell me the reason that this was pulled so that I may address it?

Councilor Wand stated I'm worried about the gate. Is there a provision in here to make sure the gate gets closed?

Rich Faith replied based on the scope of the project as it was communicated to me in order to write the grant application that was not one of the items that was calculated.

Charlie Warren, Public Works Director, replied that's correct. Originally we were talking about a layover at this site which would require another exit. Now these will be smaller busses and it will only be a stop so it is not being proposed as part of this grant application.

Councilor Wand asked what's the cost for a gate?

Charlie Warren replied approximately \$20,000 for an automatic gate.

Mayor Kight asked is there a cap on this grant?

Rich Faith replied yes, it's \$2.1 million.

Mayor Kight asked have we already made the application?

Rich Faith replied no, the application is going in tomorrow. The only thing remaining is this resolution.

Councilor Wand stated I am worried about the gate issue. Maybe we can monitor this for a year and see where we're at.

Mayor Kight stated there are 3 of us that live adjacent to that park. Living on the south edge of the park, I've seen a dramatic increase in vandalism to the restrooms and other areas of the park.

Councilor White stated the park has always been locked with the recent exception of the busses coming in. I think it's an attractive lure. I've seen where kids have actually driven their vehicles back into the playground area. An officer patrolling the parking lot may not notice that anyone is back there. Not to mention the life guards are gone and the hazards that exist at night with limited lighting on the trails. Dabney and Lewis and Clark State Parks have gates that are locked at night. I think we should follow suit if possible. But I don't want to hold this grant process up. I appreciate your work in getting the smaller bus. I think that will be a big improvement to the situation down there. I'm willing to take a wait and see approach but I think it's something that we should try to get done. It's worth it to me.

Mayor Kight asked how difficult would it be at this point to add an automatic gate for \$20,000 into the grant application?

Rich Faith replied it wouldn't be that difficult to plug that number in but it would not be addressed in the narrative for the overall scope of the project.

Charlie Warren stated if Council proceeds in approving the change from Route 77 to 80 and 81, the new hours would be much less. It wouldn't start as early in the morning and it wouldn't go as late at night. We may be able to go back to physically opening and closing the gate at certain hours.

Councilor Thomas asked didn't the caretakers do that before?

Charlie Warren replied they did. That is a possibility.

Mayor Kight asked how much time do you think it would take to put that into the grant?

Rich Faith replied it's the spin off on the various attachments and not just the grant application itself. I'll need Public Work's assistance to modify the cost estimate, it probably needs to be reflected in the concept plan, and it'll need to be a cooperative effort to make all of those changes tomorrow.

Councilor Wand stated I don't want to see our staff running around in circles for 4 hours of high stress. It sounds like this isn't the right way to go.

Councilor Daoust stated the City would also have to come up with a 10% match of \$2,000.

Councilor Kyle asked could that come from Parks SDC's?

Rich Faith replied no, the transit stop is not a park function.

Councilor Kyle stated someone mention seeing somebody drive into the playground area in the middle of the night. As you drive past the buildings in the park there's a place that you shouldn't be able to get beyond. I would think if someone were accessing that then they'd be doing some damage to the lawn. If the bus continues to stop there then we may want to look at securing the park itself.

Councilor Thomas stated my concern is by adding stuff at the last minute you could lose the grant.

Rich Faith replied when you start changing it, it starts to lose its continuity and there is a risk there.

Councilor White asked would it be possible to approach Tri-Met separately about the gate?

Charlie Warren replied we have already asked them for funding and one of the things we were looking at was the additional stop on Frontage Road where the transfer goes. We could always send them another letter but I don't know how well it would be received.

**MOTION:** Councilor Wand moved to approve Agenda Item 2.3 (A resolution supporting the Glenn Otto Park Transit Stop Improvement project and authorizing submittal of an ODOT Flexible Funds Program grant application). Seconded by Councilor Thomas. Motion passed unanimously.

## **6. STAFF COMMUNICATIONS**

Craig Ward stated I have several things to communicate the evening. First I would like to say how appreciative staff is of the electorates support for the Police Facility Bond Measure. We've had an internal meeting to coordinate our planning process to make that happen. Our goal is to construct the police facility within budget following all legal requirements and best management practices while maintaining affective communication with stakeholders. We've established a Police Facility Project team including myself and several department heads who will meet weekly to plan the process for moving ahead. We are also proposing that oversight of the process occur through the Budget Oversight Subcommittee of the Council. We haven't established a schedule for that but I expect it'll be a quarterly schedule. We'd report to them on a regular basis and when we get to critical thresholds we'll be reporting to the Council and therefore to the public through our Council meetings. We're developing a project timeline, a communications plan, and a financing plan. We're already designing a sign for the property because it's important to tell the people that we're working hard on this project. We've discussed a groundbreaking and that it ought to occur in good weather in 2011. Next I would like to mention that we've submitted a TIGER II grant application for improvements to NW Graham Road and that was not awarded. I have a few scheduling items for your attention. Thursday, November 11<sup>th</sup> is the Veteran's Day Holiday and City Facilities will be closed. On November 16<sup>th</sup> we've scheduled a workshop which will be a Work Session for the Council on Ethics Training by the Oregon Government Ethics Commission beginning at 6:00pm. We've invited surrounding jurisdictions as well should they want to attend. On November 23<sup>rd</sup> we have an Executive Session proposed on property acquisition preceding the Regular Council Meeting. On December 7<sup>th</sup> the Planning Commission has requested a joint Work Session with the Council on Periodic Review. There's been some progress on that and we'd like to meet with all of you to discuss that. Now for our Council appointment process, there are two points to note. One is in regards to the 4 seats that will be created on our existing City Committees as a result of the election. Prior to the election we had enough volunteers to fill all of the vacancies. Now we don't have enough so we are recommending that we extend the volunteer recruitment. The other is regarding the process for filling Mr. Wand's seat. I'm recommending that we repeat the process that we used a year ago when the Mayor took his position and vacated Position #1. I sent the Council some information on that process. Last time the process took until February even though it began in November. If we advertise the vacancy immediately and begin the process we might be able to finish a little sooner but that's at the Council's discretion. Our Finance Director has asked that I remind the Council that you've received some e-mails from our Auditor with a questionnaire attached. They're wrapping up their process here so this is the appropriate time to complete that questionnaire. Please do so or you'll lose your opportunity. Finally I wanted to recommend to the Council that they terminate the City



Administrator Recruitment Oversight Committee. The Committee was established by a motion of the Council so there needs to be a motion to dissolve it.

**MOTION: Councilor Thomas moved to dissolve the City Administrator Recruitment Oversight Committee. Seconded by Councilor White. Motion passed unanimously.**

Councilor Thomas stated I won't be available to attend the Ethics Training on the 16<sup>th</sup>. Can I get any handouts that are given out?

Craig Ward replied certainly.

Councilor Kyle stated I won't be attending the Ethics Training.

David Ross stated I believe that it will be recorded and you'll be able to listen to the presentation.

Craig Ward stated just a note, we will also be having a mandatory Ethics Training the same day for staff. This is not specifically for the Council.

## **7. COUNCIL COMMUNICATIONS**

Councilor White asked does anyone have a time frame on how long Jordan Road will be closed down to only 1 lane?

Charlie Warren replied I can certainly look into that.

Councilor Kyle stated I want to express my personal appreciation to all those that campaigned to fill our City Council positions. Congratulations to Rich Allen, David Ripma, and Councilor Wand, soon to be Representative Wand. I've conducted 4 campaigns and I understand the work that goes into campaigning. I also want to thank those that participated in the grass roots effort of going door to door to visit with our citizens which resulted in the support of our new Police Building. I had a brief meeting with Chief Anderson yesterday and he expressed a deep appreciation for the grass roots effort and the community support. I've been volunteering in the City for the last decade, I'm a realtor, a wife, a mom, and most recently the heavy responsibilities of daughter have fallen on my shoulders. Last year my mom and stepdad moved to the area and are both in failing health. I'm usually there daily to help them with something. I mention that because I want everyone to understand why I made the decision to step away from serving you on the City Council. My plate is overwhelmed at the moment. My term will end next month and before I leave I would like to initiate a couple of items and hopefully they can be considered by Council before the end of my term. First, there's an event in Glenn Otto Park that promotes water safety education, provides entertainment to Troutdale visitors, and raises funds to help local water safety programs. You might wonder why this event wasn't organized under the Chamber umbrella. I asked them twice and that event was declined both times. With the support of some local volunteers, one of them being Nina Kight, I put together a 501(c)3 non-profit corporation with tax exemption and it's registered

as Sandy River Bluegrass. The event has been identified by the Oregon Department of Justice as a charity activity. My Council stipend has paid for about half of the costs that were required by the State and Federal Government. I want to talk about the event history. In 2006, 2007 and 2008 I helped with the Bluegrass Event that benefited AMR. A similar event was planned for 2009 in Glenn Otto Park but was cancelled anonymously and advised City Staff that the music venue had been moved to an out of the area location which I thought was bizarre because I was the only one responsible for that. This past summer there was again confusion over the date and the Acting City Administrator, Ron Garzini, opposed using the park for events beyond what was already currently allowed. Earlier this year the Troutdale Boosters dissolved which is a loss of funds to support our River Safety Program. Further discussions about any events have been postponed pending a Council decision to donate the use of Glenn Otto Park for such an event and the event being identified as a City event. Now for my second topic. Recently I was eavesdropping on my husband's telephone conversation and heard a very loud conversation about the unfair practice of handling employee efficiency and money saving suggestions at his work. Suggestions are submitted on a form, signed by the person submitting the recommendation, and then the recommendation goes to a small group consisting of peers and management where it is vetted. The problem arises when the suggestion is adopted and one of the committee members takes credit for it which apparently happens a lot. I don't think that the City has an employee recommendation policy but we talked about it several years ago. My recommendation is let's not miss an opportunity for our employees to come through and give us efficiency or money saving recommendations. Who knows more about our City than the folks that work here? I'm going to propose a program that collects suggestions that are protected from any other eyes and possibly reviewed by the Organization Improvement Study Group Subcommittee. After being reviewed at the Committee level, I would recommend that it go to a committee of peers and management where it could be reviewed and ultimately adopted. I believe a method of listening to City Employees is absolutely worthy of consideration. When it comes to efficiency and saving money, let's hear what they have to say.

Councilor Daoust stated I want to thank everybody for passing the Police Bond. I'd like to thank the grass roots team that worked to promote the bond and the voters for recognizing the need and approving the bond. I'd like to thank staff for starting work on this to line out the steps that it'll take to get a new Police Station. Our Police Department deserves it and I imagine that they're very grateful that the citizens knew they needed a new Police Station.

Councilor Wand stated I echo what Council President Daoust said. The process for the Police Bond Measure was one that all of us took very seriously at both the staff level and Mayor and Council level. It's an opportunity for the City to show that we can have a major endeavor and we can do the job right. Our citizens, neighbors, friends, and voters can trust us to do the job right and have a functional facility that matches the character of our fair town. It appears that the process for appointing my successor will be going on into January. I'm happy about that because I want to make sure our new Councilors participate in those interviews. It's important if you have one City Councilor that will be appointed while the others are elected that everybody has the opportunity to participate in the selection process. Lastly I have a question for Mr. Ross. When we have new

Councilors taking over would the Mayor have to go through an additional process to recreate and reform all of the Subcommittees or do they continue on until disbanded?

David Ross replied I think those committees will continue on until disbanded. They are standing committees of the Council and they were created by the Council. As vacancies occur, the Mayor with consent of the Council can appoint members to replace them.

Councilor Wand asked I will be here until I'm sworn in on January 10<sup>th</sup> to make sure we have 6 people serving our Citizens and so we have ample time for a proper process to find a successor.

Councilor Thomas stated I'd like to congratulate the newly elected members coming onto Council, Dave Ripma and Rich Allen. Also, I'd like to congratulate Matt on his election to State Representative. I'm looking forward to working with you in that capacity and I think you'll do a fantastic job. I would like to echo Councilor Daoust and thank voters for their support and endorsement of a Police Station. In talking with the Police Officers, they are very excited about having a place that they can be proud of. I do have one concern, I've heard a lot of complaints about the bus stops downtown. The biggest concern that I've heard is in regards to the stop on the south side of the street near Troutdale Vision Clinic. I'd like to talk about that and find out what our options are. Also, agenda item 7.1 is the recommendation from the Economic Development Subcommittee, which I Chair, regarding the Amusement Device fees. Our recommendation was that we make no changes and maybe look at it later.

Councilor Wand stated I forgot to mention an item with regard to the Police Station. I would really appreciate it if we could review the Statutes, review the Attorney General public contracting code, and make every effort to find a way to shop local.

Mayor Kight stated I'd like to congratulate all of the folks that took time and effort to run for a City Council position. All of us here have run for a Council position at one time or another and there's a lot of effort and work that goes into it. I'm looking forward to working with State Representative Elect Matt Wand. He's hoping to set up a meeting shortly with the 4 East County Mayors. We expect to see great things out of Matt. I know he'll do a great job. Kudos to the volunteers for the Police Bond. I'm happy to see that staff is getting this project underway. I concur with Councilor Wand, if we should incorporate and make sure the local construction companies are given consideration at the very least and included in the process. Not giving preferential treatment but we want to shop local first. I'm sure there are a lot of good contractors that could construct that building. People in East Multnomah County could certainly use the jobs. I want to give the Council an update on our Christmas Tree Lighting Ceremony. A tree has been purchased. We are planning on engaging local students to design ornaments and decorating the tree. We have at least 2 singing groups that have committed to the event. I've contacted Jeff Gilbert, Principal of Reynolds High School, and he's hoping to do an outreach to the choir or one of the musical groups. The date is December 3<sup>rd</sup> at 5:30pm and will be taking place in Mayor's Square. Santa and Mrs. Clause will be there and we're hoping to get the Gresham Fire Department to bring them to Mayor's Square. Hot chocolate is being provided by the Chamber of Commerce, we're hoping to have The Christmas Story read by one of the

local pastors, and we hope to use one of the vacant buildings to play Christmas movies for the children. Given the economy, we want to do as much as we can to support our downtown merchants. You saw tonight that they were willing to step up and provide financial support for the lighting of the downtown.

Councilor Wand stated I'd like to have a little more discussion about the amusement device issue. How much revenue do we generate from that every year?

Craig Ward replied if you separate that from the lottery devices we generate \$4,565 per year.

Councilor Wand stated I still don't understand why we have this amusement device fee. It doesn't make any sense to me. I'm looking at a fee that we charge our businesses and we provide no service for that fee whatsoever. It doesn't negatively impact our community. It's an opportunity for a small business owner to make a little extra money out of their business and I just don't understand why it exists. I have a real problem with us charging fees for no reason. It's not even generating enough income to pay for the lights that we just approved.

Mayor Kight asked would you like to have this come before the Council as an agenda item?

Councilor Wand replied I really would. At a minimum I think it should be prorated and I feel strongly that this is one of those nuisance taxes that drives small business owners crazy and doesn't benefit them at all.

Mayor Kight asked can we put this on the agenda for the next City Council meeting? Will staff have enough time or do you need more time than that?

Craig Ward replied the next agenda is fairly full, so I would recommend that we bring it forward on December 14<sup>th</sup>, but we can certainly put it on the agenda for the next meeting if that is the Council's desire.

Councilor Wand stated I would like to do that because it takes two readings for us to make a decision on an ordinance change. If we don't hold the first reading on that until December 14<sup>th</sup> then it is not a decision that we can make until January and we will have a new council.

Councilor Daoust stated please recognize that when the Subcommittee met we were dealing with the question of just prorating the fee. That is why we came back with the decision not to change that part of it. I don't think we ever did have the question on the table to completely get rid of it.

Councilor Thomas stated that is not the question we were asked to answer.

Mayor Kight asked will it put a strain on you to put this on the 23<sup>rd</sup> agenda?

Craig Ward replied we will put it on the next Council agenda.

Erich Mueller stated from a practical timing stand point, the business licenses expire at year end and the renewals go out on December 1<sup>st</sup>. One of the pieces of discussion that occurred was if there was going to be a change made, from a staff implementation standpoint, we felt as though we were almost at the point of no return in terms of what needed to be printed and issued. That is not to say that council can't choose to do whatever council chooses to do, but I did want to point out that is where we are in the cycle.

Mayor Kight asked does that change anything as far as bringing it forward on the 23<sup>rd</sup>, or is that still the desire of the Council?

Councilor Wand stated I would still like to talk about it on the 23<sup>rd</sup>, and I would ask Mr. Ward to provide us with a recommendation with regard to the renewal notices. Whatever is least burdensome on the staff so that we have ample time to make a consideration about the proposal.

## **8. ADJOURNMENT**

**MOTION: Councilor Wand moved to adjourn. Seconded by both Councilor Daoust and Councilor Kyle. Motion passed unanimously.**

Meeting adjourned at 8:24pm.

**Mayor Jim Kight**

**Dated: December 14, 2010**

**ATTEST:**

**Sarah Skroch, Deputy City Recorder**