

**CITY OF UNIVERSITY PLACE
MINUTES
Special Meeting of the City Council
Monday, January 22, 2022**

CALL REGULAR MEETING TO ORDER

Mayor Worthington called the Regular Meeting to order at 8:30 a.m.

Attendance was noted as follows: Mayor Worthington, Councilmember Belleci, Mayor Pro Tem Figueroa, Councilmember Flemming, Councilmember McCluskey, Councilmember Wood, Councilmember Keel (9:14 a.m.)

Staff: City Manager Sugg, City Attorney Kaser, Finance Director Blaisdell, Public Works, Parks & Facilities Director Cooper, Community and Economic Development Director Briske, Administrative Services Director Petorak, Police Chief Premo, Public Safety Administrator Hales, Engineering and Capital Projects Director Ecklund, Executive Director/ACM Faison and City Clerk Genetia.

Facilitator: Michael Pendleton, Pendleton Consulting, LLC

MAYOR'S REMARKS

Mayor Worthington welcomed Council and staff to the meeting and introduced Michael Pendleton, the facilitator for this retreat. Mr. Pendleton went over the retreat ground rules with Council and highlighted the agenda.

ASSIGNMENT OF COUNCIL ROLES

Mr. Pendleton led Council through a review and discussion of changes in Council assignments. The Vision Committee was added back to the assignment chart. Mayor Worthington will be replaced by Councilmember Flemming on the committee.

COUNCIL RULES/PROCESS

City Attorney Kaser provided background on four issues to the Council rules.

- *Communications Availability and Protocol:*
- *Virtual Meeting Policies*
- *Remote Participation*
- *Finance Committee Chair*
- *Council Absence*

City Attorney Kaser reviewed some of the existing Council Rules as part of the two-year Council review process. He had no recommended changes but provided topics Council may be interested in discussing based on recent first-time impacts from the COVID-19 pandemic and the appointment of a councilmember pro tem due to extended absences. Topics for discussion were virtual meeting policies, procedure for excused absences, finance committee chair appointment process, and communications availability and protocol. A study session will be scheduled to discuss criteria for: individual participation in remote council meetings as an exception to in-person; finance committee chair appointment to the Mayor Pro Tem; procedure for excusing councilmember absences; and Council comments and report outs. After discussion about the City's newsletter, there was a consensus to have an opportunity to review it at least one day before it is published, and any comments or concerns should be addressed to the City Manager, not with staff.

EVENTS

Councilmembers reflected on impacts of social distancing on the City's events and considered it prudent to reassess the City's approved events to consider event management, messaging, innovation, and budget.

CITY ADVISORY COMMISSIONS

Regular Commission Reports - Mayor Worthington proposed a commission reporting process to stay engaged with the progress of the City's commissions as they execute their workplans and to see how Council can support them. He suggested having the Commission Chairs report to Council three times per year which would be beneficial since Council's previous process of an annual joint Commission and Council meeting has been discontinued due to the pandemic. Councilmembers conveyed their support. There were suggestions to have the reports include specific topics, occasions when all commissioners meet with Council, and the importance of utilizing the commissions.

Park Commission Work Plan – Mayor Worthington explained that the 2021 Park Commission Work Plan did not get completed and questioned whether items on the 2022 Work Plan fit into Council's Goals. Council questioned why the 2021 Goal "to review smoking, vaping, and drone policy in U.P. Parks" did not get reported back to Council. Council wants to receive a report of the outcome and discussed carrying forward the items not completed from the 2021 Work Plan.

A community group is interested in reviewing the Master Site Plan. It was decided that Mayor Worthington will contact them with information regarding the City's process for doing so.

The City Council took a 30-minute lunch break at 12:37 p.m. The meeting resumed at 1:07 p.m.

COUNCIL VALUES DISCUSSION

Mayor Worthington shared his perspective on the importance of Council establishing values. He also explained how values would be helpful to staff and the commissions when they work toward fulfilling Council goals. Councilmembers agreed that more time would be needed to thoughtfully approach the issue, and a study session should be scheduled. They discussed interest in having Mr. Pendleton facilitate the discussion.

COUNCIL GOALS DISCUSSION

After Mr. Pendleton explained the steps in the goal setting process and going through the top five of the 2019-2020 goals, each Councilmember provided two goals to be added to the 2023-2024 list. The goals were consolidated, tallied and ranked as follows:

RANKING	2023-2024 GOALS	POINT TALLY
1	PUBLIC SAFETY Increase public safety funding and public safety; expand public safety services with the police department. (Look to Chief on what are the true needs to expand the force for public safety to ensure community remains safe.) Subgoals: Goal 4, 7 and 12 from the 2019-2020	60
2	ECONOMIC DEVELOPMENT Subareas: Sewer line extensions; study on business start-up; simplify and make business environment more attractive; expand businesses that can provide services lacking to the community.	55
3	INFRASTRUCTURE Look at City's infrastructure to include sewers, streets and parks so that the City can plan ahead for overall maintenance. (Funding needed to include both main arterials and neighborhood streets.)	38
4	COMMUNITY ENGAGEMENT How to vigorously engage the community. Need citizens involved in Council meetings to lead to better decision process. How to increase community engagement. How to get citizens engaged like when the City first incorporated.	37

5	RECREATION Restoring some level of recreation services to the community. Specifically: City staff to explore possible courses of action that would be attainable (explore partnerships, smaller recreation programs; 2-3 possible courses of actions - low, medium, high options).	29
5	REGIONAL INFLUENCE Explore and come up with ways that the City can have a more robust and broader influence regionally.	29
6	SUBAREA PLANS Complete and implement action plans for the Subarea Plans (future).	27
7	AFFORDABLE HOUSING Figure out a way to attract and keep affordable housing so that those who live in the community can retire and age within the community. (Look at costs and what the City has control over and how to attract it.)	18
8	MAINTAIN SINGLE FAMILY NEIGHBORHOODS	17
9	HOMELESSNESS Affordable housing and retention of R1 residential areas.	6

WRAP-UP

City Manager Sugg and Councilmembers remarked on the positive outcome of this retreat. Mayor Worthington thanked the retreat planning staff for their efforts and foresight in putting the event together. He thanked his fellow Councilmembers for their participation and input, as well as Mr. Pendleton for facilitating the meeting.

ADJOURNMENT - The meeting adjourned at 4:27 p.m. No other action was taken.

Submitted by,

Emy Genetia