

ORDINANCE REVIEW COMMITTEE
October 6, 2025 | 5:30 p.m.

Mayor Fischer called the meeting to order at 5:32 P.M.

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Member Staudt

ALSO PRESENT: Victor Cardenas, City Manager
Thomas Schultz, City Attorney
Cortney Hanson, City Clerk
Erick Zinser, Director of Public Safety/Police Chief
Jeff Muck, Director of PRCS

APPROVAL OF AGENDA:

ORCM 25-10-15 Moved by Staudt, seconded by Fischer; CARRIED UNANIMOUSLY:

To approve the agenda as presented.

AUDIENCE COMMENT: None

MATTERS FOR DISCUSSION:

1. Approval of minutes from August 7, 2025:

ORCM 25-08-16 Moved by Casey, seconded by Staudt; CARRIED UNANIMOUSLY:

To approve the Ordinance Review Committee meeting minutes from August 7, 2025.

2. Discussion on a potential amendment to Chapter 16, Garbage and Refuse.

City Manager Cardenas explained that when they created the ordinance to move to a single-hauler system, it included guardrails on what the City can charge. They are looking to amend the ordinance to allow for adjusted rates or a processing fee to be charged so that a fund balance would be established and utilized for the purpose of storm related damages, for instance. Mayor Fischer said the dollar amount looked to be around \$20/household and suggested they consider a millage to cover all of the fees instead of a collection fee. Member Staudt said he wanted to let the voters decide whether they wanted to pay for recycling but wanted there to be additional funds for special clean-ups.

Mayor Fischer said he was good with updating the language but wants staff to provide an explanation of all options of funding methods. He added that we are the biggest user of RRRASOC. Member Staudt suggested a community survey to determine if people truly wanted recycling and if they were willing to pay for it. City Attorney Schultz will bring a draft ordinance amendment to a future meeting and staff will provide options for the funding mechanism.

3. Discussion on a potential ordinance related to smoking in City parks.

Director Muck said they received an email from a citizen who was concerned that there is not an ordinance preventing smoking in City Parks. City Attorney Schultz provided an analysis, and

the topic was referred to the Parks Commission for discussion. It outlined possible avenues to address the concern, including establishing an ordinance, creating a park rule, or enacting "No Smoking/Vaping" signage as needed. The Parks Commission discussed an ordinance and expressed concern about the ability to enforce it. City Attorney Schultz said this was simply a policy question. Mayor Fischer asked what other communities do. City Attorney Schultz said he has seen policies as well as ordinances. There is an existing ordinance that prohibits smoking within 100 feet of a public building, which is pretty broad. Mayor Pro Tem Casey said it's not just 100 feet from buildings, though, it's City-owned land. City Attorney Schultz said they could clarify the existing ordinance or write a Parks Rule. Mayor Fischer asked for examples of existing park rules. City Attorney Schultz said they may not be official, but the City Charter gives the Parks Director broad range to set standards at parks, such as no motor vehicles, campfires, etc.

Member Staudt said he would support anything that doesn't involve police intervention because it could be abused. Chief Zinser asked if a parks employee could enforce an ordinance. City Attorney Schultz said no. Chief Zinser said his opinion was an ordinance is swinging too big of a hammer and maybe to start with a rule. City Attorney Schultz said if you adopt a rule, then a parks employee can issue an order to stop doing something. They are lawfully authorized to issue an order, but they can't write a ticket. Mayor Fischer said an ordinance would be too much and liked the idea of a parks rule. City Attorney Schultz suggested if that's the direction, the City Council should approve a resolution. The consensus was to put this in front of City Council as a resolution on the consent agenda to make it a Parks Rule to prohibit smoking and vaping and put up signs as necessary.

4. Discussion on a potential ordinance amendment related to Boards and Commissions terms.

Clerk Hanson explained that there was a Council Goal to update the current boards and commission's structure, and staff have been working towards that. One item that staff has identified is aligning the term start dates to a single time per year instead of 3 or more times per year. A draft ordinance amendment was provided as part of the packet. The process moving forward would be to put the ordinance amendment in front of Council, and if it moves to a second reading, it would be paired with a resolution that would officially align as many terms as possible to January 1st. All current boards and commission members would then be notified that their term expiring during 2026 would effectively stay in place through December 2026. This would allow the Clerk's Office to advertise and accept applications throughout the year in order to create a larger candidate pool for when appointments are made at the end of the year. She also spoke about one-way interview software they could look at utilizing to have videos of the applicants without them coming to Council meetings for 2-minute presentations.

Mayor Pro Tem Casey said the memo provided was helpful and made sense. She wasn't sure about the interview software but also might not want to sit through hours of interviews.

Member Staudt asked what happens when there is a vacancy mid-year. Clerk Hanson said we would pull from the pool of candidates because anyone can apply at any time.

Mayor Fischer said this goal was his idea because it was hard to have this process spread throughout the year and to be constantly prepared for appointments. There was discussion amongst the members about the interview process and whether it should be done in person or required in any way. Clerk Hanson explained the interview piece is part of Council Rules and not affected by the ordinance necessarily.

Member Staudt said he would prefer there be two interview opportunities. He was fine with people being able to apply year-round but still wants them to come to a Council meeting and introduce themselves. City Attorney Schultz said that process would be determined by Council Rules.

Mayor Pro Tem Casey said she felt like it was acceptable to proceed with the ordinance amendment and accompanying resolution to align terms, but they need to have more conversation about the interview process. She suggested having them come during Audience Comments during a Council meeting instead of scheduled "interviews". There was support for that idea. She also asked for clarification from staff on what an appropriate length of time a person's application would be valid for.

ORCM 25-08-17 Moved by Casey, seconded by Fischer; CARRIED UNANIMOUSLY:

To recommend to City Council an ordinance amendment to add a new Section 2-161, "Commencement of Term of Office".

The meeting was adjourned at 6:36 p.m.

Recorded by: Cortney Hanson, City Clerk