

LEGAL AND FINANCE COMMITTEE MINUTES
Rapid City, South Dakota

January 2, 2019

A Legal and Finance Committee meeting was held at the City/School Administration Center in Rapid City, South Dakota, on Wednesday, January 2, 2019, at 12:30 p.m.

A quorum was determined with the following members answering the roll call: Laura Armstrong, Jason Salamun, Steve Laurenti. Absent: Becky Drury and Chad Lewis.

(NOTE: For sake of continuity, the following minutes are not necessarily in chronological order. Also, all referenced documents are on file with the Master Agenda.)

ADOPTION OF AGENDA

Motion was made by Laurenti, second by Salamun and carried to adopt the agenda.

GENERAL PUBLIC COMMENT

None.

CONSENT ITEMS

Motion was made by Laurenti, second by Salamun and carried to approve Items 1-11 as they appear on the Consent Items.

- 1) Approve Minutes for December 12, 2018

FINANCE DEPARTMENT

- 2) Acknowledge the Following Volunteers for Worker's Compensation Purposes: Bailey Huepel (RSVP+)
- 3) LF010219-01 – Authorize Mayor and Finance Officer to Sign Engagement Letter with Ketel Thorstenson, LLP for the FY2018 Audit
- 4) LF010219-06 – Approve request for property tax abatement as follows: David Schlinkert; Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in 10-6A-4
- 5) LF010219-07 – Acknowledge November 2018 General Fund Cash Balance Report
- 6) LF010219-08 – Approve Resolution No. 2019-001 a Resolution Levying Assessment for Abatement of Nuisances
- 7) LF010219-13 – Approve 2019 Insurance Renewals-Property, Liability & Workers Comp

COMMUNITY DEVELOPMENT

- 8) LF010219-09 – Approve FY 2018 Community Development Block Grant (CDBG) Reallocation/Allocation of Grant and Program Income Funds
- 9) LF010219-10 – Approve FY 2019 Community Investment Human Services Allocation Recommendations
- 10) LF010219-11 – Approve FY 2019 Community Development Block Grant (CDBG) Funds Annual Plan Allocations Recommendation

- 11) 18TP042 – Approve 2019 Unified Planning Work Program Amendment #19-01

END OF CONSENT CALENDAR

NON-CONSENT ITEMS – **Items 12 - 17**

Public Comment opened – **Items 12 - 17**
Public Comment closed

ITEMS FROM COUNCIL

- 12) LF010219-12 – Salamun provided an explanation of his request which is simply all fee adjustment requests coming to the City Council have a written justification as to why it needs to be adjusted or increased. This creates clarity to the City Council and tax payers as to why we had to make an adjustment. Laurenti asked for any feedback from the staff on any concerns we may encounter with regards to any resolution or ordinances in which we have authorized staff to approve certain items up to certain amounts. Attorney Wade Nyberg explained fees are set by the City Council. A lot of the language in the various ordinances where a fee is called for, it will state an amount as set by City Council. Staff does not generally set any fees. Ken Young supports the motion. Finance Officer Pauline Sumption is the person who collects all of the information for fee adjustments and feels an ordinance or resolution is not needed but rather can be made a procedural policy going forward. Salamun moved to send to City Council without recommendation for further discussion directing staff to draft an ordinance or resolution requiring written justification for any future fee adjustments. Salamun would like to aim towards a resolution so it remains continuous and to put into writing what we already do for clarity moving forward. Second by Laurenti. Motion carried.

COMMUNITY DEVELOPMENT

- 13) LF010219-02 – Salamun asked Community Development Director Ken Young to provide a brief overview of the pre work that has been done to upgrade the codes to the most recent. Young deferred to Brad Solon, Building Division Manager, who presented a detailed review of the work that has been done to update these ordinances. They began work in the spring of 2018 preparing amendments for the ordinances to be adopted. They also had four open houses inviting the public to bring comments. The comments received were taken back to the Building Board, which brought changes to the original recommendations and are included in the ordinances presented today. Salamun moved to approve the Introduction and First Reading of Ordinance No. 6264 an Ordinance to Amend Chapter 15.14 of the Rapid City Municipal Code to Adopt the 2018 International Property Maintenance Code. Second by Laurenti. Motion carried.
- 14) LF010219-03 – Salamun moved to approve the Introduction and First Reading of Ordinance No. 6266 an Ordinance to Amend Chapter 15.22 of the Rapid City Municipal Code to Adopt the 2018 International Fuel Gas Code. Second by Laurenti. Motion carried.
- 15) LF010219-04 – Salamun moved to approve the Introduction and First Reading of Ordinance No. 6270 an Ordinance to Amend Chapter 15.13 of the Rapid City Municipal Code to Adopt the 2018 International Residential Code. Second by Laurenti. Motion carried.
- 16) LF010219-05 – Salamun moved to approve the Introduction and First Reading of Ordinance No. 6285 an Ordinance to Amend Chapter 15.12 of the Rapid City Municipal Code to Adopt the 2018 International Building Code. Second by Laurenti. Motion carried.
- 17) 18OA014 – Salamun moved to approve the Second Reading and Recommendation of Ordinance No. 6291 an Ordinance Amendment to Update the Requirements for Private Garages by Amending Sections 17.04.315, 17.08.030J, 17.10.030N and 17.38.030L of the Rapid City

Municipal Code. Second by Laurenti. Motion carried

ADJOURN

There being no further business to come before the Committee at this time, motion was made by Salamun second by Laurenti and carried to adjourn the meeting at 12:43 p.m.