

Community Development Director Gladhill stated that staff would recommend allowing the phased retirement and hiring a Planning Technician.

Councilmember Musgrove asked for clarification on whether the request would be for a Planning Technician or Senior Code Enforcement Officer.

Community Development Director Gladhill noted that staff has been focused on the Planning Technician but also wanted to provide another option to consider, which would be the Senior Code Enforcement Officer.

Councilmember Musgrove stated that she likes the idea of a senior level staff as that would provide the current staff more direction. She asked if this would become effective in 2020 or in 2019.

Community Development Director Gladhill noted that this is a 2020 budget request.

Councilmember Musgrove asked if the 14-day timeframe should be reconsidered as that puts more pressure on staff for code enforcement. She stated that perhaps code enforcement should continue in the winter months as well.

Community Development Director Gladhill agreed that it is an issue of resources. He stated that there are some cases where not much could be done during winter, but other cases could make progress during the winter months.

Councilmember Heinrich asked the overlap in terms of positions, comparing the full-time Planning Technician to the 16 hours per week of the current Community Development Assistant.

Community Development Director Gladhill stated that the primary overlap would be land use applications and preparation for Planning Commission meetings. He noted that the Community Development Assistant also provides backup to building and another area, but the primary shared knowledge would be in terms of land use and planning cases.

Councilmember Kuzma stated that he would support the phased retirement and would prefer the Planning Technician.

Mayor LeTourneau asked why one would be selected over another in terms of an entry level position compared to a senior staff level.

Community Development Director Gladhill noted that a senior staff level will tend to bring a more cooperative aspect to code enforcement while entry level would provide a more cut and dry process.

Councilmember Kuzma stated that he is confident that existing staff would be able to provide assistance to bring an entry level person up to speed.

Mayor LeTourneau acknowledged that the code enforcement cases are becoming more complex and therefore some basic knowledge in the process would be helpful.

Community Development Director Gladhill stated that in his opinion there would be less opportunity for turnover with a senior level position as well.

Mayor LeTourneau stated that Community Development Director Gladhill is managing the bulk of his department and is becoming a target for negative input from some residents, which can lead to turnover.

Councilmember Musgrove stated that she would support a senior level staff. She stated that City staff time is spent bringing a new employee up to speed and if that position turns over, you are then spending those resources again with another new employee. She believed that a senior level staff person would bring additional benefits that could help offset the burden on existing planning staff.

Councilmember Heinrich stated that she would support the Planning Technician, as there would be support from the phased retirement employee and other employees.

Mayor LeTourneau asked if there are elements of the overlap that Councilmember Heinrich would find effective or ineffective.

Councilmember Heinrich stated that it seems that the overlap would provide support for those elements and could increase the willingness for that position to stay at a more entry level position because of opportunities that could arise in the future.

Community Development Director Gladhill confirmed the consensus of the Council to support the phased retirement and direction for the Planning Technician.

2.02: Local Road Funding

City Administrator Ulrich reviewed the staff report.

Councilmember Riley asked if the League of Minnesota Cities would have helpful information on this topic.

City Administrator Ulrich stated that he has never seen that organization research projects on road funding policy and therefore the University of Minnesota would be more appropriate.

Councilmember Kuzma stated that one of his main concerns is that the five-year bonding is ending, and the City is using excess funds for this year's projects. He noted that if the study is completed, that would add an additional year without funding. He asked the stance of the Charter Commission, if the City were to move forward with the franchise fees. He noted that he would like to see this move forward.