

BETHLEHEM CITY COUNCIL MEETING  
10 East Church Street - Town Hall  
Bethlehem, Pennsylvania  
Tuesday, February 5, 2019 - 7:00 PM

INVOCATION

Reverend Dan Miller, Pastor, Edgeboro Moravian Church, offered the Invocation which was followed by the pledge to the flag.

PLEDGE TO THE FLAG

1. ROLL CALL

President Waldron called the meeting to order. Present were Bryan G. Callahan, Michael G. Colón, Olga Negrón, J. William Reynolds, Paige Van Wirt, and Adam R. Waldron, 6. Shawn M. Martell was absent, 1.

2. APPROVAL OF MINUTES

The Minutes from January 15, 2019 were approved.

3. PUBLIC COMMENT (on any subject not being voted on this evening - 5 minutes time limit)

*Musikfest Suggestion/Parking Authority*

Artie Curatola, 813 Laufer Street, expressed a suggestion that we could put barriers up to make a limit of the amount of people into Musikfest. This should be the same for Musikfest tents. He pointed out it can be concerning if you have a crowd of people when they are back to back against each other at a concert; we do not want an accident to happen. Mr. Curatola suggests having metal detectors for the tents and for Musikfest to invest into that since they are doing very well. He noted the Parking Authority should do a little more to make street cleaning happen. He pointed out that if someone goes to the trouble to put their phone number in large letters on their car windshield, the Parking Authority should have the courtesy to give them a call to get that vehicle off the street so that the street can be cleaned. If they do not move it then they get towed. He thinks people would move their cars. Mr. Curatola stated we should make Bethlehem be all it can be.

*Dog Barking Nuisance*

Arthur Talagin, 1007 Main Street, informed he lives in a row home on Main Street with close quarters and very thin walls. His neighbors have a very large pit bull that barks constantly and sometimes until 2:00AM. He has contacted the Police several times but his neighbors are not being cited for this. Mr. Talagin remarked this is a violation of Ordinance 707 Section 11. It does not stipulate a certain time that a dog can bark or whether they are outside or inside, it stipulates a nuisance of a dog or otherwise. Mr. Talagin has had three Police Officers come out and had a dispatcher that actually heard over his cellphone the dog barking loudly and creating a nuisance.

Mr. Talagin stressed he should not have to put up with this. He has 2 dogs of his own and if someone comes to his door, they will bark, but if he tells them to calm down they will calm down. The second Police Officer that responded went to the neighbor's door and knocked but no one was home and the dog just kept barking. Mr. Talagin expressed he works 12 hour days and when he comes home he does not want to listen to a dog barking non-stop until 2:00AM. He feels these people should be cited and the dog should be removed. To the best of his knowledge there is no longer any type of animal control in our City. He noted he loves music and if he was to blast his stereo and his neighbors would call three times, he would be cited.

President Waldron asked if Mr. Talagin has had a conversation with his neighbors.

Mr. Talagin stated he is not allowed to because there have been incidents. His neighbor broke his window at one point so he cannot talk to his neighbor.

President Waldron explained that our Chief of Police Mark DiLuzio is at this meeting and he can speak to him after this meeting.

*Boards, Authorities, Commissions/Bethlehem Moment*

Ed Gallagher, 49 West Greenwich Street, thanked President Waldron and Council Members for video recording the Council meetings and noted that this is an improvement and will help people see what takes place at a Council Meeting. He added that while watching the last Council meeting he saw that three people spoke about oversight of Authorities, Commissions and Boards. Mr. Gallagher conveyed a modest proposal that Commissions and Boards such as the Redevelopment Authority, Parking Authority, BRIA and the Environmental Advisory Council should come twice a year to a Council Meeting to give a presentation. Mr. Gallagher added they could also take questions from Council and the audience. City Council would be kind of a hub where all things report and join. Mr. Gallagher related we will probably hear about parking pretty soon, and did some research on why the Mayor is responsible for the meters and Council is responsible for the fines. He noted that a City Council Member at the time said let's delegate to the Mayor the power over the meters. This seems to him to be something that Council could take back if it wants to. Mr. Gallagher then mentioned his Bethlehem Moment and read a headline from The Morning Call edition of May 31, 1957 - "Amputee veteran pleads for peace in dedicating pool as War Memorial." The article informed of the dedication of the new 75' x 160' pool on Illick's Mill Road. There is a plaque on the building stating the pool is "A Tribute to those Citizens of Bethlehem whose service to our Nation in Times of Peace and War have preserved our Freedom and Independence." The article also informed of the appearance of disabled World War II veteran Harold Russell who was injured in an accident on D-Day and who lost both hands. Mr. Russell was recognized with an Academy Award for his portrayal of a disabled World War II veteran returning home after the war in the movie "The Best Days of our Lives." Mr. Russell spoke at the dedication of Memorial pool and pleaded for peace.

*South Side Preservation*

Stephen Antalics, 737 Ridge Street, stated Ordinances establish Commissions to look at preservation and in North Bethlehem we have the HARB (Historic Architectural and Review Board) which is a very powerful organization and it maintains tight control over the City. He expressed in areas like Market Street or New Street it is hard to change your storm door unless it

is approved by HARB and if it is not approved by HARB, City Council would probably not support it. Mr. Antalics stated what he is getting out that there are different opinions on Council as to this issue. On the south side of Bethlehem Article 1714 established the new South Side Historic Commission. The HCC and clearly laid out guidelines on how the historic district could be maintained. It was very clear and these people studied the south side. Mr. Antalics pointed to a variance for a ten-story building on Fourth Street, the new building at Third and New Streets, and the New Street Garage, and expressed all were in violation of Article 1714, but were approved by the Historic Conservation Commission and City Council. He noted it was unfortunate that the Article did not exist when the Market House on Third Street was demolished, nor when the two buildings at the corner of Third and New Street were taken down and a gas station placed at the corner. He does not believe this would have occurred on the north side of the City. He queried, if Council was looking at this logically whether they believe the best interests of the south side follows the best interest of the community in terms of its preservation, or the developer.

*Zoning Hearing Board*

Bruce Haines, 63 West Church Street, stated Ordinances anywhere in the City are far from sacred with plenty on the north side being ignored as well the south side. He referenced the last Zoning Hearing Board Meeting of the prior Thursday regarding a variance request from a developer for property in the commercial business district at 134 East Broad Street requesting that property not have to conform to having commercial in the commercial district and expressed it was illegal. Mr. Haines explained they approved 18 residential units in the middle of the commercial district directly violating the intent and language in the City Zoning Ordinance which says commercial on the first floor is required in the commercial districts and residential is permitted upstairs. Mr. Haines stated this was despite his pleas to the Zoning Hearing Board to require the developer to include at least 2 commercial businesses on Broad Street at the face of the building. The Zoning Hearing Board never picked up on it and never questioned the developer as to whether he could do that or not or when he did, he just said he cannot do it and gave no reason why. He continued to say there is no reason why offices could not be in the first two apartments facing Broad Street so it would be consistent with all of the other law offices, real estate offices, dental offices, that are on that part of Broad Street. It could have been a financial service office, that very same financial service office that they approved to be in the residential district. Mr. Haines communicated that Ordinances are not being taken care of, whether it is barking dogs, buildings on South New Street, or whether it is buildings in the residential district or where you are trying to create a good commercial district. He noted East Broad Street is making a comeback and getting decent commercial buildings there. He asserted we have a Zoning Hearing Board that is out of control and they once again are totally illegal in their decision. They do not care and move forward and then they require us citizens to have to go spend money to file a lawsuit for their illegal decisions. Mr. Haines implores Council to get a grip on this and start enforcing the Ordinances.

Bill Scheirer, 1890 Eaton Avenue, stated he has talked in the past about the Zoning Hearing Board and thinks their rate of approval is well over 50%. His impression is that they seem to bend over backwards to accommodate developers. Mr. Scheirer thinks this is something that needs to be addressed. In one case City Council actually went to court about Elias Farmers Market and that was in contradiction to the Zoning Hearing Board; that is one thing you can do. He informed Council can give greater scrutiny to the appointments to the Zoning Hearing Board.

Mr. Scheirer stressed something should be done because there is a climate in this City that it is over friendly to developers. He informed we are in danger of slowly frittering away our quality of life. We have been blessed in a way by the bankruptcy of Bethlehem Steel because when he was growing up it was a very dirty, noisy, congested town. He noted there were good wages back then but he grew up most of his years in the 200 block of East Ettwein Street and we had white windowsills that had what was commonly known as steel dirt on the windowsills. Mr. Scheirer remarked it may be the reason he has COPD today. Bethlehem Steel went bankrupt and Bethlehem was saved by its location. He noted that Pittsburgh lost half of its population but Bethlehem did not. Part of that is due to the warehouses, they are not as good as steel jobs and do not pay as well but they are jobs. Mr. Scheirer explained another thing that has happened is the number of people are creative people and have ties to Philadelphia and especially New York and they do all kinds of things. They are writers, artists, and film producers. We have a different City now and that is why he says we have been blessed in a way. It is a very creative and almost a productively University town now. He concluded by saying by approving these projects one after the other that are too big we are replacing creativity with activity.

4. PUBLIC COMMENT (on ordinances and resolutions to be voted on by Council this evening – 5 Minute Time Limit)

None.

5. OLD BUSINESS

- A. Members of Council
- B. Tabled Items
- C. Unfinished Business

6. COMMUNICATIONS

A. *Councilman Callahan – Amending Article 145 – Human Relations Commission*

The Clerk read a memorandum dated January 22, 2019 from Councilman Bryan G. Callahan which is attached a proposed Ordinance to amend Article 145 – Bethlehem Human Relations Commission to address wage equality in the City.

President Waldron stated he will refer this to the Human Resources and Environment Committee.

B. *Director of Community and Economic Development – Recommendation of Award –Cre8Play– Payrow Plaza Playspace*

The Clerk read a memorandum dated January 8, 2019 from Alicia Karner, Director of Community and Economic Development recommending a contract with Cre8Play for the Payrow Plaza Playspace. The estimated completion is December 31, 2019 and the fee for the contract is \$11,000.

President Waldron stated Resolution 10 A is on the agenda.

C. *Director of Human Resources– Recommendation of Award – St. Luke’s University Health Network – DOT Drug/Alcohol Testing*

The Clerk read a memorandum dated January 11, 2019 from Michelle Cichocki, Director of Human Resources recommending a contract with St. Luke’s University Health Network for the Department of Transportation Drug/Alcohol Testing. The term of the contract is January 1, 2019 to December 31, 2019. The estimate fee for the contract is \$5,000.

President Waldron stated Resolutions 10 B is on the agenda.

D. *Fire Chief – Records Destruction – Fire Department*

The Clerk read a memorandum dated January 14, 2019 from Fire Chief Warren Achey requesting Council to consider a Resolution for the Destruction of Records from the Fire Department listed on the attached exhibit. Chief Achey has reviewed the Municipal Records Retention act and the records fall within categories where destruction is permitted.

President Waldron stated the Resolution can be placed on the February 19 agenda.

E. *Director of Community and Economic Development – Recommendation of Award – Lehigh Valley Drug and Alcohol Intake Unit – Police Assisting in Recovery Program*

The Clerk read a memorandum dated January 4, 2019 from Alicia Karner, Director of Community and Economic Development recommending a contract with Lehigh Valley Drug and Alcohol Intake Unit for the Police Assisting in Recovery Program. The estimated completion date is December 31, 2019 and the fee for the contract is \$15,000.

President Waldron stated Resolution 10 C is on the agenda.

F. *Director of Budget and Finance – Recommendation of Award – Engle Hambright & Davies, Inc. – Workers’ Compensation Program Management Services*

The Clerk read a memorandum dated January 15, 2019 from Mark W. Sivak, Director of Budget and Finance recommending a contract with Engle Hambright & Davies, Inc., for Workers’ Compensation Program Management Services. The term of the contract is January 1, 2019 through December 31, 2021. The fee for the contract is \$57,500.

President Waldron stated Resolution 10 D is on the agenda.

G. *Police Chief – Resolution Request – Firearm Purchase*

The Clerk read a memorandum dated January 23, 2019 from Police Chief Mark DiLuzio to which is attached an agreement and Resolution for the purchase of a duty weapon by a soon to be retired Office of the Bethlehem Police Department. Retired Officers purchase their duty firearm at fair market value and according to Third Class City Code regulations.

President Waldron stated Resolution 10 E is on the agenda.

*H. Director of Budget and Finance – Treasurer’s Salary*

The Clerk read a memorandum dated January 29, 2019 from Mark W. Sivak, Director of Budget and Finance to which is attached a proposed Ordinance to increase the Treasurer’s annual salary from \$1,800 to \$2,200 beginning January 6, 2020. Due to employee contributions towards health and dental insurance the increase is needed in order to avoid the Treasurer’s bi-weekly pay from being a negative amount in 2020.

President Waldron stated the Ordinance can be placed on the February 19 agenda for First Reading.

*I. Director of Water and Sewer Resources – Recommendation of Award – Price Increase – Wexcon 2018-12 Founders Way and Biafore Avenue Sanitary Sewer Improvements*

The Clerk read a memorandum dated January 29, 2019 from Edward J. Boscola, Director of Water and Sewer Resources recommending a price increase to a contract with Wexcon. The increase is for soil remediation in connection to installing a new sanitary sewer along Founders Way. After conducting soil testing and chemical analysis, the soil was classified as Residual Waste and must be disposed of off-site at an appropriate facility. The amount is \$54,736.50.

President Waldron stated Resolution 10 F is on the agenda.

*J. City Solicitor – Records Destruction – Law Bureau*

The Clerk read a memorandum dated January 31, 2019 from City Solicitor William P. Leeson, Esq., requesting Council to consider a Resolution for the Destruction of Records from the Law Bureau listed on the attached exhibit. Solicitor Leeson has reviewed the Municipal Records Retention Act and the records fall within categories where destruction is permitted.

President Waldron stated the Resolution can be placed on the February 19 agenda.

7. REPORTS

*A. President of Council*

*1. Councilmanic Appointment – Joyce Hinnefeld – Bethlehem Area Public Library Board*

President Waldron appointed Joyce Hinnefeld to membership on the Bethlehem Area Public Library Board. This appointment is effective until January, 2020. Ms. Negrón and Mr. Reynolds sponsored Resolution No. 2019-030 to confirm the appointment.

Mr. Reynolds stated that Dr. Hinnefeld is a professor at Moravian College and he saw that she reached out to be put on the Library Board. She is a children’s author and he believes she will be a great addition to the Library Board. He just wanted to thank President Waldron for appointing her for this position.

Ms. Negrón thanked Ms. Kelchner for obtaining the resume for Ms. Hinnefeld so that she could reach out to her. She added that Dr. Van Wirt had requested this before that we get all of

the resumes of the applicants. This helps us to know more about these individuals. In addition, Ms. Negrón stated that she is the liaison for the Library Board and that she was impressed by the resume of Ms. Hinnelfed.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

B. *Mayor*

*Attendance at Shelter/Committee of the Whole-Pension Fund*

Mayor Donchez expressed with the cold weather last week he has asked Health Director Kristen Wenrich for the attendance at the shelter. Ms. Wenrich informed him that the average number of people at the shelter last week was 50. This is a little below the maximum around 75. Mayor Donchez added the Administration will be requesting a Committee of the Whole Meeting on May 22<sup>nd</sup> with Frank Burnette of Morrison Fiduciary Advisors, our Pension Consultant, to give an overview of our Pension system and the investments.

President Waldron advised Council received that request and the Clerk's Office had reached out to Members of Council to confirm availability.

C. *Public Safety Committee Meeting*

Chairman Colón stated the Public Safety Committee met Tuesday, January 22, 2019 at 6:00 pm in Town Hall regarding three items on the agenda. The Committee considered an Ordinance authorizing and ratifying an agreement for the Intermunicipal Cooperation known as the Memorandum of Understanding between Northampton County and the City of Bethlehem regarding the transfer of ownership of the trunk radio network and for operation of the network. The Committee also considered the proposed Resolution authorizing agreement of sale for the sale and acquisition of communications equipment. Lastly, the Committee considered the proposed Resolution authorizing a communication sites lease of the existing towers. The Committee voted for the proposed Ordinance to full Council, and the Ordinance is on tonight's agenda for First Reading. The Committee also voted to recommend the Resolutions to full Council and they will be on the February 19, 2019 agenda along with the Second Reading of the Ordinance. Mr. Colón reported that Chief DiLuzio also gave the Committee an update on the use of the Marijuana Decriminalization Ordinance.

8. ORDINANCES FOR FINAL PASSAGE

None.

9. NEW ORDINANCES

A. *Bill 01-2019 – Intergovernmental Cooperation Agreement – City of Bethlehem and Northampton County – Transfer of Ownership of a Trunked Radio Network and Operation of Network*

The Clerk read Bill No. 01-2019 – Intergovernmental Cooperation Agreement – City of Bethlehem and Northampton County – Transfer of Ownership of a Trunked Radio Network and Operation of Network, sponsored by Mr. Colón and Mr. Reynolds and titled:

AN ORDINANCE OF THE CITY OF BETHLEHEM, COUNTIES OF LEHIGH AND NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING AND RATIFYING AN AGREEMENT FOR INTERMUNICIPAL COOPERATION KNOWN AS THE "MEMORANDUM OF UNDERSTANDING BETWEEN NORTHAMPTON COUNTY AND THE CITY OF BETHLEHEM REGARDING TRANSFER OF OWNERSHIP OF A TRUNKED RADIO NETWORK", AND FOR OPERATION OF SAID NETWORK, BETWEEN THE CITY OF BETHLEHEM AND NORTHAMPTON COUNTY.

Mr. Colón mentioned they had talked about a dollar amount at the Public Safety Committee Meeting. The agreed dollar amount is in one of the Resolutions we will be voting on in two weeks, but this Ordinance is just for the Memorandum of Understanding about the equipment transfer. He queried if that is correct.

Mr. Evans informed that is correct.

President Waldron added that the same Resolutions would have to be passed by Northampton County.

Mr. Evans stated yes, there are three documents as Councilman Colón indicated. There is an Agreement of Sale document as well as a Sites Lease Agreement that are not being considered this evening. The Resolutions will need only one vote. The only thing we have for consideration this evening is the Ordinance for the Memorandum of Understanding.

President Waldron queried about the timeline and if it is parallel with Northampton County regarding what we are considering.

Mr. Evans advised it is parallel to what we are doing and they have the identical three documents. He informed these documents all came together through a series of negotiations with the City, the County, and Essential Management Solutions, as a consultant, provided a template that we brought back. We went through this line by line and Solicitor Leeson put a lot of time into this. We took this back to the County and reviewed all of our concerns. This is a project with which we are coming down the home stretch. Mr. Evans expressed that June 30<sup>th</sup> is the deadline for this, and when the funding will run out. It is still running ahead of schedule and is moving along just fine. This has been an intense effort between Police, Fire and EMS with Bob Novatnack playing quarterback as the Emergency Management Director that is running the current 9-1-1 system as well as guiding us through this transition. The Legal Department had the heavy carry with what you see in front of you with the Ordinance. Mr. Evans added that City Electrician Greg Cryder is also with us tonight. If there are any questions in detail he can answer those questions. He added that our IT Department also had a hand in this. He also wanted to acknowledge the role of the Human Resources Department in this with the continuing transition from what we are to what we will be in the future and the options for our employees.

Mr. Reynolds knows this took a lot of hard work and a lot of time. He informed we have been working on this since it was forced upon us; this is something the City has to do. Mr. Reynolds just wanted to thank everyone who has worked on this as well. This has been a priority for us to make sure we have the best kind of deal possible. He acknowledged that in reading

through this Ordinance there was a great amount of detail. This was tedious and hard work and he thanks everyone involved.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. Bill No. 01 – 2019 was passed on First Reading.

10. RESOLUTIONS

A. *Authorizing Contract – Cre8Play*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-031 that authorized to execute an agreement with Cre8Play for the Playrow Plaza Playspace

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

B. *Authorizing Contract – St. Luke’s University Health Network*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-032 that authorized to execute an agreement with St. Luke’s University Health Network for the DOT Drug and Alcohol Testing.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

C. *Authorizing Contract – Lehigh Valley Drug and Alcohol Intake Unit*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-033 that authorized to execute a contract with Lehigh Valley Drug and Alcohol Intake Unit for the Police Assisting in Recovery Program.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

D. *Authorizing Contract –Engle Hambright & Davies, Inc.*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-034 that authorized to execute an agreement with Engle Hambright & Davies, Inc. for the Workers’ Compensation Program Management Services.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

E. *Approving Firearm Purchase – Leardi*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-035 that authorized an agreement to effectuate the transfer of the City issued handgun assigned to Anthony Leardi, soon to be Retired City Police Officer.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

F. *Authorizing Contract Increase - Wexcon*

Mr. Colón and Mr. Reynolds sponsored Resolution No. 2019-036 that authorized to execute an agreement for a price increase with Wexcon for the 2018-12 Founders Way and Biafore Avenue Sanitary Sewer Improvements.

President Waldron asked Mr. Boscola for a little more information on why there is this price increase.

Mr. Boscola informed this did not come as a surprise. We had a project to install a sanitary sewer line on Founders Way on the south side off of Third Street heading back towards the ArtsQuest Steelstacks facility. This was on Bethlehem Steel property so there was the risk of running into contaminated soil. Part of the project involved soil sampling. When you run into contaminated soil you have to dispose of it in an appropriate manner and according to the DEP guidelines. What we did not know at the time was the cost of that so that is why we are here before Council. Mr. Boscola explained he received a price from the contractor to do the Change Order because it exceeded 10% of the contract value. The \$52,736.50 is the upside maximum potential. He noted the work will be done on time and material basis. They hope that number will come in somewhat below that value.

President Waldron queried if that contamination was due to typical use at the steel site.

Mr. Boscola stated they thought they would run into this because of the old Bethlehem Steel site which we know is a brownfield with this potential for contamination underneath in the subgrade area.

President Waldron asked if the line was an old one.

Mr. Boscola explained there is nothing there right now. We have an area along Third Street that is a notorious bad area for sanitary sewer flows. This is a new line that will help divert some of the flow off of Third Street. It will go down Founders Way and then makes a left on Second Street, which is the road that goes back to the Museum of Industrial History. It will then tie into another intersector down there. This will help alleviate some of the capacity on Third Street with the whole point being of trying to eliminate those Sanitary Sewer Overflows.

Voting AYE: Mr. Reynolds, Dr. Van Wirt, Mr. Callahan, Mr. Colón, Ms. Negrón, and Mr. Waldron, 6. The Resolution passed.

11. NEW BUSINESS

*Finance Committee Meeting*

Chairman Callahan announced a Finance Committee Meeting will be held on Tuesday, February 12, 2019 at 6:00 pm in Town Hall. The subjects will be Year-End Budget Adjustments and the 2019 Non-Utility Capital Bond Issue.

*Communications Survey/ March 26<sup>th</sup> at 3:30 pm Launch*

Mr. Reynolds announced last year we were going to do our communications survey that he had been working on with a City Hall staff members. He explained the survey grew out of what he called Engage Bethlehem two years ago as part of his Bethlehem 2017 proposal. He continued to say we discovered after meeting with our internal social media contacts that we needed to expand that to not just look at social media, but how people interact with the City. The Mayor's office had reached out and the survey will launch on March 26<sup>th</sup> at 3:30 pm here in Town Hall. Mr. Reynolds explained the idea is that we will do an event that not only launches the survey, but ideally it will get as many of our internal social media contacts as possible to come to the event. We have an internal meeting coming up in a few weeks about the various social media accounts, but the idea will be to set up a little bit of a virtual Twitter, Town Hall, Facebook, that kind of thing to not only push out the survey but also have feedback about all of the important decisions or important information that we need to gather before we come up with a strategy such as how many people are currently using this, how many people want to use this and where people are obtaining their information. He continued to say the goal is to get as much information as possible about who is using our system now, and the reasons why some people are not using the system. As we go forward it will make that easier for us to make different decisions with how much to invest in this type of thing. With our 9-1-1 moving on there has been a lot of conversation about how the City is going to take service requests going forward, and how to make that process as efficient as possible. Mr. Reynolds thinks this is an opportunity for all of us to take a look at how we respond to citizens, how we are able to get more people involved, how we are able to give people a sense that we are handling these things efficiently in the 21<sup>st</sup> Century. We have been doing it a little bit piecemeal and organically that is how these things happen with many cities. He asserted this is an opportunity for us to pull all of this together and use technology in a more efficient way going forward. Mr. Reynolds will be sending out a memo with that information within the next week or so, but reiterated that the survey launch event will be on March 26<sup>th</sup> at 3:30 pm in Town Hall. He added that Councilwoman Negrón has agreed to translate the survey into Spanish. One of the keys here will be finding different community partners to pass this out to and to forward this to. This survey will be open for several weeks and will not take longer than five minutes to do, but the more data we have, the better decisions we can make going forward.

12. ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

ATTEST:

City Clerk