



**Meeting of the
Administration/Public Works Committee
Record of Proceedings - APPROVED
Tuesday, August 3, 2021 at 5:30 pm
Via Zoom**

I. Welcome and Roll Call

Chair Garritano called the meeting to order at 5:30 pm. Attendance roll call was taken with following results:

Committee Members in Attendance:

Chair Joe Garritano
Council Member Dave Bertolino
Council Member Larry Brost
Council Member Katie Dodwell
Council Member Lauren Edens
Council Member Nathan Hopper
Council Member Tracey Nyhan
Council Member Rob Rambaud

City Council Member in Attendance:

Council Member Teresa Clark

Staff Members in Attendance:

Administrator Steve Cross
Director of Public Works Rick Brown
City Attorney John Young
Meeting Recorder Carla Patrick

II. Approval of Meeting Minutes from July 13, 2021

The minutes of the July 13, 2021 meeting were submitted for Committee approval. Council Member Edens motioned for approval of the July 13, 2021 meeting minutes and Council Member Nyhan seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

III. Public Participation – None

IV. Public Works

A. For Information

1. Deer Management Subcommittee (Wards – All)

City Administrator Cross provided an activity status to include that he is working to schedule a meeting of subcommittee members.

B. For Action - none

V. Administration

A. For Information

1. American Flag Disposal Box (Ward – Eight)

City Administrator Cross provided a status update on the installation of a flag receptacle to be located in the first-floor vestibule at City Hall. He will meet with the Scout, whose project it will be, to establish the details for the project.

2. Lobbyist for the City (Wards – All)

City Administrator Cross provided a status update for this initiative to include that a RFQ was sent to six firms, wherein three responded with interest. He will provide this Committee a summary of the qualifications of the respondents at the September meeting of this Committee.

3. EV Charging Stations (Ward – Eight)

City Administrator Cross provided a status update on potential installation of an EV charging station with the City inclusive of the pending pricing quotes from potential vendors and Ameren (higher voltage will be required at the site).

For Action

1. Election of Committees, Commissions and Task Force Chairs (Wards – All)

City Attorney Young provided an amended draft of Procedures for Election of Standing Committee Chairs for committee review, wherein he included a flowchart of the voting process options.

Discussion included code amendment requirement, options differences, strength of roll call vote, any option process can stop at any step, and the pure chance nature of coin toss.

Council Member Edens motioned for City Attorney Young to draft the policy to include the voting option including “If More than 2 Candidates, drop the lowest vote getter” then “Roll Call Vote”, then “Coin Toss” as shown as the second from left flowchart options. Council Member Hopper seconded the motion.

Council Member Bertolino motioned for amendment to the motion to include defining the trigger for a coin toss to be after three roll call votes with tie vote results prior to instituting the coin toss as a final process. Council Member Brost seconded the motion for amendment. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

Then, a voice vote was taken for the original motion as amended with unanimous favorable support. Therefore, Chair Garritano declared that motion passed.

2. Accessibility Compliance and Suggested Improvements (Wards – All)

City Administrator Cross provided the results of a meeting with Council Member Clark, Director of Planning Joe Vujnich and Director of Public Works Rick Brown to discuss policies for disability. He noted the City will request the advice of outside expert sources for their perspective on potential improvements. Council Member Clark, the initial proponent of this initiative, spoke to the issues.

Discussion included cultural awareness, appropriate vocabulary, resident survey, inclusion in building/ROW codes, and that this initiative should be a continuing effort henceforth.

Motions were discussed to include prioritization of tasks, survey and getting those tasks ready for immediate attention underway. Therein, the motion was withdrawn, and directives were for City Administrator Cross to provide additional data/costs for the tasks, Council Member Clark to provide a draft of best vocabulary and others to proceed with the easier to implement tasks. The results of the directives will be provided at the September meeting.

VI. Items Not Ready for Action

A. High Priority

1. Workforce Training (Wards – All)
2. Review IT System Ransomware and Other Threats (Wards – All)
3. Social Media Policy (Wards – All)

B. Medium Priority - none

C. Low Priority

1. Review of City Flag (Wards – All)

VII. Miscellaneous

Council Member Dodwell inquired as to status of Items Not Ready for Action. After discussion, the Committee chose to remove the Low Priority item. City Administrator Cross provided status of the High Priority items.

VIII. Next Meeting

The next meeting of the Administration/Public Works Committee is scheduled for September 7, 2021.

IX. Adjournment

Council Member Hopper motioned for meeting adjournment. Council Member Dodwell seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the meeting adjourned at 7:42 pm.