

Study Meeting
Monday, June 13, 2016
Bloomington Civic Plaza
1800 West Old Shakopee Road
Bloomington, Minnesota 55431-3027

- 1 **Call to Order - 6:00 PM** Acting Mayor Jack Baloga called the study meeting to order at 6:00 p.m.
- Present: Councilmembers J. Baloga, T. Busse, A. Carlson, D. Lowman and J. Oleson
- Absent: Mayor Winstead

2 **STUDY ITEMS**

2.1 **Council Vacancy Discussion**

Requested Action: Receive update and provide direction to staff.

City Clerk Janet Lewis spoke on this item. As of June 8, 2016, the City Clerk's Office has received 14 applications for the At-Large vacancy on the Council. Three of the applicants serve on a City Board or Commission. One applicant isn't available to be interviewed on July 6, but she could be available the week of June 27 or after July 10.

Comments & Questions:

1. City Code Section 2.78 requires members to resign from their active service on a City commission or board when declaring or filing for an elective city office. However, those applicants NOT appointed to the City Council have expressed their wish to be reappointed to their respective commission on July 11.

2. Is the Council willing to interview an applicant immediately prior to the regular Council Meeting on June 27 if he/she is out of town on July 6?

3. Will the Council review the applications prior and select finalists to July 6 and interview a subset of the larger group on July 6? Or, will the Council interview all applicants on July 6?

Lowman asked if the City Code section relates to City elections also. Lewis confirmed yes. Lowman said there was a case in the past where this wasn't followed. Asked if there is something being done differently from the last time.

Lewis said this is a question that can be looked at procedurally. The window of time is so narrow that only one of the Commission members are going to miss one meeting so they would be ineligible to vote, but is something to consider.

Busse said we have to reconcile that in some way. He said he would have no problem reappointing if they do not get selected to City Council.

Lewis said it's a great idea and will prepare an agenda item for the July 11th City Council meeting so any commission members can be reappointed.

Lowman asked if they would just continue their term if they are not appointed. Lewis will need to seek Legal guidance to answer that.

Oleson wondered if it can be looked at this type of situation in the future and have some sort of provision that if someone applies to a commission, that their term on the commission would be suspended, pending the outcome, and couldn't serve on commission during the interim. Supports the idea of developing a process for this.

Council discussed how to best narrow down the list of applicants to make for quality interviews. Also discussed the possibility of interviewing all that have applied.

City Manager Verbrugge suggested utilizing the July 6th date to do interviews and then follow up before the start of the July 11th Regular Council Meeting for selection of finalists.

Lewis stated there are two applicants that cannot make the July 6th interview date. Suggested recording ahead of time and play at their interview time. Said the two applicants are free before the next City Council meeting on June 27th.

City Manager Verbrugge said pre-recording the interviews is an option. Suggested a five minute speech and allow 5 minutes for questions.

Baloga asked about the possibility of using Skype. Lewis said one will be out of the country, one will be far north in Minnesota. Lewis to work with Communications to set up the pre-recorded interviews.

Council discussed whether or not to give the applicants a list of questions ahead of time. Overall, Council was in favor of not supplying applicants' questions ahead of time.

City Manager Verbrugge said the interview would be open and cannot close it. Council agreed on pre-recording.

City Manager Verbrugge summarized, stating that all who apply will be invited to interview on July 6th with a 10 minute time limit. The two candidates unable to interview on July 6th will be offered the opportunity to do a pre-recorded interview. All interviews will be cable cast and will be shown after the July 6th interviews are complete. Council will discuss after the July 6th interviews who the finalists will be, and invite them to come to the next Council meeting on July 11th, prior to the meeting. The expectation would be to make a final decision on July 11th. If Council is unable to make a decision, would need a 72 hour notice of public meeting by July 14th to meet the language of Charter. Can also check with Legal to see if an item can be continued. Lewis to get feedback. Alternatively a meeting can be scheduled subject to cancellation. Council agreed this is the right choice.

City Manager Verbrugge asked if they'd like to look at some language for avoiding the commission issues in the future, which would require code amendment. Council agreed they would like this. Will look to find out when the provision was adopted. Will also need clarity on the predetermined questions, whether those can be offline or not.

Lewis said she is a proponent including information of if they're on a commission, and can change the form if necessary. Verbrugge recommended looking into when this provision was adopted.

2.2 External Auditor's Report on 2015 CAFR

Requested Action: No formal action is requested.

Representatives of HLB Tautges Redpath, Ltd., the City's external auditors, will be presenting the draft results of their audit of the City's year-end financial position and results of fiscal operations for calendar year 2015 including:

- 2015 Required Communications
- 2015 Audit Results Discussion Points
- Draft Comprehensive Annual Financial Report
- The draft CAFR is located at blm.mn/cafr-draft
- The final 2015 CAFR will be distributed in late June 2016

Redpath's David Mol walked Council through presentation. Mentioned the five reports to be issued by auditor. Discussed the following topics:

- Opinion on financial statements
- GFOA award of excellence in financial reporting. Mentioned that City of Bloomington has received this award for 44 years in a row
- Report on internal controls
- Report on Minnesota Legal Compliance
- Report on compliance with Federal Program requirements
- Communication to those charged with governance
- Pensions
- 2015 Financial Summary– Governmental Funds
- Fund Balance Constraints
- General fund working capital goal
- General fund revenues
- General fund expenditures
- City Net Debt – At the end of 2015, it's just over \$20 million
- Tax rate considerations
- Bond rating

Council agreed that when Mol comes back to the Regular City Council meeting, he should present the same information.

Finance Manager Julie Vogel said net debt has gone down \$2 million and is going in a good direction.

Mol suggested making comment about bonds issued in 2015. Council agreed.

City Manager Verbrugge asked for calculation of debt as a percentage of total tax. When people see that, they may be surprised at how low it is.

Lowman recommended describing what the fund balance constraints are used for so it doesn't get misunderstood.

2.3 Hennepin County District Court – Proposed Addition to Bloomington Civic Plaza Campus

Requested Action: Hear information presentation and ask questions.

Representatives from Hennepin County and the State of Minnesota Judicial Branch will present the most recent information on adding a District Court facility on the Bloomington Civic Plaza campus. The court facility in Edina is scheduled to close, and those services will be moved to either Downtown Minneapolis or to the Bloomington Civic Plaza to serve residents in southern Hennepin County communities.

The presentation will update the City Council on the current status of project design, public benefit and use, lease and development agreement provisions, and parking demand. Approval of the lease and development agreement between the City and Hennepin County will be brought to the

City Council at a regular meeting in June or July. HRA Administrator Doug Grout introduced Kate Fogerty, District Court Administrator from the fourth judicial district; Division Manager within Hennepin County Facility Services, Brett Bauer; Assistant Hennepin County Administrator Mark Anderson, Lee Anderson from Hennepin County, Bloomington City Attorney Sandra Johnson, Bloomington Traffic Engineer Kirk Roberts; and architect Duayne Kell.

Meeting objectives discussed by Grout. Provided project overview, three levels of government working together: State of Minnesota, Hennepin County, and City of Bloomington.

Grout explained the reason for building a new facility. Bloomington chosen because it is a central location.

Project benefits reviewed by Fogerty. Schematic design process was reviewed by Bauer.

Architect Duayne Kell talked about his design process. Explained there were five different schemes with guiding principles. The final decision was option 1.5, a two-story addition. It occupies the least amount of area of any of the schemes. Site circulation will remain pretty much the same. 13 parking spaces are lost, but have yet to explore locations for replacing.

Anderson mentioned that one of the guiding principles was to make sure police has access and there is great value in pulling the entire building away from existing building. Helped the organization of the courts elements, and provided a zone that will permit for construction. Explained the layout of both floors of the proposed new building.

Kell walked through the external layout of the building along with parking limitations and drainage issues.

Baloga asked about what options the City has for expansion in the future. Kell said on this site, there are other areas that are still open for future expansion. The site itself will be a fairly full site when this is completed. There is potential for things across Logan Avenue.

Anderson listed the upcoming milestones: Develop lease and agreement approvals – July 2016; municipal approval, design development and construction documents, preconstruction planning, project bidding September 2016 – April 2017; construction 2017 – 2018; grand opening in 2018.

Transportation Engineer Kirk Roberts explained via PowerPoint the existing parking supply. The parking will be lots A, B, and C. Lot D still has to remain available to police but could put City vehicles on that lot. Overall there is a good supply of parking during the day. Though there is an abundance of parking, this only reflects the day-to-day. This also mimics a 9-5 office use, so their peak will overlap our peak. Added that in addition to the 9-5 functions, we are also an event center for farmers market, and there are a lot of events like that. Mentioned one year of court data was analyzed and described the parking demand and supply.

Roberts provided a graph of parking demand vs. supply, during the life of the facility. He reiterated the possible future parking issues with the known busy parking days. The graph does not account for additional future services.

Fogerty stated that things will be e-filed for filing paperwork and there will be Skype hearings to meet the demands of the public and to reduce the need

for so much additional parking. Reduced staff because of reduction of visitors over the years.

Roberts mentioned the parking management strategies, including the need for wayfinding. Strongly recommended repurposing the impound lot, adding a crosswalk, reducing peak time parking.

Fogerty said she has met with people from the City already and would plan to have quarterly meetings to look at a schedule, allow video hearings to reduce foot traffic.

Roberts summarized that there are some things that will need to be addressed in the agreement if this were to go forward. Overall the parking demand would be satisfied and wouldn't be much different as it is today in terms of user experience.

Carlson asked about how the current usage of the impound lot will that work with courts. Roberts said that use would have to go off-site, of there is a possibility of reconfiguring parking for bulk storage. Could possibly repurpose the existing area for impound.

Carlson asked if we see a loss of more parking because the stormwater drainage issues. Lee responded that the approach to dealing with stormwater is separate from ponding situation that existing. Infiltration through subterranean basins that are established under the existing parking lot, possibly parking lot C or D. so it would not take additional space to accommodate, but is a little bit more expensive.

Oleson asked if the County has given any plans to expand or redo those buildings. Fogerty said there is parking availability at both Ridgedale and Southdale. There is room for parking, but the issue is more of the capacity for the court facilities and all the partners that play a role in the court process. Limited ability to expand at these two locations.

Oleson asked if the long-range figures account for increases in metro population. Roberts said the projections he used would reflect the number of employees as a general trend and does not account for any other outside influences and does not assume for court growth.

Roberts said there is a plan to designate some reserved parking and short-term parking for judges, but numbers have not yet been established yet. Roberts also recommended high turnover (e.g. 30 minute limit) parking.

Carlson asked if the schemes that were reviewed included structured parking. Lee said the earlier concept planning did look at the possibility of structured parking located along Logan Avenue. That was taken out of discussion at the point where there was more direct interaction with the City. Did not specifically look at structured parking as part of solution.

Carlson recommended not looking at parking as short-sighted. Grout responded that even though it's not actively being considered, would like to have something sited, designed and sized ahead of time rather than waiting and negotiating.

City Attorney Sandra Johnson said they have draft agreements. The development agreement requires there be a parking agreement between City and County and has triggers. That has been negotiated at length. What can be done if under parked, can have a parking study as a first step. We want to learn from experience, but we're in the process of finding out what the best options are. Then continue with measured steps, are they

working. If the independent consultant determines we need a ramp, then we'll determine how much of the ramp is driven by court facilities. This document will be signed and will not be negotiated subsequently.

Baloga said if there was a parking deck needed in the future, that should be paid for by the County. Has now heard that it would be proportional share, which is troubling. There is a need for additional parking because the excess is being taken up by the courts. So until we achieve full utilization on the City's excess, the courts system in Hennepin county, should have to pay for the excess. Is uncertain about the vagueness of location and cost. Including those into the format maybe somewhat premature at this time. It has to be locked down to who pays and how much and under what circumstances.

Kell said nothing has been done in drawings. Conceptually, there are spots that can work onsite, but it'll compromise the visual impact. Baloga said it's important to know where the placement may be in conjunction with the other buildings ahead of time. We need to see that sooner than later.

Lowman said he is curious to know what types of services we would want to add onto City Hall. City Manager Verbrugge mentioned the one that is talked about most frequently is Public Health. Must acknowledge that there is space to expand within Civic Plaza. There are growth options within the existing footprint. Added there are time constraints for redeveloping the Southdale facility.

Lee said the window on this project is a 24-month window. Want to move all those operations in 24 months.

Oleson said when this was first discussed, there were comments about what Police wanted, and it boiled down to variables that are tough to pin down. We need to, on behalf of Bloomington taxpayers, be accountable and plan ahead.

Chief Potts said this option is one way to assure there is a south suburban court location. If having to drive downtown, parking costs would increase, City Attorneys at Southdale would have to go downtown, more drive time would be required for all staff, booking fees would exist by having to bring prisoners downtown, which would be a cost to the City.

Verbrugge added that the parking management around the 8 busiest days in a year that exceed capacity, the court has indicated that they can be flexible with their schedule. We know in advance when the large groups will be using the parking. Court could work with our facility folks for scheduling to rearrange court dates. Fogerty said there is flexibility, less foot traffic. We are doing everything we can to reduce number of people that have to go through court.

Busse said this expansion looks like it works. Agrees that any more would destroy the aesthetics of this site. If there are additional needs, there are other options. Mentioned that the need for additional security seems like more than just minor violations.

Chief Potts said there are warrant arrests where someone didn't pay a fine. Sally port is still used for misdemeanors. Sometimes they're warrant arrests to hold in custody to take to court the next day. We currently have a 4 stall sally port. The proposed is so we can use the jail the same way it's used now, and facilitate the transfer of prisoners into the court facility and will be taken from our jail to sally port to court room. It'll be done in a way that will be comply with DOC guidelines.

Busse asked if there would be some felony offenses here. Fogerty responded that these are non-felony only.

Grout said representatives from City, County, and courts, sat down late last year. There were 12 guiding principles for to determine design of the building. For security, most County buildings must go through security check-point. Fogerty said it's a court order to implement weapons screening.

Chief Potts said there was some work with Edina PD for Southdale location for police calls. They very rarely have calls. Speaking with their Chief, there is a security presence, but from a City standpoint, there are very few.

Grout said one guiding principle is that it has to work in this location. Kell has done an excellent job with working with the varying designs. The 1.5 design has taken a lot of time to get to this point.

Busse asked, what the parking impact would be during construction, and how to get police in and out during construction. Chief Potts said it's separate because when you separate the building by 30 feet, you can do construction without much impact. There might be a closing at the end to get in and out of sally port. Pathway would allow for a route in the meantime.

Baloga asked what the estimated cost is of this project. Confirmed \$15.5 million. Said it feels like there is no choice but to use this approach. It doesn't feel like they're given an option. It is troublesome that Council was not part of this conversation.

Grout said this was the most viable site within the community. It's a good central location and Bloomington is the biggest city.

Lowman agreed about the question of if this is the best location. Also agreed that staff should look into the idea of a parking ramp. There is a historical nature of where this court has been located in the past. It's always been part of City Hall. Looking at the four reasons listed for moving court forward. Equal access to justice is a critical one due to the changing demographics. It would be a travesty to move this court downtown. The idea of partnering with Hennepin County, this is an example of bringing this home. Replacement of the court facility by moving to another location. Since we are the highest user, it makes sense that it comes back here. There is a safety aspect. If we're concerned about safety, what better place to put this than right next to the police department.

Development Agreement was discussed by Doug Grout.

City Attorney Johnson said Bloomington will be the property owner and can manage it as a property owner. County pays for the cost of operation, their share of insurance, and utilities. Will use it as a court facility. Trying to be proactive with inspection rights of the property. This is a good value to Bloomington residents. Security is for caution so that bad things won't happen.

Assistant County Administrator Mark Thompson reiterated that the folks coming through the other facilities are coming through for incidental issues. Those folks generally come to court to meet with hearing officer or because they can't afford the fines and fees. To have folks from south suburban location is not equitable or fair. Bloomington, having 41% of the population of people that commit low level offenses will also have the highest population of travel to alternate location. Requiring police to drive downtown

will be taking them off Bloomington streets.

Carlson reiterated that he would like cost estimates, converting to parking spaces, impacts on traffic, drainage, how many stalls we can get out of that space. Drainage engineering about special infiltration, who's paying for it. Green roof or green wall, infiltration should play into that. Wayfinding signage should be part of the package. The idea of the security would like to have a better idea of what all that means. What does security for whole campus look like with this use. Believes we are under parked as part of the analysis. Would like to see opportunities at Civic Plaza increase, will need to accommodate our guests to partake in the festivities. Equal access to attend events. We're cutting parking short.

Oleson said he thinks this is an opportunity for solar collection. Information on feasibility of that would be. This is an ideal area with lack of trees for this purpose. Would like to see if we can further partner with reducing costs by doing this on existing roof.

2.4 Utilities Asset Management Update

Requested Action: No City Council action is requested at this time.

Utilities staff will provide a brief update to Council on the Division's continued efforts and progress towards implementation of a Comprehensive Asset Management Program (CAMP) within the Public Works Department.

Assistant Utilities Superintendents Scott Anderson and Carol Kaszynski presented the item. Anderson described via PowerPoint presentation, the "who we are" with water system, wastewater system, and stormwater system. Shared the vision statement.

Kaszynski listed the comprehensive asset management goals and tools. Defined the seven Asset Management best practice questions and considerations. Explained the Asset Management infrastructure asset life cycle.

Anderson gave a history of milestones of asset management program from the mid-1960s until today. Anderson explained where we are at now in terms of new items that are being worked on. Enhanced use of work order system. A new reporting module that started in 2016 that will be used for budgeting purposes and rate setting, and long-range capital planning.

Kaszynski explained the systems integrations. Mentioned the pieces of technology utilized to capture field data. Improves data integrity.

Anderson showed a snapshot of how to search and view assets. It takes static information and attributes with the living activity that's going on in the field and merges the two together.

Kaszynski mentioned creating reliability rankings. Explained how they are able to apply reliability rankings and view equipment and scores. Explained the benefits of an asset management program.

Carlson asked if they to the point where they have a sense for what is needed before being onsite, and if they can anticipate failure with the technology. Anderson confirmed yes, and there is a real-time benefit, and that is where the reliability module will come into play.

Anderson explained the rates – projected revenue with rates adjusted for asset renewal expenditures for water and sewer revenue. Will help identify gaps or occasions where rates need to be adjusted. Provided examples of

the Water Treatment Plant well #2 rehabilitation and variable frequency. Completed an LED light conversion which allows for more efficient operation, better operation control, and annual energy savings.

Kaszynski explained the future of asset management program that continues to be refined. Continue to look at new technology options, and remaining flexible for new options.

Lowman asked if GIS is useful from a residential standpoint to see that information. Information Systems has more information about ESRI.

Oleson asked about keeping residents in the loop about cost increases. Anderson said this is being worked out with Communications to find out best ways to keep residents informed of price changes.

Verbrugge recapped what Oleson was looking for: to get to some return on investment with what we're doing with technology and how we're getting savings, and extending life of our assets.

Baloga asked for insight into contract renewal date with City of Minneapolis for water. Anderson said there have been preliminary discussions of structuring the contract. Will look a little bit different, but in the end it will provide the city with a little more flexibility and Minneapolis with more certainty and protection. Contract expires in 2017.

Public Works Director Karl Keel added that agencies are facing the issues of asset management. As communities address aging infrastructure, costs will go up. Minneapolis rates are naturally going to go up. Trying to make sure we're paying for our fair share, but not paying for their distribution system.

2.5 2017-2018 Budget Status Overview

Requested Action: Council is requested to discuss information presented.

Staff will provide Council with the current status of the budget and property tax levy information for 2017 and conceptual 2018. Finance CFO Lori Economy-Scholler and Finance Budget Manager Cindy Rollins presented the item. Economy-Scholler defined the City strategic priorities.

Carlson asked for "community image" to be moved closer to the bottom of the list. Economy-Scholler confirmed it can be rearranged.

Economy-Scholler shared charts on City-wide 2016 revenue budget chart; expenditures budget; six tax categories; total annual debt service funding sources; tax abatement with future modeling; recreational facilities; fire pension; history of City contribution; strategic priorities.

City Manager Verbrugge said revising neighborhood businesses would be plugged into 2017 because it is an initiative that will be happening this fall. Baloga added that essentially if we're going to continue the four programs going forward, there would not be additional funding for additional programs if we continue all existing.

General fund model was discussed and shows that it is increasing by 4.3% in total for 2017. Lodging and permit revenue chart was shown. 75% of the levy changes are in the general fund. New projects are not built into this.

Baloga said operating costs at Creekside will likely go up. Verbrugge said there will be deducts for Creekside.

Economy-Scholler explained the timeline: budget kickoff June 2016;

departmental budgets entered by June 22; departmental budgets meeting in July; this will be brought back to Council Study Meeting in August to discuss preliminary 2017 levy; Council to approve preliminary 2017 budget in September; September – December – 30 budgets to be looked at for approval; Council to approve final 2017 in December.

Lowman asked where facilities is accounted for. Economy-Scholler said it's in general fund modeling under internal service charges. Economy-Scholler clarified what is and is not included.

Verbrugge clarified, saying the internal charges mostly relate to facilities and operations. All other services the departments incur for operations of buildings, its replacement costs, fleet, IS charges. The percentages that are higher are a reflection of a consequence of downturn strategies where decisions were made to maintain service levels and reduce staff by attrition, not layoff.

Verbrugge asked about fully funded departments. Carlson clarified that he is looking for everything that goes into the \$68 million. This is worth further investigation.

Busse said the only discretion is the 85% in the general fund. To examine everything we're doing at City Hall, and if work is being duplicated by multiple people or departments, the duplication needs to be eliminated. This needs to be on the table and needs to be a discussion. Forces efficiencies and forces people to think differently.

Baloga said the purpose is to give direction to Staff with what to do with respect to budget. If we look at this, there is opportunity to build very positive relationships with tax-paying citizens, or we can turn that sideways and have something bad. In today's environment, we're looking at a 2.5% rate of inflation. Even at 5.75%, we're doubling what the rate of inflation is for consumer price index. I think that's what a lot of people will measure what the levy does. If we say we're going to give you a reduction, and that represents 10% and ends up being \$1 per year, we've just turned something good into something bad. We need to scour all areas of the budget because there will put more demands in the budget as we go on.

Lowman asked if we can ask the question differently. How does these expenditures fit with the six priorities. Maybe it can't be resolved this year, but how do we get to that.

Oleson said good management is always looking for ways to do things more efficiently. This is a challenge we must have across the board. If a vacancy opens up, determine whether or not the job is needed or need replacing. Asked to what extent properties are coming into tax base.

Baloga summarized that we need to scour our expenses and find out what can be achieved. Look for more ways to fund more projects.

2.6 Discussion of City Manager Evaluation Process

Requested Action: The City Council is asked to provide direction regarding how it wishes to conduct the City Manager's upcoming performance evaluation. A six-month performance evaluation was conducted last summer using DeYoung Consulting Services. At that time it was decided that the next review would be scheduled for twelve months out, making it due by August of 2016. Additionally, the Manager's current contract will be up for renewal on August 1. Human Resources Director Kris Wilson explained the item.

One option is to contract with DeYoung and to repeat essentially the same 360 review process that was utilized last year. The cost for this service in 2015 was \$8,500. Wilson offered to provide copies to Councilmembers who would like a copy of the DeYoung report from last year.

Another option is to defer the next 360 review until the summer of 2017 to allow more time for various initiatives that are currently underway (such as the Council's strategic planning effort and implementation of the High Performing Organization (HPO model) to be fully implemented. In its place, the Council could meet in closed session to conduct a more streamlined evaluation in advance of the contract renewal process. If this option is selected, I can provide the Council with some performance review templates utilized by other cities for their city managers, to help everyone prepare for and structure the review. A suggested date for this approach would be to hold a closed session at the end of the regular July 25 City Council meeting.

Busse said to do a yearly 360 would be too repetitive. Pushing off to 2017 makes sense, but there should be a formal evaluation process. Council agreed.

Lowman said it was interesting about the 360 that the way the evaluation was done within the City. Hopes whatever process is adopted, hoping we can still get that depth and we're able to gain valuable information.

City Manager Verbrugge said a 360 isn't as effective if done annually. Is still interested in feedback. Requires a 360 at a minimum of every 5 years. The format used last year was structured around the core competencies. Did have a conversation with the executive team last week and reached out to an outside reviewer, and the feedback was that they are comfortable waiting another year for the 360. If Wilson identifies a structure to use, Verbrugge will prepare a reflections memo, a progress report, and will have that in time for preparation of review.

Wilson said the process will be to conduct performance review in closed session at end of July 25th City Council meeting. Then required to report out brief summary of evaluation at the next council meeting.

Verbrugge said the argument to do it semi-regularly, is to model behavior of what he expects throughout the organization. Feedback is important.

Wilson agreed to provide compensation analysis compared to peers and colleagues in the industry.

Lowman asked if there is still a subcommittee that's meeting. Verbrugge said the committee was Oleson and Abrams. Council can be directed to work on this.

Oleson said it would be good to have people to interact with. To some extent and not knowing options, asked if it would be a good idea. Wilson said it would be a good idea. Asked for volunteer to take over where Abrams left off. Baloga volunteered and Oleson offered to continue.

Council agreed to have Baloga.

Baloga recapped the Recodification of Charter. According to review that was done by Legal, the Charter Commission in 2013, there was a thorough review but was not called a recodification but a clean-up. Council agreed this is acceptable. Mentioned that the petition against organized collection was submitted, received, and presented to City Clerk on behalf of the City. City Clerk is verifying signatures and Legal will look at this for form and

context.

Lowman asked what the process is next. Verbrugge explained that the process is that there are 10 days to validate petition of signatories. There were 2500 signatures. Require 1780. The likelihood of validating is low. Anticipating review within the 10-day period and then City Council will have to decide to put it on the ballot. Consideration of that will be on agenda for the June 27th City Council meeting. City Attorney has been looking at the form of petition, language of proposed charter amendment to see if it contorts with state statute. Report will be provided to City Council.

Verbrugge said language cannot be changed. If there are problems with the language, if that had occurred, they could do that and get new signatures. As-is there is a statutory approach of 17 weeks before general election, early July. Haven't met that timeframe. If there's something that happens and a change in language, they'll look at a different time period.

Lowman asked if staff has taken such a recommendation from a third party on merits of that information and if that is something that staff is considering. Verbrugge said it was considered. Baloga said we can only look at what was submitted. Verbrugge added that if the committee circulating the petition decided they wanted to change the language, they couldn't do that on their own without acquiring new signatures.

Baloga mentioned emails sent to Abrams be forwarded to City Council email group. Council Secretary Dargan to have a bounce back message as response to her emails. All emails sent to Abrams will be forwarded to Council Secretary until August 1st.

Oleson mentioned October 3 as the target date for organized collection. Keel said letters will be sent out in July. Verbrugge said there is a 'decision tree' process on the 27th. Depending on how that process unfolds, depending on validity of petition, then it makes sense to have a conversation about the appropriateness. A lot depends on what happens at the June 27th City Council meeting.

3 ADJOURN

Acting Mayor Baloga adjourned the study meeting at 11:02pm.

Denise Dargan
Council Secretary