



City Council

Mayor: Chris Emerick
Mayor Pro-Tem: Sandy Szeliga
Council: Dan Elliott
Sean Duffy
Matt Hildebrand
City Clerk: Kathy Fiebig
City Manager: Sarah Dvoracek

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CITY OF EVART REGULAR VIRTUAL COUNCIL MEETING AGENDA Tuesday, February 16, 2021 @ 8:00PM

Before each regular virtual council meeting there will be a standing pre-council work session from 7:30PM to 8:00PM. Steps for accessing Zoom follow the Agenda.

1. **Call to Order: 8:00PM**
2. **Roll Call**
3. **Citizens' Comments** – *limited to 3-4 minutes per individual*
4. **Approval of Agenda**
5. **Consent Agenda**
The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one Board motion (roll-call vote) without discussion. Any person, whether Board Member, staff or public may ask that item be removed from the Consent Agenda to be placed elsewhere on the regular agenda for discussion. All such requests will be granted.
 - B. Regular Virtual Council Minutes – February 1, 2021
 - C. Planning Commission Minutes – December 28, 2020
 - D. Special Planning Commission Minutes – February 3, 2021
 - E. Vendor's List \$33,825.35
6. **Unfinished Business**
 - F. Draft Ordinance – Housing Code (*Public Hearing March 22, 2021 @ 6:30 pm*)
 - G. Riverside Park Improvements (*postpone*)
 - H. Appointments to Boards and Commissions
7. **New Business**
Items for Action:
 - I. City Assessor 2021 Assessment Roll Presentation – David Kirwin
 - J. Requesting Approval of the Planning Commission 2020 Annual Report
 - K. Requesting Approval of Strategic Plan and Goals for 2021
 - L. Requesting Approval of the Evart Historic District Commission Bylaws
 - M. Requesting Approval of Resolution 2021-02 – Creating and Adopting a Budget for the Evart Historic District Commission
 - N. Requesting Approval of Point Broadband's Metro Act Permit Application

- 8. Department/Informational Reports (No Action Needed)**
 - O.** Accounts Payable Report (2/2/2021 – 2/16/2021)
 - P.** Payroll Reports (2/2/2021 – 2/16/2021)
 - Q.** Summary of all Funds – January 2021
 - R.** Fire Department Minutes (January 11, 2021 & January 12, 2021)

- 9. City Attorney Report/Comment**

- 10. City Clerk Report/Comment**

- 11. City Manager Report/Comment**
 - S.** City Manager Monthly Report – January 2021
 - T.** Board of Review Training 2021 – *FYI*

- 12. Finance Director Report/Comment**
 - U.** Finance Director’s Monthly Report – January 2021

- 13. Department of Public Works Report/Comment**
 - V.** DPW Monthly Report – January 2021
 - W.** RCB Contracting Evaluation

- 14. Police Department Report/Comment**
 - X.** Police Department Monthly Report – January 2021

- 15. Downtown Development Authority Report/Comment**

- 16. Citizens’ Comments – *limited to 3-4 minutes per individual***

- 17. Adjournment**

Documents to be signed after council meeting:

Resolution 2021-02: Creating and Adopting a Budget for the Evert Historic District Commission

Zoom Virtual Meeting: How to Join In

Join Using a Link

1. Open your web browser
2. Type in the url:

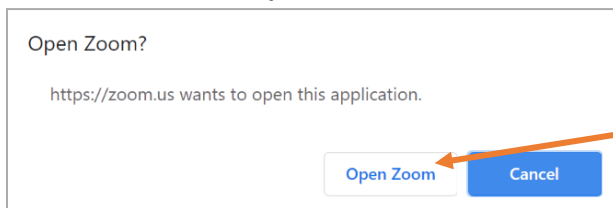
To be announced the day of the council meeting

This will open the meeting prompt loading page for the meeting

Entering the Meeting

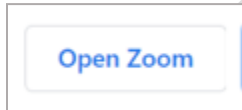
Once you have accessed the meeting using your web browser

1. You will be asked to **Open Zoom**

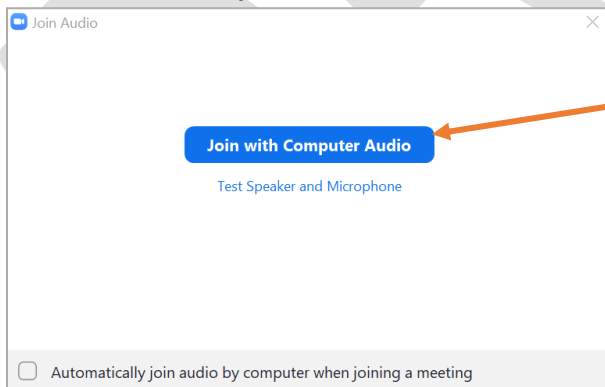


The language of this pop up notification may be different depending on your browser

2. Click **Open Zoom**



3. Click **Join with Computer Audio**



- a. You can test the audio before joining by clicking **Test Speaker and Microphone**

You are now in the meeting. If you join prior to the start time you will be in a digital waiting room. Five minutes prior to the start of the meeting, the moderator will grant you access.

Join via Phone

1. On your phone, dial the teleconferencing number provided in your invite Dial **1-888-788-0099**
2. Enter the **Meeting ID** number when prompted using your key/dial pad **Meeting Id: to be announced**

You will be prompted to enter your unique participant ID. This only applies if you have joined on the computer or mobile device or are a panelist in a webinar. **Press #** to skip.

You are now in the meeting. If you join prior to the start time you will put on hold. Five minutes prior to the start of the meeting, the moderator will grant you access.

To Participate in Public Commentary

Viewing via URL link

- For those watching our virtual meeting on their device, if you wish to ask a question or make a statement, please type your question in the Chat provided. It will then be read to the council.
- If you wish to speak a statement or question via your device's microphone or audio, please indicate so in the chat window. The moderator will unmute your audio when it is your turn to speak.
- Video questions, at this time, are not available.

Teleconferencing

- If you wish to speak during public comment please press *9 on your telephone keypad, which will alert the moderator of your desire to speak.
- Please ensure you are in a quiet location and mute any video streams so all will be able to hear your comments.
- When it is your turn to speak, the moderator will identify you by the last four digits of your phone number.