

**FACILITIES TASK FORCE
REGULAR MEETING PROCEEDINGS
January 4, 2017**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Facilities Task Force was held on Wednesday, January 4, 2017 at 6:05 p.m. in the City Hall Conference Room, 2875 145th St W, Rosemount.

Chair Sharon Peterson called the meeting to order with Task Force members Brenda Rivera, Josh Otis, Staff Liaison Emmy Foster and Council Member Mark DeBettignies were present. Mark Deming was absent.

ADDITIONS OR CORRECTIONS TO THE AGENDA

None

APPROVAL OF MINUTES

Motion by Peterson. **Second** by Rivera.

Motion to approve the December 14, 2016 Facilities Task Force minutes.

Ayes: 5

Nays: 0. Absent: 1. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

5.a. Report Planning/Draft

The majority of the meeting time was spent planning and drafting the report that will be presented to City Council in March. The draft will be distributed to Task Force members to review. Any additions or changes will be made to the report at the next meeting in February.

5.b. Roundtable Discussion

A short discussion ensued regarding the missing member of the Task Force. It was determined that, unfortunately, Christina Scipioni be removed from the Task Force due to continued lack of attendance.

REPORTS

6.a. Task Force Member Reports

None

6.b. Next Meeting Date

The next meeting of the Facilities Task Force is scheduled for February 1, 2017 at 6:00 p.m. in the City Hall Conference Room.

ADJOURNMENT

There being no further business to discuss, it was moved by Otis and seconded by Rivera that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 7:40 p.m.

Respectfully Submitted,

**Emmy Foster
Assistant City Administrator**