

DETROIT LAKES CITY COUNCIL

REGULAR MEETING AGENDA

TUESDAY, JULY 14, 2015

The items on my desk as of Wednesday, July 8, 2015, to be presented for discussion and action at the regular meeting of the City Council on Tuesday July 14, 2015, at 5:00 P.M. in the Council Chambers of the City Administration Building, are as follows:

1. Pledge of Allegiance

2. Approval of the minutes of the Regular City Council Meeting held June 9, 2015; Special City Council Meetings held on June 16, 2015; June 23, 2015 and June 30, 2015, copies of which are enclosed herewith

3. Consent Agenda

All items with an asterisk (**) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the general order of business and considered separately in its normal sequence on the agenda

4. Public Hearings/Comments and Information

- A. Public Hearing to give consideration to suspending or revoking the liquor license of Burnside's Char House and Pub, 1218 Washington Avenue
- 1) Authorization to revoke or suspend the liquor license of Burnside's Char House and Pub, 1218 Washington Avenue (Letter enclosed)
- B. Public Hearing to receive public comments on approving a redevelopment project and redevelopment plan therefor and approving a tax increment financing district 34-1 and a tax increment financing plan therefor
- 1) Consideration to a resolution approving a redevelopment project and redevelopment plan therefor and approving a tax increment financing district 34-1 and a tax increment financing plan therefor (Resolution enclosed)
- C. Public Hearing to receive public comments on extending the corporate limits of the City of Detroit Lakes to include certain unincorporated unplatted land abutting upon the City Limits (Robert and Joyce Spilman)

- 1) Consideration to the first reading of an ordinance extending the corporate limits of the City of Detroit Lakes to include certain unincorporated unplatted land abutting upon the City Limits (Robert and Joyce Spilman) (Ordinance enclosed)
- D. Public Hearing on the proposed improvement of curb, gutter, concrete approaches and sidewalks for 2015
 - 1) Consideration to a resolution ordering the improvement of curb, gutter, concrete approaches and sidewalks for 2015 (Resolution enclosed)
- 5. Community Development Committee** (*Imholte, Wenner, Sukke, Zeman/ Meets on July 13, 2015, at 5:00 PM) (PLEASE NOTE DATE AND TIME CHANGE)
 - A. Consideration to a resolution adopting findings of fact and reasons for approval of a conditional use permit to allow a Rule 31 Chemical Dependency Treatment Facility at 811 8th Street SE (Compassion House) (Resolution enclosed)
 - B. Consideration to a resolution adopting findings of fact and reasons for approval of a variance application to allow an existing 14x23 foot cabin adjacent to the restaurant to be converted to a pizza kitchen without providing two additional parking spaces at 2000 Long Bridge Road Construction (Resolution enclosed)
 - C. Consideration to the first reading of an ordinance amending Section 4 of Ordinance No. 500.51 rezoning Lake Forest 6th Addition from “R-A” Residential Agriculture to “R-2” One and Two Family Residential District (Marty Solman Construction) (Ordinance enclosed)
 - D. Consideration to the second reading and adoption of an ordinance amending the Zoning Ordinance relative to building height in the “R-3” Multi-Family Residential District, the “B-1” Central Business District, and the “B-2” General Business District (Ordinance enclosed)
 - E. Consideration to a resolution adopting findings of fact and reasons for approval of a variance application to allow a 10 foot front yard setback and a 37.5 foot setback from the Ordinary High Water Mark for construction of a garage and a 39 foot 9 inch setback from the Ordinary High Water Mark to allow construction of a 10x50 foot main story and second story deck at 1153 West Lake Drive (Jim Lund) (Resolution enclosed)
 - F. **55 Applications for building permits have been received in the estimated construction value of \$1,868,589.00 June (Report enclosed)
 - G. **June nuisances report (Enclosed)
- 6. Public Works Committee** (*Zeman, Imholte, Schurman, Waller/Meets on July 13, 2015, at 3:00 P.M.)

- A. Public Works Director Brad Green will give a brief update on the 4th of July activities
- B. Consideration to a resolution ordering improvements and preparation of plans and specifications for Tower Road (CR21 to CR131) (Resolution enclosed)
- C. Consideration to a resolution approving plans and specifications and authorization to advertise for bids for the improvements to Tower Road, Peter Street and Dan Street (Resolution enclosed)
- D. Update on the 2016 Trunk Highway 34 Improvements
- E. Review the proposed concept layout for street and multi-use trail improvements to West Lake Drive (Legion to CSAH6)
- F. Consideration to restricting left hand turns into M&H from Willow Street
- G. Project Status Report from City Engineer (Enclosed)
- H. Consideration to the first reading of an ordinance granting Greater Minnesota Gas Company a nonexclusive franchise to construct, operate, repair and maintain facilities and equipment for the transportation, distribution, manufacture and sale of gas energy for public and private use and to use public ways and grounds of the City of Detroit Lakes (Ordinance enclosed)
- I. Consideration to the request to hold a Tractor Parade beginning at Adkins Equipment on County 21, to Roosevelt Avenue to Willow Street, then Willow Street to Rossman Avenue then proceeding to the Becker County Fairgrounds beginning at 10:30 A.M. on Saturday, August 1, 2015 (Parade application enclosed)
- J. Consideration to the request submitted by the Detroit Lakes Jaycees to use the City Park for the First Annual Rib Fest on August 29, 2015 (Event application enclosed)
- K. **Consideration to the request from Jill Clarey to use the Public Beach by the Pavilion for her wedding ceremony on Saturday August 22, 2015 from 6:00 to 7:45 P.M. (they have rented the Pavilion) (Request enclosed)
- L. **Consideration to the request from Caden Summers and Megan Gilbertson to use the Public Beach by the Pavilion for their wedding ceremony on Friday July 31, 2015 at 4:30 P.M. (they have rented the Pavilion) (Request enclosed)
- M. ** Consideration to the issuance of a transient merchant's license's for Gary Cox and Mike Chandler allowing them to sell WE Fest tickets at 1575 West Lake Drive (Cox) and 1377 West Lake Drive and 1042 Highway 59 South (Chandler); August 5-8, 2015, pursuant to their applications, surety bond and fees

- N. ** Consideration to the approval of adding a boat lift at 716 West Lake Drive (Bonnie Helm) approved the dock permit in April 2015
 - O. **Consideration to the request from Holy Rosary Church to block off Lake Avenue from Frazee Street to the Holy Rosary parking lot on August 16, 2015, from 9:00 A.M. to 5:00 P.M. for the Holy Rosary Festival. (Road closure application enclosed)
 - P. **Animal Control Report (Enclosed)
- 7. Finance Committee** (*Marks Erickson, Zeman, Sukke, Wenner/Meets on Tuesday, July 14, 2015, at 3:30 P.M.)
- A. Review the Request For Proposal (RFP) to evaluate options to address the facility needs of the Police and Administration Departments (RFP enclosed)
 - B. Approval of the Purchase Agreement for the property located at 421 State Street (Purchase Agreement enclosed)
 - C. **Acceptance of the Trial Balance (Enclosed)
 - D. **Approval of payment of claims
- 8. Public Safety Committee** (*Waller, Schiller, Wenner, Zeman/Meets on July 13, 2015, at 4:30 P.M.)
- A. Police Chief Tim Eggebraaten will give a brief update on the 4th of July activities
 - B. **Acceptance of the Police Department Report (Enclosed)
 - C. **Acceptance of the Fire Chief's Report (Enclosed)
 - D. **Acceptance of parking violations report showing that parking violations amounted to \$160.00 for June, 2015
 - E. **The City has received \$7,100.36 that was collected by Becker County Court Administrator for May, 2015
- 9. Liquor/Gambling Control Committee** (*Wenner, Marks Erickson, Schiller, Schurman/Meets on July 14, 2015, at 4:30 P.M.)
- A. Liquor Store Manager Randy Buhr will give a brief update on the Liquor Store
 - B. Consideration to the request for approval of a Temporary Expansion Permit for a Sidewalk Café for La Barista LLC to sell and serve beer and wine from July 15, 2015 to December 31, 2015 during regular business hours in the designated outdoor area on Washington Avenue, pursuant to their application and fee

- C. **Approval of the issuance of a temporary on-sale intoxicating liquor license for the Detroit Lakes Jaycees to sell and serve on-sale intoxicating liquor at the Pavilion for the Fireman's Dance on August 21, 2015, pursuant to their application and fee
- D. **Approval to the issuance of a special on-sale intoxicating liquor license for Sandbar to sell and serve on-sale intoxicating liquor at the Becker County Fairgrounds for the Becker County Fair, July 30 – August 1, 2015, pursuant to their application and fee
- E. ** Approve the issuance of a License to Consume to Dave Fischbach for a wedding at the Pavilion on Saturday, October 17, 2015
- F. **Approve the issuance of a License to Consume to Dora Coronado for a wedding at the Pavilion on Sunday, August 9, 2015
- G. ** Approve the issuance of a License to Consume to Kathrine Kenner for a wedding at the Pavilion on Saturday, September 19, 2015
- H. **Approval to a gambling application submitted by the Detroit Lakes Jaycees for conducting Bingo at the Pavilion on July 16, 2015
- I. **Approval to a gambling application submitted by the Detroit Lakes Jaycees for conducting a Raffle at the Becker County Fair Grounds during the water carnival demo derby on July 11, 2015
- J. **Liquor Store Manager's Report (Enclosed)

10. Public Utilities Commission (*Buboltz, Imholte, Nansen, Sinclair, Tucker/Meets on Tuesday, July 14, 2015, at 7:30 A.M)

- A. Consideration to a resolution authorizing the City of Detroit Lakes Public Utilities Commission to file an application with the Minnesota Management and Budget Office for the purpose of a Wastewater Treatment Plan Improvement Project (Resolution enclosed)

11. City Administration Items

- A. **Approval of the following Licenses for one year:

Tobacco Licenses:

Book World, 815 Washington Avenue

Plumbing Licenses:

Vanwatermulen Plumbing Inc., New York Mills

12. Mayor's Agenda Items

- A. The term of Mark Hagen on the Development Authority will expire on August 5, 2015. Mark has served three, three-year consecutive terms and is not able to be reappointed
- B. The term of Bruce Imholte on the Development Authority will expire on August 5, 2015. Bruce has served two three-year terms and is eligible to be reappointed
- C. The term of Tom Klyve on the Development Authority will expire on August 5, 2015. Tom has served one three-year term and is eligible to be reappointed
- D. The term of Steve Daggett on the DLCCC Inc. Board will expire on August 31, 2015. Steve has served two two-year terms and is eligible to be reappointed
- E. The term of Josh Hochgraber on the DLCCC Inc. Board will expire on August 31, 2015. Josh has served one two-year term and eligible to be reappointed
- F. The term of Cindy Fritz on the Library Board will expire on August 31, 2015. Cindy has served two three-year terms and is eligible to be reappointed.
- G. The term of Holly Heisserer on the Library Board will expire on August 31, 2015. Holly has served one three-year term and is eligible to be reappointed
- H. The City Council will need to appoint one member of the DMRA Board of Directors and the City Administrator to sit on the Capital Facilities and Equipment Committee. Consideration to appointing Mark Fritz, President of DMRA and Bob Louiseau, City Administrator to the DMRA Capital Facilities and Equipment Committee
- I. The City Council will need to appoint one member of the DMRA Board of Directors and the City Finance Officer to sit on the DMRA Audit and Finance Committee. Consideration to appointing Steve Daggett, Vice President of DMRA and Pamela Slifka to the Audit and Finance Committee
- J. Special City Council Meeting will be on August 25, 2015 at 5:00 P.M. in the Council Chambers – Tax Increment Financing Hearing
- K. Council will go into a closed meeting to discuss current litigation involving the City and property owners Gregory and Janet Holmes

13. Items Not on the Agenda

- A. City Administrator
- B. Citizens
- C. Council Members

14. Information and Announcements

- A. Invitation to the Detroit Mountain Grand Opening Ribbon Cutting Celebration, Saturday, July 11, 2015 (Information enclosed)

- B. The 2016 Budget Committee Meetings are scheduled for August 13, 17, 18, 25, 27 and September 1 (if required) at 7:00 A.M. in the Conference Room at 1025 Roosevelt Avenue (Budget Committee is the Finance Committee, meeting will last approximately 1.5 hours)

Sincerely,

/s/ **ROBERT LOUISEAU**
Robert Louiseau
City Administrator

RL/gaf
Enclosures