

**I. CALL TO ORDER.**

A regular meeting of the City Council of the City of Litchfield was held in the City Council Chambers at the City Hall on Monday, May 21, 2018, commencing at 5:30 p.m. Mayor Johnson called the meeting to order.

**A. ROLL CALL:**

Mayor	Keith Johnson	Present	until 7:00 p.m.
Council Member-at-Large	Ron Dingmann	Present	
Council Member Ward I	Mike Boyle	Present	
Council Member Ward II	Darlene Kotelnicki	Present	
Council Member Ward III	Betty Allen	Present	
Council Member Ward IV	Vern Loch, Jr.	Present	
Council Member Ward V	Sara Miller	Present	
City Administrator	Dave Cziok	Present	
Assistant City Administrator	Joyce Spreiter	Present	
Operations Coordinator	Mario Provencher	Present	
Operations Engineer	Mike Geers	Present	
Parks Foreman/Arena Manager	Chadd Benson	Present	
City Attorney	Mark Wood	Present	
Assistant City Engineer	Chuck DeWolf	Present	
Independent Review	Amy Wilde	Present	
KLFD	Tim Bergstrom	Present	

**B. MAYORAL PROCLAMATION:**

Mayor Johnson provided a proclamation that the “2018 Vegetable of the Year is the Beet” as part of an initiative which started 7 years ago called One Vegetable, One Community. The initiative stresses the importance of vegetables, healthy eating and a healthy community. No formal action was taken.

**II. CONSENT AGENDA -**

Each item on the Consent Agenda was considered. No items were added or deleted.

**A. COUNCIL MINUTES TO APPROVE:**

- 1. City Council Meeting – May 7, 2018

**B. FINANCIAL REPORTS TO APPROVE: None.**

**C. CLAIMS TO AUTHORIZE FOR PAYMENT –**

- 1. Computer List of Bills for \$160,768.16

**D. OTHER PAYMENTS: None.**

**E. ORDINANCES – SECOND READINGS: None.**

**F. LICENSES:**

- 1. Lawful Gambling Permit – Kiwanis Club of Litchfield

**CITY OF LITCHFIELD  
 RESOLUTION NO. 18-5-84  
 LAWFUL GAMBLING PERMIT FOR AN EXEMPT  
 ORGANIZATION THE KIWANIS CLUB OF LITCHFIELD, MINNESOTA**

Resolution No. 18-5-84 – Cont’d.

**WHEREAS**, an application for a lawful gambling license exemption was considered from the Kiwanis Club of Litchfield, Minnesota,

**NOW, THEREFORE, BE IT RESOLVED** to approve the application for an Exemption from a Lawful Gambling license for the Kiwanis Club of Litchfield, Minnesota on September 28, 2018 at Peter’s On Lake Ripley, 405 W Pleasure Drive, Litchfield, MN, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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MAYOR

**G. OTHER ROUTINE MATTERS:**

- 1. 2018-2019 Workers Compensation Insurance Renewal -

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-83  
2018-2019 WORKERS COMPENSATION INSURANCE RENEWAL**

**WHEREAS**, the City has had satisfactory insurance coverage with the League of Minnesota Cities Insurance Trust for several years,

**NOW, THEREFORE, BE IT RESOLVED** to enter into an Agreement with the League of Minnesota Cities Insurance Trust for renewal of Worker’s Compensation Insurance coverage from June 15, 2018 to June 15, 2019, and at the estimated annual premium in the amount of \$157,994.00, and

**BE IT ALSO RESOLVED** to authorize the Assistant City Administrator to sign the Agreement on behalf of the City of Litchfield.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

- 2. Employment Offer -

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-86  
EMPLOYMENT OFFER FOR  
TEMPORARY PART-TIME POSITIONS**

**WHEREAS**, the City needs employees for temporary part-time positions, and

**WHEREAS**, the funds to fill these positions were approved in the 2018 Budget, and

**WHEREAS**, the supervisors will adjust the wage schedule for 2018 temporary part-time employees to fill these positions, and

Resolution No. 18-5-86 – Cont’d.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Litchfield to offer 2018 temporary part-time employment with the City of Litchfield, to the following:

<u>Department</u>	<u>Re-Hires</u>	<u>New Hires</u>
<u>Golf Course</u>	Eugene Kadelbach Mark Johnson Gavin Manning Adrian Meyer Kyle Olson Sara Tierney	
<u>Parks</u>	Marshall Carlson Dennis Jaster Gerald Jaster Jacob Jones Jakob Schermann	Jon Madsen
<u>Pro-Shop</u>	Livia Behnke Shannon Bode Collin Danner Daniel Fank Malaney Huhner Bryce Kuechle Joseph Langemo Shannon Loch Alexandra Tipka	Ellery Jones
<u>Compost</u>	Gary Groskreutz Don Moyer	
<u>Cemetery</u>	Larry Dahl Ron Piepenburg	

Adopted by the City Council this 21st day of May, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

H. COMMUNICATIONS TO REVIEW :

1. Minutes & Reports:
  - a. Library Board Minutes – April 24, 2018
  - b. Planning Commission Minutes - May 14, 2018

After review, it was moved by Council Member Allen, seconded by Council Member Loch, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-87  
APPROVING CONSENT AGENDA**

**WHEREAS**, the Consent Agenda has been assembled and presented, and

**WHEREAS**, all requests to have items removed have been duly noted,

**NOW, THEREFORE, BE IT RESOLVED** to approve the Consent Agenda as presented except for items, if any, which were requested to be removed for individual consideration.

Adopted by the City Council this 21st day of May, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

**III. TIMED ITEMS** – None.

**IV. ACKNOWLEDGEMENT OF AUDIENCE/PRESENTATIONS** –

**A. LITCHFIELD LIONS REQUEST** –

Dave Solbrack, representing the Litchfield Lions, addressed the Council with a proposal to consider concerning replacement of the wooden playground located in Lions Park. He discussed a potential grant available that could offset the costs. City Administrator Cziok recommended that City staff arrange for a public sale of the old equipment, adding the equipment does need some maintenance.

After review, it was moved by Council Member Dingmann, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-88  
APPROVING LIONS PARK PLAYGROUND EQUIPMENT IMPROVEMENTS**

**WHEREAS**, the Litchfield Lions wish to update the wooden playground in Lions Park originally purchased by the Lions, and

**WHEREAS**, the Litchfield Lions have reviewed options and recommend a Rainbow Play System for Council consideration, and

**WHEREAS**, the cost estimate of replacing the existing playground equipment is \$12,448, and

**WHEREAS**, the Litchfield Lions committed to funding \$2,000 upfront and \$1,000 annually for the next 5 years,

**WHEREAS**, the Litchfield Lions are requesting the Council consider partnering in the project by providing the initial financing, less the \$2,000 committed, along with funding up to 50% of project costs, and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves the request by the Litchfield Lions for the Rainbow Play System upgrade at Lions Park in the amount of \$12,448, and

Resolution No. 18-5-88 – Cont’d.

**BE IT FURTHER RESOLVED** that the City provide initial financing of the project, less the \$2,000 committed by the Litchfield Lions, with Litchfield Lions reimbursing the City \$1,000 annually for the next 5 years, and

**BE IT FURTHER RESOLVED** that the City participate in funding up to 50% of the costs.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

**B. CONVENTION AND VISITORS BUREAU –**

Judy Hulterstrom, Executive Director for the Chamber of Commerce, provided a presentation to the Council on implementing a Convention Visitor’s Bureau (CVB). She outlined what a CVB provides and added that it is essentially a marketing arm of the City and community. She explained the targeting audience identified by the Steering Committee and discussed partnering with other area CVBs. Hulterstrom discussed all of the amenities that Litchfield offers that could be marketed. She provided funding options to support a CVB including a lodging tax and implementing a CVB membership fee, along with outlining how the funds would be used. She asked for Council support of the concept in order to continue pursuing a CVB. Upon Council inquiry, Hulterstrom responded that establishments impacted by a lodging fee were contacted however they were waiting yet on response back from the Knights Inn. Council Member Boyle clarified that the lodging fee would be a tax paid by the individual using the facility.

It was moved by Council Member Dingmann, seconded by Council Member Kotelnicki, to approve the concept of implementing a Convention Visitor’s Bureau (CVB) and that revenue and expenditure projections be prepared for further Council consideration. Upon roll call vote, all members present voted aye, whereupon the motion was declared adopted.

**V. COMMISSION RECOMMENDATIONS –**

**A. PLANNING COMMISSION**

**1. Variance Request - By BE Larson LLC – 725 East Depot St –**

Council Member Boyle provided the findings and recommendations of the Planning Commission.

After review, it was moved by Council Member Boyle, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-85  
GRANT VARIANCE TO BE LARSON, LLC  
FOR PROPERTY LOCATED AT 725 E DEPOT STREET**

**WHEREAS**, the Planning Commission held a hearing on May 12, 2018, on a request for a variance by BE Larson, LLC to allow construction of an addition up to five (5’) feet from the side yard line, and a reduction in the minimum required parking spaces of 8 spaces, and

Resolution No. 18-5-85 – Cont’d.

**WHEREAS**, the Litchfield Planning Commission, upon review of their summation of the findings of facts, as follows, has recommended that this variance be granted and they referred the application to the City Council for final action, and

**WHEREAS**, the variance is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan, and

**WHEREAS**, the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance, and

**WHEREAS**, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and

**WHEREAS**, the variance will not alter the essential character of the locality, and

**WHEREAS**, the purpose of the request is not solely financial, and

**BE IT RESOLVED** by the City Council of the City of Litchfield that a variance be granted to BE Larson LLC at 725 E Depot Street, to construction of an addition up to five (5') feet from the side yard line, and a reduction in the minimum required parking spaces of 8 spaces. Property is legally described as:

Parcel No. 27-1702001,  
Part of Lot C, also described as Block C, of Chandler’s Subdivision of the Northwest Quarter (NW¼) of Section Thirteen (13), Township One Hundred Nineteen North (119-N), Range Thirty-one West (31-W), described as follows: The East 270.35 feet of Lot C, as described as Block C, lying North of the Northerly right-of-way line of Trunk Highway 12, as now located and also subject to the right-of-way of Gorman Avenue as now located.

Together with a non-exclusive perpetual easement for purposes of ingress and egress over and across part of the West 196.70 feet of the East 467.05 feet of Lot C, also described as Block C, of Chandler’s Subdivision of the Northwest Quarter (NW¼) of Section Thirteen (13), Township One Hundred Nineteen North (119-N), Range Thirty-one West (31-W), described as follows: Commencing at the northeast corner of said West 196.70 feet of the East 467.05 feet; thence southerly, along the east line thereof a distance of 123.77 feet to the point of beginning of said easement; thence westerly deflecting to the right 90° 33’23”, a distance of 53.59 feet; thence southerly deflecting to the left 80°00’00”, a distance of 28.16 feet; more or less, to the northerly right of way line of Trunk Highway No. 12 as now located; thence southeasterly along said right of way line to the intersection with said east line; thence northerly, along said east line to the point of beginning of said easement,

City of Litchfield, Meeker County, Minnesota

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

\_\_\_\_\_  
MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

**VI. COMMITTEE REPORTS** – None.

**VII. LEGAL CONSIDERATIONS – None.**

**VIII. BUSINESS –**

**A. 2018 STREET IMPROVEMENTS –**

Assistant City Engineer Chuck DeWolf addressed the Council concerning the proposed 2018 Frontage Road and Overlay Improvements.

After review, it was moved by Mayor Johnson, seconded by Council Member Dingmann, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-89  
APPROVING PLANS AND SPECIFICATIONS FOR THE  
2018 FRONTAGE ROAD AND OVERLAY IMPROVEMENTS  
AND AUTHORIZING ADVERTISEMENT FOR BIDS**

**WHEREAS**, the Council authorized the preparation of plans and specifications for the 2018 Frontage Road and Overlay Improvements, and

**WHEREAS**, plans and specifications have been completed which include Frontage Road Improvements from CSAH 34 to the existing frontage road by AmericInn and Street Overlay Improvements, and

**WHEREAS**, the Council has reviewed a proposed project schedule,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves the plans and specifications and authorizes advertisement for bids for the 2018 Frontage Road as outlined and Overlay Improvements.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

\_\_\_\_\_  
MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

**B. WATERPLANT BACKUP POWER –**

City Administrator Cziok discussed the failure of the backup power at the water plant and the need to repair or replace the equipment in its entirety.

After review, it was moved by Council Member Loch, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-90  
AUTHORIZE WATER PLANT BACKUP POWER  
SWITCHGEAR REPLACEMENT**

**WHEREAS**, the automatic function of the backup power for the water plant has failed after 18 years of operation, and

**WHEREAS**, staff has the ability to manually start the generator to supply backup power in the event of an emergency, and

Resolution No. 18-5-90 – Cont'd.

**WHEREAS**, it would be in the best interest of the City that the automatic function be operational for continued operations of the water plant should power fail, and

**WHEREAS**, the City has received estimates to repair and replace the equipment, and

**WHEREAS**, staff recommends replacing the entire switchgear,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves the proposal by Ziegler Power Systems in the amount of \$18,161, not including installation, for replacement of the entire switchgear.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Approved:

Attest:

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MAYOR

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ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

**C. WORKFORCE NEEDS –**

City Administrator Cziok discussed the needs identified by staff as outlined at the Council Work Session held on May 7, 2018. He reminded the Council that the proposed positions are not adding to existing staff but are adjustments intended to meet existing and future needs.

**1. Golf Course Technician –**

City Administrator Cziok discussed the new position of Golf Course Technician and recommended approving the job description and appointing current temporary full time employee Bryce Manning to the position based upon his previous and current employment status with the City and some formal training in golf course and pro-shop management. He explained that this was a full time position with 9 months employment at the Golf Course and 3 months at the Street Department.

After review, it was moved by Mayor Johnson, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-91  
APPROVE GOLF COURSE TECHNICIAN POSITION AND JOB DESCRIPTION  
AND APPOINT BRYCE MANNING TO POSITION**

**WHEREAS**, City staff has reviewed the organizational needs, and

**WHEREAS**, an organizational needs assessment was completed concerning the administrative department further identifying the needs, and

**WHEREAS**, City administration has developed a new position of Golf Course Technician to assist the Operations Coordinator in the daily workflow and responsibilities at the golf course, and

May 21, 2018

**WHEREAS**, Bryce Manning has been a permanent part time golf course grounds worker and has shown the ability to assume some of the golf course responsibilities,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves the Golf Course Technician position and job description, and Resolution No. 18-5-91 – Cont’d.

**BE IT FURTHER RESOLVED** that Bryce Manning be appointed to the position of Golf Course Technician at 90% of Pay Grade 2.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Approved:

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

2. Public Works Supervisor –

City Administrator Cziok discussed the new position of Public Works Supervisor. He explained that the position involves day to day supervision of mainly Street Department employees, however because of the cross-training that takes place on a regular basis the position will have non Street Department employees assigned from time to time. He added that the goal in adding these positions is to free up some time for Operations Coordinator Mario Provencher to assist in higher level management needs.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-92  
APPROVE PUBLIC WORKS SUPERVISOR POSITION AND JOB DESCRIPTION**

**WHEREAS**, City staff has reviewed the organizational needs, and

**WHEREAS**, an organizational needs assessment was completed concerning the administrative department further identifying the needs, and

**WHEREAS**, City administration has developed a new position of Public Works Supervisor to assist the Operations Coordinator in the daily workflow and responsibilities, and

**WHEREAS**, City administration recommends posting within the Public Works Departments for potential eligible candidates,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves the Public Works Supervisor position and job description, and

**BE IT FURTHER RESOLVED** that administration be authorized to post said position internally for existing employees for 10 days.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Approved:

Attest:

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MAYOR

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ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

D. USAQUATICS PRESENTATION DISCUSSION –

Mayor Johnson discussed the recent public engagement on the outdoor pool facility concept provided by USAquatics and asked for Council input. The Council discussed the concept at length. Council Member Miller said she thought it was good information and that Tom Shaffer of USAquatics does a good job with estimates and providing a visual. She said she has talked to a lot of people and has been hearing just get it done. Mayor Johnson said the site needs to be determined, adding the infrastructure, parking, the water table, and financing need to be looked at. He suggested that administration come up with a concept by the end of June for the community to see and come to an agreement on the site. Council Member Kotelnicki said that the Council needs to provide direction to City staff. She agreed with Council Member Miller and the number one thing she has been hearing is just do it. She added she is prepared to look at location, talk about the project, but has some questions on the financing. Council Member Allen reiterated that she has heard just get it done and that concern has been expressed about the goose poop. Mayor Johnson said that the Lake Ripley location makes a central place for recreation. He recommended approval of the site at tonight's meeting. He added once a site has been determined USAquatics could work on a concept. Council Member Miller responded she felt the concept is already there and the problem has been the concept keeps changing. She said she has heard disagreements on the location because it is on the south side of town where all the other activities are on the northeast side of town. However, she added that people have said don't let the location be a reason for stalling on the project.

Council Member Dingmann said there are a lot of unanswered questions such as the goose poop issues; another being the location, adding that he has heard both locations; the lake location is a destination however there is a cost of moving the road and no concrete numbers on that. Another thing, he added, is the wind coming off the lake and how that would be addressed. He thinks the concept is there and that the pool will happen, however there are a lot of unanswered questions before he can commit. Council Member Allen said that Mr. Shaffer did have an answer for the wind with mesh fencing. Council Member Dingmann inquired as to how long it would take administration to get an accurate figure on moving the road. City Administrator Cziok responded that the engineers could provide a target amount quickly but a more accurate number would require locates for other infrastructure out there and gets a little bit more in depth. He said a reliable estimate could be provided in two weeks. Mayor Johnson questioned whether the road needed to be moved. It was agreed, by consensus that the road needed to be moved for parking purposes. Council Member Kotelnicki inquired about the financing package and recommended more information be gathered before too many decisions were made.

Council Member Loch inquired as to whether or not the City had \$3.5 million on hand if a referendum was not required, otherwise this would be a taxed item. He said he liked the idea of a referendum. He explained that 2 months ago the City was talking about an enclosed pool and now we are looking at an outdoor pool. Council Member Loch said the community needs to determine is this an outdoor or indoor pool. He inquired as if the Council was even on the same page. He added the splash pad isn't even built yet and questioned whether that should be looked at to see what that generates. Council Member Loch questioned the financing in that we do not have a plan. He expressed concern about the figure of \$3.5 million being discussed that with road, parking lot and pool the costs would be way over that. He said it's going to take bonding and the taxpayers should have a voice on that. Council Member Loch shared that he has had people thanking him for saving their money and saying that they do not want a pool. He expressed concern about not getting consensus of the people and the lack of representation at the public engagement meeting. He also expressed concern about impacts to CIP projects.

Council Member Allen brought up the sales tax referendum option. The Council discussed having a broader scope of projects to include under that option. City Administrator Cziok said there are a lot of big decisions yet to be made. He said the conceptual project needs

to be nailed down and approved by the Council that being an important step before administration looks at financing. He said the location should be determined before administration gets too far into financing. City Administrator Cziok added that the scope or scale and project budget has to be determined, along with infrastructure related items. He said that the operational budget has to be discussed maybe ahead of financing. He added the Council is in the process of determining whether it will meet the public expectations. City Administrator Cziok suggested that administration provide a road map to the project and some of the decisions that need to be made along the way; what decisions the Council is comfortable making now; what information is needed to assist the Council in making decisions, ultimately providing the Council with recommendations on some issues but staff needs to make sure they are on the same page as the Council.

It was moved by Mayor Johnson, seconded by Council Member Kotelnicki, that City administration provide a road map of decisions to be made based on the existing outdoor recreation pool concept presented by USAquatics at Lake Ripley to include moving the road and financing. Upon roll call vote, all members present voted aye with the exception of Council Members Boyle and Loch voting nay, whereupon the motion was declared adopted.

E. PARKS INVENTORY –

Council Member Kotelnicki addressed the Council with a request to consider involving an assessment of the City parks by a Certified Playground Safety Inspector. She recommended the City address two or three parks a year. Concern was expressed involving the immediacy of responding to the issues identified and potential unknown costs or impacts. City Administrator Cziok explained that a review of the parks was done several years ago by a safety and loss control consultant with the League of Minnesota Cities. He said they had recommendations but there were but no huge red flags. He recommended as a first step a condition assessment be performed and feels staff is well prepared to do.

After review, it was moved by Council Member Dingmann, seconded by Council Member Loch, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-5-93  
AUTHORIZE CITY STAFF TO COMPLETE PARK CONDITION ASSESSMENT**

**WHEREAS**, the City has parks inventory lists prepared, and

**WHEREAS**, concern has been expressed on the conditions of the parks, and

**WHEREAS**, City administration recommends staff complete a condition assessment on the parks,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby authorizes City staff to complete a condition assessment of the parks and provide a report for Council review in 2 months.

Adopted by the City Council this 21<sup>st</sup> day of May, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

\_\_\_\_\_  
MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

F. PRIORITY LIST –

Council Member Kotelnicki asked about the status of the priority list and what the Council Member response was to the request to prioritize and/or eliminate items of the list. City Administrator Cziok responded that he received feedback from three members of the Council.

May 21, 2018

He suggested that City administration develop a strategic plan for accomplishing the items along with timelines for the Council to consider. No formal action was taken.

**IX. ADDITIONAL ITEMS** – None.

**X. ANNOUNCEMENTS** – None.

**XI. ADJOURNMENT** –

The City Council meeting adjourned at 7:04 p.m. by unanimous consent.

Attest:

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ASSISTANT CITY ADMINISTRATOR

Approved:

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MAYOR