

City Buildings and Street Lighting Committee Meeting

Agenda

May 29th, 2019

5:30 PM

Present: Bryan Gartner, Kysa Rasmussen

Absent: Ken Koffler

Visitors: Mayor Norby, Clerk/Treasurer Redfield, PWD Hintz, Utilities Manager Greg Anderson, Fire Marshal/Building Inspector Kale Rasmussen, Building Inspector Kyle Harlan, Bob Denning, Art Purdue

The City Buildings and Street Lighting Committee met with Art Purdue, Western Choice Cooperative Consultant, to review the plans of the proposed Cenex project. Mr. Purdue presented the Committee with the proposed plans of the project, but stated that the plans have not been finalized yet. He stated that the project will look very nice, with new metal on the building, new gas pumps with a new canopy that is proposed to now be parallel with the building, new diesel pumps on the north side of the building, and new interior. He further stated that it is the plan to close the shop and utilize that space for the hardware part of the store, and will keep the convenience store and clothing. Mr. Purdue stated the truck traffic will enter the south access, circle around the back of the building to get to the pumps on the north side, exiting out of the north access. He stated they plan to have truck parking on the back side of the property for trucks. He further stated that they have submitted the plans to the Department of Transportation, and that they have been approved, and that they own the approaches. Mr. Purdue stated that it is a requirement of the City Zoning Code to have a fence along the back of the property line next to the residential zone, so they will be doing it, but that a fence is not required on the south side of the property as it is not zoned residential and putting a fence up would block other businesses from access. Mr. Purdue stated they want to be good neighbors and are keeping that in mind for the plans.

Utilities Manager Anderson stated they meet all of the required zoning, and that the fence on the back of the property has to be a 6 foot solid fence. He further stated that the zoning code (page 94) requires that they have 35% of their parking spaces shaded by landscaping once the trees have fully matured, so the Council could suggest that they put that landscaping along the fence to help with a sound barrier. Alderman Gartner asked if the fence will be protected for the truck accidentally backing into it and causing issues in the residential yards. Utilities Manager Anderson stated the landscaping being in that area would also help with this. Mayor Norby stated that he felt this project is good for the community, and thanked Mr. Purdue for coming in to speak with the Committee when he was not required to do so. City Clerk/Treasurer Redfield asked if they had no plans for the required landscaping yet, could it be added in the area discussed, and Mr. Purdue stated possibly. Building Inspector Rasmussen stated Mr. Purdue has been in contact with the City many times about this project, ensuring they are following all City Codes and requirements. Utilities Manager Anderson asked if the

entire property will now be paved, if it will affect the storm drainage, and PWD Hintz stated he would have to look into it.

Bob Denning, of Denning Downy and Associates, came before the City Buildings and Street Lighting Committee to review the FY17-18 audit he just completed. Auditor Denning stated that the City received a clean, or unqualified, audit. He further stated that he did have 2 recommendations for improvement, or findings and they were:

1. The City has \$56,000 more in cash reserves in the General Fund that the State allows, as they only allow 50% of budgeted expenditures to be in reserves. He stated to fix this the City needs to increase its budgeted expenditures in the General Fund.
2. The City has been able to pay off SID 100 and SID 103 early, causing the payments from the property owners in those districts to exceed the bond debt. He stated that it his is recommendation that the City either reduce the payments or stop the payments from the property owners, and refund the current property owners for the excess. He stated the refunds go to the current property owners, and that they should be split equally the way the assessments were originally made, either by totally square feet of lots or frontage. He stated that this is giving the property owners who have not prepaid a relief of multiple years on payments, but that the properties who prepaid will not receive a larger refund to compensate for these payments not needing to be made. City Clerk/Treasurer Redfield stated it is her plan to wait until the City has received its May property tax payment from the County, and then she will bring it to the Council with a final number on what needs to be refunded to the tax payers, and that she will not be adding these assessments to the 2019 property taxes for SID 100 and SID 103.

Auditor Denning stated that the progress the City has seen in their audits, quality controls, and processes are night and day, and that the City is doing very good and should be proud. He further stated that should the Council or anyone have any questions, they can call him anytime.

Meeting was adjourned at 6:10 pm.

Jessica Redfield, City Clerk

Bryan Gartner, Committee Chair