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FINANCE & RECORDS

MEMO

To: Mayor and City Council

From: Gregg Mandsager, City Administrator
Nancy A. Lueck, Finance Director

Date: April 7, 2015

Re: City Code Update – Appendices and Significant Modifications Since Previous City Council Code Section Distributions

The semi-final draft of the City Code update is being distributed this week to both the City Attorney and the City Council for a final review. The City Attorney will be checking and confirming all of the internal citations (to other parts of the Code) and also reviewing appendices B, C, and D which were prepared by City staff. The City Code update has been included on the agenda for the April In Depth meeting for City Council's final review.

Following is our summary of major changes or additions to the City Code since we last reviewed it with the City Council.

Summary:

1. 8-5 (8-5-2) - Rental Housing Registration. The proposed new rental housing section was modified based on the City Attorney recommendations. This was primarily in language modifications (Certificate of Code Compliance issued instead of a Rental Housing License). Definitions were also added per the City Attorney's recommendation.
2. 5-10 - Peddlers. Appendix B now notes that insurance is only required if this activity is on public property (Peddlers, solicitors, transient merchants).
3. 6-2 - Alarms. Took out reference to direct alarms as we no longer have them. This changed the numbering.
4. 5-9 Pawnbrokers. Added bond requirements back in at \$5,000 per our insurance broker's recommendation.
5. 3-1-6 Outdoor Dining. Updated the language for outside restaurant seating (sidewalks and street platforms). Insurance added to Appendix B. Please note the insurance requirements for street v. sidewalk locations.

6. 13-1 Utilities. Language modifications supplied by MP&W (primarily references to the MP&W Board).
7. Title 8 Building Codes. The entire code has been update to the 2015 International Building Code (8-1-1). Mechanical (8-7-1) and Plumbing (8-9-1). We have asked the City Attorney to determine if we need a separate public hearing on this issue as noted in the code OR our plan would be to hold a public hearing for the entire city code rewrite and specifically spell out this change. We have also asked the Attorney if there is anything else we need to specifically call out for separate public hearings.
8. Appendices A-D added. The City Attorney prepared Appendix A which is the Fines and Penalty information. Appendix B is the Schedule of Permit and Licensing requirements (excluding building-related permits), Appendix C is is the Schedule of Fees and Charges set by resolution of City Council, and Appendix D is the Schedule of Building-Related Permits and Other Requirements. The bond and insurance requirements for permits have been updated based on recommendations of the City's insurance agent. The only other major change is with the fines. We had a few at \$5-\$10 that were raised to \$20 as they had not been adjusted in some time. As noted previously, the City Attorney is doing a final review of Appendices B – D.
9. Other changes – in Title 2, Chapter 2, the Civil Service term limit was removed. In Title 1, Chapter 7, Section 3 the Mayor wage language was changed to mirror the Council language (referencing amount set by ordinance instead of a specific amount).

Titles 1-10 and 13-15 as well as Appendices A-D are available your review in four separate files attached to the In Depth agenda. Please contact either of us if you have any questions.

