

**Finance & Legal Committee  
Building, Planning & Zoning Committee  
Civic Center & Promotion Committee  
May 21, 2024, 4:00 PM**

Present: Heinrich, Kamlitz, Schloegel, Steele, Ryan, Hellekson, Blackmore, Blinsky, Dalugama, Fosse, Michel, Reuther, Stroh, and Sveum. Absent: Buchanan.

**FINANCE & LEGAL COMMITTEE**

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

Steele moved to recommend the City Council approve the Special Use Permit for a Compassion Center Dispensary as required under City Code Appendix C, Sec. 12, from July 1, 2024, to June 30, 2025. Seconded by Kamlitz. City Assessor Stroh and Assistant Police Chief Blinsky provided information. Unanimous aye vote. Carried.

Council Member Schloegel seated himself at 4:05 p.m.

Kamlitz moved to recommend the City Council approve the request to allow chickens and ducks (no roosters) to be kept within city limits at 1120 8<sup>th</sup> St NW. Seconded by Steele. David Morehouse provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request from the Jamestown/Stutsman Development Corporation (JSDC) to approve the JSDC 2025 Budget. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the Joint Powers Agreement between Jamestown Parks and Recreation District and the City of Jamestown for the relocation of a sanitary sewer force main and authorize the Mayor and City Administrator to sign the agreement. Seconded by Kamlitz. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council repeal the City Auctioneer's license, which is part of Jamestown City Code Chapter 7. Seconded by Steele. City Attorney Ryan, Assistant Police Chief Blinsky, and City Administrator Hellekson provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council revoke the 2024 contractor's license of Tim Greshik d.b.a. Hometown Improvements for one (1) year after which he could re-apply after one (1) year if all conditions are met. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the request from Eventide to enter an Emergency Facility Use and Reunification Site Agreement with the City of Jamestown and authorize the Mayor and City Administrator to sign the Agreement. Seconded by Schloegel. Civic Center Director Fosse provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request from SMP Health - Ave Maria to enter an Emergency Facility Use and Reunification Site Agreement with the City of Jamestown and authorize the Mayor and City Administrator to sign the Agreement. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the Preliminary Engineering Reimbursement Agreement with the NDDOT on Jamestown US 52 (structure over the James River) Project No. NHU-2-052(048)264 PCN 23162, NDDOT Contract # 38240468, and authorizing the City Auditor, City Attorney and

Mayor to sign the agreement and the NDDOT authorization. Seconded by Steele. Public Works Director Michel provided information. Unanimous aye vote. Carried.

City Assessor Stroh provided information surrounding the potential to create a policy to allow tax exemptions for building improvements within the city limits as provided in N.D.C.C. - to encourage more single-family dwellings and residential developments to be built and to grow our community and provide much needed housing options for the residents of Jamestown. Chair Heinrich instructed staff to return to this committee with draft policies.

City Assessor Stroh and City Attorney Ryan led a discussion related to the definition of site preparation prior to approval of tax exemption. Chair Heinrich instructed staff to create a definition of site preparation and return to this committee with a policy.

City Assessor Stroh provided information to the committee on the tax exemption for childcare facilities and city policy. Chair Heinrich instructed staff to create a policy and return it to the committee.

Kamlitz moved to recommend the City Council approve the City Administrator contract. Seconded by Schloegel. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council approve submitting an updated true and full value for commercial and vacant lots to the County Board of Equalization, decreasing the value by \$80,276. Seconded by Kamlitz. City Assessor Stroh provided information. Unanimous aye vote. Carried.

Chair Heinrich adjourned the meeting at 4:59 p.m.

### **BUILDING, PLANNING & ZONING COMMITTEE**

Chair Kamlitz convened the meeting at 4:59 p.m.

Heinrich moved to forward, without recommendation, to the City Council meeting June 3, 2024, the Vollmuth Special Use Permit-Lots 5 & 6 of Lubeck's First Addition, Jamestown, Stutsman County, North Dakota property, located at 1512 Business Loop East, Jamestown, North Dakota. Seconded by Steele. Building Inspector Blackmore, Nate Vollmuth, Goldmark Design & Development, and David Sweeney, Lead Planner, SRF Consulting, provided information. The committee discussed contingencies. Unanimous aye vote. Carried.

**INFORMATIONAL:** A public hearing and second reading of Ordinance No. 1577, introduced by Council Member Buchanan, to amend and re-enact Ordinance No. 1556 of the City Code by amending the District Map to change the zoning of Lots 7 & 8 of Lubeck's First Addition, City of Jamestown, Stutsman County, North Dakota from C-1 (Local Commercial District) to C-2 (General Commercial District), is scheduled for the June 3, 2024, city council meeting. The property is located at 1516 Business Loop E, Jamestown, North Dakota.

**INFORMATIONAL:** A public hearing and second reading of Ordinance No. 1578, introduced by Council Member Kamlitz, to amend and re-enact Ordinance No. 1556 of the City Code by amending the District Map to change the zoning of Block 1, Lots 1-8 of Ratunil Acres, City of Jamestown, North Dakota from R-1-A (One Family Residential and Duplex or Two-Family Residential District) to C-2 (General Commercial District), is scheduled for the June 3, 2024, city council meeting. This property does not currently have a street address.

Chair Kamlitz adjourned the meeting at 5:26 p.m.

## **CIVIC CENTER AND PROMOTION COMMITTEE**

Chair Schloegel convened the meeting at 5:26 p.m.

Executive Director Bivens provided an update on the Frontier Village and the upcoming tourist season.

Kamlitz moved to recommend the City Council approve the quote for the flooring in the Police alternative use area in the amount of \$2,145 from Sergeant Gushwa. Seconded by Steele. Civic Center Director Fosse provided information. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council approve the quote for the painting in the Police alternative use area in the amount of \$6,040 from Pioneer Painting. Seconded by Kamlitz. Civic Center Director Fosse provided information. Unanimous aye vote. Carried.

Chair Schloegel adjourned the meeting at 5:38 p.m.

Sarah Hellekson, City Administrator