

**MINUTES**  
**COMMITTEE-OF-THE-WHOLE WORK SESSION**  
**July 15, 2019**  
**City Hall Council Chambers**

**PRESENT:** Mayor Stiehm. Council Members Paul Fischer, Rebecca Waller, Jason Baskin, Joyce Poshusta, Laura Helle, Council Member-at-Large Jeff Austin

**ABSENT:** Council Member Steve King

**STAFF PRESENT:** City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Public Works Director Steven Lang, Parks and Recreation Director Kevin Nelson, Assistant City Engineer Mitch Wenum, GIS Specialist Adam Meade and City Clerk Ann Kasel

**ALSO PRESENT:** Austin Daily Herald, Public

Mayor Stiehm opened the meeting at 5:41p.m.

**Item No. 1 – GIS Presentation**

Assistant City Engineer Mitch Wenum and GIS Specialist Adam Meade presented an overview of the proposed (Graphic Information System) GIS program the City would like to purchase. Mr. Meade stated GIS is a framework for gathering, managing and analyzing data and can be used for many government functions. The system provides much more information than the current AutoCAD system. The system would share information with Austin Utilities and Mower County and the information that is being collected through the I & I sewer project would be great to put in the system. The annual subscription would be \$12,500 and would be paid for through the sanitary and storm user fund for 2020.

For Council information only; no additional Council action needed at this time.

**Item No. 2 – Vacant Building Registration Ordinance**

Planning and Zoning Administrator Holly Wallace presented a proposed vacant building registration ordinance. She stated the purpose of the ordinance is to protect public health, safety and welfare by identifying and regulating vacant buildings in the City. A building would be classified as vacant if it met one or more of the following criteria: in lien foreclosure; windows, doors boarded or multiple doors and windows broken; doors damaged and open to trespass; property is without utility services; trash or debris has accumulated; law enforcement has at least two reports of trespass, vandalism or other illegal acts within 12 months; or yards and vegetation are not within city code. There would be a fee to register each vacant building and it would prevent some property owners from avoiding to repair rental properties by leaving them vacant.

She stated she would like to keep an informal list of vacant structures for the time being and may move forward with an ordinance in the future.

For Council information only; no additional Council action needed at this time.

**Item No. 3 – Honorary Council Member Comments**

Honorary Council Member Solomon Paul stated he was part of the Police Civil Service commission and he really enjoyed the process and learned a lot.

**Item No. 4 – Administrative Report**

None.

**Item No. 5 - Open Discussion**

Council Member-at-Large Austin requested a rental housing progress update.

Planning and Zoning Administrator Holly Wallace stated she would provide the update at the next work session.

Moved by Council Member-at-Large Austin, seconded by Council Member Poshusta, adjourning the meeting at 6:03 p.m.

Respectfully Submitted,

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Ann M. Kasel  
City Clerk