

**BOARD OF ALDERMEN
CITY OF TOWN AND COUNTRY
MAY 18, 2019**

RETREAT

The Board of Aldermen Retreat was held at 9:00 AM on Saturday, May 18, 2019.

Present were: Aldermen Allen, Benigas, Butler, Frautschi, Holman, Mange, Mortland and Reuter.

Mayor Dalton presided.

City Attorney Steve Garrett was present to represent the City.

Also present were: City Administrator Bob Shelton, City Clerk Ashley McNamara, Finance Director Pam Reitz, City Planner Ryan Spencer and Project Manager Tim Randick.

1. Comprehensive Plan Update

Utilizing a PowerPoint presentation, Mr. Spencer provided information about the previous work and current status of the Comprehensive Plan Steering Committee. He gave a brief overview of the proposed plan sections, key points, and implementation plan. Discussion was held about a presentation and review to be made to the Board of Aldermen before final approval by the Planning & Zoning Commission.

2. Commission Reports and Structure

Commission Chairpersons provided a report to the Board on their commission's recent work and goals for the coming months. The City Clerk distributed two previously shared spreadsheets containing ideas for commission restructuring and discussion followed. Specific discussion was held about the consolidation of the Parks & Trails, Public Art, and Conservation Commissions. Discussion also focused on better defining the shared roles and responsibilities of trails by both the Parks & Trails and Public Works Commissions. The Board also reviewed the need for a public relations commission that could undertake community engagement and help standardize outreach. Mayor Dalton noted that a restructuring task force, similar to the one established in 2015, would be forthcoming.

3. Infrastructure and Long Range Planning (Clayton & Woods Mill Traffic, Topping Phase II, Future Trails)

Utilizing a PowerPoint presentation, Ms. Reitz provided information about the 5 Year Capital Improvement Plan including a project listing and a summary of all related funds. Discussion was held about ongoing and future projects, including Phase II of the Topping Road project. A brief update was provided about the grant award for Topping Road. Mr. Randick displayed an aerial of an option resulting from the traffic study at Clayton and Woods Mill Roads and discussion about the plan and ongoing process ensued.

4. Break The planned break was skipped in the interest of time.

5. Future Ordinances (Medical Marijuana, Smoking/Vaping, Short Term Rentals, Solid Waste Licenses)

Mr. Spencer provided an overview of the implications expected from the passage of Amendment 2 regarding medical marijuana. The timing of legislation was discussed as well as the zoning, licensing, and tax considerations. Maps showing allowable distances at 300 ft. and 1000 ft. were displayed for reference. Brief discussion was held about the prohibition of smoking and/or vaping on City property. Alderman Mange noted that he would be seeking a continuance for his previously first read bill in order to further consider Alderman Holman's suggestion of courtesy signs.

Mr. Shelton briefed the Board on recent short term rental legislation and noted that the City's interpretation of the current Municipal Code language is that they are prohibited. Mayor Dalton requested that City Attorney Garrett review said language and ensure the prohibitive regulation is adequately noted in the Code.

Mr. Randick displayed an updated spreadsheet containing information about the four solid waste license applicants. Discussion was held about the potential impact on streets with

several licensed companies and various sized trucks. The advantages of a hauler pool were also discussed, particularly because it allows subdivisions and/or individuals the option to seek better prices and services if desired.

6. Communications and Publications (Internal, External, History Book)

Discussion was held about directing staff requests to Mr. Shelton for distribution, as well as limiting in-depth email discussion in deference to properly posted public meetings. Mr. Shelton noted that newsletter articles would be solicited from each Ward and more details about deadlines and parameters would be sent out to all. Discussion was held about the City engaging in social media and various platforms to provide outreach to the community. Mr. Shelton was tasked with gathering information from other cities about policies and experiences that will be useful going forward.

Considerable discussion was held about the history book as proposed by former resident Mariann Hoffmann, including background information, potential price points, and the process going forward. The Board discussed the possible solution of multiple books and the potential for funding sources from corporate sponsorship and fundraising.

7. Code of Conduct

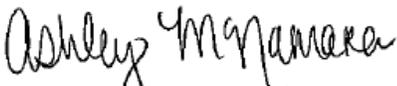
Alderman Butler noted a needed change in the Code to adopt the current edition of Robert's Rules of Order. Brief discussion was held about a Code of Conduct and its regulation. Mayor Dalton stated that staff would develop and bring forward a draft based on previous submissions, examples from other cities, and advice from legal counsel.

8. Wrap Up and Future Planning

Mayor Dalton summarized immediate next steps to include appointment of a Commission Structure Task Force, announcement of the Public Infrastructure Task Force, and staff follow up on the additional action items that were discussed.

No votes were taken.

The retreat concluded at 12:04 PM.


Ashley McNamara
City Clerk