Owatonna City Council Minutes
June 18, 2024

On Tuesday, June 18, 2024, at 7:00 p.m., Council President Schultz called the regular session of the Owatonna City Council to order in the Chambers of the Charles S. Crandall Center. Present were Council Members Boeke, Raney, Svenby, Voss, Dotson, Burbank and Schultz; Mayor Kuntz; Public Works Director Murphy; Community Development Director Klecker; Park & Rec and Facilities Director Tuma, Finance Director Moen; Fire Chief Hoffman; IT System Administrator Sticken; IT Technician Specialist Enz; City Attorney Walbran; City Administrator Busse and Administrative Coordinator Clawson.

Following the Pledge of Allegiance, Council President Schultz welcomed everyone to the meeting and advised an Event Permit, the MNSNAP Low Income Spay/Neuter Clinic was added to the posted Agenda. Council Member Raney made a motion to approve the agenda with this item added; Council Member Svenby seconded the motion, all members voted aye in approval.

Proclamations

Mayor Kuntz made proclamation this week, June 17-23 as the 2024 Pollinator Week. The City has established pollinator gardens and managed wildlife habitats, parks, and public areas for the benefit of City residents, visitors, and others to enjoy for many decades.

Recommendation of Appointment - Airport Commission - David Purscell

Mayor Kuntz commented interviews were completed to fill an opening on the Airport Commission and recommended David Purscell for appointment. Council Member Boeke made a motion for this appointment, Council Member Burbank seconded the motion, and all members voted aye in approval. This is a 3-year term to expire April 30, 2027.

Consent Agenda Items

Council President Schultz explained council members review the Consent Agenda items prior to the meeting for approval in one motion. Consent Agenda items for this meeting include:

- Minutes – Council Meeting – June 4, 2024
- Minutes – Airport Commission Meeting – May 9, 2024
- Minutes – EDA Meeting – May 15, 2024
- Building Inspections Monthly Report- May 2024
- Police Department Monthly Report - May 2024
- Weed/Nuisance Inspection Report - June 13, 2024
- Exempt Permit - Raffle - American Cancer Society, Inc. - November 8, 2024
- Temporary Liquor Permits - Steele County Free Fair - August 11-18, 2024
- Renew Annual Liquor Licenses
- Renew Annual Charitable Gambling Licenses
- Event Permit - July Downtown Thursday - Main Street Owatonna - July 11, 2024
- Event Permit - Movie in Central Park - Owatonna Park & Rec - July 20, 2024 (Includes an Exception to the City's Noise Ordinance

Event Permit - Movie in Brown Park - Owatonna Park & Rec - August 23, 2024 (Includes an Exception to the City's Noise Ordinance)

Event Permit - MSB OktoberFest - September 20 & 21, 2024

Tennis and Pickleball Center Independent Contractor Agreement - Matt Hokanson

Since April 2021, Matt Hokanson has served as the contracted Tennis and Pickleball Director for the City, operating under an incentive-based revenue split model along with a base salary. In addition to overseeing programs, Matt is responsible for 15 hours of weekly facility coverage and court maintenance. As the current agreement nears its expiration on June 30, 2024, a 6-month extension is being proposed, extending his tenure through the close of the 2024 fiscal year to allow for a transition in 2025. The contractor compensation, base pay and projected revenues associated with this agreement were calculated as part of the City Council approved Parks and Recreation 2024 Tennis and Pickleball general operating program budget. No adjustments were made to the 6- month extension.

Parks and Recreation Fees Manual Update

The Parks & Recreation Fees Manual is reviewed and modified a minimum of two times each year, with adjustments made to meet the Cost Recovery plan and keep in line with market rates. The Fees Manual is presented to the City Council for review and approval.

Current adjustments include

Red Cross Training – Changes Effective September 1, 2024:

	Current	Proposed Rate
• Lifeguard Instructor Training	N/A	$225.00
• CPR/AED/First Aid Certification	N/A	$95.00
• CPR/AED/First Aid Instructor	N/A	$280.00
• CPR/AED/First Aid Certification Challenge	N/A	$65.00

West Hills Tennis & Pickleball Center – Changes Effective July 1, 2024:

- Tennis/Pickleball Couple (9 months) Sept 1- May 31
  Current $391.50 (approved 6/6/23; effective 9/1/23) to $403.25
- Tennis/Pickleball Couple (12 months) Sept 1–Aug 31
  Current $416.75 (approved 6/6/23; effective 9/1/23) to $429.25
- Tennis/Pickleball Family (9 months) Sept 1–May 31
  Current $424.50 (approved 6/6/23; effective 9/1/23) to $437.24
- Tennis/Pickleball Family (12 months) Sept 1–Aug 31
  Current $463.00 (approved 6/6/23; effective 9/1/23) to $476.89
- Tennis/Pickleball Individual (9 months) Sept 1–May 31
  Current $303.25 (approved 6/6/23; effective 9/1/23) to $312.35
- Tennis/Pickleball Individual (12 months) Sept 1–Aug 31
  Current $330.75 (approved 6/6/23; effective 9/1/23) to $340.67
- Tennis/Pickleball Junior (9 months) Sept 1–May 31
  Current $171.00 (approved 6/6/23; effective 9/1/23) to $176.13

- Tennis/Pickleball Junior (12 months) Sept 1– Aug 31
  Current $185.25 (approved 6/6/23; effective 9/1/23) to $190.81
- Tennis/Pickleball Couple (5 months) Jan 1-May 31 new at $252.00
- Tennis/Pickleball Family (5 months) Jan 1-May 31 new at $271.00
- Tennis/Pickleball Individual (5 months) Jan 1-May 31 new $193.65
- Tennis/Pickleball Junior (5 months) Jan 1-May 31 new at $109.20
- Court Fee (per half hour) Current $2.50 to $3.00
- Guest Rate (2 hours of play per person) Current $19.00 to $20.00

Annual Statement of Work and Fee Agreement - CivicRec

CivicRec is the Recreation Management Software solution used by the Parks and Recreation Department for Program Registration and Facility Reservation operations. The original CivicRec agreement, established as a multi-year agreement with a fixed annual rate will expire on June 29, 2024. This agreement is a 1-year term, annually auto-renewing, unless a termination notice is provided 60 days prior to the renewal date. Under this new agreement, there will be a 5% increase ($885) compared to the rate of the expiring agreement. Subsequently, each renewal period will entail a 5% increment annually.

Contract for Services - Speaker at OHRC 2025 MLK Jr. Day Event - Seema Pothini

Agreement for Seema Pothina to speak at the 2025 Martin Luther King Jr. Day event hosted by the Owatonna Human Rights Commission(OHRC) on Monday, January 20, 2025. Ms. Pothiini spoke during similar event this year, and many requested she be invited to speak at future events. Ms. Pothini will receive $2,500 for her presentation next January.

Council Member Voss made a motion to approve these Consent Agenda items, Council Member Svenby seconded the motion, all members voted aye for approval.

Finance Report

Council Vice President Raney recapped payments made for amounts greater than $20,000 during this period. The total amount of bills presented was $1,909,833.18. Council Member Boeke made a motion to approve payment of all bills presented, Council Member Voss seconded the motion, all members voted aye in approval.

Resolution 57-24 VAR-19 Fence Height Variance - ISD #761

Community Development Director Klecker requested approval or Resolution 57-24 with regards to VAR-15 received from Kelly Snyder, Wold Architects, on behalf of ISD 761. This is a request for an eight (8) foot tall fence at 333 School Street East. Current code only permits a seven (7) foot tall fence. The Planning Commission recommends approval of this variance request. Council Member Svenby made a motion for approval, Council Member Raney seconded the motion, all members voted aye for approval.

Resolution 58-24 CUP-16 Accessory Structure - ISD #761

Community Development Director Klecker presented Resolution 58-24 authorizing Conditional Use Permit (CUP-16) for ISD #761 to construct a 3,200 square foot vehicle storage building at 333 School Street. The Planning Commission is recommending approval of the proposed garage with twelve feet tall side walls and a pitched, shingled roof. The structure will be sided with fiber cement siding to try and emulate the existing structures on the campus in a cost-effective manner. The proposed garage will be able to house approximately twelve school district vehicles. Council Member Boeke made a motion for approval, Council Member Voss seconded the motion, all members voted aye for approval.

Resolution 59-24 VAR-18 Side Yard Setback - 824 Vine ST E

Community Development Director Klecker requested approval of Resolution 58-24 approving a side yard setback variance at 824 Vine Street East as requested by Eric Hoyer for property owner, Two Rivers Habitat for Humanity. The landowner did not entirely cause the circumstances of the property because the lot is non-conforming, and the minimum home width is twenty-four feet. The front, rear, and west side yard setbacks have been reached. The minimum home size as required by ordinance would not fit the lot with the required setbacks. The variance is reasonable because a side yard setback of eleven feet is a larger setback requirement than detached-single family homes not on a corner lot. The traffic visibility corner will not be impacted because the front yard setback is typical (30 feet). Council Member Raney made a motion for approval, Council Member Boeke seconded the motion, all members voted aye for approval.

Resolution 60-24 Final Plan - Cashman Addition No. 3

Community Development Director Klecker requested approval of Resolution 60-24 to adopt the Final Plat for Cashman Addition No. 3. This 0.56-acre plot owned by the City has been proposed for residential redevelopment. The intent is for the applicant to solicit an RFP for redevelopment, welcoming a range of medium and high-density residential proposals; those allowable uses under the R-6 zoning district. It is likely a variance will be needed to support redevelopment. Access to the parcel may be off 3rd Ave NW or 22nd St NW. The parcel is serviced through existing water, sewer, and storm sewer located in 3rd Avenue NW. Council Member Burbank made a motion for approval, Council Member Voss seconded the motion, all members voted aye for approval.

Resolution 61-24 Exchange Property - Alexander Lumber Company

Community Development Director Klecker requested Resolution 61-24 authorizing an Agreement to Convey in Exchange to facilitate an exchange of property with JBM Acquisitions, LLC, parent company of Alexander Lumber Company in Owatonna. The Economic Development Authority (EDA) has purchased and demolished four houses on the north side of the 100 block of East Fremont Street for redevelopment. The EDA owns a fifth house which is currently rented. When pursuing a redevelopment project for this area, staff contacted neighboring businesses and Alexander Lumber expressed interest in consolidating

their storage area. Currently, they have a storage area on Fremont Street and on North Elm Avenue. They also have a vacant lot on East Rose Street that is used for employee parking. Alexander Lumber is interested in the two western lots the EDA owns to consolidate their storage area. They would likely sell their lot on North Elm if they were able to obtain the EDA lots. The agreement proposes exchanging the EDA's two western lots for Alexander Lumber's lot on Rose Street. The lot the City would be receiving is next to an existing EDA lot. The two together create a much more buildable commercial lot. This will also allow more opportunities for redevelopment along Rose Street. The lot on Rose Street is smaller than the two lots on Fremont combined but has higher value. The EDA approved this exchange at their May meeting, there is no exchange of money. There will be minimal costs associated with the closing that will be paid for by the EDA. Council Member Boeke made a motion for approval, Council Member Svenby seconded the motion, all members voted aye for approval.

Resolution 62-24 Support Senior Housing and Application for Tax Credits

Community Development Director Klecker presented Resolution 62-24, authorizing a Tax Credit Application for a Senior Housing Project. Staff have been working with LWO Properties, LLC, on the second phase of Eastgate Apartments. Eastgate Apartments is a 36-unit workforce housing tax credit apartment building located on Cherry Street. The City owns property to the east of Eastgate for the proposed project, a 60-unit affordable senior housing apartment building. Like the first phase, the city will submit the application to the Minnesota Housing Finance Agency (MFHA) for housing tax credits, these credits allow the units to stay affordable. City participation in the project is particularly important to scoring points on the application. The application is similar to the city’s application for tax credits last year for a workforce housing project which we were not awarded. The application requires resolutions showing support and the City's financial contributions to the project. In our proposal, the City would contribute the land to the project, pledge tax inclement financing to the project as well as contribute 2 years of Statewide Housing Aid in the form of a loan. Conversations with MHFA have indicated that this is an extraordinarily strong application. The application deadline is in July and tax credits are awarded towards the end of the year. If tax credits are awarded, this project would likely be built in 2026. Council Member Raney made a motion for approval, Council Member Burbank seconded the motion, all members voted aye for approval.

Resolution 63-24 Authorizing Property Purchase and Other Assistance for Senior Housing

Community Development Director Klecker presented Resolution 63-24 authorizing the purchase of property and additional assistance for a proposed Senior Housing Project, the second phase of the East Gate Apartments. The City would contribute the land for the project ($275,678 value), utilizing tax increment financing estimated at $462,500 and providing a loan of $266,102 for 30 years at 0% interest. Council Member Boeke made a

motion for approval, Council Member Svenby seconded the motion, all members voted aye for approval.

Resolution 64-24 Authorize General Obligation Bonds - 2024A

Finance Director Moen introduced Doug Green of Baker Tilly, the city's municipal bond advisor. Mr. Green gave presentation regarding the city's General Obligation Bonds, Series 2024A and General Obligation Tax Abatement Bonds, Series 2024B. Adivsed the council will be asked to approve two resolutions to authorize the issuance of theses general obligation bonds.

1) Will authorize Baker Tilly to solicit bids on behalf of the city.
2) Set the date and time of the sale for July 16th at 10:00 a.m.
3) Approves the Terms of Proposal.
4) Authorizes city staff and Baker Tilly to execute and deliver an Official Statement.

Tonight, the city is authorizing two general obligations bonds, Series 2024A Bonds to cover street reconstruction (the 2024 Street and Utility Project) and a Capital Improvement (acquisition of the Law Enforcement Center) and Series 2024B Bonds to cover the Merrill Hall Project. Non-profit agencies rent space in Merrill Hall so bonds for this project are eligible for tax abatement and processed separately. The Series 2024A Bonds will be repaid over 10 years and the Series 2024B Bonds will be repaid over a 20-year period. The Bond Sale is planned for the morning of July 16th and council will consider awarding the bonds during the Council Meeting that evening.

Finance Director Moen requested approval of Resolution 64-24 to provide for the sale of $1,865,000 General Obligation Street Reconstruction Bonds, Series 2024A scheduled for July 16, 2024. The City is issuing $1,135,000 street reconstruction bonds pursuant to Minnesota Statute Chapter 475.58 (Subd. 3b) and the City's Street Reconstruction Plan in order to finance the following street projects:

1. 2024 Street & Utility project including McKinley Street SW from Linn Ave to Lilac Ave and Anderson Place SW from McKinley Street to the North cul-de-sac.
2. 2024 Cedar Ave N, 11th St NE to 26th St NE

These bonds will be repaid over ten years through a combination of assessments and a debt service levy. Following the sale of bonds, the interest rate the city charges on assessments will be reviewed. We are anticipating a rate 6.0%, which is based on a recommendation to charge 1.5-2.0% higher than the City's borrowing rate. The City is issuing $730,000 capital improvement bonds to finance the acquisition of a portion of the law enforcement center in accordance with Minnesota Statute 475.521 and the City's 2024-2028 Capital Improvement Plan. There will be future debt service to repay the bonds. Council Member Raney made a motion for approval, Council Member Voss seconded the motion, and all members voted aye for approval.

Resolution 65-24 Authorize General Obligation Tax Abatement Bonds - 2024B

Finance Director Moen requested approval of Resolution 65-24 to provide for the sale of $5,205,000 General Obligation Tax Abatement Bonds, Series 2024B scheduled for July 16, 2024. The City is issuing tax abatement bonds in order to finance the renovation of Merrill Hall located on the City's West Hills Campus. Pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815, the City must specify the public benefit of the abatement, identify properties located within its jurisdiction whose value will equal the proposed amount of abatement and the term of the abatement and further comply with public hearing requirements. A public hearing was held on May 7, 2024. The maximum amount of abatement levies in any given year cannot exceed the greater of 10% of the net tax capacity of the City or $200,000. Based on the City's 2023/24 tax capacity of $31,610,276, the greater amount is $3,161,027. The City's projected maximum annual tax abatement for all outstanding general obligation tax abatement issues, including the Series 2024B Bonds is estimated to be $365,000. Additionally, due to use of the project by the Little Theater of Owatonna, Inc. and Wee Pals Child Center, Inc., both non-profit corporations and organizations as described in Section 501(c)(3) of the tax code, the Series 2024B Bonds are designated as 501(c)(3), requiring the City hold a TEFRA hearing. The city held the TEFRA hearing on May 7,2024. These bonds will be repaid over twenty years with a combination of tax abatement revenue derived from certain abated parcels and ad valorem tax levies. Budget Impact: There will be future tax abatement and debt service levies to repay the bonds. Council Member Svenby made a motion for approval, Council Member Boeke seconded the motion, all members voted aye for approval.

Resolution 66-24 Settlement Agreement - Jaguar Communications

City Administrator Busse requested approval of Resolution 66-34 authorizing a settlement agreement with Jaguar Communications. Jaguar Communications (Metronet) wishes to terminate the video franchise agreement effective June 30, 2024. The current franchise agreement was scheduled to end on August 17, 2030. City staff have been working with Robert Vose, attorney with Kennedy & Graven, who specializes in this area, to negotiate a fair settlement amount in recognition of the lost franchise fee revenues and PEG support over this six-year period. This Settlement Agreement requires Jaguar to:

1) Remove any portion of the cable system from all streets and public property within the City associated solely and exclusively with the provision of video cable service.
2) Restore affected sites to their original condition, consistent with all code requirements.
3) Maintain Insurance policies as provided in the agreement.
4) Comply with all Right of Way permit obligations under the city code.
5) Provide a phone number and e-mail address for a technical employee who may be contacted for technical questions or issues or to request removal of abandoned or unused Franchisee property.

Jaguar is required to pay the city $100,000, which represents reasonable costs and expenses in connection with the loss of franchise fees. Council Member Boeke made a motion for approval, Council Member Voss seconded the motion, all members voted aye for approval.

3-Year Strategic Plan: Years 2025-2027

City Administrator Busse requested approval of Owatonna's three-year strategic plan, 2025-2027. City Council and staff completed their annual update of the strategic plan through a planning session held in April. Council and staff reviewed the vision and guiding principles, which were crafted through input from the public, planning commission, city council and staff. The City's four Key Focus Areas have remained the same. However, each key focus area has issues, outcomes and targets identified within the plan to prepare for the community's expected growth. A system to track and report progress on the plan was also developed. The Strategic Plan will continue to be updated annually. The Strategic Plan is the guiding document for the city's budget, it serves as the road map to navigate the challenges ahead, make informed decisions and allocate resources wisely. Council Member Raney made a motion for approval, Council Member Voss seconded the motion, and all members voted aye for approval.

Change Order #12 - Wastewater Treatment Facility Expansion - Rice Lake Construction Group

Public Works Director Murphy requested approval of Change Order #12 for the Wastewater Treatment Facility Expansion Project. Work Change Directives (WCDs) are created as a means to address construction issues, design clarifications, and interdisciplinary coordination, or errors and/or omissions. Change Order #12 consists of nine WCDs and are as follows:

74 - FO 25 0 Hydronic Valve and Control Changes
75 - Remove Pressure Washing ABs 1 & 2
76 - Add influent and effluent pH sensors
77 - Revise PB blower piping per RFI 172
80 - Remove pipe educator pump location - RFI 174
82 - Admin - Masonry Infill and Floor System Add
83 - Mud Valve Replacement
84 - FO 29 - Install Manway in Secondary Digester
85 - FO 30 - Septage Receiving Station Changes

Detailed information about these Work Change Directives is on file in the Engineering Department. The cost of this change order is $117,963.80. Council Member Boeke made a motion for approval, Council Member Voss seconded the motion, and all members voted aye for approval.

Wastewater Treatment Digester Cleaning Agreement - FSO Management

Public Works Director Murphy requested approval of the Wastewater Treatment Digester Cleaning Agreement with FSO Management LLC. The secondary digester at the Wastewater Treatment Facility requires cleaning within routine maintenance. Due to poor maintenance access and assumptions that minimal material accumulation occurs in the secondary digester, it has not been cleaned in 32 years. The WWTF Expansion project includes improvements to the secondary digester that requires the tank to be drained and cleaned to access components being replaced/improved. Upon draining, staff found a significant

accumulation of material, roughly 120,000 gallons. Based on material consistency and volume, staff estimated the total in-house cost would be $100,000 to $115,000 based on the equipment and personnel the city has available. That includes renting a vac truck in which we have not found one to be available in the near future. We also reached out to our municipal partners who have not been able to commit the hours needed due to this being their busy season.

The operation would require additional water to be added to allow for efficient vacuuming, which poses an issue for our bunker bio solids storage and land application in the fall. If we performed, we would lose our vac truck for an estimated 4 weeks, taking it away from jetting operation and televising. FSO to provide all the means of cleaning the digester, including trained confined space personnel, confined space equipment, submersible chopper pump, hoses, water booster pump, portable belt filter press, polymer, conveyor to load into trucks, power cords, project management. The process is expected to take five days to complete.

Council Member Raney made a motion for approval, Council Member Burbank seconded the motion, all members voted aye for approval.

STAFF COMMENTS

Community Development Director Klecker commented Ashley Zion just began as the Planning Specialist, she will be in the office previously occupied by Ghassan Madkour, Housing Manager who moved to the office down the hall. Last year, 171 vouchers were issued through the housing program, this was a 26% increase over the last 6 years. We receive some funding for veterans and disabilities, 70% of our vouchers go to seniors or disabled individuals. The EDA is rolling out a Second Floor Challenge, a program encouraging revitalization of second floors in the downtown area. They are currently taking applications for $20,000 grant funds, Lisa Cochran, Main Street Director is directing this program and will be talking with business owners.

Fire Chief Hoffman thanked everyone for the Fire Fighter Swearing-in-Ceremony held during the last Council Meeting, it was unfortunate there was a fire call during the meeting and many firefighters left the meeting. Fortunately, it is not raining tonight but we have received a lot of rain within the last few days. Staff have reviewed plans with the County Emergency Manager and prepared equipment for use if needed. They have been monitoring gauges on the river level and reviewing flood plans with county and city staff. Last month, the City's Nuisance Inspector received more than two hundred complaints about weeds or long grass. Staff have been busy with commercial inspections for fire code updates. They have identified some rental properties which were not issued a Rental License. Some of these properties have now been issued a license and staff will be working with other properties to bring their property into compliance. Firefighters are required to attend and complete various training sessions. Last year we hosted a national speaker at the high school with more than 100 firefighters from around the state attended. Last year each firefighter completed more than 40 hours of classes/ This year, they will participate in Trench Class for three days; other city staff also participate in this class. Fire Fighters take required initial

training with small group squad training which has been effective to know each other. The OSHA Standard for training was established during the '80's and the social standard is now higher. OHSA estimates the cost has increased $14,000/year to meet the current standards. We anticipate this will affect our department more as we have to bring all to compliance, some small fire departments will not be able to do this. Two weeks ago, he testified before the National Council regarding training concerns. Several firefighters have advised of plans to retire, anticipate we will advertise to fill some positions late July.

Public Works Director Murphy commented that the recent rains, there was a catch basin issue when one became clogged when it caught a floating construction bag which created a land overflow. He encouraged everyone to keep catch basins clear, if one becomes clogged or there is another drainage issue, contact the Public Works Department with use of city's website to Report a Concern or call the non-emergency phone number, 541-8232. Dispatch will connect you with the on-call staff for Public Works. The contractor for 2024 Street & Utility Project was to begin next week, but recent weather has pushed the begin date into mid-August.

PUBLIC COMMENTS

Melissa Zimmerman, 2525 Mossy Creek Drive commented that she is speaking with a heavy heart. There have been several vehicle/pedestrian accidents which have affected many Owatonna residents. Safety must be a top priority, and you must commit to the responsibility of making our roads safe for all that use them. Prioritize safety over costs of infrastructure improvements by investing in current roadways to keep them in good repair. Engage community members in a dialog about safety so they will make good choices when on the road and yield to pedestrians. Also, encourage people to carpool which will reduce the number of vehicles on the road. Collaborate with the county to increase safety for existing roadways and those in the future

Gary Jones, 995 Ridge Road commented there are many apartments in the city. There are 1129 units with an average of three residents per unit so there are close to 3,400 people living in apartments. They do not have space to grill or walk their dogs. With no yards, they enjoy going to the city's parks. The city's Deer Archery Hunt started 10 years ago and needs to be changed. It is dangerous because hunters and park goers are there at the same time. Orange warning signs are posted restricting areas of the parks, but they should not be posted for two months. We should look at the deer counts to find the most remote spots and close those park areas for two weekends and not eight weeks.

COUNCIL & STAFF COMMENTS:

Council Member Voss commented that he had some concerns about the bond issuance process and met with City Administrator Busse prior to tonight's meeting. He appreciated Mr. Green's presentation tonight, with a lot of information to help answer his questions. Several previous bonds have ended, and all transactions are very well documented.

Mayor Kuntz commented there are currently openings on the EDA, West Hills Commission and OPU-Ward #3. The Board/Commission Application form is currently available on the city's website. He then commented that he will not seek re-election this fall and encouraged others to consider filing to be on the November ballot and becoming the city's next Mayor.

City Administrator Busse commented that a CGMC Regional Meeting will be held at the Eagles this Thursday; she, Mayor Kuntz and Council Members plan to attend.

Council President Schultz thanked everyone for attending.

At 8:04 p.m., Council Member Beke made a motion to adjourn, Council Member Voss seconded the motion, and the meeting ended.

Respectfully submitted,

Jeanette Clawson, Administrative Coordinator