

**MINUTES
ELGIN CITY COUNCIL RETREAT
SATURDAY, MAY 19, 2018
CITY OF ELGIN REC CENTER, 361 NORTH HWY 95**

CALL TO ORDER

Mayor Pro Tem Gonzalez called the meeting to order at 10:30 a.m.

ROLL CALL

Present: Juan Gonzalez, Mayor Pro Tem
Susie Arreaga, Council Member
Mary Penson, Council Member
Jessica Bega, Council Member
Daniel Lopez, Council Member
Phillip Thomas, Council Member
Sue Brashar, Council Member

Council Member Beyer was absent. Mayor Cannon arrived at 10:50 a.m.

Staff: Thomas Mattis, City Manager
Charles Cunningham, Finance Director
Amelia Sanchez, City Secretary
Charlie Crossfield, City Attorney

GENERAL DISCUSSION

1. REVIEW AND GENERAL DISCUSSION OF ANY AND ALL ISSUES RELATED TO ALL CITY DEPARTMENTS, OPERATIONS, STAFFING, AND POLICIES WHICH MAY INCLUDE BUT NOT BE LIMITED TO CITY COUNCIL ANNUAL GOALS; THE FY18-19 ANNUAL OPERATING BUDGET AND THE 2018 FIVE-YEAR CAPITAL PROGRAM; COUNCIL-MANAGER FORM OF GOVERNMENT; THE CITY CHARTER; GENERAL CITY POLICY REGARDING MUNICIPAL UTILITY DISTRICTS (MUDS) OR SIMILAR DEVELOPMENT PROJECTS; ECONOMIC DEVELOPMENT AND INFRASTRUCTURE PLANNING; CODE ENFORCEMENT; CITY COMMITTEES, BOARDS, AND COMMISSIONS; STRATEGIC PLANNING AND RELATED MATTERS.

City Manager Thomas Mattis began the meeting stating they would be discussing goals, going over the Operating Budget and the Five Year Capital Program, and allowing for Council input. He stated that from the Five year Capital Plan some real progress was made last year, and it would continue to do that from a planning stand point.

CITY COUNCIL RETREAT MINUTES

May 19, 2018 – Page 2

City of Elgin Rec Center

He encouraged Council to look at last year's plan and if there was something that they had on their mind that had not been identified yet, this would be the opportunity to discuss it. Mr. Mattis stated that Charles Cunningham, Finance Director, would be giving a verbal preview of what was anticipated for the budget this year.

Mr. Cunningham spoke about how the budget process should work regarding the distribution of resources among the various programs that the majority of the Council will be supporting. He stated that there were five operating divisions, public safety, and public works being the two primary ones, with public works including streets, infrastructure and utilities which is basically water and sewer. He stated the other divisions such as Parks, Library and Main Street he lumped together and that the challenge for Council would be to distribute the resources for each of the operating programs.

City Manager Tom Mattis discussed the Five-Year Capital Program and stated it was staffs' and the City Manager's job to start the conversation, and generally did it at retreats such as this one to discuss what projects are big and important to Council. He stated throughout the process he would add or take out anything Council suggested and this is where policy and operations start to separate. He stated that Council as a whole defines what their expectations are for the year and provide clarity to staff and what staff should be investing their time on, although today he just wanted to speak about the process.

Charlie Crossfield, City Attorney, spoke about the Council-Manager Form of Government, Council giving direction and the City Manager executing it, and what the City Charter says regarding Council giving employees direction, and the process on requesting items for the agenda.

After a brief lunch break, City Manager Thomas Mattis continued the meeting.

Mr. Mattis spoke about growth and development issues, specifically the various MUD development projects on the west side of town as an example. He stated that based on the discussion at the previous meeting he wanted to clarify the basics on how the council gets involved in approving new development plats and projects. He stated the law requires the city to have the public hearings notifying the public, then the Planning Commission votes and if it complies with the rules it is administratively approved. He stated that the packet he provided showing the preliminary plans for projects, were projects that had already been approved. He stated there was a potential 5,439 SF lots, plus 628 Multi-Family units included in five of the proposed MUDs.

Mr. Mattis spoke about another development, a 628 acre mixed use masterplan, located in the ETJ with possibly 2500 new households, including parks, EMS site, school, public trails and amenity center, which would generate additional sales tax revenue to the city. There was discussion on the challenges of providing sewer services to these developments.

CITY COUNCIL RETREAT MINUTES

May 19, 2018 – Page 3

City of Elgin Rec Center

Mr. Mattis stated that all the information provided today was not definitive but wanted Council to be aware of what was going on or being proposed in different areas of the city.

ADJOURNMENT

Mayor Cannon adjourned the City Council Retreat meeting at 2:00 p.m.

APPROVED



CHRIS CANNON, MAYOR

ATTEST:


AMELIA SANCHEZ