

Meeting of: COLUMBIA HEIGHTS CITY COUNCIL  
Date of Meeting: August 6, 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, Lenny Austin; Police Chief, Gary Gorman; Fire Chief, John Larkin; Assistant Fire Chief, Kelli Bourgeois; Human Resources Director/Assistant City Manager, Joe Hogeboom; Community Development Director, Matt Markham; Police Captain, Joe Kloiber; Finance Director, Jason Schulz; Liquor Operations Manager, and Katie Bruno; City Clerk.

#### Public Safety Staffing Study

Kelli Bourgeois Human Resources Director/Assistant to the City Manager reported that three proposals were received for the Public Safety Staffing Study. After reviewing the proposals, McGrath was the choice. Staff received positive feedback after reaching out to other cities that have experience with them.

#### Snow Removal

Kelli Bourgeois Human Resources Director/Assistant to the City Manager acknowledged the fact that snow removal on Central Ave sidewalks has been problematic. Options discussed included hiring a contractor and establishing a Special Service District, which would require support from the majority of commercial property owners. The council agreed that enforcement needs to increase, and letters should be sent out in advance to commercial property owners letting them know that enforcement will be stepped up.

#### Public Hearing Notification process

Community Development Director Joe Hogeboom reported that he has received a request to notify tenants as well as property owners for Public Hearings. Software limitations as well as increased costs in mailing would make that process difficult. Other ideas include signage and posting Public Hearings on the city's website.

#### On-Street Parking discussion

Community Development Director Joe Hogeboom reported that there have been complaints from the residents near the Heights Event Center. Vehicles are parked along both sides of the residential streets, causing concern for emergency vehicle access. Hogeboom has ordered new signs directing patrons to the city's free municipal parking lots.

Other options included implementing no parking on one side of the street, issuing parking permits to residents, or requesting the Heights Event Center offer valet parking for their patrons.

#### Update on citywide street rehabilitation program

Public Works Director Kevin Hansen gave an overview of the city's street rehabilitation program, and gave a recap of the 2018 projects. It was reported that the alleys in the city are in rough shape, and the worst will be reconstructed in the next four years.

Plan for customers that do not comply with notice of a non-working water meter

Finance Director Joe Kloiber reported that occasionally the city is unable to obtain a reading from a meter, and the bill is estimated. If a second reading cannot be obtained, the customer is issued a letter. Some residents do not respond for multiple years. The Finance Department is proposing to model the Fire Decrement's abatement procedure for those non-responsive property owners.

Plan for Liquor Store #3

Finance Director Joe Kloiber reported that the tire store next to Top Valu Store 3 has requested a new sign. Community Development staff suggested that a shared sign with the liquor store be considered. Liquor Operations Manager Jason Schulz speculated that the store is missing out on the many commuters traveling along University Avenue. Schulz indicated that he would like to improve the exterior of the store, in addition to some cosmetic improvements on the inside. The estimated cost of the improvements would be between 60,000 and \$100,000. Kloiber indicated that the store does pretty well from a financial aspect. The council agreed the updates would be a benefit.

Meeting Adjourned at 9:47 PM

Respectively Submitted,



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Katie Bruno, Council Secretary/City Clerk