

DETROIT LAKES CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, MARCH 8, 2016

The items on my desk as of **Wednesday, March 2, 2016**, to be presented for discussion and action at the regular meeting of the City Council on Tuesday, March 8, 2016, 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 [February 9, 2016](#) 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 receive public comments on the matter the annexation of a 21.25 acre tract in Lake View Township to the City of Detroit Lakes and zoning said tract "R-2" One and Two Family Residential (Marty & Mary Solmon)

- 1) Consideration to the first reading of [Ordinance No. 396](#) for the annexation of a 21.25 acre tract in Lake View Township to the City of Detroit Lakes and zoning said tract "R-2" One and Two Family Residential (Marty & Mary Solmon)

5. Community Development Committee (*Imholte, Boeke, Wenner, Sukke, Zeman (Meets on March 7, 2016 at 5:00 PM) **NOTE DATE & TIME CHANGE**

- A. Consideration to the first reading of [Ordinance No. 397](#) amending Ordinance No. 360 relative to Ward Boundaries of the City of Detroit Lakes to include newly annexed areas
- B. Consideration for an additional 60 days for the review and approval process for the amended [Variance](#) request from Dan and Amy Smith at 1348 South Shore Drive
- C. Consideration to a [resolution](#) denying the Variance request of Dan and Amy Smith at 1348 South Shore Drive
- D. February Nuisance [Report](#)
- E. **10 Applications for [building permits](#) have been received in the estimated construction value of \$227,518 for February 2016

- F.** **Variance/Conditional Use Permit [Status Report](#)
- 6. Public Works Committee** (*Zeman, Imholte, Schurman, Waller/Meets on March 7, 2016, at 3:00 PM)
- A.** Discussion regarding partnership with MnDOT for the installation of pedestrian counters on West Lake Drive
- B.** Discussion regarding authorizing a Preliminary Engineering Report for a 2016 mill and overlay project in response to low bituminous prices that are being observed
- 1)** Consideration to a [resolution](#) authorizing a Preliminary Engineering Report for the 2016 mill & overlay projects
- C.** Consideration to a [resolution](#) approving the Preliminary Engineering Report for the Long Bridge Heights – Phase 3 Improvements. (PER will be distributed at committee meeting)
- D.** **Consideration to the approval of the DLCCC Snappy Park Fee [Agreement](#) for Field Use and Concession Stand for the 2016-2018 Seasons (2016 - \$5000, 2017 - \$5250, 2018 - \$5500)
- E.** **Consideration to approving the purchase of a replacement [Zamboni](#) Edger EZ III (\$6750) for the Arena (Budgeted Item)
- F.** **Consideration to a [resolution](#) in support of bonding money for Parks & Trails
- G.** **Consideration to the request from [Lakes Area Prayer Walk](#) for a Special Event Permit for the Good Friday Prayer Walk on the sidewalk Friday, March 25, 2016 from 4:45 PM to 6:00 PM
- H.** **Consideration to the request from [DLFD](#) for a Special Event Permit for the MSFDA Antique Fire Truck & Car Show on Saturday, June 11, 2016 from 2:30 PM to 6:00 PM
- I.** **Consideration to the request from [DLCCC](#) for a Special Event Permit for the Tough Laker on Sunday, June 26, 2016 from 5:30AM to 4:00 PM
- J.** **Consideration to the [request](#) submitted by Cole Sandford to hold a wedding ceremony on the City beach (by the Detroit Lakes Pavilion) on June 18, 2016 at 3:00PM. (He has the Pavilion rented from 8:00AM-4:00PM on June 18, 2016)
- K.** ** Consideration to the [request](#) from the Detroit Lakes Chamber of Commerce to conduct the 38th Annual Arts and Crafts in the City Park on Sunday, July 24, 2016.

- L. **Consideration to the request made by Michele Sumrall-Wilkens to have more than two animals at 1201 Richard Avenue (No complaints; requests two cats and one dog)
 - M. **City Engineer's Project Status [Report](#)
- 7. Finance Committee** (*Marks Erickson, Zeman, Sukke, Wenner/Meets on March 8, 2016, at 3:30 PM)
- A. DLCCC would like to appear before the Finance Committee to present the Annual [Financial Statements](#) for Years Ended August 31, 2015 and 2014
 - B. Update regarding the upcoming 100 year anniversary capital campaign for the Detroit Country Club
 - C. Mitch Buboltz would like to appear before the Finance Committee to review the 5-year [cash flow projection](#) for the Detroit Country Club
 - D. Consideration to a [request](#) from the Detroit Country Club board to waive the cart rental fees due for 2015
 - E. Consideration to a [request](#) from the Detroit Country Club board to change the repayment schedule and interest rate on the existing \$240,000 loan balance
 - F. Consideration to approving the Airport Maintenance & Operation Grant [Contract](#) for Fiscal Years 2016 and 2017
 - G. Consideration to approving the [proposal](#) from GovOffice for a new website design ([Memo](#))
 - H. Discussion of City Council salaries and health insurance rates ([Memo](#))
 - I. **Acceptance of the [Trial Balance](#)
 - J. **Approval of payment of claims
- 8. Public Safety Committee** (*Waller, Boeke, Schiller, Wenner, Zeman/Meets on March 7, 2016, at 4:30 PM)
- A. **Acceptance of the February Police Chief's [Report](#)
 - B. **Acceptance of the February Fire Chief's [Report](#)
 - C. **Acceptance of parking violations report showing that parking violations amounted to \$660.00 for February 2016
 - D. **The City has received \$5742.59 that was collected by Becker County Court Administrator for January 2016

9. Liquor/Gambling Control Committee (*Wenner, Marks Erickson, Schiller, Schurman/
Meets on March 8, 2016, at 4:30 PM)

- A. Consideration to the [request](#) from the Detroit Lakes High School Post Prom Committee for a cash donation for the cost of Post Prom (2015 donation was \$150)
- B. Consideration to the [request](#) from the Detroit Lakes Community Choir to Sponsor the Lakes Area Chorale on March 13, 2016
- C. Consideration to the issuance of a noise variance permit submitted by Zorbaz of Detroit Lakes, Inc. to exceed the City's noise limits on the following dates: May 27, 28; June 3, 4, 10, 11, 17, 18, 24, 25; July 1, 2, 3, 4, 8, 9, 15, 16, 22, 23, 29, 30; August 12, 13, 19, 20, 26, 27; September 2 & 3 2016 ([Noise Ordinance](#) & [Supporting Documents](#))
- D. **Approval of the issuance of a temporary on-sale intoxicating liquor license for the Fraternal Order of Eagles Aerie #2342 to sell and serve on-sale intoxicating liquor outside of 113 Holmes Street in conjunction with the Street Faire, June 3 & 4, 2016, pursuant to their application and fee
- E. **Approval of the issuance of a temporary on-sale intoxicating liquor license for the Sandbar II to sell and serve on-sale intoxicating liquor at the Detroit Lakes Armory, 1220 Rossman Ave relative to the Fireman's Dance on March 19, 2016, pursuant to their application and fee
- F. **Approval to the issuance of a Permit to Consume request made by Rhinos Old Time Hockey Group for the Old Timers Hockey Tournament at the Kent Freeman Arena March 4-6, 2016
- G. **Approval of the gambling application submitted by Holy Rosary Catholic Church & School to hold a raffle at the Holmes Ballroom at 826 Summit Avenue on April 15, 2016
- H. **Approval of the gambling application submitted by 412 Lakes Friends of NRA to hold a raffle at the Speak Easy at 1100 N. Shore Drive on April 2, 2016
- I. **Approval of the gambling application submitted by Detroit Lakes Strikers to have paddlewheels, tipboards and hold a raffle, at the Speak Easy at 1100 N. Shore Drive on September 24, 2016
- J. **Approval of the gambling application submitted by Turn In Poachers – Ottertail Chapter to have pull-tabs at the National Guard Armory at 1200 Rossman Avenue on March 19, 2016
- K. **Liquor Store Manager's [Report](#)

10. Public Utilities Commission (*Buboltz, Imholte, Nansen, Sinclair, Tucker/Meets on March 15, 2016, at 7:30 AM) **NOTE DATE CHANGE**

11. City Administration Items

A. **Approval of the following Licenses through December 31, 2016:

Plumbing Licenses:

Superior Plumbing, LLC

12. Mayor's Agenda Items

- A.** The term of Jim Sinclair, Jr. on the Public Utilities Commission expired on February 29, 2016. Mr. Sinclair has served one, three-year term and is eligible to be reappointed
- B.** The term of Jeff Stowman on the DL Community Foundation will expire on March 31, 2016. Mr. Stowman has served one, two-year term and is eligible to be reappointed
- C.** The term of Amy Stearns on the Tourism Bureau (City) will expire on March 31, 2016. Ms. Stearns has served one, three-year term and is eligible to be reappointed
- D.** The term of Dan Berg on the Tourism Bureau (Lodging) will expire on March 31, 2016. Mr. Berg 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 following positions will be up for re-election at the November 2016 election
 - 1) Mayor Brenk
 - 2) Alderman Zeman (WARD 1)
 - 3) Alderman Marks Erickson (WARD 2)
 - 4) Alderman Schurman (WARD 2)
 - 5) Alderman Boeke (WARD 3)
 - 6) Alderman Waller (WARD 3)
 - 7) Alderman Imholte (AT LARGE)

- B.** Economic Development Summit 2016 (Detroit Lakes Regional Chamber of Commerce) will be March 17, 2016, 8:00AM to 11:30AM at the Holmes Theatre Ballroom
- C.** Tour of Manufacturing 2016 (Detroit Lakes Regional Chamber of Commerce) will be March 31st & April 1st for high school students from 10 districts
- D.** Open House honoring City Administrator Louiseau will be held Thursday, March 31, 2016 from 3:00PM to 5:00PM in the Council Chambers
- E.** The Finance Committee will meet at 9:00AM on May 4, 2016 at the Becker County Courthouse for The Board of Review for the 2016 Assessments starting at 9:30 AM
- F.** Joint Governance 2016 Meeting Schedule
April 5, 2016 – Detroit Lakes Chamber
July 5, 2016 – Detroit Lakes Schools
October 4, 2016 – Becker County

Sincerely,

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

RL/gaf
Enclosures