

Meeting of: COLUMBIA HEIGHTS CITY COUNCIL
Date of Meeting: December 3, 2018
Time of Meeting: 7:00 PM
Location of Meeting: Conference Room #1
Purpose of Meeting: Work Session

CALL TO ORDER/ROLL CALL - The meeting was called to order at 7:00 PM

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

Also present: Walt Fehst; City Manager, Kelli Bourgeois; Human Resources Director/Assistant City Manager, Gary Gorman; Fire Chief, Kevin Hansen; Public Works Director, Jodi Griffin; Community Development Secretary, Joe Kloiber; Finance Director, Larry Pepin; Building Official, Luke Anderson; Community Development Intern, and Katie Bruno; City Clerk.

Sidewalk Snow Removal on Central Ave

Kelli Bourgeois, Human Resources Director/Assistant City Manager reported that quotes were received from two contractors; DuAll Services and Grounds Maintenance Service. Because of the past working relationship; DuAll Services was chosen. DuAll's proposal includes both snow removal and enforcement. The council had questions, including the amount of snowfall warranting service, and how much time properties are given to clear their sidewalk. Bourgeois stated she will clarify the questions and the item will be presented at the December 10th Council meeting for consideration.

Fee Schedule

Kelli Bourgeois, Human Resources Director/Assistant City Manager presented the 2019 draft Fee Schedule. There were no questions from the council.

Citywide Services Expo & Town Hall Meeting

Jodi Griffin, Community Development Secretary presented an overview of what is being planned for the March 2nd event. The council agreed that inviting other local elected officials would be a good idea. Mayor Schmitt suggested a video or game be used to educate the community on recycling do's and don'ts.

Resolution - Water Resource Management Plan

Kevin Hansen Public Works Director explained that we are required by law to update the Water Resource Management Plan (WRMP) every ten years. The last update was in 2010, consistent with our Comprehensive Plan. The 2020 WRMP has been reviewed by both the Rice Creek Watershed District and the Mississippi Watershed Management Organization. Hansen reported the December 10th council consideration is the final step in the approval process.

2019 Budget

Joe Kloiber Finance Director reviewed tentative changes to the proposed 2019 Budget. The levy will be reduced by \$20,000, by deleting the GARE program from the budget. Other Changes that will not affect the levy include Rental License Fee, and a transfer of funds between the Special Projects Fund 226 and the Redevelopment Fund 420. Final budget consideration will be on the agenda December 10th.

City Hall Master Plan

Kevin Hansen Public Works Director reported that a master plan for a New City Hall was included as one of the 2017 goals established by the council. Hansen reported that a space needs study indicated current operations require about 17,200 square feet. Council reviewed four possible sites in April of 2018. Each of the sites presented various pros and cons. At the June 4th work session, a 5th site with a connection to Murzyn Hall was proposed. Costs for this site are estimated at \$6,800,000-\$7,400,000 for City Hall, and an addition \$2,100,000 for improvements to Murzyn Hall. Mayor Schmitt stated that Murzyn Hall is in need of an expansion and updates. Councilmember Buesgens agreed, and thinks now is a good time for the projects.

Mayor Schmitt suggested the Citywide Services Expo would be a good opportunity to introduce the concepts to the community. Councilmember Buesgens suggested a video be done as well, that could be available on the city's web site. Mayor Schmitt requested a list of updates anticipated for Murzyn Hall, and also to look at costs to update the Senior Center on the lower level of Murzyn Hall.

Director Hansen clarified that the Master Plan, which establishes the site of the new City Hall will be brought to the council for consideration on December 10th. Hansen will look into the other questions raised and report back to the council at the January 7th work session.

Meeting Adjourned at 8:29 PM

Respectively Submitted,



Katie Bruno, Council Secretary/City Clerk