

1) CALL TO ORDER

The meeting was called to order by Mayor Julius at 6:00 p.m.

Members Present: Mayor Julius, Councilmembers: Novak, Berg, Timmerman and Schuenke

Members Absent: None

Also Present: City Administrator/Clerk Terry, Senior Planner Christianson, City Accountant Stewart, Planner Jacob Skluzacek, Deputy Clerk Jirak and Patrick Fischer

2) PRESENTATIONS

None.

3) GENERAL DISCUSSION

2022 Budget Goals and Parameters

City Administrator/Clerk Terry provided the Council background information and discussed factors impacting the 2023 budget. Staff was seeking Council input on goals and priorities within the 2023 budget, as well as direction on the maximum tax impact assumption for preparing the draft budget.

Staff noted the following assumptions from the discussed key assumptions for the projected 2023-2024 Budgets. These assumptions included the annual incremental debt service increase for the 318 Debt Service Fund and the debt funding plan in the 2022 Budget that assumed an increase in the debt levy in 2023. This included debt issued in 2021 for the I-35 Utility Extension Project, the Woodcrest Sewerage Project, the land purchase next to City Hall and planned debt to be issued in 2023 for the following equipment: Tandem Dump Truck, Utility Service Truck, Fire Department Tanker Truck, and Fire Department Pumper Truck.

Staff discussed with the Council additional factors affecting the 2023 Budget, including:

- Reallocation of Public Works salary expense.
- An increase in Parks Capital Outlay funding.
- The new Public Works position authorized in 2022.
- Increased energy costs.
- Labor contract wage opener for 2023.

It was noted that Council direction at the budget goals, priorities and parameters meeting did not identify a specific initial maximum tax impact parameter. The City Council directed Staff to include all of the discussed assumptions in the initial draft of the 2023 Budget.

4) REPORTS

a) Police Department

Police Chief Juell updated Council that Derrick Irwin will be starting as Elko New Market's new Police Officer on August 1, 2022. Juell stated that full ballistic equipment has been set up in the squad cars and he is evaluating more equipment. Juell also updated Council on Night to Unite.

b) Engineering

City Engineer Revering updated Council on an email he received from Mark Callahan, PE Scott County Traffic Engineer, that Highway 2 was selected to be included in a traffic study this fall.

5) ADJOURNMENT

The Work Session was adjourned at 6:59 p.m.

1) CALL TO ORDER

The meeting was called to order by Mayor Julius at 7:01 p.m.

Members Present: Mayor Julius, Councilmembers: Novak, Berg, Timmerman and Schuenke
Members Absent: None.

Also Present: City Administrator/Clerk Terry, Senior Planner Christianson, City Planner Skluzacek, City Attorney Poehler, Deputy Clerk Jirak, Patrick Fischer, Joe Sullivan from August Venture, LLC and Rick Janssen from August Venture, LLC

2) PLEDGE OF ALLEGIANCE

Mayor Julius led the Council and audience in the Pledge of Allegiance.

3) ADOPT/APPROVE AGENDA

MOTION by Councilmember Novak, second by Councilmember Schuenke to approve the agenda.

APIF, MOTION CARRIED

4) PRESENTATION, PROCLAMATIONS AND ACKNOWLEDGEMENTS (PP&A)

None.

5) PUBLIC COMMENT

None.

6) CONSENT AGENDA

MOTION by Councilmember Timmerman, second by Councilmember Novak to approve Consent Agenda.

- a) Approve July 14, 2022, Minutes of the City Council Meeting
- b) Approve Payment of Claims and Electronic Transfer of Funds
- c) Approve Excel Interconnect Agreement
- d) Approve Agreement for Animal Control Services
- e) Amend Assessment Policy for Public Initiated Improvements
 - i. Adopt Ordinance No. 252 Amending Title 3, Chapter 1 Concerning Special Assessment Deferrals
 - ii. Adopt Resolution 22-50 Adopting Amended Assessment Policy
- f) Accept Quotes and Award Contract for 2022 Sanitary Sewer Hookups in Woodcrest
- g) Woodcrest Sanitary Sewer Improvements
 - i. Burle – 26586 Woodcrest Circle
 - Approve Public Improvement and Special Assessment Agreement
 - Adopt Resolution 22-51 Approving and Adopting Special Assessments
 - ii. Happe – 26591 Woodcrest Circle

- Approve Public Improvement and Special Assessment Agreement
- Adopt Resolution 22-52 Approving and Adopting Special Assessments

APIF, MOTION CARRIED

7) PUBLIC HEARINGS

None.

8) GENERAL BUSINESS

Concept Plan – August Ventures LLC Property 2

City Planner Skluzacek presented the background on a possible residential development of 33.6-acre property North of City Hall and East of Riley Road/James Parkway and Whispering Creek Park. Skluzacek updated Council on a concept plan that was prepared by Pioneer Engineering that depicts a total of 90 lots with a proposed lot width of 65 ft. which requires PUD zoning. Skluzacek reviewed examples of items that have been used in other PUD’s approved by the City to achieve the purpose and intent of PUD zoning.

Skluzacek reviewed the landscaping, tree preservation, easements, sanitary sewer service, water service, stormwater service, access to the site, sidewalks and trails, parks and other miscellaneous items with the Council. Skluzacek displayed the concept plan drawing and reviewed Staff’s comments and recommendations related to the concept plan. He shared Planning Commissioners comments and support the 65 ft. lots.

Joe Sullivan of August Venture, LLC addressed the Council regarding the 65 ft. lot size and stated they were looking for suggestions for trade-offs in the PUD. After Council discussion, Council was supportive of the 65 ft lot size for the development, subject to appropriate trade offs in the PUD. The developer was directed to work with staff on options.

9) REPORTS

- Administration
None.
- Public Works
None.
- Police Department
Presented during Work Session.
- Engineering
Presented during Work Session.

- e. Community Development
None.

- f. Parks Department
Capital Outlay Budget

City Administrator/Clerk Terry presented the Council with an overview of the Capital Outlay Budget financial model for the Parks Department. The intent of the funding for the park system is to plan for existing long term needs of facilities along with supporting the discussion of new assets in the future. Utilizing the Capital Outlay Budget financial model allows for financial analysis that considers future expenses, anticipated revenues and projected reserves. The Parks and Recreation Commission recommended an annual increase of \$5,000 for budget years 2023 through 2027.

After Council discussion, Council agreed with Staff's recommendation of increasing the Parks Capital Outlay Budget an additional \$5,000 for budget years 2023 through 2027.

- g. Community & Civic Events Committee (CCEC).
Councilmember Novak reminded Council that the Community Picnic will be held on Saturday, August 27, 2022.

- h. Other Committee and Board Reports

- i. Scott County Association for Leadership and Efficiency (SCALE)

None.

- 1. Executive Committee

None.

- 2. Service Delivery Committee

None.

- ii. I35 Solutions Alliance Councilmember

None.

10) DISCUSSION BY COUNCIL

None.

11) ADJOURNMENT

MOTION by Councilmember Timmerman, second by Councilmember Novak to adjourn the meeting at 7:48 p.m.

Respectfully submitted by

Lynda Jirak, Deputy Clerk