

**CITY OF PEORIA, ARIZONA  
IRONWOOD CONFERENCE ROOM  
December 13, 2011**

A **Regular Meeting** of the **Policy & Appointments Subcommittee** of the City of Peoria, Arizona, was convened by Chairman Dave Pearson in an open and public session at 8401 W. Monroe Street, Peoria, Arizona on December 13, 2011 at 5:02 p.m.

**Members Present:** Councilmember Dave Pearson, Councilmember Carlo Leone, and Councilmember Ron Aames.

**Members Absent:** None.

**Other Municipal Officials Present:** Carl Swenson, City Manger; Wanda Nelson, City Clerk; Natalie Gilstrap, City Clerk Specialist; Steve Kemp, City Attorney; and Terri Smith, Council Assistant.

**Audience:** Approximately four members of the public and four City staff.

**Note:** The order in which the items appear in the minutes is not necessarily the order in which they were discussed at the meeting.

**Consent Agenda**

A motion was made by Councilmember Leone, seconded by Councilmember Aames to approve the consent agenda. Upon vote, the motion carried unanimously 3 to 0.

**Minutes:**

**1C Minutes**

Approved the minutes of the November 7, 2011 Council Subcommittee Meeting.

**REGULAR AGENDA**

**Unfinished Business:**

**2R Boards and Commissions Appointment Process**

Ms. Nelson reviewed a revised application format for boards and commissions vacancies. Discussion took place about reordering items on the application, and about what should be required of applicants.

Councilmember Joan Evans commented about the process for filling vacancies. She cautioned the subcommittee to carefully consider changes to the vacancy-filling process.

Consensus of the subcommittee was to accept the proposed changes to the application that were presented by staff.

### **3R Council Policy 1-5 – Appointments to Boards and Commissions**

The subcommittee reviewed proposed text revisions to Council Policy 1-5: Appointments to Boards and Commissions.

The subcommittee discussed revising Section M, Items 2-5 into bullet points.

Councilmember Joan Evans commented that the subcommittee should be sure they are recommending candidates for appointment for the right reasons. The subcommittee responded with further modification to the text.

Councilmember Aames moved to recommend the revisions to Council Policy 1-5: Appointments to Boards and Commissions to the full Council at a future Study Session. Councilmember Leone seconded, and upon vote the motion carried 3 to 0.

### **4R City Council Ethics Committee Policy**

Mr. Kemp reviewed proposed *Rules of Procedure for City Council Ethics Proceedings*. Discussion took place regarding the proposed process and language that should be included.

Mr. Swenson commented that having a clear, written policy is an important step. Discussion took place about the process by which complaints are transmitted to the subcommittee. Mr. Kemp discussed the use of an outside third party to receive and transmit complaints to the subcommittee.

The consensus of the subcommittee was to carry this item over to a future subcommittee agenda.

### **NEW BUSINESS:**

### **5R Council Policy 1-2: City Council Meeting Procedures**

Mr. Kemp reviewed Council Policy 1-2: City Council Meeting Procedures and Council Policy 1-10: Council Committees to include Standing Policy Subcommittees, Ad Hoc Committees, and Regional Committees.

Discussion took place about connecting the two policies so that the language is complementary. Mr. Kemp advised that he will work with the City Clerk to revise the language.

The consensus of the subcommittee was to carry this item over to a future subcommittee agenda.

## **6R Department Director Appointment Process**

Discussion took place about knowledge needed regarding Department Head appointments that were presented to the Council for confirmation. Councilmember Pearson reported that a 2010 ballot item to amend the Charter to remove Council confirmation from the process was defeated by voters.

Mr. Swenson described a proposed process for City Council interaction with Director and Deputy City Manager position finalists. Discussion ensued about the distribution to Council of the position job description, a candidate forum, and the ability for Council to share observations with the City Manager following the forum.

Councilmember Tony Rivero commented that the proposed process sounds like a good compromise, and helps with transparency to the public.

Mr. Swenson said that an approved policy could be memorialized in a written administrative policy.

Councilmember Leone moved to recommend Mr. Swenson's proposed process with slight revision in the order of the process to the full Council at a future Study Session. Councilmember Aames seconded, and upon vote the motion carried 3 to 0.

## **7R Charter Amendments**

Mr. Kemp reviewed the list of proposed City Charter Amendments that various Council members have proposed to come before voters on the 2012 ballot.

The text for each proposed amendment will be prepared and brought for Council review in February, and in a final ballot form for Council review in March. Items will be submitted to Maricopa County in April for inclusion on the ballot.

After discussion about each of the items, Mr. Kemp advised that he would prepare some options for the language of the charter items for review by the subcommittee.

The consensus of the subcommittee was to carry this item over to a future subcommittee agenda.

**8R Future Agenda Topics and Next Meeting Date**

Subcommittee Chair Pearson will meet with the staff liaison to review pending items to come before the Policy and Appointments Subcommittee.

**Reports from Staff:** None

**CALL TO THE PUBLIC:** No members of the public came forward at this time.

**ADJOURNMENT:**

There being no further business to come before the Subcommittee, the meeting was duly adjourned at approximately 8:07 p.m.

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Dave Pearson, Chairperson

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Terri Smith, Council Assistant

**City Charter Amendments 2011-2012**

Proposed City Charter Amendments 2012

Stephen M. Kemp

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Listing of Proposed City Charter Amendments that various Council Members have proposed for an upcoming study session.

1. Term of the Vice Mayor and Succession of Vice Mayor to position of Mayor. (Council member Aames)
2. Place Council Assistants as employee under Council. (Council member Leone)
3. Return City Clerk Appointment and position under the City Council. (Council member Leone)
4. Term Limits for Council Members. (Council member Pearson)
5. Require approval of voters if the City Council adopts option to impose City Sales Taxes on Wastewater Sales (Council member Pearson)
6. Require approval of voters if the percentage for the Arts on City Capital Projects is being increased (Council member Pearson) or if the percentage for the Arts on City Capital Projects is being decreased, (Mayor Barrett)
7. Create an Independent Redistricting Commission to handle City Council Redistricting.(Mayor Barrett)
8. Council may investigate affairs of the City and City Departments. (Council member Rivero)
9. Council may express its view and fully and freely discuss with the City Manager anything pertaining to appointment and removal of any employee. (Council member Rivero)
10. Change the number of council members that may request a meeting to place an item on the agenda from 4 to 3. (This would only apply to requests where the presiding officer has not placed the item on the agenda) (Council member Aames)
11. Change the City Charter on redistricting to provide that 2. An addition to our charter changes for the 2012 election regarding redistricting as follows: The Council shall decide on the criteria for redistricting, which in addition to substantially equalizing the population of each district will include no retrogression of minority population in minority impact districts to the maximum extent possible and district contiguity, and at Council discretion district compactness, respect for natural and physical constraints, recognition of communities of interest, respect for other political \

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boundaries such as precinct lines, incumbent recognition, and minimizing movement of neighborhoods from district to district. (Council member Aames)

12. Provide that each councilmember shall serve a term as vice mayor on a rotating basis.( Council member Leone)
13. The city manager and the city attorney shall not exercise any policymaking or legislative functions, nor attempt to commit or to bind the mayor or council to any action, plan or program regarding policymaking or legislative functions, and such shall remain exclusively the province of the city council. (Council member Rivero)
14. The City Council shall not enact any ordinance that would require more than a majority of the council to amend the provisions of the ordinance. (Councilmember Pearson)