

## **APPROVED MINUTES OF THE COMMITTEE OF THE WHOLE**

October 17, 2023  
Conference Room #119  
5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Robert Coughlin, Betsy Artz, Ron Draayer, Maurice Groce, Clarkston Morgan and Jessica Ann Tyson.

Staff present: Project Manager Susan Arnold, City Engineer Brad Boomstra, Deputy City Administrator Shay Gallagher, Economic Development Planner Lisa Golder, DPW Director Chad Griffin, City Clerk Dan Kasunic, Engineering and Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Senior Planer Joe Pung, Community Development Director Terry Schweitzer, Fire Department Administrative Assistant Nancy Shane, and Sabo Representative Anna Kendall. Also present: Nick Monoyois, Director of Planning and Max Dillivan, Senior Planner/Assistant Transit Master Plan Project Manager and Planning Chair Sandra Jones.

### **ENGINEERING DEPARTMENT:**

#### **A. JAYCEE PARK IMPROVEMENTS-PHASE III.**

Project Manager Arnold and Engineering & Inspections Director Kirkwood provided information on the request to increase the contingency for phase III at Jaycee Park. Noting there was no aggregate material under the existing path and needs to be added in preparation for a new path.

Motion by Artz, seconded by Tyson, to recommend authorizing a Jaycee Park Phase III project contingency increase of \$40,000 to cover additional project expenses with funds from the Parks & Recreation Capital Fund.

Motion Carried.

### **PLANNING DEPARTMENT:**

#### **A. THE RAPIDS TRANSIT MASTER PLAN PRESENTATION.**

Nick Monoyois, Director of Planning and Max Dillivan, Senior Planner/Assistant Transit Master Plan Project Manager explained they are working on the next twenty-year Master Plan and the last one was in 2010. In their presentation they spoke of their guiding principle, the status of the project and reviewed key aspects of the study areas. They displayed graphs of household growth, employment growth, key findings on transit trips to areas, feasibility review, peer analysis and in wanting public involvement and the scheduling of those meetings.

The answered questions of the Committee, noting this was to inform the city of the need for input in working through the process.

**B. SUBDIVISION BUILDING STANDARDS ORDINANCE DISCUSSION.**

Community Development Director Schweitzer and Economic Development Planner Golder reviewed the Zoning Ordinance related to housing design elements and garage placement. The presentation began with the suggested change to a requirement of no less than 10% of window along the front of the home. A discussion ensued regarding the percent and how it became the percent. Planning Chair Jones spoke of her thoughts on the required choices the city allows for builders and some of the struggles she has with some of the new standards. Among the committee members they requested staff to schedule an additional joint meeting with the Planning Commission to revisit aspects of the proposed standards.

The meeting was adjourned at 6:57 P.M.

Dan Kasunic  
City Clerk

Robert Coughlin  
Mayor Pro-Tem