



**Minutes
Work Study Session
Queen Creek Town Council**

Queen Creek Town Hall, 22350 S. Ellsworth Road
Council Chambers
October 6, 2010
5:30pm

1. Call to Order

The Work Study was called to order at 5:30pm.

2. Roll Call (one or more members of the Council may participate by telephone)

Council Members present: Alston; Benning; Brown; Oliphant; Wheatley; Vice Mayor Barnes and Mayor Barney.

3. Motion to adjourn to Executive Session (to be held in the Saguaro Conference Room of the Development Services Building) for the following purposes:

A. Discussion and consideration of evaluation, assignments, and employment of Town Clerk (A.R.S. §38-431.03(A)(1)).

B. Discussion or consideration of evaluation, assignments, and employment of the Town Manager (A.R.S. §38-431.03(A)(1)).

Motion to adjourn to Executive Session at 5:31pm (Barnes/Benning/Unanimous)

ITEMS FOR DISCUSSION These items are for Council discussion only and no action will be taken. In general, no public comment will be taken.

4. Discussion on the use of electronic council packets.

IT Division Manager Lester Godsey provided general information on hardware/software options for providing electronic council packets including cost recovery scenarios and procedural issues in regard to loading presentations and updates onto an electronic device.

Issues discussed included lifespan of devices and staff recommendations. Mr. Godsey explained that technology is the main driver of equipment lifespan but generally is 3-5 years. He said staff recommendation would be an Ipad, netbook or laptop (currently four are issued to Council). He said it would depend on the file format used, software licenses required and the level of equipment use by Council.

Council asked if site plans or other large exhibits could be incorporated into electronic packets. Town Manager John Kross replied that many communities are scanning those documents but a challenge would be last minute report revisions or plan submittals by applicant. Council also asked whether electronic packets for the Planning Commission were being recommended. Mr. Kross responded not at this time.

There was discussion on public records requests.

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Mr. Godsey provided the Council with an Ipad for demonstrations.

Council asked what action was needed. Mr. Kross asked for some feedback on what direction the Council may want to take.

There was consensus to have a 3-6 month trial period using the existing laptops and electronic packet material in addition to the paper packet.

Additional discussion was in regard to convenience vs. cost savings.

5. Discussion on statutory types of liquor licenses and the role of cities and towns in the licensing process.

Town Attorney Bisman provided an overview of the types of liquor licenses; the liquor license application and local government hearing process. Ms. Bisman explained that local governments can only offer a recommendation for approval, no recommendation or recommendation for denial but it is the duty of the liquor department or liquor board to issue the license. She said that a public hearing must be held before the Liquor Board if there is a recommendation for denial or no recommendation. She said one exception is the Special Event license.

Council asked if a Council Member attended a Liquor Board meeting could it be as an aggrieved person or would they be considered a representative of the Town. Ms. Bisman replied that the statutes have specific definition for aggrieved party however people can speak before the Board.

There was discussion on hearing an application, the Council making a recommendation and subsequently contradicting that recommendation.

6. Adjournment

The meeting was adjourned at 6:58pm.

TOWN OF QUEEN CREEK

Gail Barney, Mayor

Attest:

Jennifer F. Robinson, MMC

I, Jennifer F. Robinson, do hereby certify that, to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Minutes of the October 6, 2010 Work Study Session of the Queen Creek Town Council. I further certify that the meeting was duly called and that a quorum was present.

Jennifer F. Robinson, MMC

Passed and approved on November 3, 2010