

MINUTES
WAYS AND MEANS COMMITTEE MEETING
October 22, 2024 @ 3:30 PM
344 West Main Street
On Main

MEMBERS PRESENT: Amanda Schroeder, Steve Meister, See Moua-Leske

STAFF PRESENT: Steven Anderson, City Clerk; Karla Drown, Finance Director; E.J. Moberg, Director of Administrative Services; Jason Anderson, Director of Public Works; Preston Stensrud, Park & Recreation Superintendent; Sharon Hanson, City Administrator; Ilya Gutman, Plans Examiner; Katie Brusven, Coordinator; Scott Truedson, Wastewater Superintendent

OTHERS PRESENT: Mobile Truck owners (3); Pam Whitmore, City Attorney

The meeting was called to order by Chairman Meister at 3:30 pm.

Meister asked for approval of the May 21, 2024, minutes of the Ways and Means committee Meeting.

MOTION BY Schroeder SECONDED BY Moua-Leske to approve the May 21, 2024, minutes of the Ways and Means committee Meeting. All voted in favor.

Chairman Meister asked for discussion on 2025 Fee Schedule. The Finance Director introduced the item and turned it over to the committee for questions and discussion with staff recommending the changes or additions to the fee schedule. City Clerk, Anderson provided additional information on cannabis recommendations as the fee is for registration only and ensures a licensee meets zoning requirement of the city. The proposed fees are the maximum amounts allowed. The initial fee is lower than the renewal fee. City Attorney, Whitmore stated that the city is responsible for completing an annual age verification check. City Clerk, Anderson provided an overview of the mobile food unit fee change. Comparable city fees were also provided to the committee. Discussion with community mobile truck owners and their concerns were heard. The City Administrator, Hanson stated that the justification of this fee is for the calls that come into the city related to this subject, as well as the responsibility to ensure proper licensing, insurance, and paying sales tax. The police department is also responding to calls. There are brick and mortar restaurant owners that requested this fee be at \$500; committee recommendation is \$225. Park & Recreation Superintendent, Stensrud provided background information on the special event permit and what this fee covers on behalf of city expenses. He also reviewed the other fees related to parks, pool and arena. Director of Public Works, Anderson recommended pulling the airport fee additions at this time until an agreement in the works is completed. Anderson also provided information on both the surface water and wastewater rates.

MOTION to accept all fees as stated, pulling the airport fees and the change to the food truck fee of \$225 annually and to move 2025 Fee Schedule to Council for approval.

MOTION BY Moua-Leske, SECONDED BY Schroeder to approve. All voted in favor.

Chairman Meister asked for discussion on Backyard Chicken Fee. City Clerk, Anderson provided background information, along with comparable city rates. This fee would be approved by council in a resolution related to the coordinating ordinance as it relates to backyard chickens.

MOTION for an initial fee of \$50 and annual fee of \$30, contingent on the Council passing the related ordinance.

MOTION BY Moua-Leske, SECOND BY Schroeder to approve. All voted in favor.

MOTION BY Moua-Leske SECONDED BY Schroeder to adjourn the meeting. Meeting adjourned at 4:30 pm. All voted in favor.

Respectfully Submitted,

Karla Drown
Finance Director