

**BOARD OF ALDERMEN
CITY OF TOWN AND COUNTRY
JUNE 23, 2018**

RETREAT

The Board of Aldermen Retreat was held at 9:00 AM on Saturday, June 23, 2018.

Present were: Aldermen Allen, Benigas, Butler, Frautschi, Meyland-Smith and Wright. Aldermen Mange and Reuter were absent.

Mayor Dalton presided.

City Attorney Steve Garrett was present to represent the City.

Also present were: City Administrator Bob Shelton, City Clerk Ashley McNamara, Chief of Police Gary Hoelzer, Finance Director Pam Reitz, Parks & Recreation Director Anne Nixon, and Planning & Public Works Director Craig Wilde.

1. Department Reports on Current Planning and Operations

Mayor Dalton called on the City Administrator Bob Shelton and individual department heads to provide an overview of the current objectives and goals of each department. Mr. Shelton described the goals of the staff as a whole and encouraged the Board to allow him to serve as a clearing house for new initiatives, concerns, and suggestions. Discussion was held about the benefit of receiving a quarterly financial report that provided a more coherent summary, particularly with reference to the budget's current standing. Mayor Dalton requested that staff look into an update to the Municipal Code regarding the position of city treasurer. Chief Hoelzer responded to questions about the PGA and noted that additional information, along with FAQs, would be posted on the website as it becomes available. It was requested that the City's Emergency Operations Plan be made available on the website as well. Mayor Dalton noted that each department's objectives are set annually and feedback or suggestions should be directed to Mr. Shelton.

2. Commission Reports on Current Planning and Operations

Commission Chairpersons provided a report to the Board on their commission meetings, recent accomplishments, and goals for the coming months. A brief update was given regarding the status of Preservation Park. Discussion ensued about the condition of the tennis courts and need to ensure the safety of potential users. Discussion was held about the progress, scope, and meetings of the Comprehensive Plan Steering Committee. Mayor Dalton commented on the valuable information that was shared about each commission and noted the potential for a series of city-wide forums to share similar information.

3. Property Maintenance, Code Enforcement and Compliance

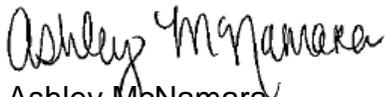
Attorney Garrett provided an overview of process, pitfalls, and legal considerations related to code enforcement. Mr. Wilde provided year-to-date statistics regarding the number of complaints received, action taken, and outstanding enforcement issues. He noted that the current practice of code enforcement in the City is guided by a philosophy of being reactive to violation complaints as opposed to proactively seeking out noncompliance. Attorney Garrett described the various methods available for code enforcement and explained that each situation was triaged to decide the best option for proceeding. Discussion was held about maintaining the balance between Municipal Code regulations and the rights of property owners. Lengthy discussion was held regarding the disruption caused by extended on-site construction time and potential remedies to alleviate the frustration of neighboring property owners. Mayor Dalton requested that Alderman Meyland-Smith report on this matter to the Planning & Zoning Commission and perhaps convene a subcommittee to consider potential solutions.

4. Boundary Commission Map Plan Submittal and Process

Attorney Garrett distributed information regarding the Boundary Commission and its planning cycle. He provided an overview of the various stages required in the process of submitting a Map Plan for consideration of potential annexations. A briefing was given about the City's previous submittals and related outcomes. Discussion was held about the potential revenues, expenditures, and overall impact that might be expected if a Map Plan was to be submitted.

No votes were taken.

The retreat concluded at 11:57 AM.


Ashley McNamara
City Clerk