



Agenda Item Report

Meeting Type: Committee of the Whole / Council

Meeting Date: June 17, 2025

Item Title: Discussion regarding ordinance amendments related to the appointment of Zoning Administrator and Weed Commissioner.

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

Zoning Administrator – the job description for the Community & Economic Development Director identifies that the position serves as the Zoning Administrator. Our current ordinance requires the Council to appoint a Zoning Administrator. The drafted ordinance identifies that the City Administrator shall appoint a Zoning Administrator as well as a deputy to work under the Zoning Administrator's direction. If the Committee of the Whole is comfortable with these changes, this item should be referred to the Plan Commission for a public hearing and subsequent direction to the Council.

Weed Commissioner – The current ordinance requires the Council to appoint a weed commissioner, the drafted ordinance changes the appointment process to the City Administrator. If the Committee is comfortable with this proposed change, it can be moved forward to the Council for possible adoption.

List all Supporting Documentation Attached:

Ordinance Draft – Appointment of Zoning Administrator

Ordinance Draft – Appointment of Weed Commissioner

Action Requested of Council:

Discussion regarding ordinance amendments related to the appointment of Zoning Administrator and Weed Commissioner.