

WORK SESSION TOPICS  
NOVEMBER 28, 2016

1. Items for future agenda:

- A. Review and discuss requested changes to draft ordinance language restricting solid waste pickup hours and exception policy. (20 minutes)

Attachments-Updated draft ordinance  
Draft exception policy

Potential questions for discussion:

1. Does the updated draft ordinance provide the clarification regarding dwelling units in the residential zone that was desired?
2. Does the exception policy draft address the appropriate competing interests of the business needs with the adjacent resident desires?  
  
If not, what changes/additions would you like?
3. Are you satisfied with the exception and appeal process outlined?  
  
If not, what changes would you like?
4. Should there be a fee for the exception process?

Note: With the notifications to residents within 300 feet, the estimated postage plus staff time is approximately \$70 to \$100.

- B. Budget discussion on remaining 2017 items (20 minutes)

1. Proposed Cameras

Proposed 2017 budget includes \$6,300 for (4) night vision video only cameras and the storage unit. It is expected that a grant from the City's insurance carrier may cover 1/2 of the cost.

Potential questions for discussion:

1. Are you comfortable with the \$6,300 as proposed for this item?

2. Mission Creek Restroom

Total project cost is estimated at \$319,000 and Tribal 2%

allocation received = \$80,000.

Potential questions for discussion:

1. Are you comfortable with moving forward with the design and construction of this restroom in 2017 as proposed?

### 3. Free City-Wide brush pickup

Curbside brush pickup is currently a fee for service program with the fees set at approximately 1/2 of the cost. \$38,000 has been set aside for potential use as a city-wide brush pickup if a large storm ever went through the city.

Potential questions for discussion:

1. Does the City Commission want staff to analyze the estimated cost of one free city-wide brush pickup in 2017 and also recommend what time of year would be best for such a service?

2. Commissioner Ideas for Potential Future Topics:  
Attachment-Current tentative list

(5 minutes)

§ 50.12 MATERIAL COLLECTION LICENSES.

(A) No person or organization shall engage in the business of collecting or disposing of refuse, leaves, yard waste, or recyclable material without first obtaining a material collection license in the manner outlined in this section. The city expressly reserves the right to restrict the collection of residential refuse and recycling materials to a city designated contractor.

(B) No material collection license shall be issued except upon application to the City Clerk. At a minimum, the application must include the following information:

(1) A description of the methods and equipment which the applicant proposes to use for collecting refuse, leaves, yard waste and/or recyclable material in the city.

(2) A description of the type of collection to be provided and the part of the city which it will affect.

(3) A plan for meeting the pre-collection requirements outlined in § 50.06.

(4) Proof of liability insurance as required by city policy.

(5) A plan for meeting all collection and disposal requirements outlined in other relevant city, county, state and federal regulations as appropriate.

(6) The name and address of the city-designated site or sites to be used to dispose of each material collected.

(C) The City Clerk shall submit all such applications to the ~~City Manager~~ Director of Public Works who may approve the applications of such persons or organizations as deemed to be in the best interests of the city and its inhabitants.

(D) The Commission may establish by resolution a license fee to be paid by the applicant upon receipt of the material collection license.

(E) Whenever an application made hereunder has been approved by the ~~City Manager~~ Director of Public Works, the City Clerk shall, upon payment of any established fee by the applicant, issue a material collection license.

(F) Unless revoked under circumstances hereinafter provided, every material collection license shall expire on the next succeeding January 1 following its issuance.

(G) The city may restrict the number of material collection licenses issued and the scope of service of such licenses based on the geographic area to be serviced; the population sector to be served such as residential, commercial, or rooming house; the type of material be collected; the points of collection such as the curb, alley, or other location; and/or the schedule of such collections. A license may only be used for the scope of services expressly stated in the material collection license.

(H) A material collection license issued under this chapter may be revoked if any part of this chapter or other relevant city, county or state regulation is violated or if the terms of the license are violated.

(I) No licensed collector shall dispose of refuse, leaves, yard waste and/or recyclable material at sites other than those specified in the terms of the collectors material collection license.

(J) In residential zones and on commercially zoned property that directly abuts residential zones that have dwelling units, no collection of refuse or recycling shall occur before 7:00 a.m. or after 8:00 p.m. The City Commission may approve a policy that allows for exceptions to the 7:00 a.m. start time under extenuating circumstances.

(Ord. 745, passed 2-8-93; Am. Ord. 905, passed 12-13-04) Penalty, see § 50.99

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## Solid Waste Pickup Times Exception Policy

**Purpose:** Residents requested the City Commission restrict trash collection hours in a way that avoids emptying dumpsters in early morning to eliminate the beeping and banging that awakens those residents. Waste haulers seek a cost effective method for trash collection based on business necessity, scheduling and dumpster location.

**Objective:**

Establish an exception policy which would allow waste haulers to collect refuse before 7:00 A.M. for business necessity, scheduling, or dumpster location reasons.

**Policy:**

Ordinance 50.12 restricts refuse collection hours, including dumpsters, in residential zones and commercially zoned property that directly abuts residential zones that have dwelling units, so that refuse and recycling collection do not occur before 7:00 a.m. or after 8:00 p.m., The following exception procedure is implemented to allow for reasonable and cost effective refuse collection while maintaining reasonable restrictions that reduce disruption to residents.

**Procedure:**

- A. Refuse haulers, on behalf of businesses that claim undue hardship or unusual circumstance, may apply for an exemption allowing refuse pickup before 7:00 A.M. by providing:
  - 1) Application signed by the business owner establishing a business need for collection before 7:00 A.M.
  - 2) Explanation of why the dumpster location or scheduling will not resolve the issue.
  - 3) The dumpster location and the number of resident dwellings within 300 feet.
  - 4) The time of day the hauler would be collecting if the waiver is granted.
- B. Public works staff will send a notification to residents within 300 feet of the request for an exception and allow ten (10) days for written comment.
- C. The DPW Director will consider the request, the public input received, and the factors listed above keeping in mind the above purpose and make a decision on the request. The exception, if granted, will last for one year. The business owner or waste hauler must re-apply annually if they wish to continue refuse collection outside the City ordinance times.
- D. If the exception is approved by the DPW Director, a letter will be sent to the waste hauler, business owner, and residents within 300 feet advising them of the approved collection time. The affected residents may appeal to the City Commission for reconsideration on a form provided by DPW. The appeal will be placed on the next available City Commission Agenda. The City Commission will decide on the exception request. The decision of the City Commission is final.

- E. If the request is denied by the DPW Director, the business owner or refuse hauler may appeal to the City Commission for reconsideration on a form provided by DPW. The appeal will be placed on the next available City Commission Agenda. The Commission will decide on the exception request. The decision of the City Commission is final.

## Tentative Topics for Work Sessions

### December 12

1. None Planned

### Future Meetings Potential List

1. Discussion to understand new medical marijuana legislation and discuss parameters for ordinance draft.
2. Public input/community engagement models
3. Changes to Purchasing Policy including contracts with a City employee (by April)
4. City Commission committee structure/function
5. Downtown Incubator Program (Waiting on all requests from DDB)
6. Changes to Downtown policies on outdoor seating and merchandise displays as recommended by the Downtown Development Board (DDB) (Waiting for recommendation from DDB)
7. Brownfield Policy discussion regarding potential limitations/parameters (1<sup>st</sup> quarter 2017)
8. Guidelines/best practices for Complete Streets implementation (1<sup>st</sup> quarter 2017)
9. Police statistics-desired outcomes and uses
10. Outdoor burning regulations-updated draft ordinance for discussion.
11. Homeowner Loan and Emergency Program (dependent on when information received from State)
12. Mosquito control options