

**PUBLIC WORKS COMMITTEE PROCEEDINGS**  
**October 16, 2019**  
**Government Center Room 204**

Members Present: Jenny Van Sickle, Esther Dalbec, Brent Fennessey

Members Excused: Keith Kern

Also Present: Todd Janigo, Chris Carlson, Angie Harker, Shelley Nelson, Ada Tse, Andrea Crouse, Ruth Ludwig, Mayor Jim Paine, Peter J. Grotte, Miranda Pilon.

1. Approval of September 18, 2019 meeting minutes.

**MOTION by Dalbec, seconded by Fennessey and carried, to approve the Public Works Committee minutes of September 18, 2019.**

2. Tabled from the September 18, 2019 meeting, ESD Water Resources Specialist Ada Tse: Revision of City Code Sec. 104 Property Maintenance and Housing Code.

The revisions to City Code Sec. 104 Property Maintenance and Housing Code were reviewed. Ada Tse and Andrea Crouse from ESD (Environmental Services Division) were present and indicated that after meeting with Councilor Ruth Ludwig, they recommend eliminating the distance “25 feet” from Sec. 104-266 (2) 3. of the revised ordinance. They explained that the 25-foot language came from the green infrastructure consultant who was unfamiliar with the lot sizes in the City and it was noted that in many areas of the city, lots are rather small. This restriction may prohibit some residents from composting. It was explained that this section of the ordinance titled “Composting and compost piles” is new and was developed as a result of the green infrastructure code audit in part to encourage citizens to compost, but also to assist the Code Compliance Officer by providing regulations to follow if a complaint is received about a compost pile. A lengthy discussion followed. Some of the concerns voiced included compost piles emitting odors, being too close to neighboring homes, the inability of a homeowner with a smaller lot to have a compost pile with the 25-foot restriction and the lack of education regarding composting. ESD staff noted that they are drafting a web page and brochures to educate citizens about native lawns and compost piles. They also explained that they met with multiple city departments to thoroughly vet the ordinance before presenting it the Public Works Committee.

**MOTION by Van Sickle, to hold in committee the revision of City Code Sec. 104 Property Maintenance and Housing Code. There was no second, MOTION failed.**

**MOTION by Fennessey, seconded by Van Sickle, to approve the revision of City Code Sec. 104 Property Maintenance and Housing Code, but under Sec. 104-266 strike the 25 feet restriction, replace with 10 feet and indicate not less than 5 feet from any rear lot line or 5 feet from any side lot line.**

**MOTION by Fennessey, seconded by Van Sickle and carried, to amend the motion to include the statement “a compost pile shall not be a nuisance to the adjacent parcel.”**

**A vote was taken on the main motion as amended and carried unanimously.**

3. Referred back to committee from the October 1, 2019 City Council meeting: Relocation of gate at 44<sup>th</sup> Avenue East.

Public Works Director Janigo explained that the city has reached out to the property owner, Bunge Corporation, but they have not yet responded, therefore more time is needed before action is taken.

**MOTION by Fennessey, seconded by Dalbec and carried, to hold in committee the relocation of gate at 44<sup>th</sup> Avenue East.**

4. Referred back to committee from the October 1, 2019 City Council meeting: Consider designating the first parking space outside Empire Coffee (1204 Tower Ave) as a 20-minute pickup/drop off space. The space closest to Empire Coffee at 1204 Tower Avenue was discussed. It was noted that this spot would not be designated specifically for Empire Coffee, but that anyone could park in the spot for 20 minutes and it is not directly in front of the business. Concerns voiced included the potential for the bike lane to be blocked, the impact on nearby businesses, and the potential of many more requests being brought forth by other food establishments in the area that have a large carry-out business. Councilor Dalbec stated she has received two additional requests. Councilor Fennessey spoke in favor of designating the 20-minute space for Empire Coffee and indicated that until a downtown parking study can be done, the request should be approved. Mayor Paine indicated that he visited the business, parked on Ogden Avenue and shared his observations. He was not in favor of designating a 20-minute space. Looking at a comprehensive downtown parking plan was suggested. No action was taken.

5. Councilors Van Sickle and Ludwig requesting discussion on the history of sidewalk snow removal by the City as well as on identifying opportunities to enhance sidewalk snow removal moving forward. Committee Vice-Chair/Councilor Van Sickle indicated that Councilor Kern requested this item be held in committee, as he was unable to attend tonight's meeting.

**MOTION by Van Sickle, seconded by Dalbec and carried, to hold in committee the discussion on the history of sidewalk snow removal by the City as well as on identifying opportunities to enhance sidewalk snow removal moving forward.**

6. Public Works Department: Remove loading zone at 1416 Cumming Avenue (Catholic Charities) per request of Douglas County Building & Grounds. Janigo explained that Traffic Lieutenant Trone brought the matter up when someone was issued a parking ticket at this location. It was noted that in ordinance, this area is designated as "no parking loading zone" however that sign had unknowingly been removed. Douglas County Buildings and Grounds Supervisor Greg Heinbuch became involved and indicated that semis are unable to back into the jail delivery door when there is a car parked in front of 1416 Cumming Avenue. Heinbuch met with Catholic Charities Director Alan Rock who was agreeable to the loading zone being removed, however he would like the Police Department to be lenient in enforcing cars parking in front of their building, as people do park out front when dropping items off. Mayor Paine mentioned that Catholic Charities does have a parking lot of their own to the north of their building, with an entrance off the alley. Janigo indicated that a fire hydrant in front of the building also complicates the parking situation.

**MOTION by Fennessey, seconded by Dalbec and carried, to table indefinitely removing the loading zone at 1416 Cumming Avenue (Catholic Charities) per request of Douglas County Building & Grounds.**

7. ESD Director's Report

Committee members received ESD Director Roberts report via email. Janigo gave a brief recap.

8. Public Works Director's Report.

Janigo mentioned the East 3<sup>rd</sup> Street and Moccasin Mike Road culvert projects that were approved at the City Council meeting last night. He indicated the Street Division is preparing for snow by installing plows and wings on trucks and calibrating the new sanders. While the weather holds out, crews continue to work on patching streets, paving (including the fire hall parking lot) and ditching. Eight alleys are being prepped this fall for paving next year and a backhoe was rented to expedite this work.

Mayor Paine indicated he had been contacted by a third-grader named Ruby, who has requested 3-D crosswalks in the city. This is something he will be looking into.

**Van Sickle announced the meeting adjourned at 6:26 p.m.**

**The next Public Works Committee meeting will be held November 20 at 5 p.m. in Room 204 of the Government Center.**

Minutes submitted to the Council Meeting of November 5, 2019.