

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
October 23, 2018**

Present: Heinrich, Phillips, Steele, Buchanan, Brubakken, Geroux, Hellekson, Reuther, Sveum, Liebig, Veil, Edinger, Steckler, Dillman, and Sad.

FINANCE & LEGAL COMMITTEE

- 1) Phillips moved to recommend a resolution of support of ND Cares and application to ND Cares to improve understanding of the needs and services for military service members, veterans, their families and survivors close to home, which involves designating a local steering committee and passing this resolution. Seconded by Steele. Darcie Handt, Executive Director of ND Cares, Bismarck, explained the program and answered questions. Unanimous aye vote. Carried.
- 2) Heinrich moved to recommend acceptance of the proposed Section 125 employee benefit plan with the City's current AFLAC provider at no cost to the City with tax savings for participating full-time employees enrolled in the benefit plan, and authorize the city administrator to enter into a three-year contract for no-cost administration of the benefit plan. Seconded by Brubakken. Amber Muske, Aflac District Sales Coordinator, explained the benefits plan and answered questions. Aflac will meet with employees individually in November and December to explain the program. Unanimous aye vote. Carried.
- 3) Brubakken moved to recommend acceptance of the 2017 City Audit Report as prepared by Schauer & Associates, PC. Seconded by Steele. Linda Moen, Schauer & Associates, presented the Report and answered questions. Unanimous aye vote. Carried.
- 4) Phillips moved to recommend acceptance of the UGP-2-052(043)264 Cost Participation and Maintenance Agreement for the \$3,100,000 City of Jamestown Urban Grant Program Project, for which the City must match ten percent of the project costs estimated at \$310,000, to be funded through the City's Special Assessment Deficiency Fund. Seconded by Brubakken. Buchanan requested that people limit remarks to those not already expressed. Jon Beyer, 314 14th Ave NE, Jamestown, expressed support for the project as an investment in the future of the community and to improve traffic flow. He presented the Committee with 4 pages of signed petitions. Lynn Lambrecht, Jamestown Downtown Association President, 4232 84th Ave SE, Ypsilanti, expressed support for the Main Street project, bumpouts and other amenities to make the downtown a business destination and better, safer environment. Emily Bivens, Chamber of Commerce Executive Director, 8862 28 St SE, Jamestown, presented survey results showing that over 80% of Chamber members support the Main Street project. Bivens stated that the Chamber would support the Council's decision. Steele expressed concern about downtown deliveries, T-alleys and a semitruck bypass to avoid the downtown. Buchanan concurred. Heinrich expressed concern about snow removal, the city's funding responsibility, street lights, striping the street, bumpouts, rollover curb, and ensuring the public is involved in the process. Brubakken said the City should not forego the \$3.1 million community gain to avoid spending 10%, and expressed support for the project. Phillips expressed support and said people need to experience this improvement. Unanimous aye vote. Carried.
- 5) Heinrich moved to recommend approval of the request from the County to allow the Stutsman County Commission to lower the purchase price of tax foreclosed properties to an estimated market value as determined by the County Tax Director, of which the City will still receive the proportionate share of the sales price, including specials. Seconded by Phillips. Jamison Veil, City Assessor, explained that the County acquired the properties through foreclosure, and neither taxes nor special assessments are collected on a property until it is sold. Unanimous aye vote. Carried.
- 6) Brubakken moved to recommend approval and authorization of the agreement beginning January 1, 2019, with the State of North Dakota for the land located in the S1/2, SW1/4 of Section 1-139-64, Stutsman County, ND, upon which sits the city's water storage and reservoir, for an annual lease payment funded by the utility. Seconded by Steele. Unanimous aye vote. Carried.

- 7) Brubakken moved to recommend approval of the utility rate adjustments for 2019. Seconded by Buchanan. Hellekson explained the adjusted and additional rates, including the monthly walkup fee for anyone who cannot prepare their garbage cart for collection. Unanimous aye vote. Carried.
- 8) Brubakken moved to recommend approval of the licenses and permit fee adjustments for 2019. Seconded by Buchanan. Hellekson explained only a few fees are adjusted, and none have been adjusted since 2012. Unanimous aye vote. Carried.

BUILDING, PLANNING & ZONING COMMITTEE

- 1) Phillips moved to recommend approval of the final plat of Stoudt Addition, Lot 1, Block 1, a replat of a portion of Blocks 2 and 3 of Mall Woods Addition, within the NE ¼ of Section 2, T139N, R64W, being within the City of Jamestown, Stutsman County, North Dakota. The property is located at 900 23rd St SW. Seconded by Heinrich. Unanimous aye vote. Carried.
- 2) Buchanan moved to recommend approval of the Declaration of Slum and Blighted Area and authorize the application for state funding to improve slum or blighted areas of the City's main street, which includes the area between 2nd Avenue SE and 2nd Avenue SW from 9th Street SE to 1st Street E, which application and program requires no matching City funds. Seconded by Brubakken. Hellekson explained that this declaration is necessary to for a state grant application. Unanimous aye vote. Carried.
- 3) The public hearing and second reading of an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of Jamestown Original, Block 31, E100' of Lot 16 & 17, and E100' of S20' of Lot 18, from M-1 (Limited Industrial and Manufacturing District) to C-1 (Local Commercial District) is scheduled at the November 5, 2018, city council meeting.
- 4) The City Inspections Department will schedule an informational meeting in late 2018 for area contractors, builders, and others in the construction business regarding building permits, planning and zoning, plats and replats and changes that have occurred in the process in 2018 that may affect construction schedules. Hellekson explained that City Inspector Blackmore will have a date scheduled for announcement by the November City Council meeting.

Civic Center & Promotion Committee had no agenda items.

Sarah Hellekson, City Administrator