

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
July 25, 2023, 4:00 PM**

Present: Heinrich, Buchanan, Kamlitz, Steele, Schloegel, Ryan, Hellekson, Blackmore, Edinger, Fosse, Michel, Reuther, Rowell, Stroh and Sveum.

FINANCE & LEGAL COMMITTEE

Chair Heinrich convened the meeting at 4:00 p.m.

Steele moved to recommend the City Council approve the request from JSDC for Housing Incentive Program, up to \$500,000. Seconded by Kamlitz. Corry Shevlin from JSDC provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the reclassification of pay ranges for various positions with the City of Jamestown effective September 1, 2023. Seconded by Schloegel. Deputy Auditor Sveum provided information. Unanimous aye vote. Carried.

Kamlitz moved to send to the August Finance & Legal Committee, the dedication of city sales tax proceeds by percentage as collected under Jamestown City Code Section 25.5-60 between infrastructure capital improvements [Jamestown City Code Sec. 25.5-60 (1)] and maintenance, infrastructure capital improvements and operations of the Civic Center [Jamestown City Code Sec. 25.5-60 (2)] for further consideration. Seconded by Schloegel. City Attorney Ryan provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve a 6% cost of living adjustment and a 2.5% STEP increase for all city employees for the 2024 Budget and all employees remain on ND Main PERS. Seconded by Schloegel. 4 aye votes, 1 nay vote (Heinrich). Carried.

Heinrich scheduled a Finance & Legal meeting, Thursday, July 27, 2023, at 4:00 P.M. for continued budget discussion.

Steele moved to forward to the August 7, 2023, City Council, without recommendation, a monetary incentive for any city employee who assists in recruitment of new full-time employee as of July 17, 2023, upon hiring. Seconded by Schloegel. Deputy Auditor Sveum provided information and will provide a written detailed description for the August meeting as requested. Unanimous aye vote. Carried.

Heinrich recommended the Renaissance Zone item be returned to this committee once the State of North Dakota has released new information.

Steele moved to recommend the City Council approve the request from University of Jamestown for a permit to conduct a courtyard dance on Saturday, August 26, 2023, on Allen Field located on the University of Jamestown campus. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve revising the alcohol license ordinance requirements for Hillcrest Golf Course. Seconded by Steele. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve City of Jamestown land annexation at the inert landfill. Seconded by Schloegel. Building Inspector Blackmore provided information. Unanimous aye vote. Carried.

INFORMATIONAL: The audit report for James River Valley Library System for year ended December 31, 2022.

INFORMATIONAL: The issuance and sale of Series AG Refunding Improvement Bond warrants to fund the 22-41 and 23-41 paving project is scheduled for the August 7, 2023, City Council meeting.

INFORMATIONAL: A public hearing and second reading of Ordinance No. 1571, introduced by Council Member Buchanan, for fire protection within the City limits for areas serviced by other entities, address access and regulation of hydrants, is scheduled for the August 7, 2023, City Council meeting.

INFORMATIONAL: The appointment applications for Board of Adjustments and Planning Commission will be considered at the August 7, 2023, City Council meeting.

Chair Heinrich adjourned the meeting at 5:25 p.m.

BUILDING, PLANNING & ZONING COMMITTEE

Chair Kamnitz convened the meeting at 5:25 p.m.

Schloegel moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Section 2.2, Sections 4.5-4.7, Section 4.19 and Section 6.4 of Appendix C, Zoning Regulations, of the Code of the City of Jamestown. The proposed amendment changes are intended to clarify definitions and requirements for different housing types. Seconded by Heinrich. City Building Inspector Blackmore provided information. Unanimous aye vote. Carried.

Chair Kamnitz adjourned the meeting at 5:28 p.m.

CIVIC CENTER AND PROMOTION COMMITTEE

Chair Schloegel convened the meeting at 5:28 p.m.

INFORMATIONAL: Overnight parking is prohibited and will be enforced in the Civic Center parking lot. New “No Overnight Parking” signs have been installed. Director Fosse stated that the Civic Center will continue to issue passes to park overnight to approved applicants and those who rent the lot.

Chair Schloegel adjourned the meeting at 5:30 p.m.

Sarah Hellekson, City Administrator