

**Administrative Services Committee
Minutes of the
August 20, 2009 Meeting**

Members Present: Council Member Darren Lathen, Chair
Council Member Barbara Chick
Council Member John Willis

Staff Present: Martin Glenn, Deputy City Manager
Brad Neighbor, City Attorney
Neil Montgomery, Sr. Managing Director
Cindy Smith, Administration

The meeting was called to order at 5:07 p.m. by Darren Lathen.

Approval of Minutes

The minutes of the July 23, 2009 meeting were reviewed and approved.

Permits for Carnivals

City Attorney Brad Neighbor distributed a proposed ordinance that would amend Chapter 30, "Building Inspection", relating to "Temporary Public Amusements and Temporary Commercial Activities." Brad explained that he did a lot of "clean up" work on the current ordinance. The Committee discussed adding language stating that a bond or security be required in order to insure that the property is cleaned up satisfactorily when vacated. Brad stated that he would add this provision to the ordinance.

The Committee agreed that this item will be presented to Council at a Work Session in October for their review and consideration.

Paperless Agenda

Darren Lathen voiced his concerns that staff may be working to prepare a paperless agenda without the needed budget for the project. Martin Glenn stated that although staff has developed a paperless agenda process, there are issues due to budget restraints such as additional computers that are needed.

Another concern expressed by the Committee was that not all Council Members would be willing to go paperless at this time. If the paperless agenda was implemented, no hard copies would be provided to Council.

The Committee decided to recommend to Council that the paperless agenda project be postponed indefinitely.

Future Agenda Items

1. Proposed Changes to Chapter 22 (child care ordinance)

A date for the next meeting was not scheduled.

The meeting was adjourned at 5:47 p.m.

Respectfully Submitted By: _____ on _____
Cindy Smith

Approved By: _____ on _____
Darren Lathen, Chair