



STREET MAINTENANCE TASK FORCE COMMITTEE MEETING MINUTES

Tuesday, April 22, 2025

6:00 PM

Members Present:

Teresa Sasse
Laura Hubbard
Jackie Jones
Daniel Godfrey
Matt Weber

Council Liaisons:

Brian Hodson
Traci Hensley
James Davis
Jason Padden

Staff Present:

Eileen Stein, City Administrator
Jerry Nelzen, Public Works Director
Spencer Polack, Public Works Supervisor
Maria Toledo, Public Works Office Specialist
Jamie Stickel, Economic Development Director
Brianna Addotta, Associate Planner
Scott Schlag, Finance Director
Katy Joyner, Financial Analyst

❖ Call to Order – The meeting was called to order at 6:03 p.m.

Approval of November 13, 2024, Meeting Minutes:

The committee amended the minutes and noted their recommendation included going to council with the following:

1. Next Budget 2025/2026 change the Master fee schedule to increase Business Licenses \$50 to \$100 and have \$50 to go to the Street Maintenance Program.
2. Increase Street Maintenance Fee from \$5 to \$7.46 as minimum, \$10.46 as the middle and \$13.43 as the maximum with year increases by the CPI Have a percentage across the board for all fee payers. Committee votes to increase the Street Maintenance Fee to (3) for \$10.46, (2) for \$13.43 and recommend a work session with the Council.

The committee discussed the following and decided not to move forward at this time:

1. Meet with Chief Tro to discuss a fee amount from each moving violation ticket to be added to the Street Maintenance Program. Next budget 2025/2026 change the Master Fee Schedule to increase dollar amount from each moving violation ticket to reflect a fee amount to the Street Maintenance Program.

Citizen Input

None.

Discussion:

1. Eileen will meet with Emily, City Attorney, to consider involving the Street Maintenance Task Force Committee in examining and addressing street maintenance rates with possibly signing an NDA. This will assist with speeding up the process. Eileen to update the Street Maintenance Task Force with Emily's decision.
2. Scott, Finance Director, is to look into separating residential and non-residential properties in Caselle for the evaluation procedure.
3. Daniel Godfrey voted in as Vice Chair.
4. Jackie Jones voted in as the Street Maintenance Task Force member.
5. Eileen to have review Street Fees completed by end of Summer.
6. The Street Maintenance Task Force will need to submit a written recommendation to the City Council once they have determined how to move forward. This should come in the form of a letter, not just meeting minutes.

Recommendations:

1. Motion #1 recommendation made on November 13, 2024.
 - a. Next Budget 2025/2026 change the Master fee schedule to increase Business Licenses \$50 to \$100 and have \$50 to go to the Street Maintenance Program. Eileen will look into ensuring the \$50 increase goes to the Street Maintenance program.
2. Take same percentage increase of the residential fees and apply it to non-residential fees.

New Business:

1. Charging Street Fees to Fire Station, Police Department, School District, and etc.
2. The Street Maintenance Task Force to review and provide recommendations for council to vote.

Next Meeting:

TBD

- ❖ Adjourn – The meeting was adjourned at 8:17 p.m.