1. **CALL TO ORDER**

Mayor Eidinger called the meeting to order at 7:00pm and Councilmember Day led attendees in the Pledge of Allegiance.

**ROLL CALL**

**Present:** Mayor Daryl Eidinger, Councilmember John C. West, Councilmember Mark Creley, Councilmember Ryan Day, Deputy Mayor Tyron Christopherson (**late**), Councilmember Roseanne Tomyn, Councilmember Nate Lowry. **Excused:** Councilmember Stephanie Hunter.

**Staff Present:** Assistant City Administrator Dave Gray, City Clerk Rachel Pitzel, Community Development Director Darren Groth, Jeremy Metzler Public Works Director, Police Chief Micah Lundborg.

2. **COUNCIL BUSINESS**

Deputy Mayor Christopherson entered at 7:01pm.

**A. Discussion — Agenda Packet Timeline**

Mayor Eidinger asked if Council was okay with the packet distribution being on Friday instead of Thursday. Consensus with Council on the packet being able to be formatted on Thursday with distribution on Fridays at 2pm. Changes will occur in a future study session to the Council Rules and Procedures.

**B. Review/Discussion — Office Manager Job Description**

Assistant City Administrator Dave Gray briefed Council on this agenda item.

Discussion followed between staff and the Council regarding the pay salary and the “preferred” requirements; discussion took place on hiring process.

**Council action:** Council recommended staff to place on the agenda as a regular council business item.

**C. Discussion — Community Development Review**

Community Development Director Darren Groth briefed Council on this agenda item.

Discussion followed between staff and Council regarding Buxton progress, and what the next steps will be; review of the permitting and activity project map, and inspection activities within the city.

**D. Review/Discussion — 2018 Estimated Actuals & 2019 Preliminary Revenues**

Assistant City Administrator Dave Gray briefed Council on this agenda item and regarding revenues and expenditures.

Discussion followed between staff and the Council, regarding utility tax passage and one-time fees.

**E. Review/Discussion - Stormwater Rates**

Public Works Director Jeremy Metzler briefed Council on this agenda item, and noted the gap in expenditures. He noted his recommendation is a rate increase. He asked for council’s direction on whether the rates that are redlined on page 40 under 2019 are the desirable rates to use moving forward.
Discussion followed between staff and the Council. Councilmember Creley asked if it was possible to not increase the rates and adjust the capital project list instead. Mr. Metzler noted capital projects were not likely to be done, if there is not a rate increase. Councilmember West asked about the fluctuations in operating costs, and what that looked like for 2019. Councilmember Tomyn asked about the UIC project and if taking that out, would reduce the rates. Discussion took place about cleaning the water and where it goes.

**Motion:** Move to extend past 9:00 p.m., **Action:** Approve, **Moved by** Councilmember Roseanne Tomyn, **Seconded by** Councilmember Ryan Day. **Motion passed unanimously** (6-0).

**Council action:** Council recommended staff to move this item to the next study session which would be following the budget retreat to permit council to look at the numbers and come up with an increase that is suitable to fit the city’s needs and allow less impact to the citizens.

F. **Review/Discussion – Surface Water Management Plan Update**

Public Works Director Jeremy Metzler briefed Council and continued the discussion on council’s thoughts on UIC projects. Mr. Metzler noted he can bring the report back to Herrera to reconsider that project, and make any necessary changes that council desires.

Discussion followed regarding the summary of alternatives for the Edgewood Bowl from the 1997 Stormwater Management Plan. Mr. Metzler discussed the costs related to the projects today vs. in 1997. Councilmember Day asked if there could be broader options focused in the plan to choose from.

**Council action:** Council recommended staff to pull the UIC projects from the Stormwater Management Plan and bring them up at a later date. Mr. Metzler noted it will not be in two weeks, but will give an update at the next study session.

G. **Discussion – Development Code Strategy**

Community Development Director Darren Groth briefed Council on this agenda item and discussed the conflicts within the city’s code. He noted staff requested the City Attorney’s office to streamline and simplify the EMC. Mr. Groth asked Council what kind of strategy Council would like to see for these changes. For a wholesale change, the timeframe you are looking at would be 6 months.

H. **Discussion – Business License Code Amendment**

Community Development Director Darren Groth briefed Council on this agenda item and noted this is mandated by the state. He noted the provisions that must be incorporated into the city’s business license ordinance are:

1. A definition of “engaging in business within the city;” and
2. A uniform minimum licensing threshold under which a person would be relieved of the requirement to obtain a general business license.

Discussion followed between staff and the Council on section 5.05.040- General Business License Required – Exemption.

Mr. Groth noted the footnote states the minimum amount which the Planning Commission recommends is $5,000.

**Council action:** Council recommended staff to stick with the Planning Commission’s recommendation of $5,000.
I. **Review/Discussion** – City Hall Parking Lot Bid

Asst. City Administrator Gray briefed Council on this agenda item and the bid opening that occurred last Tuesday. He discussed the bids submitted and noted the low bid of $158,995.

**Council action:** Council recommended staff to place this item on the consent agenda at the next regular council meeting.

3. **OTHER COUNCIL ISSUES**
Mayor Eidinger discussed the PSE contract and received consensus from Council to move forward with the signing of the contract, as PSE has agreed the city can keep the windmill blades in place or have the ability to add flags to them at a later date.

4. **ADJOURN**

Mayor Eidinger adjourned the meeting at 9:47pm.

Rachel Pitzel, City Clerk

Daryl Eidinger, Mayor