



**ORDINANCE COMMITTEE MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MARCH 19, 2024 – 6:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

President Johnson called the meeting to order at 6:00 pm.

2. Roll call

Present: Cm. Becker, Cm. Jaeckel and President Johnson. Also present: City Manager and City Clerk/Treasurer.

3. New Business

a. Review and possible recommendation to the City Council relating to an Ordinance amending Section 22-261 relating to Direct Sellers (Ebbert, City Clerk/Treasurer/Finance Director)

Clerk Ebbert reviewed the recommended changes for the Ordinance as follows:

*Section 22-262 (e) - Staff proposes to remove the fee from the Ordinance and place it in the annual Fee Resolution adopted by the City Council during the budget process. The fee is currently \$25 per license. This fee is also reflected in the 2024 Fee Resolution. Removing the fee from the Ordinance will allow the flexibility to review it annually through the Fee Resolution process and amend with Council approval when appropriate.

*Section 22-262 (g) - Staff proposes to change the authority for revocation or suspension of this license from the Chief of Police to the City Manager or his/her designee. This will allow greater flexibility in suspension or revocation of license for the reasons listed in the Ordinance. The Police Chief and the Clerk/Treasurer may be designees of the City Manager for this purpose. City staff has received complaints in the past of aggressive behavior and trespassing by door-to-door sales persons, and it would be helpful for additional staff, aside from just the Chief of Police, to be able to suspend or revoke a license.

*Section 22-262 (j) - Staff proposes to add this section to set a maximum number of licenses per business per year. This is limited to 10 so that there are not a significant number of people selling items from the same company throughout the City and may reduce the number of transient merchants who sell door-to-door in many communities.

*Section 22-263 (1) - Staff proposes to change the hours that direct sellers are permitted to visit residences. Currently, they are prohibited from "calling" on a dwelling between 8:00 pm and 9:00 am. Staff proposes to change this to prohibiting the practice from 7:00 pm and 9:00 am.

Ebbert continued with any financial impact would only include the publication of the adopted Ordinance which is generally a low cost expense.

Cm. Jaeckel moved, seconded by Cm. Becker to direct staff to prepare the Ordinance for the first reading at a City Council meeting. Motion carried.

4. Miscellaneous

a. Discussion of Off-Street Parking Standards

President Johnson requested the Ordinance Committee discuss off-street parking standards as he received two comments from property owners wishing to sell a vehicle on their front lawn. The residents were provided a warning and asked to remove their vehicles within 30 days. No citations were issued. Attorney Westrick confirmed that a warning would be issued before a citation.

President Johnson asked if a permit could be established to allow parking on a front lawn for a brief amount of time.

Cm. Jaeckel stated he has not heard this practice being abused and does not feel it should be amended at this time. Cm. Becker noted he has received complaints of vehicles being parked over sidewalks or in front lawns but no request to allow it.

Inspector Draeger stated he has not recommended citations for any of the complaints he has received. He added the code has restricted this type of parking since 2002. The restriction was not amended with the recent code review.

Cm. Jaeckel and Cm. Becker agreed to leave the code as is for now.

There was discussion on snow emergency and allowing parking in the grass for the duration of the snow emergency. The Police has typically not cited property owners that park on their grass during a snow emergency.

5. Adjournment

Cm. Becker moved, seconded by Cm. Jaeckel to adjourn. Meeting adjourned at 6:32 pm.

Respectfully submitted,
Michelle Ebbert

City Clerk/Treasurer/Finance Director