

**CITY COUNCIL STUDY SESSION  
MINUTES**

**November 12, 2013**

Mayor Vierra called the November 12, 2013 City Council Study Session to order at 5:30 p.m. with the following in attendance:

**ROLL CALL** Council Members Durossette, Ingwerson, Kline, Lane, Mayor Vierra

**DISCUSSION ITEMS**

1. Discussion of Whitmore Mansion Plans for the future and a reasonable time frame for implementation.

Acting City Manager, Art de Werk, introduced the item.

Deputy City Manager/City Engineer, Toby Wells, reported that the City has had approximately \$8,400 in expenditures since purchasing the mansion. The Howard Training Center is providing landscaping services and City crews maintain the underdeveloped areas. To date, the Mansion has not been an excessive drain on City staff.

Lisa Mantarro Moore, representing the Whitmore Foundation, reported on the current activities of the Foundation. Approximately six (6) outdoor events have been held at the mansion since the Foundation became the Manager of the facility. The Foundation would like to extend their contract with the City for an additional year, with reports provided to the Council on a quarterly basis. During that time the Foundation will develop a fee schedule, formulate a list of approved vendors for catering, party rental etc. and work on developing a website. Ms. Mantarro Moore requested a City phone line for the public to leave messages regarding use of the Mansion.

**COUNCIL DIRECTION**

Council thanked the Foundation for doing such a great job and directed Staff to make the following amendments to the current contract with the Whitmore Foundation: 1) extend the term for an additional 12 months; 2) include a quarterly reporting schedule. Staff is to also work on providing a phone line for the Foundation to use for Mansion information and reservations.

**6:09 p.m.** There being no further business, Mayor Vierra adjourned the City Council Study Session.

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Chris Vierra, Mayor

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Cindy Heidorn, CMC  
City Clerk