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City of Montgomery
City Council Work Session Minutes
August 20, 2008

Present

Cheryl Hilvert, City Manager
Terry Donnellon, Law Director
Susan Hamm, Clerk of Council
Frank Davis, Community Development Director
Jim Hanson, Finance Director
Bob Nikula, Public Works Director
Matthew Vanderhorst, Customer Service Director

City Council Members Present

Gerri Harbison, Mayor
Mark Combs
Barry Joffe
Vicki Hirsch
Todd Steinbrink
Lynda Roesch
Ken Suer

City Council convened in Council Chambers for the work session at 7:00 p.m. with Mayor Harbison presiding.

ROLL CALL

Mayor Harbison asked for a motion to dispense with the roll call since everyone was in attendance.

Mr. Steinbrink moved to dispense with the roll call. Mr. Joffe seconded. City Council unanimously agreed.

GUESTS AND RESIDENTS

There were no guests or residents to address City Council tonight.

ESTABLISHING AN AGENDA FOR SEPTEMBER 3, 2008

Pending Legislation

An Ordinance Modifying Stormwater Easement and Granting Overhang Easement to Montgomery Gateway Partners LLC (3rd Reading)

An Ordinance Defining the Procedure to Establish a Community Entertainment District (3rd Reading)

An Ordinance Adopting Modifications to the Limited Business District Regulations (3rd Reading)

An Ordinance Rezoning Five Properties Abutting the East Side of Montgomery Road North of Market Place Lane (3rd Reading)

An Ordinance Amending and Adopting The City's Property Maintenance Code (2nd Reading)

New Legislation

An Ordinance Amending Portions of Chapter 151 of the Code of Ordinances Governing Signs

Mr. Frank Davis, Community Development Director, explained that a public hearing was held prior to the work session on this ordinance that proposes the adoption of modifications to the City's temporary, permanent window and outdoor display sign regulations.

ADMINISTRATION REPORT

55 Ms. Hilvert reported on the following items:
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- 57 • The Financial Planning Committee of City Council will meet on Tuesday, September 2, 2008 at 5:00
58 p.m. to review the City's proposed 2009 Operating Budget and 2009-2013 Capital Improvement
59 Program.
- 60 • The Planning, Zoning and Landmarks Committee of City Council has cancelled its meeting for the
61 month of September.
- 62 • To date, the City has approximately 2,072 residents signed up for the RecycleBank program.
- 63 • Currently 58 employees have enrolled in the Health Savings Account plan and 6 employees have
64 enrolled in the Preferred Provider Organization Plan.

65
66 Ms. Hilvert noted that the City received a proposal today, on the redevelopment of the Montgomery Inn alley.
67 She further noted that staff has not had the chance to reviewed the proposal. She suggested that staff prepare a
68 staff report and present the proposal to City Council at the September 3, 2008 business session.
69

70 City Council agreed.
71

72 Ms. Hilvert requested an executive session to discuss matters related to labor negotiations and the purchase of
73 real estate.
74

75 **LAW DIRECTORS REPORT**

76
77 Mr. Donnellon had no report at this time.
78

79 **CITY COUNCIL MEMBERS REPORTS**

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81 Mr. Combs indicated that he had nothing to report at this time.
82

83 Mr. Suer reported that the Governmental Affairs Committee of City Council met and discussed the following
84 items:

- 85 • Peak Democracy Pilot Project – The City of Montgomery has been invited to participate in a pilot project
86 through the Alliance for Innovation with a company called Peak Democracy. This company hosts web-
87 based discussions between local governments and their constituents on topics posed by the local government
88 in a format similar to a “blog”. This program could be used to solicit citizen feedback in accordance with
89 the goals of our strategic plan for two-way citizen dialogue and engagement. If the City participates in this
90 program, the City would be able to pose a question or topic for discussion on such things as “Do you Shop
91 in Downtown Montgomery? Why or Why Not?” The Committee is recommending that the City participate
92 in the three (3) month pilot project.
- 93 • Proposal on Communication Coordinator Position – As proposed in the original communication plan to City
94 Council, the City retained the services of the Impact Group to assist in the first two years of this program to
95 utilize their comprehensive skills in this area and permit us to put a plan together and secure needed
96 collateral materials to assist in our communication efforts. The City is nearing the end of this two year
97 period and the plan is to transition this communication work to internal staff to complete for the future.
98 While Amber Morris has agreed to oversee and coordinator this work, it is necessary to examine the
99 creation of a position to do the support or staff work associated with the communications efforts. Other
100 areas that need to be addressed in the citizen engagement and outreach efforts include the development of a
101 back-up/successor for the work performed by Ray Kingsbury, support and/or leadership for the pilot or one-
102 time special projects with which the City is frequently involved, as well as the necessary support for the
103 various communications forums the City uses, including open houses and other public ceremonies.

104 Additionally, the City has also identified enhanced media relations, as well as fundraising in certain non-tax-
105 supported funds as primary goals for the future. The Committee is recommending that staff proceed with
106 the hiring process for the Communication Coordinator.

107 Mr. Joffe asked what the timeline was for hiring this position.

108 Ms. Hilvert indicated that the position has been included in the 2009 Operating Budget; however, staff
109 would prefer to start the process sooner.

110 Mr. Joffe asked what kind of experience the City was looking for.

111 Ms. Hilvert noted that staff would prefer to have someone with solid communications, media and
112 interpersonal skills.

113 City Council directed Ms. Hilvert to proceed with the hiring process.

114 • Use of City Publications for Outside Groups – The City frequently has requests from outside groups,
115 including civic organizations and neighborhood associations, to utilize the City’s newsletter, website, etc.
116 for publicizing their activities. To honor these requests would dictate a substantial amount of space in these
117 communication vehicles and would also open the door for granting usage by any outside group, which could
118 pose a potential problem for the City. Currently the City publishes information for these groups on a very
119 “haphazard” basis. After a legal review, Mr. Donnellon has suggested that the City either not allow the use
120 of our publications by outside groups or to develop some type of a policy by which we regularly solicit the
121 groups for their information. The Committee recommended that Mr. Donnellon draft a policy on the use of
122 City publications for outside groups.

123 • Health Insurance Program for Part-Time Employees – The City has been reviewing a program to offer
124 health insurance to part-time employees as a retention and recruitment tool. This proposed program would
125 offer insurance at 100% cost to the employee (no cost to the City). The insurance would not be included as
126 a part of the contract for full-time employee health insurance and would not affect the experience rating for
127 this coverage in any way. This coverage would not be inexpensive to the individual employee; it may make
128 a benefit available to part-time employees where they do not have it available now.

129 Ms. Hilvert explained that the plan would be handled separately from the contract for full-time employee
130 health insurance and would not be handled through payroll deduction.

131 Mr. Hanson noted that the employee would contract separately with the broker.

132 Mr. Joffe asked if the Health Benefits Committee would be reviewing proposals for this program.

133 Mr. Hanson indicated that it would not be part of the scope of the work of the Health Benefits Committee.

134 Mr. Steinbrink noted that he felt there was a fine line between benefit and giving out the number for Horan.

135 Mr. Donnellon indicated that the City would be facilitating a broker, but the employee would contract
136 separately with the broker.

137 Mrs. Hirsch stated that she was concerned with City Council Members taking part in this program.

138
139 Mrs. Hirsch indicated that she had nothing to report at this time.

140
141 Ms. Roesch reported that she attended the following meetings:

- 142 • OKI
- 143 • Beautification and Tree Commission
- 144 • Parks and Recreation Commission

145
146 Mr. Joffe indicated that he had nothing to report at this time.

147
148 Mr. Steinbrink indicated that he had nothing to report at this time.

149 Mayor Harbison noted that she attended the following:

- 150 • Annual thank-you lunch for all employees
- 151 • Bastille Day Committee wrap-up meeting
- 152 • First Suburbs meeting with Mr. Lee Fisher from the Division of Development

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