

Meeting of: COLUMBIA HEIGHTS CITY COUNCIL  
Date of Meeting: February 6, 2017  
Time of Meeting: 7:00 PM (Following the EDA Meeting)  
Location of Meeting: Conference Room #1  
Purpose of Meeting: WORKSESSION

CALL TO ORDER/ROLL CALL - The meeting was called to order at 7:33 PM

Present: Mayor Schmitt, Councilmembers Murzyn Jr, Williams and Buesgens

Also Present: Walt Fehst; City Manager, Kelli Bourgeois; Human Resource Director/Assistant to the City Manager, Kevin Hansen; Public Works Director, Joe Hogeboom; Community Development Director, Keith Dahl; Economic Development Manager and Katie Bruno; City Clerk

*Discussion regarding Ordinance related to breweries*

Keith Dahl, Economic Development Manager reported the item was tabled at the recent council meeting to allow time for various questions to be addressed. Dahl explained the ordinance considered the current city code along with state statute. The council agreed to permit off-sale Sunday sales of malt liquor.

Dahl noted currently the city code would not allow for liquor licensing anywhere within the Central Business District, due to 300' restriction near schools and churches. Mayor Schmitt suggested the 300' restriction be eliminated in the Central Business District, as well as the areas on Central Ave, University Ave and 40<sup>th</sup> Ave.

Section 5.503 (J)(10) related to adjacent establishments permitting contact sports was discussed.

The council discussed the Lions Club events at Murzyn Hall. City Manager Fest stated he will research the item.

Dahl suggested the section requiring a buffer be removed, due to the lot constraints within the city.

The council discussed amplified sounds. Dahl reported currently enforcement is addressed through the public nuisance process. Dahl stated this could be regulated with a Conditional Use Permit.

*Cablecast EDA Meetings discussion*

City Manager Walt Fehst reported councilmember Buesgens suggested the EDA meetings be videotaped. Fehst stated that could occur, although meeting dates may need to be alerted. Fehst commented that an EDA commission or an EDA worksession may be started. The EDA would then do more of the formal business. Councilmember Buesgens requested the Planning & Zoning Commission meetings be added to the City's website.

*Central Avenue Safety Improvement, 47th to 51st*

Public Works Director Kevin Hansen gave an overview of the HSIP (Highway Safety Improvement Program) plan for Central Ave. Hansen noted a \$930,000 grant was received for the project.

The plans include a six foot sidewalk, and new LED streetlights. Options for electrical outlets and banners would add about \$80,000 to the project cost. Median design options were reviewed. Hansen reported the next step is to hold a Public Meeting with the adjacent property owners.

*Circle Terrace Park Building*

Public Works Director Kevin Hansen displayed a rendering of the proposed building, noting the Park & Recreation Commission have reviewed, and have determined all goals have been obtained. The next step would be for council consideration, followed by the advertisement of bids. Mayor Schmitt questioned if the building would be computer ready. Hansen stated we are looking at Century Link Cable service.

### *39th Avenue Mill and Overlay, Central to Roundabout*

Public Works Director Kevin Hansen reported that 39th Avenue is a wide street with 23 feet paved in each direction. Staff recommends a 2 to 2-1/2 inch mill and overlay on the entire segment. Four various parking options were reviewed with the council.

The concepts include a 5 or 6 foot sidewalk on the south side, or north side. If a pedestrian connection is selected, staff believes the south side is a better location due to the uses and parking on the north side. Councilmember Buesgens asked if anything can be done regarding the many parking violations in the area. Community Development Director Joe Hogeboom indicated the City Planner has given notice to the properties, and she continues to monitor the area.

Hansen reported the next step is to hold a Public Meeting with the adjacent property owners, and requested council direction regarding the sidewalk.

Director Hogeboom reported he has heard support from the neighbors for a sidewalk. Councilmember Buesgens stated a sidewalk would improve the walkability of the community.

Mayor Schmitt stated she is not in favor of a sidewalk in an industrial area, and the focus should be for sidewalks in residential areas. Director Hansen indicated this is unique, because the street project is being completed at this time. Mayor Schmitt and Councilmember Murzyn, Jr. expressed concern with semi-trucks fitting on a narrowed road. Hansen suggested conducting a truck count, and report back to the council. Hansen will bring the item to the public meeting with a proposed sidewalk, noting the final decision will be up to the Council.

### *2017 Utility Projects: Main Street Water Main; 40th Avenue Storm Sewer*

Public Works Director Kevin Hansen reported two mill and overlay MSA projects are planned. The first is a segment on 40<sup>th</sup> Avenue from Central Avenue to Reservoir Boulevard. The water main in this segment was cleaned and lined in 2016. An evaluation of the storm sewer from Central Avenue to LaBelle Pond has detailed that the structures and storm lines are in poor condition and need replacement. Additionally, this intersection is subject to flooding and can be improved by additional storm sewer. The second project is Main Street north of 40<sup>th</sup> Avenue. The water main from 40<sup>th</sup> to 42<sup>nd</sup> Avenues has experienced several water main breaks and should be replaced prior to the road work in 2017.

### *Discussion of Communications Specialist position*

City Manager Walt Fehst reported councilmember Buesgens suggested the city consider hiring a communications specialist in order to manage various communication aspects. Fehst noted this position is not budgeted for in 2017, although there may be ways to justify the expense; possibly looking at a part time position.

Kelli Bourgeois, Human Resource Director/Assistant to the City Manager indicated this position would be responsible to get a unified message from all the city departments in a variety of media outlets.

Mayor Schmitt commented that the position will likely not be on board until the second half of the year, resulting in a cost savings. Bourgeois indicated that a full time employee would be preferred due to the expected work load, Fehst and Buesgens agreed. Councilmember Williams suggested starting out with a part time employee, as the position is not in the 2017 budget. City Manager Walt Fehst suggested the City work on drafting a job description for Council review. Margo Ashmore, from the *Northeaster Newspaper* suggested council consider hiring an agency to assist in the creation of the job description.

Meeting Adjourned at 9:24 PM

Respectively Submitted,

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Katie Bruno, Council Secretary/City Clerk