

MINUTES

City Council Meeting

Tuesday, December 11, 2018 at 7:00 PM

Carnegie Town Hall, 235 West 10th St., Sioux Falls, South Dakota 57104

CALL TO ORDER

1. MEETING ROLL CALL

Present: Council Member Marshall Selberg, Council Member Curt Soehl, Council Member Pat Starr (arr. 7:14 p.m.), Council Member Theresa Stehly, Council Member Janet Brekke, Council Member Christine M. Erickson, Council Member Rick Kiley, Council Member Greg Neitzert, Mayor Paul TenHaken

Absent: None

2. INVOCATION

Pastor Carman VanSchaick, Celebrate Community Church  
\*

3. PLEDGE OF ALLEGIANCE

4. AWARDS & RECOGNITIONS

Boy Scout Troop 346  
\*

V.L. Crusinberry Award was awarded to Sergeant Aaron Nyberg,  
\* Police

Jeanne Fullenkamp Management Excellence Award was awarded to  
\* Ken Gratz, Business Analyst, Finance

Excellence in Safety Award was awarded to Sergeant Jessica  
\* Speckmeier, Police

CONSENT AGENDA

5. APPROVAL OF THE CONSENT AGENDA

A motion was made by Council Member Erickson and seconded by Council Member Soehl to approve Consent Agenda.

Roll call vote to approve. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

6. APPROVAL OF MINUTES

Informational Meeting of Tuesday, December 4, 2018  
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Regular City Council Meeting of Tuesday, December 4, 2018

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## COMMUNICATIONS

7. Approval of contracts/agreements on the December 7, 2018, memo.

Report of Requests for Quotes for Fuel dated: November 28, 2018; 8,500 Gallons

8. of Unleaded Ethanol; Cole's Petroleum (\$1.9435); Stern Oil (\$1.7717); CHS, Inc., Midway Service, Harms Oil, Howes Oil, and Olson Oil, all no bids. Bid awarded to: Stern Oil.

Report of Requests for Quotes for Fuel dated: November 30, 2018; #1 Dyed Diesel (7,500 Gallons) & #2 Dyed Diesel (7,500 Gallons); Cole's Petroleum (\$2.2850 #1 Dyed Diesel & \$1.9750 #2 Dyed Diesel); Midway Service, Harms Oil, Howes Oil, Stern Oil, CHS, Inc., and Olson Oil, all no bid. Bid awarded to: Cole's Petroleum.

Report of Requests for Quotes for Fuel dated: December 3, 2018; 8,500 Gallons of Unleaded Ethanol; Cole's Petroleum (\$1.7360); Midway Service, Harms Oil, Howes Oil, Stern Oil, CHS, Inc., and Olson Oil, all no bid. Bid awarded to: Cole's Petroleum.

Report of Requests for Quotes for Fuel dated: December 3, 2018; 950 Gallons of 50/50 Dyed Diesel; Howes Oil (\$2.379); Midway Service, Cole's Petroleum, Harms Oil, Stern Oil, CHS, Inc., and Olson Oil, all no bid. Bid awarded to: Howes Oil.

## REGULAR AGENDA

12. APPROVAL OF THE REGULAR AGENDA

A motion was made by Council Member Kiley and seconded by Council Member Selberg to approve Regular Agenda.

Roll call vote to approve. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

13. PUBLIC INPUT

Sheryl Johnson thanked the Council for their service; and requested that the City seek reimbursement for security costs related to the President's recent visit to Sioux Falls.

Dwaine Schipper spoke about City water and wastewater rates.

Sierra Broussard spoke about commercial landlords needing to be held accountable for their tenants; and apologized for recent comments made towards a Council Member.

Steven Siano spoke about fundis for the sewer expansion; E-Bikes; seeking medical attention from the City and being told to go to the Emergency Room; and the continuous of seeking City assistance.

## INTRODUCTION AND ADOPTION OF ORDINANCES

### ORDINANCE SECOND READINGS

14. AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, EXTENDING THE SURFACE  
AMBULANCE SERVICE FRANCHISE OF PARAMEDICS LOGISTICS SOUTH DAKOTA, LLC.

A motion was made by Council Member Erickson and seconded by Council Member Neitzert to adopt said Ordinance No. 116-18.

A motion was made by Council Member Stehly and seconded by Council Member Starr to amend the contract to 2022.

Roll call vote to amend. 2 Yes: Starr, Stehly; 6 No: Selberg, Soehl, Brekke, Erickson, Kiley, Neitzert. Motion Failed.

Roll call vote to adopt. 6 Yes: Selberg, Soehl, Brekke, Erickson, Kiley, Neitzert; 2 No: Starr, Stehly. Motion Passed.

15. AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF  
ORDINANCES OF THE CITY BY AMENDING CHAPTER 57: GARBAGE AND RECYCLING.

A motion was made by Council Member Erickson and seconded by Council Member Soehl to adopt said Ordinance No. 117-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

ORDINANCE FIRST READINGS

Set a date of 2nd Reading for Tuesday, December 18, 2018. AN ORDINANCE OF  
THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF ORDINANCES OF THE CITY BY  
16. REVISING TITLE VII: TRAFFIC CODE AND CHAPTER 95: PARKS AND RECREATION TO  
PROVIDE FOR THE OPERATION OF E-BICYCLES IN THE SAME MANNER AS BICYCLES AND  
TO PROVIDE FOR CERTAIN PEDESTRIAN MOVEMENTS AT CONTROLLED INTERSECTIONS.

A motion was made by Council Member Starr and seconded by Council Member Brekke to set a date of hearing for Tuesday, December 18, 2018.

Roll call vote to set a date of hearing for. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

HEARINGS AND RESOLUTIONS

A RESOLUTION VACATING THE S. EMERY AVE. RIGHT-OF-WAY FROM THE NORTH LINE OF  
LOT  
2 BAKKEN'S ADDITION, IN GOVERNMENT LOT 2, SECTION 12, TOWNSHIP 100 NORTH, RA  
NGE  
17. 51 WEST OF THE 5TH P.M., LINCOLN COUNTY, SD, TO THE CITY OF SIOUX FALLS TO L  
OTS  
12 AND 13 BLOCK 1 OF GALWAY PARK ADDITION TO THE CITY OF SIOUX FALLS, LINCOL  
N  
COUNTY, SD, ACCORDING TO THE RECORDED PLAT THEREOF.

A motion was made by Council Member Kiley and seconded by Council Member Soehl to adopt said Resolution No. 106-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 106-18

A RESOLUTION VACATING THE S. EMERY AVE. RIGHT-OF-WAY FROM THE NORTH LINE OF LOT  
2 BAKKEN'S ADDITION, IN GOVERNMENT LOT 2, SECTION 12, TOWNSHIP 100 NORTH, RANGE

51 WEST OF THE 5TH P.M., LINCOLN COUNTY, SD, TO THE CITY OF SIOUX FALLS TO LOTS 12 AND 13 BLOCK 1 OF GALWAY PARK ADDITION TO THE CITY OF SIOUX FALLS, LINCOLN COUNTY, SD, ACCORDING TO THE RECORDED PLAT THEREOF.

WHEREAS, a petition to vacate City right-of-way has been filed by the owners of the following described property:

Lot 2 of Bakken's Addition, in Government Lot 2, Section 12, Township 100 North, Range 51 West of the 5th P.M., Lincoln County, SD, to the City of Sioux Falls

Government Lots 1 & 2, Section 12, Township 100 North, Range 51 West of the 5th P.M., (Except E 2139.4' & N 370') Lincoln County, SD, to the City of Sioux Falls

Lots 12 and 13 Block 1 of Galway Park Addition to the City of Sioux Falls, Lincoln County, SD, according to the recorded plat thereof

WHEREAS, the hearing was held on December 11, 2018, and the petition has been duly examined and investigated by the City Council of the City of Sioux Falls. Testimony in support of said petition has been heard, and no opposition hereto was voiced. Said property, as shown upon the plats attached to and made a part of said petition, has been used as a street, alley, or public ground but no longer serves a useful public purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the S. Emery Ave. right-of-way from the north line of Lot 2 of Bakken's Addition, in Government Lot 2, Section 12, Township 100 North, Range 51 West of the 5th P.M., Lincoln County, SD, to the City of Sioux Falls to the north line of Lots 12 and 13 Block 1 of Galway Park Addition to the City of Sioux Falls, Lincoln County, SD, according to the recorded plat thereof as shown on Exhibit A, be and the same hereby is declared vacated, and that the City Clerk shall cause to be filed with the Register of Deeds, Minnehaha County, SD, a duly certified transcript of this resolution.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

A RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE,  
18. AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING  
AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

A motion was made by Council Member Kiley and seconded by Council Member Erickson to adopt said Resolution No. 107-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 107-18

A RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Sioux Falls, SD (the "City"), has determined it is necessary to proceed with improvements to its clean water system, including, but not limited to, Main Lift Station Replacement and the Implementation of Non-Point Source Measures (the "Projects"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

1. That the City hereby approves the submission of an application for financial assistance in an amount not to exceed \$24,400,000 for the Main Lift Station Replacement and \$2,408,877 for Non-Point Source Measures to the South Dakota Board of Water and Natural Resources for the Project.

2. That the City is hereby authorized to execute the application and submit it to the South Dakota Board of Water and Natural Resources and to execute and deliver such other documents and perform all acts necessary to effectuate the application for financial assistance.

3. That the Mayor and/or Director of Public Works or the Public Works Business Operations Manager is hereby designated as the authorized representative of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

A RESOLUTION APPROVING THE RELEASE OF PERMANENT EASEMENTS LOCATED IN THAT PART OF VACATED E. MADISON ST. LYING ADJACENT TO TRACT 1 IN THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 101 NORTH, RANGE 49 WEST OF THE 5TH P.M., 19. MINNEHAHA COUNTY, SD, AND LOT 1 IN BLOCK 1 OF HIDDEN HILLS ADDITION TO THE CITY OF SIOUX FALLS, MINNEHAHA COUNTY, SD; TOGETHER WITH TRACT 2 (EX. LOT A) IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 101 NORTH, RANGE 49 WEST OF THE 5TH P.M., MINNEHAHA COUNTY, SD.

A motion was made by Council Member Erickson and seconded by Council Member Selberg to adopt said Resolution No. 108-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 108-18

A RESOLUTION APPROVING THE RELEASE OF PERMANENT EASEMENTS LOCATED IN THAT PART OF VACATED E. MADISON ST. LYING ADJACENT TO TRACT 1 IN THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 101 NORTH, RANGE 49 WEST OF THE 5TH P.M., MINNEHAHA COUNTY, SD, AND LOT 1 IN BLOCK 1 OF HIDDEN HILLS ADDITION TO THE CITY OF SIOUX FALLS, MINNEHAHA COUNTY, SD; TOGETHER WITH TRACT 2 (EX. LOT A) IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 101 NORTH, RANGE 49 WEST OF THE 5TH P.M., MINNEHAHA COUNTY, SD.

WHEREAS, the City of Sioux Falls, SD, no longer needs the permanent easement areas across the above-described real property, as shown on Exhibit A. Signed approvals from all public and private utilities are on file with the office of the City Engineer;

WHEREAS, the permanent public utility easements in, over, and upon vacated E. Madison St. lying adjacent to Tract 1 in the Northwest Quarter of Section 15, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, and Lot 1 in Block 1 of Hidden Hills Addition to the City of Sioux Falls, Minnehaha County, SD; together with Tract 2 (EX. Lot A) in the Southwest Quarter of Section 10, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, was reserved by City Resolution and filed in Book 240 of Misc. on page 774 in the office of the Register of Deeds for Minnehaha County, SD, on September 26, 2001;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That it approves the release of the permanent easement areas, as shown on attached Exhibit A, and affecting the real property described as that part of vacated E. Madison St. lying adjacent to Tract 1 in the Northwest Quarter of Section 15, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, and Lot 1 in Block 1 of Hidden Hills Addition to the City of Sioux Falls, Minnehaha County, SD; together with Tract 2 (EX. Lot A) in the Southwest Quarter of Section 10, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, and that the City Clerk shall cause to be recorded with the Register of Deeds, Minnehaha County, SD, a duly certified transcript of this resolution.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

20. A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING THE LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 3-18.

A motion was made by Council Member Erickson and seconded by Council Member Kiley to adopt said Resolution No. 109-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 109-18

A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING THE LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 3-18.

WHEREAS, on January 9, 2018, the City Council of the City of Sioux Falls adopted Resolution No.3-18 to vacate the public right-of-way described as "Lot H1 on Exhibit A" with said property being shown on the attached Exhibit A; and

WHEREAS, Exhibit A identified the property involved, but certain legal descriptions within Resolution No. 3-18 that was recorded by the Minnehaha County Register of Deeds on February 2, 2018, in Book 286 of Misc. on Page 158 were not completely described for filing by said Register of Deeds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the right-of-way described as Lot H1 in Resolution No. 3-18 is hereby corrected to read as follows:

Lot H1 in Lot H2 of the Southeast Quarter (SE1/4) of Section 13, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, as shown on Exhibit A.

And that all prior City acts based on such prior vacation is hereby ratified, and that the City Clerk shall cause to be filed with the Register of Deeds, Minnehaha County, SD, a duly certified transcript of this resolution.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

21. A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING A LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 4-18.

A motion was made by Council Member Erickson and seconded by Council Member Brekke to adopt said Resolution No. 110-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 110-18

A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING A LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 4-18.

WHEREAS, on January 9, 2018, the City Council of the City of Sioux Falls adopted Resolution No.4-18 to vacate the public right-of-way described as "Lot H1 on Exhibit A" with said property being shown on the attached Exhibit A; and

WHEREAS, Exhibit A identified the property involved, but certain legal

descriptions within Resolution No. 4-18 that was recorded by the Minnehaha County Register of Deeds on February 2, 2018, in Book 286 of Misc. on Page 159 were not completely described for filing by said Register of Deeds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the right-of-way described as Lot H1 in Resolution No. 4-18 is hereby corrected to read as follows:

Lot H1 in Lot H2 of Outlot 1 of Capitol Hill Addition to the City of Sioux Falls in the Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4) of Section 13, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, as shown on Exhibit A.

And that all prior City acts based on such prior vacation is hereby ratified, and that the City Clerk shall cause to be filed with the Register of Deeds, Minnehaha County, SD, a duly certified transcript of this resolution.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

22. A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING A LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 5-18.

A motion was made by Council Member Soehl and seconded by Council Member Kiley to adopt said Resolution No. 111-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 111-18

A RESOLUTION OF THE CITY OF SIOUX FALLS, SD, CORRECTING A LEGAL DESCRIPTION IN VACATION RESOLUTION NO. 5-18.

WHEREAS, on January 9, 2018, the City Council of the City of Sioux Falls adopted Resolution No.5-18 to vacate the public right-of-way described as "Lot H4 on Exhibit A" with said property being shown on the attached Exhibit A; and

WHEREAS, Exhibit A identified the property involved, but certain legal descriptions within Resolution No. 5-18 that was recorded by the Minnehaha County Register of Deeds on February2, 2018, in Book 286 of Misc. on Page 157 were not completely described for filing by said Register of Deeds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the right-of-way described as Lot H4 in Resolution No. 5-18 is hereby corrected to read as follows:



Lot H4 in the Southwest Quarter of the Southeast Quarter (SW1/4 SE1/4) and in Lot H2 of the Southwest Quarter of the Southeast Quarter (SW1/4 SE1/4) of Section 13, Township 101 North, Range 49 West of the 5th P.M., Minnehaha County, SD, as shown on Exhibit A.

And that all prior City acts based on such prior vacation is hereby ratified, and that the City Clerk shall cause to be filed with the Register of Deeds, Minnehaha County, SD, a duly certified transcript of this resolution.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

23. A RESOLUTION APPROVING THE 2019 AUDIT PLAN.

A motion was made by Council Member Selberg and seconded by Council Member Neitzert to adopt said Resolution No. 112-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 112-19

A RESOLUTION APPROVING THE 2019 AUDIT PLAN.

WHEREAS, the Audit Committee shall develop and submit to the City Council for approval an annual audit plan pursuant to Ordinance No. 120-05; and

WHEREAS, the Audit Committee has developed such a plan for 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the document attached to and part of this resolution entitled 2019 Audit Plan, City of Sioux Falls, is hereby approved.

That the Internal Audit Manager is authorized to carry out the audits and other projects as described in the 2019 Audit Plan.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

24. A RESOLUTION ESTABLISHING REPORTING STRUCTURES, PAY SCALES, AND EVALUATIONS FOR CITY COUNCIL-APPOINTED STAFF.

A motion was made by Council Member Erickson and seconded by Council Member Neitzert to adopt said Resolution No. 113-18.

Roll call vote to adopt. 8 Yes: Selberg, Soehl, Starr, Stehly, Brekke, Erickson, Kiley, Neitzert; 0 No: (None). Motion Passed.

RESOLUTION NO. 113-18

A RESOLUTION ESTABLISHING REPORTING STRUCTURES, PAY SCALES, AND EVALUATIONS FOR CITY COUNCIL-APPOINTED STAFF.

WHEREAS, Section 2.08 of the Charter of the City of Sioux Falls authorizes the City Council to appoint an officer of the City who shall oversee the operations of the City Clerk's Office and therefore shall carry the title City Clerk; and

WHEREAS, Section 2.10 of the Charter of the City of Sioux Falls authorizes the City Council to provide for an independent audit of all City accounts and may provide for more frequent audits as necessary; and

WHEREAS, the Internal Audit Manager and the Internal Auditor will have structural reporting authority to the City Council's Audit Chair; and

WHEREAS, the City Clerk, Budget Analyst, and City Council Operations Manager will have structural reporting authority to the City Council's Operations Chair; and

WHEREAS, the City Council will maintain market-competitive salary ranges for the positions of Budget Analyst, City Clerk, Internal Audit Manager, Internal Auditor, and City Council Operations Manager; and

WHEREAS, the City Council shall determine the scope and nature of the work of the Budget Analyst, City Clerk, Internal Audit Manager, Internal Auditor, and City Council Operations Manager;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

1. Each City Council-appointed position shall have a designated nine-step pay scale from minimum to maximum.

- a. The 2019 biweekly salary scale for the Budget Analyst shall be as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
\$2277.60	\$2399.20	\$2513.60	\$2628.80	\$2744.00	\$2862.40	\$2979.20	\$3094.40	\$3209.60

- a. The 2019 biweekly salary scale for the City Clerk shall be as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
\$2698.40	\$2845.60	\$2993.60	\$3143.20	\$3290.40	\$3438.40	\$3589.60	\$3734.40	\$3884.00

- a. The 2019 biweekly salary scale for the City Council Operations Manager shall be as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
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\$2788.00 \$2946.40 \$3103.20 \$3259.20 \$3416.80 \$3568.80 \$3728.80 \$3884.80 \$4042.40

a. The 2019 biweekly salary scale for the Internal Audit Manager shall be as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
\$2474.40	\$2606.40	\$2740.00	\$2871.20	\$3004.80	\$3137.60	\$3268.00	\$3401.60	\$3534.40

a. The 2019 hourly salary scale for Internal Auditor shall be as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
\$27.02	\$28.25	\$29.46	\$30.78	\$32.19	\$33.62	\$35.15	\$36.66	\$38.34

1. City Council employees shall progress through the applicable nine-step salary scale as follows:

From Step To Step Waiting Period in Months

1	2	12
2	3	12
3	4	12
4	5	12
5	6	24
6	7	24
7	8	24
8	9	24

1. Employee progression through the pay scale is contingent upon satisfying the requisite waiting period as identified above and achieving satisfactory performance as documented utilizing applicable employee performance evaluation forms made available through the City's Human Resources department. An employee step advancement may be delayed or denied based upon documented performance.

2. Performance reviews shall be conducted according to the following table:

Job Title	Immediate Supervisor/ Reviewer	Council Authorization
Auditor	Internal Audit Manager	Audit Chair
Internal Audit Manager	Audit Chair	Audit Chair
Assistant City Clerk	City Clerk	Council Chair or Vice-Chair
City Clerk	Operations Committee Chair	Council Chair or Vice-Chair
Budget Analyst	Operations Committee Chair	Council Chair or Vice-Chair

Chair

Council Operations Manager Operations Committee Chair Council Chair or Vice-Chair

In the event of an emergency or absence of the immediate supervisor/reviewer, the Council Chair may designate a Council member or Committee representative to conduct a particular performance review in order to maintain continuity of operations.

1. Any performance/step increase shall be in addition to any inflation adjustment and shall be effective on the employee's anniversary date.
2. The City Council's appointed employees' salary scales will be modified on the first full pay period of the calendar year to reflect any adopted inflation adjustment to the assigned salary range.
3. The Director of Human Resources shall assist the City Council in ensuring market-competitive salary ranges and adherence to federal, state, and City employment practices.
4. The City Council may modify these provisions in any one calendar year based on budgetary reasons or at their discretionary authority.

Date adopted: 12/11/18 .

Paul TenHaken

Mayor

ATTEST:

Thomas M. Greco

City Clerk

NEW BUSINESS

There was none.

ADJOURNMENT

A motion was made by Council Member Erickson and seconded by Council Member Selberg to adjourn at 8:30 p.m.

Voice vote to adjourn. Motion Passed.

Denise D. Tucker, MMC, Assistant City Clerk