



OPERATIONS COMMITTEE
VILLAGE GREEN MUNICIPAL BUILDING
TUESDAY
February 16, 2021
6:30 PM

ATTENDANCE:

The meeting began at 6:30 p.m. and was conducted via Zoom. Those present included: Daniel Swartwout (Chairman), Melissa Riggins, Heather Karr, Frank Bertone, Councilmembers; Ryan Herchenroether, Citizen Representative; Andrew White, City Manager; Stephen Hrytzik, Chief of Police; Megan Canavan, Assistant City Manager; Jeff Tyler, Community Development Director; Claudia Husak, Planning Director; Chris Huber, City Engineer; Aaron Scott, Assistant City Engineer; Yazan Ashrawi, Law Director (late); Karen J. Mitchell, City Clerk; and other interested parties. Heather Gonzalez, Citizen Representative, was absent.

APPROVAL OF MINUTES: The minutes of January 19, 2021 were approved as written.

NEW ITEMS:

- a. **Snow Removal Operations:** Andy updated the group on the current snow removal plan in light of the recent snowstorms, and some of the changes that have been made under Jeff's supervision. Jeff mentioned that they received a few complaints and how it was resolved. Once the snow season is over, he intends to present a more comprehensive report on the City's snow response.
- b. **Designated Outdoor Refreshment Area (DORA):** Based on the positive feedback to the DORA, Andy seeks to have an extension of the DORA through at least the end of 2021. Some other considerations could be an extension of the hours (11 am to 10 pm) and potentially adding additional days (Thursday). Megan went over the feedback from the stakeholder survey.

ACTION PLAN: The committee okayed moving forward with current model of the DORA into 2021, but would like to continue to discuss some of possible expansion suggestions at the next meeting.

- c. **Seldom Seen Park**

Rebranding, Ribbon Cutting Ceremony & Partnerships & Fee Schedule and Policy for Field Usage

Staff seeks policy direction on whether to rent the fields to residents or to do a more contractual approach. If the fields are rented for tournaments, the proposal is that it be operated like a special events permit. Megan also reviewed some of the updates to the proposed field usage fees. Once approved, it will require a Code update.

ACTION PLAN: The committee recommended taking this to the Finance Committee.

- d. **Community Development Plan:** Jeff went over his analysis report of the newly created Community Development Department, the subdivisions, along with observations/suggestions for each department. He looks at this as a living document, subject to change as time progresses and conditions change. Jeff also went over a proposal for process improvement consulting.
- e. **Community Attitude Survey Update:** This survey is currently be conducted by Saperstein & Associates. Once completed, Mr. Saperstein will report his findings to Council, probably at one of the April meetings.
- f. **Community Diversity Advisory Committee Update:** Dan reviewed the 7 applicants with the committee. There are 5 seats available, and terms will be staggered for 2 and 1-year periods so terms do not expire at the same time.

ACTION PLAN: This will go to Council tonight during executive session.

ADJOURNMENT: Having no further business to come before the Committee, the meeting was adjourned at 7:27 p.m.