

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
October 24, 2023, 4:00 PM**

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

FINANCE & LEGAL COMMITTEE

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

Linda Mohn, from Schauer & Associates, PC, presented the 2022 City of Jamestown Audit Report.

Steele moved to recommend the City Council approve the 2022 City of Jamestown Audit Report as prepared by Schauer & Associates, PC. Seconded by Kamlitz. Unanimous aye vote. Carried.

Sarah Frohlich, Jamestown Community Corrections Director, provided an update on the program.

Steele moved to recommend the City Council approve the request from Bonnie Hansen d.b.a. Comfort, for a Beer, Wine, and Sparkling Wine license at 208 1st St. W, Jamestown, for the period ending 12/31/2023. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the JSDC request to fund the Jamestown Tourism 2024 request for \$125,000 in an 80/20 city/county split with the City's share being \$100,000 to be paid from the City Sales Tax Fund. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the JSDC request of \$128,571.44 PACE Funding for RTS Shearing, LLC, \$102,857.16 (80%) to be paid by the City from the City Sales Tax Fund and \$25,714.28 (20%) from the County. Seconded by Buchanan. Alyssa Looyesen, JSDC Director of Business Development, provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the JSDC request to approve a \$1,000,000 Bison World, Inc. investment 80/20 City/County split, which investment to be distributed as described in the JSDC memorandum dated October 4, 2023, and structured as provided in the Bison World, Inc. Sale of Convertible Notes Summary of Terms, with the City's share being \$800,000 to be paid from the City Sales Tax Fund. Seconded by Schloegel. Corry Shevlin, JSDC Executive Director, provided information. Council Member Buchanan requested investment and financial data which Shevlin will provide. Shevlin stated that the City and the County will own a percentage of the project upon completion. Shevlin said it may take 7 years to see a return on investment on sales tax. Council Member Schloegel expressed concerns about city resources to support Bison World, including police and streets, as well as the employment rate. Council Member Kamlitz stated that it can be a destination rather than a drive through town on the way to other destinations. Mayor Heinrich stated the purpose of the Economic Development Fund (City Sales Tax Fund) is to incent new business and take a risk. 4 ayes and 1 nay (Buchanan). Carried.

Schloegel moved to forward to the City Council without recommendation the proposal from Innova to provide electronic locks for City Hall in the amount of \$59,126, and up to an additional \$10,000 for other electrical and material costs, for a total of \$69,126 to be paid from the \$90,000 budgeted for City Hall in 2023 in the Public Building Site Fund. Seconded by Kamlitz. City Administrator Hellekson, City Building Inspector Blackmore, and Police Chief Edinger all provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council direct the City Attorney to draft a Memorandum of Understanding (MOU) between City of Jamestown and Jamestown Public Schools for the School Resource Officer (SRO) vehicle. Seconded by Steele. Unanimous aye vote. Carried.

Kamlitz moved to forward to the City Council without recommendation to direct the City Attorney to draft a water service agreement between the City of Jamestown and the Stutsman Rural Water District. Seconded by Schloegel. Public Works Director Michel provided information. Unanimous aye vote. Carried.

Buchanan moved to forward to the City Council without recommendation to approve the creation of a Renaissance Zone Subcommittee to develop recommendations and amendments to the 2000 Renaissance Zone Development Plan. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to recommend the City Council request the JSDC consider marketing and brokering the sales of city-owned commercial properties on behalf of the City of Jamestown, for the properties located at:

- a. 1110 Railroad Drive currently legally described as Kourajian 1st Addition, Block 14, Lot 6
- b. Harold P. Bensch Addition, Block 1, Lots 1 & 2 and Block 2, Lot 1

Seconded by Kamlitz. Unanimous aye vote. Carried.

INFORMATIONAL: The appointment applications for Fire Code Board of Appeals Board will be considered at the November 6, 2023, City Council meeting.

Chair Heinrich adjourned the meeting at 5:29 p.m.

BUILDING, PLANNING & ZONING COMMITTEE

Chair Kamlitz convened the meeting at 5:29 p.m.

INFORMATIONAL: The City of Jamestown Inspection Department recently participated in an ISO audit performed by Verisk (a leading source that analyzes data related to building code adoption and enforcement). The City of Jamestown Inspection Department received a satisfactory rating.

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

CIVIC CENTER AND PROMOTION COMMITTEE

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

Heinrich moved to recommend the City Council give adequate time for a media release to be shared regarding the Midland Continental Caboose located at Frontier Village. Seconded by Steele. Unanimous aye vote. Carried.

Emily Bivens, Executive Director of Jamestown Tourism provided an update on the painting project of the World's Largest Buffalo Monument and mentioned this is the last time the statue can be painted without a major refurbishment.

Chair Schloegel adjourned the meeting at 5:34 p.m.

Sarah Hellekson, City Administrator