

DETROIT LAKES CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, APRIL 12, 2016

The items on my desk as of **Wednesday, April 6, 2016**, to be presented for discussion and action at the regular meeting of the City Council on Tuesday, April 12, 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 [March 8, 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. Jim Sinclair with the Detroit Lakes Community Foundation would like to appear before the Council
- B. Stu Omberg and Steve Daggett with DLCCC would like to appear before the Council to present the Annual [Financial Statements](#) for Years Ended August 31, 2015 and 2014
- C. Karl Koenig with Becker Soil and Water Conservation District would like to appear before the Council to give an update on the County's aquatic invasive species program
- D. Northwest Water Carnival Admirals Chris & Aly Larson would like to appear before the City Council
- 1) Consideration to the requests of the 81st Annual [Northwest Water Carnival](#) Event scheduled for July 8-17, 2016. Attached letter outlines the various permits/licenses including: On-sale intoxicating liquor licenses, dance permits, parade permits, street closings, use of public facilities, extended park curfew and other necessary considerations that are being requested
- E. Public Hearing to receive public comments on the matter of vacating a public alley in Block 4 of Holmes 4th Addition (Holiday Station Stores)
- 1) Consideration to a [resolution](#) vacating a public alley in Block 4 of Holmes 4th Addition

F. Public Hearing to receive public comments on the matter of vacating the northerly five (5) feet of a 15-foot wide utility easement Lot 2, Block One of Ten West Center

1) Consideration to a [resolution](#) vacating the northerly five (5) feet of a 15-foot wide utility easement Lot 2, Block One of Ten West Center

5. Community Development Committee (*Imholte, Boeke, Wenner, Sukke, Zeman (Meets on April 7, 2016 at 4:30 PM)

A. Consideration to the second reading and adoption 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-A” Agriculture Residential (Marty & Mary Solmon)

B. Consideration to the second reading and adoption of [Ordinance No. 397](#) amending Ordinance No. 360 relative to Ward Boundaries of the City of Detroit Lakes to include newly annexed areas

C. Consideration to the first reading of [Ordinance No. 398](#) for the rezoning of Block 9 Original Townsite and the northerly half of the vacated Front Street from “B-2” General Business District to “B-1” Central Business District at Summit Avenue and State Street (Becker County Historical Society and City of Detroit Lakes)

D. Consideration to a [resolution](#) approving accommodations under the American with Disabilities Act and the Fair Housing Amendment Acts of 1988 from Dan and Amy Smith relative to their Variance at 1348 South Shore Drive

E. Consideration to a [resolution](#) approving the Setback Variance request to allow construction of a 36’ x 70’ addition to a business destroyed by fire at 1271 Highway 10 West (Scott Busker – BBP Investment, LLC)

F. Consideration to a [resolution](#) denying the rezoning request of 1798 Brainard Boulevard from “R-2” One and Two Family Residence District to “R-3” Multi-Family Residence District (Hunter Briard)

G. Consideration to a [resolution](#) approving the Variance request to allow construction of a permeable deck in the front yard at 248 Shorewood Drive (Jerrod and Kate Busker)

H. Consideration to a [resolution](#) approving the Variance request to allow a 10-foot side yard to allow construction of a 26’ x 36’ commercial addition at 809 8th Street Southeast (Curt Briggs/USDA)

I. Consideration to the execution of a [Quit Claim Deed](#) to Mardon, Inc., to correct a boundary line on a lot at 518 Richwood Road

J. Consideration to the [request](#) from DL Hotel Partners, LLC for a one-year extension to complete the work described in their Conditional Use Permit approved on April 14,

2015 for a 69 unit hotel, nine (9) condominiums and a 4000 square foot restaurant at 1334 Washington Avenue.

K. March Nuisance [Report](#)

L. **28 Applications for [building permits](#) have been received in the estimated construction value of \$988,977.48 for March 2016

M. **Variance/Conditional Use Permit Status [Report](#)

6. Public Works Committee (*Zeman, Imholte, Schurman, Waller/Meets on April 11, 2016, at 3:00 PM)

A. Karl Koenig with Becker Soil and Water Conservation District would like to appear before the Public Works Committee to give an update on the County's aquatic invasive species program

B. Consideration to a [resolution](#) approving the Preliminary Engineering [Report](#) and setting a Public Hearing for the Briard Development

C. Discussion regarding the proposed 2016 Street Rehabilitation options

D. Update and discussion on the TH 10/Kris Street and TH 10/East Shore Drive Intersection/Signal Study

E. Information regarding [street sweeping](#) and pot hole patching

F. **Consideration to accepting a [quote](#) for the 2016 mowing season

G. **Consideration to accepting a [quote](#) for the 2016 bituminous repair or construction to streets, alleys and parking areas

H. **Consideration to accepting a [quote](#) for the 2016 concrete repair or construction of concrete curb and gutters, approaches and sidewalks

I. **Consideration to authorizing the issuance of the following dock licenses for 2016 (These are all renewals from 2015.)

1) Bonnie Helm Bekkerus, for a private dock and lift at 716 West Lake Drive

2) Brian Korbel, for a private dock and lift at 714 West Lake Drive

3) Cole & Ellie Hanson, for a private dock at 408 West Lake Drive

4) J & K Marine, for a commercial dock with 104 slips at 121 West Lake Drive

5) Helen Trisko, for a semi-commercial dock at 612 West Lake Drive

J. **Consideration to the request submitted by the [Lakes Area Farmers Market](#) to use Peoples Park for the 2016 Season every Tuesday & Saturday from 10:00 AM to 2:00 PM. Anticipated start date is May 21 through late October (weather permitting)

- K.** **Consideration to the request submitted by the [St. Mary's EMS](#) For a Special Event Permit to hold the EMS Bicycle Rodeo on May 18, 2016 from 3:00 PM to 8:00 PM
- L.** **Consideration to the request for the [WiseGuyz](#) Car Club for a Special Event Permit to hold Sunday Cruise Nights on May 1, June 5, July 3, August 7, September 4 and October 2, 2016, from 6:00 PM to 8:00 PM in the Liquor Store parking lot.
- M.** **Consideration to the request submitted by the Detroit Lakes Regional Chamber of Commerce to conduct the [Annual Cruise DL Night](#), on the May 11, June 8, July 13, August 10 and September 14, 2016 from 4:00 PM to 9:00 PM
- N.** **Consideration to the request submitted by the [Eagles Club](#) for a Special Event Permit to hold Leather Up for Lupus on June 11, 2016 from 9:00 AM to 3:30 PM
- O.** **Consideration to the request submitted by [Scheels](#) for a Special Event Permit to hold a Paddle Demo on the Public Beach across from the Legion on June 11, 2016 from 9:00 AM to 7:00 PM
- P.** **Consideration to the request submitted by [Special Olympics](#) Minnesota for a Special Event Permit to hold the Law Enforcement Torch Run/Walk on June 21, 2016 from 4:00 PM to 10:00 PM
- Q.** **Consideration to the request submitted by the Detroit Lakes [Fire Department](#) to fence in an area on the beach side of the Pavilion for the MN State Fire Conference June 8-11, 2016. (This fenced area would only be accessible from within the Pavilion and would be used as overflow and allow conference attendees access to fresh air. They have the Pavilion rented for this event.)
- R.** **Consideration to the request submitted by [Erick Nelson](#) for a Special Event Permit to hold the Muscatell Ojibwe Forests Rally on August 27, 2016 from 7:00 AM to 9:30 PM ([Operations Guide](#) & [Safety Plan](#))
- S.** **Consideration to the [request](#) submitted by Dean Precht & Kelsey McCorquodale to hold a wedding ceremony on the City beach (by the Detroit Lakes Pavilion) on August 20, 2016. (They have the Pavilion rented for that day same day.)
- T.** **Consideration to the issuance of a permit submitted by VFW for the Memorial Day [Parade](#) on May 30, 2016 from 10:00 AM to 10:30 AM (Starting at the Veterans Memorial Parkway heading South down Washington Ave to the City Park)
- U.** **Consideration to the issuance of a transient merchant's license for Greg & Donna Parenteau (Oof-da-Tacos) allowing them to sell food products from a concessions trailer at 310 Hwy 10 West (Central Market parking lot) for a period of 19-24 days May-October, 2016 pursuant to their application, surety bond and fees.
- V.** **Consideration to the request made by David Greminger, Jr. to have more than two animals at 209 Washington Avenue (No complaints; requests three dog)

- W. **For information only: [Niijii Radio](#) is hosting a 4th of July music event on July 2nd and July 3rd at the Detroit Lakes Pavilion. They have selected Jonny's, LLC to serve as the preferred food vendor for the event from 6pm to 11pm on both days
 - X. **For information only: [Anytime Fitness](#) is hosting Free Workout Saturdays – May 7, 14, 21 & 28 at 8:30 AM in the DL City Park
 - Y. **City Engineer's Project Status [Report](#)
 - Z. **[February](#) and [March](#) Animal Control Reports
- 7. Finance Committee** (*Marks Erickson, Zeman, Sukke, Wenner/Meets on April 12, 2016, at 3:30 PM)
- A. Stu Omberg and Steve Daggett with the DLCCC would like to appear before the Finance Committee to present the Annual [Financial Statements](#) for Years Ended August 31, 2015 and 2014
 - B. Steve Fenlon, Bond Consultant for Lakes Home & Development, would like to appear before the Finance Committee
 - 1) Consideration to the [resolution](#) setting a Public Hearing for the Lakes Home Conduit Debt Request
 - C. Consideration to the [request](#) from Hunter Briard for a one-time adjustment to the Special Assessment Policy "[Item X: Undeveloped Property](#)" for the future development on 1798 Brainard Boulevard
 - D. Consideration to approving the 2016-2017 Detroit Mountain Recreation Area [Rate Schedule](#)
 - E. Chief Eggebraaten would like to appear before the Finance Committee to discuss a new part-time position at the Police Department
 - F. **Acceptance of the [Trial Balance](#)
 - G. **Approval of payment of claims
- 8. Public Safety Committee** (*Waller, Boeke, Schiller, Wenner, Zeman/Meets on April 11, 2016, at 4:30 PM)
- A. Chief Eggebraaten would like to appear before the Public Safety Committee to discuss a new part-time position at the Police Department
 - B. Consideration to a [resolution](#) establishing a fee for Fire Watch Protection Services at the Kent Freeman Arena II

- C. **Approval to the issuance of a two-day transient merchant's license for James Neigel allowing the sale of guns and general merchandise at the National Guard Armory on April 23-24, 2016, pursuant to their application and fee.
- D. **Approval of a permit to TNT Fireworks allowing them to sell fireworks in the Kmart store at 1305 Highway 10 West
- E. **Approval of a permit to TNT Fireworks allowing them to sell fireworks in the Walmart parking lot at 1583 Highway 10 West
- F. **Acceptance of the March Police Chief's [Report](#)
- G. **Acceptance of the March Fire Chief's [Report](#)
- H. **Acceptance of parking violations report showing that parking violations amounted to \$400.00 for March 2016
- I. **The City has received \$9,788.26 that was collected by Becker County Court Administrator for February 2016

9. Liquor/Gambling Control Committee (*Wenner, Marks Erickson, Schiller, Schurman/ Meets on April 12, 2016, at 4:30 PM)

- A. Consideration to the [request](#) for a donation for the 2016 Grad Bash Event From the Liquor Fund (Donated \$150 in 2014 & 2015)
- B. Consideration to the [request](#) for a donation for the 81st Northwest Water Carnival from the Liquor Fund (Donated \$500 in 2014 & \$0 in 2015)
- C. Consideration to the [request](#) from Downtown Alive for a donation of \$500 for downtown beautification
- D. **Approval of the gambling application submitted by Lakes Area Women's Chapter 210 Ducks Unlimited to hold a raffle at the Holiday Inn at 1155 US Highway 10 on April 23, 2016
- E. **Approval of the gambling application submitted by the Marshmallow Foundation to hold a raffle at the Speak Easy at 1100 North Shore Drive on May 7, 2016
- F. **Approval to the issuance of a Permit to Consume request made by Dario Diaz Jr for a Quinceanera at the Pavilion May 29, 2016
- G. **Approval to the issuance of a Permit to Consume request made by Adriana Garcia for a Quinceanera at the Pavilion August 7, 2016

H. **Approval of the issuance of a temporary on-sale intoxicating liquor license for the BH Company (Brew Ale's & Eats) to sell and serve on-sale intoxicating liquor at the Pavilion, 1321 Washington Ave for the Richard Wedding Reception on July 30, 2016, pursuant to their application and fee

I. **Liquor Store Manager's [Report](#)

10. Public Utilities Commission (*Buboltz, Imholte, Nansen, Sinclair, Tucker/Meets on April 12, 2016, at 7:30 AM)

A. **Consideration to approving the purchase of a [Truck Chassis](#) (Budgeted Item)

11. City Administration Items

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

Fertilizer Licenses:

Laker Chemical, Inc. dba Team Lab

Peplawn, Inc.

Pro-Lawn

Richter Service, LLC dba Barefoot Lawns

R-U Ready Lawn Care, Inc.

Valley Chemical Labs, Inc. dba TruGreen

Plumbing Licenses:

Paul's Plumbing & Heating

RK Plumbing

Vesey Plumbing LLC

12. Mayor's Agenda Items

A. Consideration to designating April 26, 2016 as [Arbor Day \(Proclamation\)](#) (Arbor Day Celebration Event is scheduled as part of the Lakes Country Water Festival, being held at the Sports Arena on April 26 at 2:10 PM)

B. The term of Dan Berg on the Tourism Bureau (Lodging) expired on March 31, 2016. Mr. Berg has served one, three-year term and is eligible to be reappointed

C. Dick Corbett has resigned from the Park Board. The Mayor will need to appoint someone to fill Mr. Corbett's term which will expire on February 28, 2017

13. Items Not on the Agenda

A. City Administrator

B. Citizens

C. Council Members

14. Information and Announcements

- A. Special City Council Meeting – April 19, 2016 at 12:00PM
- B. There is an Informational [Open House](#) on April 18, 2016 at the MnDOT District 4 Headquarters, 1000 Highway 10 West, Detroit Lakes. It is scheduled from 4:30 PM to 6:30 PM with a presentation at 5:30 PM for the potential improvements along east Highway 10
- C. May 17, 2016 is the Election Day for the Detroit Lakes School Bond Referendum. Absentee Voting is currently available at the Becker County Courthouse, Monday – Friday (8:00 AM – 4:30 PM) and Saturday, May 14, 2016 (10:00 AM – 3:00 PM and Monday, May 16, 2016 (8:00 AM – 5:00 PM)
- D. The following positions will be up for re-election at the November 8, 2016 election
- 1) Mayor Brenk- (term four years)
 - 2) Alderman Zeman (WARD 1) – (term four years)
 - 3) Alderman Marks Erickson (WARD 2) – (term four years)
 - 4) Alderman Schurman (WARD 2) – completion of the term (two years)
 - 5) Alderman Boeke (WARD 3) – completion of the term (two years)
 - 6) Alderman Waller (WARD 3) – (term four years)
 - 7) Alderman Imholte (AT LARGE) – (term four years)
- 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
July 5, 2016 – Detroit Lakes Schools
October 4, 2016 – Becker County

Sincerely,

/s/ **KELCEY KLEMM**
Kelcey Klemm
City Administrator

KK/gaf
Enclosures