

**COORDINATING COMMITTEE, A STANDING COMMITTEE OF THE COMMON COUNCIL**

Time & Place: Wednesday, December 3, 2014, at 5:30 pm., in Council Chambers at City Hall  
Members Present: Wagner (C), Nagle, Rasmussen, Oberbeck, Abitz, Mielke, Winters  
Others Present: Jacobson, Rayala, Giese, Groat

Noting a quorum of members present Chairperson Wagner called the meeting to order.

**Discussion of identification and assignment of issues to committee(s) regarding the following matters:**

**1. Staff Progress Reports: regarding completion of the 2015 Citywide Revaluation**

Wagner – wants to be certain that the council/committees know when things are due, prior to the issues coming due.  
Rasmussen – recommends Finance Committee take up this issue, with monthly reporting  
Wagner – suggested that Giese meets with the Mayor monthly on the re-evaluation progress.  
Oberbeck – would like to see comparable examples of where the re-evaluations are compared to previous years

Approved by consensus to have the Finance Committee handle this issue as described above.

**2. Preparation of Request for Proposal for Garbage/Recycling services and evaluation of responses**

Oberbeck – suggested Public Health & Safety (PH&S) takes up this issue (type of service, frequency of pick up, needs of the contract, etc.)  
Groat – explained that an RFP was already done in July and can be reviewed by the PH&S Committee  
Winters – recommended following what Weston did by creating a task force with citizen member, a representative from the county dump, etc.  
Groat – suggested the RFP be shared with the garbage companies to see what they feel needs to be added for improvements  
Groat – said that the RFP must go out by March

Approved by consensus in the month of December, the Mayor is to create a task force from the following people: citizen, garbage company representative, a committee member, the Finance Director (Groat's department is to take the lead on the RFP) in December

**3. CCITC prioritization of City projects and staff progress reports**

Wagner – explained that this would be a staff person who would attend the IT Prioritization Committee meetings and report back to the committee where the City's projects are in the ranking.  
Rasmussen – recommended the Human Resources Committee  
(Currently Groat is on the IT Prioritization Committee)  
Wagner – suggested Groat stay on the IT Committee  
Winters - suggested Hite take over the duty  
Nagle – suggested both Groat and Hite be on the IT Prioritization Committee

Approved by consensus that Hite is to be on the Prioritization Committee and report to the Mayor and the Mayor reports to the Human Resources Committee

Motion by Nagle, second by Rasmussen to adjourn. Motion passed unanimously. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Toni Rayala  
City Clerk