

CITY OF UKIAH
CITY COUNCIL AGENDA
Special Meeting
Ukiah Valley Conference Center
200 S. School Street
Ukiah, CA 95482

July 29, 2015
3:00 p.m.

1. **ROLL CALL**

Ukiah City Council met at a Special Meeting on July 29, 2015, having been legally noticed on July 24, 2015. Mayor Crane called the meeting to order at 3:14 p.m. Roll was taken with the following **Councilmembers Present:** Maureen Mulheren, Kevin Doble, Jim O. Brown, Vice Mayor Scalmanini and Mayor Crane. **Staff Present:** Sage Sangiacomo, City Manager; Karen Scalabrini, Finance Director; Charley Stump, Planning and Community Development Director; Chris Dewey, Police Chief; Greg Owen, Airport Manager; Mel Grandi, Electric Utilities Director; John Bartlett, Fire Chief; Melody Harris, Human Resources Director; Tim Eriksen, Public Works Director; and Kristine Lawler, City Clerk.

MAYOR CRANE PRESIDING.

3. **PUBLIC COMMENT**

Presenter: Nancy J. Parker expressed her views regarding a roundabout, and submitted a handout detailing her concerns.

2. **WORK STUDY SESSION**

a. Review and Discuss the City Council's Strategic Plan and Process.

Presenter: Sage Sangiacomo, City Manager

Mayor Crane and City Manager Sangiacomo gave an overview of the Strategic Planning process, asking Council how they would like to move forward. At the request of Mayor Crane, the staff and audience gave their perspective and input of the process.

Jeff Trouette, a public citizen, expressed that he would prefer to see high level city staff take on the strategic planning meeting leadership and not spend money on a facilitator, and encouraged the Council to stick to the goals or take them off the table.

Pinky Kushner, a public citizen, proposed to use the four strategic planning areas that were previously developed -

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

Strategy 4: Council and staff work together to create a more responsive and effective workplace environment.

- as a framework to move forward by reviewing the status and options of each area. Mayor Crane polled the Council who unanimously concurred, with Vice Mayor Scalmanini and Councilmember Brown requesting that additional items be added.

Councilmember Doble suggested combining attachment 1 (*Strategic Planning reflection Process, January 11, 2010*) with Attachment 3 (*Strategic Planning Session, November 2010, City of Ukiah*); showing the history, evidence of what is working versus what needs to be done, and detailing the costs associated with the projects along with how long the process will take.

City Manager Sangiacomo added 'identifying what may be missing' to Councilmember Doble's list. He suggested that staff create an initial draft that he will bring to the Strategic Planning Ad Hoc Committee, whom he would also work with to create a meeting format and outline.

Council had consensus to continue the Strategic Planning meetings on the fifth Wednesdays that occur throughout the year, setting the next meeting date for September 30, 2015. Councilmember Doble requested that the packets be issued to Council two weeks prior to the meeting.

Additional Council direction to staff included: Providing an updated Strategic Plan to coincide with the budget review so as to inform Council on how to prioritize budget items; create a webpage for the Strategic Planning process in addition to other channels available to the public; collect public input ahead of the meeting and include with the agenda packet for Council consideration.

Susan Knopf, a public citizen, suggested that Strategic Planning sessions could also be announced in the newspaper and on the radio.

b. Review and Provide Direction Regarding the Revised Draft Capital Improvement Plan for Fiscal Year 2015-2016.

Presenter: Karen Scalabrini, Finance Director.

Director Scalabrini gave an overview of the budget process and documents to date, explaining changes, additions, and informative elements. Referring to updated budget calendars that were distributed for both Operations and Capital Improvements, Director Scalabrini said that the Operations budget is due to Council for review and feedback on August 12–19, adding that Council will have the option to adopt the budget on the 19th, or can have an additional work session after that meeting and then conduct a Special Meeting on August 26th for budget adoption.

In regards to the Capital Improvements budget, City Manager Sangiacomo added that Council may place a hold on any project pending additional analysis, and approve the rest of the budget.

Director Scalabrini requested direction in respect to the budget document, and the Council gave the following input:

- Place an asterisk (*) next to items that have restricted funds and then place a footnote at the bottom of the page detailing their restrictions.
- Give a summary of the history of the project.
- Add a line item for street improvements.
- Add a line item for pedestrian safety improvements.

Public comment included: Mark Hilliker asked for clarification on the driving force behind the roundabout concept; Justine Frederickson asked for the reasoning behind the Orr Creek Bridge project; and Susan Knopf expressed her views that the Orr Creek Street Bridge should be discussed in public with plenty of advance notice. Ms. Knopf also expressed her preference to see objects being removed from the sidewalks (i.e. phone polls, fire hydrants, no parking signs, utility monuments, etc...) than more crosswalks.

City Manager Sangiacomo acknowledged the need to prioritize a discussion related to sidewalks

regarding whose responsible and identifying the standards. He added that the fleet justification sheets have been updated and will be included as an appendix to the capital improvements document, and would be distributed to Council for review. Additionally City Manager Sangiacomo recognized the Council's request to:

- Look for funding opportunities through the Mendocino Council of Governments (MCOG); and
- Identify a process review for prioritizing capital improvement projects.

4. ADJOURNMENT

Mayor Crane determined that there was no further business, and the meeting was adjourned at 5:55 p.m.



Kristine Lawler, City Clerk