

DETROIT LAKES CITY COUNCIL

REGULAR MEETING AGENDA

TUESDAY, DECEMBER 8, 2015

The items on my desk as of **Monday, December 7, 2015**, to be presented for discussion and action at the regular meeting of the City Council on Tuesday, December 8, 2015, at 5:00 PM 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 [November 10, 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.** Erick Nelson with Muscatell Ojibwe Forests Ralley would like to appear before the council.
- B.** Becker County would like to appear before the Council to give updates on the jail expansion project
- C.** Public hearing to give consideration to the proposed [assessment](#) for Dan Street improvement project
- 1)** Consideration to a [resolution](#) adopting the assessment roll for the Dan Street improvement project
- D.** Public hearing to give consideration to the proposed [assessment](#) for Peter Street improvement project
- 1)** Consideration to a [resolution](#) adopting the assessment roll for the Peter Street improvement project
- E.** Public hearing to receive public comments on the matter of vacating a portion of the public road right of way of Detroit Lake Boulevard in the plat of Breezy Point Additions.
- 1)** Consideration to a [resolution](#) vacating a portion of a public road right of way of Detroit Lakes Boulevard in the plat of Breezy Point Additions

- F.** Public hearing to receive public comment on granting the following Liquor Licenses for one year beginning January 1, 2016:

On-Sale Intoxicating Liquor Licenses & Sunday Liquor Licenses

Brew Ale's & Eats	Burnside's Charhouse & Bar
El Loro	Holiday Inn
Lakeside Tavern	Northside Bar & Café
Shorewood Pub	Speak Easy
Voyageur Lanes	The Bridge Marina Bar & Grill
The Fireside	The Lodge on Lake Detroit
Zorbaz on the Beach	

On-Sale Intoxicating Liquor License

Sandbar II

On & Off-Sale Brew Pub License

Lakeside Tavern

Off-Sale 3.2 Malt Liquor Licenses

Big Daddy's Quick Stop
Casey's General Store #2219
Central Market
Food-N-Fuel
Holiday Station Store #72
Northside Bar & Café
Petro Plus #105
Walmart Supercenter #2957

On-Sale 3.2 Malt Liquor License

China Buffet
Chinese Dragon of Detroit Lakes
LaBarista LLC

- 1) Approval to granting on-sale intoxicating, Sunday on-sale intoxicating, on-sale 3.2, off-sale 3.2 liquor licenses as listed above for 2016

- 5. Community Development Committee** (*Imholte, Boeke, Wenner, Sukke, Zeman/ Meets on November 30, at 5:00 PM) **NOTE DATE and TIME CHANGE**

- A.** Consideration to a [resolution](#) for a Variance to allow a 6' high fence in the front yard on both the road sides and the lakes side at 1342 South Shore Drive (Land Elements)
- B.** Consideration to the first reading of an [ordinance](#) to amend Section 3 of the Zoning Ordinance relative to measuring the height of fences in residential districts
- C.** Consideration to the first reading of an [ordinance](#) to amend Section 3 of the Zoning Ordinance relative to required landscaped screening
- D.** **21 Applications for [building permits](#) have been received in the estimated construction value of \$1,805,940 for November 2015
- E.** **November [Nuisances Report](#)
- F.** **Variance/Conditional Use Permit [Status Report](#)

- 6. Public Works Committee** (*Zeman, Imholte, Schurman, Waller/Meets on December 7, 2015, at 3:00 PM)
 - A. Discuss a date to hold a public informational meeting regarding the Long Lake Annexation (Phase 3 – North & West sides of Long Lake)
 - B. Consideration to [resolutions](#) supporting the MnDOT TAP Grant Application relative to the West Lake Drive reconstruction and Bike Trail
 - C. Review Snow & Ice Control [Policy](#) and Snow [Routes](#)
 - D. Consideration to the request from The Refuge for a [Special Event](#) Permit for HopeFest Music Festival 2016 from 10:00 AM on Thursday, June 16, 2016 to 10:00 PM on Sunday, June 19, 2016
 - E. Discuss requested building expansion from Minnesota Flyers Gymnastics ([Request](#))
 - F. Consideration to a [resolution](#) approving the 12.75 acre tract land acquisition from the Detroit Lakes Development Authority in the amount of \$80,000.00 for a new Public Works Facility
 - G. **Acceptance of the 2015 Shade Tree Disease Control [Report](#)
 - H. **Consideration to the issuance of a transient merchant's license's for Jonathon Lee Jasch DBA: Jonny's LLC, 30200 Tower Road, to operate a Food Trailer in the Land O Lakes Company parking lot, 1110 13th Avenue SE, (North East Corner across the street from BTD) for 2016, opening from 6:00 a.m. to 8:00 p.m., 7 days a week, pursuant to their applications, surety bond and fees
 - I. **City Engineer's November [Project Status Report](#)
 - J. **November [Animal Control Report](#)

- 7. Finance Committee** (*Marks Erickson, Zeman, Sukke, Wenner/Meets on December 8, 2015, at 3:30 PM)
 - A. Informational meeting to review the proposed budget for 2016 pursuant to the truth & taxation requirements at 6:01 PM
 - B. Consideration to approve interviewing the top three firms selected by the committee for the facility assessment/space needs analysis for the Police Department and City Administration offices ([Memo](#))
 - C. Consideration to a [resolution](#) in support of increasing Local Government Aid in the 2016 Legislative Session

- D. Consideration to a [resolution](#) allowing the annual transfer of \$50,000.00 from the Food & Beverage Tax Fund to the General Fund to re-pay an interfund loan of \$300,000.00 to Detroit Mountain Recreation Association (DMRA) to assist with construction of a parking lot
 - E. Consideration to a [resolution](#) allowing the transfer of \$28,000.00 from the Park Dedication Fund to the Sucker Creek Capital Fund to cover additional construction expenses
 - F. Consideration to a [resolution](#) allowing the transfer of \$80,000.00 from the General Fund to the Liquor Fund to pay the loan made by the Liquor Fund for the purchase of ARMER radios for the Detroit Lakes Police Department
 - G. Consideration to a [resolution](#) allowing the transfer of \$300,000.00 from the Food & Beverage Tax Fund to the Capital Projects Fund for the cost of the bike trail constructed as part of the Highway 10 West Project
 - H. Consideration to a [resolution](#) adopting the final 2016 Budget
 - I. Consideration to a [resolution](#) adopting the final 2015 Tax Levy collectible in 2016
 - J. Consideration to a [resolution](#) to not waive the monetary limits on Municipal Tort Liability for 2016
 - K. Consideration to a [resolution](#) approving the Management and Program Services Contract between the City of Detroit Lakes and the Detroit County Club for the period of January 1, 2016 through December 31, 2023
 - L. **Consideration to a [resolution](#) designating the official newspapers for 2016, and setting a publication date Pursuant to Minnesota Statutes (note: name of the Wednesday newspaper has changed to DL Tribune)
 - M. **Consideration to a [resolution](#) designating the depositories for City Funds for the Year 2016 (No changes from 2015)
 - N. **Acceptance of the [Trial Balance](#)
 - O. **Approval of payment of claims
- 8. Public Safety Committee** (*Waller, Boeke, Schiller, Wenner, Zeman/Meets on December 7, 2015, at 4:30 PM)
- A. **Acceptance of the November [Police Department Report](#)
 - B. **Acceptance of the November [Fire Chief's Report](#)

- C. **Acceptance of parking violations report showing that parking violations amounted to \$90.00 for November 2015
- D. **The City has received \$4834.15 that was collected by Becker County Court Administrator for October 2015

9. Liquor/Gambling Control Committee (*Wenner, Marks Erickson, Schiller, Schurman/ Meets December 8, 2015, at 4:30 PM)

- A. Consideration to approving the Sponsorship of the 2016 [Let's Go Fishing](#) program.
- B. **Approval to a gambling application submitted by the Boys & Girls Club of Detroit Lakes for conducting a Raffle at Detroit Lakes Pavilion, 1361 Washington Avenue, on February 13, 2016
- C. **Liquor Store Manager's [Report](#)

10. Public Utilities Commission (*Buboltz, Imholte, Nansen, Sinclair, Tucker/Meets on December 1, 2015, at 7:30 AM) **NOTE DATE CHANGE**

- A. Approval of the 2016 Public Utilities Budget

11. City Administration Items

12. Mayor's Agenda Items

- A. Consideration to approving the City Administrator position [profile](#) as submitted by the firm of Brimeyer Fursman
- B. Consideration to designating the 10th day of December, 2015 as ACT on Alzheimer's Day ([Proclamation](#))
- C. The term of Harry Johnston on the Planning Commission will expire on December 31, 2015. Johnston has served three, three-year terms and is not eligible to be reappointed
- D. The term of Clayton Schott on the Planning Commission will expire on December 31, 2015. Schott has served one, three-year term and is eligible to be reappointed

13. Items Not on the Agenda

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

14. Information and Announcements

- A. The City has received \$434.62 from West Central Initiative/Hildred Shelland Long Trust for beautification purposes
- B. The Grand Army of the Republic Park in Detroit Lakes [invites](#) the City to participate in the Wreath Across America ceremony on December 12th at 11:00AM at the GAR Park.
- C. The City of Detroit Lakes will host the next joint governance meeting on January 5, 2016 at 7:00 AM in Council Chambers
- D. Annual Council Meeting will be at 5:00 PM on January 5, 2016 (At this meeting, the Mayor will assign seating arrangements and appoint Council Members to the Finance, Community Development, Public Works, Public Safety, Liquor & Gambling Committees)
- E. 2016 Council Meeting Dates
 - January 5, 2016 – Annual Meeting
 - January 12, 2016
 - February 9, 2016
 - March 8, 2016
 - April 12, 2016
 - May 10, 2016
 - June 14, 2016
 - July 12, 2016
 - *August 8, 2016 (Day changed due to Primary Election on August 9)
 - September 13, 2016
 - October 11, 2016
 - *November 7, 2016 (Day changed due to General Election on November 8)
 - December 13, 2016

Sincerely,

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

RL/gaf
Enclosures