MINUTES

August 15, 2017

CITY COUNCIL WORKSHOP
5:00 p.m.
Maidu Community Center Room 1
1550 Maidu Drive
Roseville, California

1. CALL TO ORDER

Mayor Susan Rohan called the August 15, 2017 City Council Workshop to order at the Maidu Community Center at 5:00 p.m.

2. ROLL CALL

Vice Mayor:	**Bonnie Gore**
Councilmember:	**Scott Alvord**
Councilmember:	**Tim Herman**
Councilmember:	**John Allard**
Mayor:	**Susan Rohan**

Silent Roll Call - Present: Gore, Alvord, Herman, Allard, Rohan

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Susan Rohan.

4. PUBLIC COMMENTS

No public comment received.

5. WORKSHOP

5.1. Council Policies for Consideration

A. Meeting Purpose (Mayor Rohan / Jensen)
B. City Council Compensations / Reimbursements (Mayor Rohan / Jensen)
C. Media Contact / Social Media / Speaking Engagements / Correspondence (Mayor Rohan / Schmitt)
D. State of City Address (Mayor Rohan)
E. Council Assignments (Mayor Rohan)
F. Workshop Attendance (Mayor Rohan)
G. City Council Agenda Review (Mayor Rohan)
H. Allocation of Discretionary Funds (Mayor Rohan / Robles)

CC #: 8703

File #: 0102

CONTACT: Rob Jensen 916-774-5362 rjensen@roseville.ca.us

A. Mayor Susan Rohan and City Manager Rob Jensen presented the meeting purpose and offered opening comments. Mayor Susan Rohan provided an overview of how the workshop would be conducted.

Meeting purpose as follows:

- How Council interacts with each other
- Not a strong Mayor form of government - public perception
- Information sharing - logistical and administrative decisions that get made that affect Council
- New members and returning members - need documented practices and policies and need to formalize onboarding of new Council members
- Discuss if there are topics which fall into procedural voids

B. Council Compensation and Benefits:
Mayor Susan Rohan and City Manager Rob Jensen presented information on City Council compensation and reimbursements. A document was provided to Council on local jurisdictions and jurisdictions of like population with salary and benefit information.

No public comment received.

Action item: Consensus of the Council to share the compensation and benefit information with the members of the 2020 Charter Review Commission for their consideration of possible adjustments to Council stipend and/or additional Council compensation or benefits.

B.1 Mileage Reimbursements and Travel Costs:
Mileage reimbursements were discussed. Discussion of the Council indicated that parking fees paid while on official business are reimbursable. Mileage reimbursement for official city business outside of city was also considered acceptable. Per Diem was also outlined for business travel.

No public comment received.

Action item: Consensus of the Council to direct staff to report back with written guidelines for mileage and parking reimbursements. Current Administrative Regulation 6.11 modification was suggested. Potential changes and/or increases for mileage reimbursements can also be considered by the 2020 Charter Review Commission members.

B.2 Council Coffees:
Council Coffee Reimbursements were addressed. Majority of councilmembers indicated they do not seek reimbursement for event.

No public comment received.

Action item: If financial costs of the Council Coffee events are a cost factor, city facilities will be provided along with coffee and water.

Mayor Susan Rohan and City Attorney Bob Schmitt presented information on:

C. Media Contacts and Use of Social Media:
Information was provided regarding Brown Act intersection and public perceptions. Information was also provided on the use of private devices for city business with an explanation of the San Jose case verdict and implications that private devices can be part of a public records request No action item on this topic. For information only.

No public comment received.

C.1 Speaking Engagements:
Discussion occurred on speaking engagements.

No public comment received.

Action item: Councilmembers should contact Public Affairs and Communications Department for speaking points, fact checks, and assistance on content when speaking on behalf of the city.

C.2 Correspondence and Mayor's Mail:
Discussion was held on how to correspond to email or mail sent directly to council if information or assistance is needed.

Action item: If response is warranted, send copy to City Manager Rob Jensen and staff assistance will be assigned to aid in response.

Discussion also occurred on op-ed articles and the difference of speaking on behalf of the city or speaking as a private citizen. Councilmembers expressed the desire to be advised when an op-ed is being authored on behalf of the city.

Mayor Susan Rohan also spoke on concerns about mail and correspondence sent directly to the Mayor. As mail is only delivered to Council once a week, time sensitivity of a response is a concern.

No public comment received.

Action item: City Clerk will open Mayor's mail and forward any time sensitive items directly to Mayor with a copy to the City Manager.

D. State of the City Address:

Mayor Susan Rohan presented information on the State of the City Address. Discussion topics included timing, program, and location for event. It was explained there is no budget for the State of the City Address. Location of event can be held in a city building or any other establishment as determined by the Mayor, as long as there is no conflict of interest issues in holding the event at a select location.

Action item: The Mayor will determine the timing, program and location for event and will further propose who will selected to deliver the address if it is not the Mayor (or delivering address alongside the Mayor).

The following topics will be carried over to another workshop which will be scheduled prior to a regular meeting:

- Council Assignments and Participation on Community/Private boards
- Workshop Attendance
- City Council Agenda Review
- Allocation of Council Discretionary Funds

6. COUNCIL / STAFF / REPORTS/ COMMENTS

No Council / Staff / Reports or comments made.

7. ADJOURNMENT

Motion by Bonnie Gore, seconded by John Allard, to adjourn the workshop at 7:05 p.m. The Motion Passed.

Roll call vote: Ayes: Allard, Alvord, Carroll, Gore, Herman, Rohan