

***DETROIT LAKES CITY COUNCIL***  
***REGULAR MEETING AGENDA***  
***MONDAY, NOVEMBER 7, 2016***

The items on my desk as of **Wednesday, November 2, 2016**, to be presented for discussion and action at the regular meeting of the City Council on Monday, November 7, 2016, at 5:00 PM in the Council Chambers of the City Administration Building, are as follows:

**1. Pledge of Allegiance**

**2. Minutes**

Approval of the minutes of the Regular City Council Meeting held October 11, 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.** Administer Oath of Office to Police Chief Steven Todd

**B.** Public Hearing to give consideration to the proposed assessments for the 2016 Street Improvement Project

1) Consideration to a resolution adopting the assessment roll for the 2016 Street Improvement Project

**C.** Public Hearing to give consideration to the proposed assessments for unpaid street light fee, water, sewer and storm water charges

1) Consideration to a resolution adopting the assessment roll for unpaid street lights, water, sewer and storm water charges

**D.** Public Hearing to give consideration to the proposed assessments for weed cutting for the year of 2016

1) Consideration to a resolution adopting the assessment roll for weed cutting for the year of 2016

**E.** Public Hearing to give consideration to the proposed assessments for construction of curb, gutter, approaches and sidewalk improvements for the year of 2016

- 1) Consideration to a resolution adopting the assessment roll for construction of curb, gutter, approaches and sidewalk improvements for the year of 2016
- F.** Public Hearing to give consideration to changing the liquor license fees for 2017
- 1) Consideration to a resolution adopting the proposed changes to liquor license fees and amending Section 210 of the City Code changing the liquor license fees for 2017
- G.** Public Hearing to give consideration to the establishment of Redevelopment Project No. 26 adoption of a redevelopment plan, and establishment of tax increment financing District 26-2 (Long Bridge Heights Phase III)
- 1) Consideration to a resolution approving a redevelopment project and redevelopment plan therefor and approving a tax increment financing plan therefor
- H.** Public Hearing to receive public comments on vacating a public alley in Block 3 of the Original Townsite (Olander & Arndt)
- 1) Consideration to a resolution approving vacating a public alley in Block 3 of the Original Townsite
- I.** Public Hearing to receive public comments on vacating a portion of “K Street” (South of Elm Street – James Williams)
- 1) Consideration to a resolution approving vacating a portion of “K Street” of the Original Townsite
- J.** Public Hearing to receive public comments on the nuisance at 1512 Legion Road (Robert Johnson)
- 1) Consideration to the issuance of an abatement of the nuisance at 1512 Legion Road
- K.** Public Hearing to receive public comments on the nuisance at 202 Grant Street West (Scott Lembke)
- 1) Consideration to the issuance of an abatement of the nuisance at 202 Grant Street East
- L.** Jeremy Kovash, the Executive Director with Lakes County Service Cooperative would like to appear before the Council
- 5. Community Development Committee** (\*Imholte, Boeke, Wenner, Sukke, Zeman / Meets on November 3, 2016 at 4:30 PM)

- A. Consideration to a resolution approving the final plat of Buzz Estates First Addition in the City's Two Mile Extra Territorial Area (Randy Gravelle)
  - B. Consideration to a resolution approving the preliminary plat of Dorff Acres
  - C. Consideration to a resolution approving the variance to allow a 22 foot front yard setback to construct an addition to a home at 1832 East Shore Drive (Brian & Cindy Swanson)
  - D. \*\*Acceptance of the Monthly Nuisance Report
  - E. \*\*42 Applications for building permits have been received in the estimated construction value of \$2,304,603.00 for October 2016
  - F. \*\*Variance/Conditional Use Permit Status Report
- 6. Public Works Committee** (\*Zeman, Imholte, Schurman, Waller / Meets on Monday, November 7, 2016, at 1:00 PM)
- A. Discussion regarding the estimated costs and potential cost participation from Becker County for the proposed North TH 59 Sanitary Sewer and Watermain Improvements
  - B. Consideration to a resolution authorizing a Preliminary Engineering Report for Long Pines Estates
  - C. Discussion regarding Parks Department facilities and work areas
  - D. \*\*Consideration to the request for authorization to solicit quotes and sell wood salvaged from City tree removal and other various City projects
  - E. \*\*Consideration to the request from Amy Stearns for a Special Event Permit for Street Faire at the Lakes 2017 from Thursday, June 1, 2017 to Saturday, June 3, 2017
  - F. \*\*City Engineer's Monthly Project Status Report
  - G. \*\*Acceptance of the Monthly Animal Control Report
- 7. Finance Committee** (\*Marks Erickson, Zeman, Sukke, Wenner / Meets on November 7, 2016, at 3:30 PM)
- A. Consideration to a resolution to awarding the sale of general obligation improvement and refunding bonds, Series 2016A, in the original aggregate principal amount, fixing their form and specifications, directing their execution and delivery, providing for their payment, providing for the escrowing and investment of a portion of the proceeds thereof, and providing for the redemption of bonds refunded thereby (*Bid Tab will be provided at the meeting*)

- B. Consideration to approving the Crossover Refunding Escrow Agreement (*Bid Tab will be provided at the meeting*)
  - C. Consideration to a resolution amending Section 210 of the City Code relative to various license and rental fees
  - D. \*\*Consideration to approving the final payment to Hough, Inc. in the amount of \$1,449.56 for the Longview Lane Drainage Improvement project
  - E. \*\*Acceptance of the Trial Balance
  - F. \*\*Approval of payment of claims
- 8. Public Safety Committee** (\*Waller, Boeke, Schiller, Wenner, Zeman / Meets on November 7, 2016, at 3:00 PM)
- A. \*\*Acceptance of the Police Chief's Monthly Report
  - B. \*\*Acceptance of the Quarterly Task Force Report
  - C. \*\*Acceptance of the Fire Chief's Monthly Report
  - D. \*\*Acceptance of parking violations report showing that parking violations amounted to \$230 for October 2016
  - E. \*\*The City has received \$7664.18 that was collected by Becker County Court Administrator for September 2016 fines
- 9. Liquor/Gambling Control Committee** (\*Wenner, Marks Erickson, Schiller, Schurman / Meets on November 7, 2016, at 4:30 PM)
- A. \*\*Approval of the gambling application submitted by the Smokey Hills Chapter of MN Deer Hunters Association to hold a raffle at the Detroit Lakes VFW, 500 Washington Avenue on November 25, 2016
  - B. \*\*Approval of the gambling application submitted by the Detroit Lakes Youth Wrestling to hold a raffle at the Holiday Inn, 1155 Highway 10 E on April 29, 2017
  - C. \*\*Approval to the issuance of a Permit to Consume request made by Susan Zurn for a Wedding Reception at the Pavilion on July 1, 2017
  - D. \*\*Approval to the issuance of a Permit to Consume request made by Maria Barrientons & David Espejo for a Wedding Reception at the Pavilion on August 12, 2017
  - E. \*\*Approval to the issuance of a Permit to Consume request made by Bianca Martinez & Ismael Bernal for a Wedding Reception at the Pavilion on September 2, 2017

F. **\*\*Approval to the issuance of a Permit to Consume request made by Shannon Lund & Jason Jacobson for a Wedding Rehearsal & Reception at the Pavilion on September 22-23, 2017**

G. **\*\*Liquor Store Manager's Report**

**10. Public Utilities Commission (\*Buboltz, Imholte, Nansen, Sinclair, Tucker / Meets on November 8, 2016, at 7:30 AM)**

A. Consideration to the resolution adopting the 2017 electric rates and utilities fees and the resolution adopting the 2017 water and wastewater rates (Summary Enclosed)

**11. City Administration Items**

A. Consideration to approving the Concession Lease Agreement with the City of Detroit Lakes and Detroit Mountain Recreation Area (DMRA)

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

**Plumbing Licenses:**

Agassiz Mechanical, Inc.

C. **\*\*Approval of the following Liquor Licenses for the period of January 1, 2017 through December 31, 2017:**

**On-Sale Wine Licenses:**

Chinese Dragon – Washington Square Mall

LaBarista – Washington Square Mall

**Club On-Sale & Sunday Liquor License:**

American Legion - John Bridges Post 15 – 810 West Lake Drive

**Club On-Sale Liquor License:**

VFW - Jess Omundson Post #1676 – 500 Washington Avenue

Fraternal Order of the Eagles #2342 – 112 Holmes Street West

**12. Mayor's Agenda Items**

A. Mayor Brenk appointed Alderman Sukke, Alderman Schiller and Alderman Wenner to the Becker County Canvassing Board for the 2016 General Elections. The Board will meet on **Monday, November 14 at 11:00 AM** in the second floor meeting room at the Courthouse

B. The term of Julie Herman on the Planning Commission will expire on December 31, 2016. Ms. Herman has served one 3-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. There is an appreciation celebration for Chief Tim Eggebraaten immediately following this meeting. Chief Eggebraaten is retiring after 24 ½ years of service with the DLPD
- B. Public Open House regarding Highway 10 and Randolph Road at Kris Street and County Road 54 will be Wednesday, November 9, 2016 from 5:00 PM – 7:00 PM with a presentation at 5:30 PM at the MnDOT District 4 Headquarters, 1000 Highway 10 West, Detroit Lakes
- C. Sucker Creek Preserve will unveil “the Old Red River Road” sign on Thursday, November 10, 2016 at 1:30 PM
- D. Lakes Liquor is hosting a Holiday Show featuring a variety of samples on Thursday, December 8, 2016 from 4:00 PM to 7:00 PM
- E. Public discussion on the 2017 Budget and Tax Levy pursuant to the Truth & Taxation requirements will take place at the City Council meeting on December 13, 2016 at 6:01 PM

Sincerely,

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

KK/gaf  
Enclosures