



**City of Blaine**  
**Anoka County, Minnesota**  
**Minutes**  
**City Council**

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine, MN 55449

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Thursday, February 1, 2018

7:30 PM

Council Chambers

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**1. CALL TO ORDER BY THE MAYOR**

The meeting was called to order at 7:35 p.m. by Mayor Ryan followed by the Pledge of Allegiance and the Roll Call.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Quorum Present.

**ALSO PRESENT:** City Manager Clark Arneson; Planning and Community Development Director Bryan Schafer; Safety Services Manager/Police Chief Brian Podany; Finance Director Joe Huss; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; City Engineer Jean Keely; Communications Technician Roark Haver; Senior Engineering Technician Jason Sundeen; and City Clerk Catherine Sorensen.

**Present:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

**Absent:** 2 - Councilmember Hovland and Councilmember Garvais

**4. APPROVAL OF MINUTES**

**4.-1 RECENTLY HELD MEETINGS**

**Attachments:**    [01-11-18 Workshop Minutes](#)  
[01-18-18 Workshop Minutes](#)  
[01-18-18 Council Minutes](#)

**Moved by Councilmember Swanson, seconded by Councilmember King, that the Minutes of the Workshop Meeting of January 11, 2018, the Minutes of the Workshop Meeting of January 18, 2018 and the Minutes of the Regular Meeting of January 18, 2018 be approved.**

**Motion adopted. Councilmember Clark abstained on the January 11, 2018 Workshop meeting minutes due to his absence.**

**Aye:** 4 - Mayor Ryan, Councilmember Swanson, Councilmember King and Councilmember Jeppson

**Abstain:** 1 - Councilmember Clark

**5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**

Mayor Ryan recognized Special Assessments Clerk Nancy Hupp for her 38½ years of service to the City of Blaine in the Engineering Department and wished her well in retirement.

Mayor Ryan congratulated City Engineer Jean Keely on receiving City Engineer of the Year for 2017 from the City Engineers Association of Minnesota and thanked Ms. Keely for her 29 years of service to the City.

City Engineer Keely stated this award was a real honor for her to receive. A round of applause was presented by all in attendance.

**Informational; no action required.**

**6. COMMUNICATIONS**

Councilmember Clark announced this would be his last year on the City Council and stated he would not be seeking reelection.

**Informational; no action required.**

**7. OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:39 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:39 p.m.

**None.**

**8. ADOPTION OF AGENDA**

The agenda was adopted as presented.

**9. 7:30 P.M. - PUBLIC HEARING AND ITEMS PUBLISHED FOR A CERTAIN TIME**

**9.-1 VACATION OF DRAINAGE AND UTILITY EASEMENT AT LOT 16,  
BLOCK 1, THE LAKES OF RADISSON 59TH ADDITION, VACATION  
NO. V17-06**

**Attachments:**     [Location Map 1](#)  
                              [Location Map 2](#)  
                              [Petition V17-06](#)

Mayor Ryan opened the public hearing at 7:40 p.m.

City Engineer Keely stated a petition dated November 16, 2017, was submitted to the City by Reggie Berg requesting vacation of a portion of a drainage and utility easement for a fire pit. The pit encroaches into an area that would be used for equipment to maintain the pond. Rather than remove the pit, the applicant requested that a portion of the easement be vacated. The applicants represent 100% of the affected property abutting this easement. The Engineering Department has reviewed this request and concurs with the vacation.

There being no public input, Mayor Ryan closed the public hearing at 7:42 p.m.

**Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 18-15, "Vacation of Drainage and Utility Easement at Lot 16, Block 1, the Lakes of Radisson 59th Addition," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

## 9.-2

### **VACATION OF DRAINAGE EASEMENTS ON OUTLOT B, NORTH OAKS PONDS EAST, AND UTILITY AND DRAINAGE EASEMENTS ON OUTLOT A, NORTH OAKS PONDS EAST 2ND, VACATION NO. V17-09**

**Attachments:** [Location Map.pdf](#)

Mayor Ryan opened the public hearing at 7:43 p.m.

City Engineer Keely stated this is a City initiated vacation of easements. One of the permit requirements for the City's open space project is to grant a conservation easement over the area in the project. The conservation easement language however conflicts with existing easements that were platted with the original property in the early 1990's. This vacation will remove the underlying easements and a new document will dedicate a conservation easement over them. The Engineering Department has reviewed this request and concurs with the vacation. Staff noted that this item would require six out of seven votes from the City Council and for this reason recommended the item be postponed to February 15, 2018.

There being no public input, Mayor Ryan closed the public hearing at 7:45 p.m.

Action on this item was postponed to the February 15, 2018 City Council meeting.

**Postponed**

## 9.-3

### **VACATION OF JOHNSON STREET NE RIGHT-OF-WAY**

**AT OUTLOT A, NAUMAN ACRES, VACATION NO.  
V17-08**

**Attachments:**    [Location Map.pdf](#)  
                              [Petition.pdf](#)

Mayor Ryan opened the public hearing at 7:46 p.m.

City Engineer Keely stated a petition dated December 19, 2017, was submitted to the City by Bud Dropps representing Accent Enterprises, Inc. requesting vacation of a portion of Johnson Street NE right-of-way. The right-of-way is no longer needed and will be combined with adjacent parcels for development. The applicant represents 50% of the affected property abutting this easement. The east half of this right-of-way was vacated in 2007. The Engineering Department has reviewed this request and concurs with the vacation.

There being no public input, Mayor Ryan closed the public hearing at 7:47 p.m.

**Moved by Councilmember King, seconded by Councilmember Jeppson, that Resolution 18-17, "Vacation of Johnson Street NE Right-of-Way at Outlot A, Nauman Acres," be approved.**

**Motion adopted unanimously.**

**10. APPROVAL OF CONSENT AGENDA:**

**Moved by Councilmember King, seconded by Councilmember Jeppson, that the following be approved:**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

**10.-1**

**SCHEDULE OF BILLS PAID**

Attachments: [01/12/18 Bills Paid](#)  
[01/19/18 Bills Paid](#)

Approved

**10.-2 ACCEPT QUOTE FOR 2018 NEWSLETTER PRINTING SERVICES**

Approved

**11. DEVELOPMENT BUSINESS**

**11.-1 GRANTING A CONDITIONAL USE PERMIT AMENDMENT TO ALLOW FOR 1,666 SQUARE FEET OF ATTACHED ACCESSORY GARAGE SPACE AS PART OF A NEW HOME TO BE CONSTRUCTED IN AN RF (RESIDENTIAL FLEX) ZONING DISTRICT, LOCATED AT 11016 FLANDERS COURT NE. ROBERT AND ELIZABETH CARLSON. (CASE FILE NO. 17-0055/NBL)**

Attachments: [Carlson CUP - Attachments.pdf](#)

Planning and Community Development Director Schafer stated the applicant is requesting a conditional use permit (CUP) amendment to construct 1,666 square feet of attached accessory garage space. The applicant is requesting the CUP at this time because they are planning to construct a new home on this parcel. It was noted this development has larger lots with private well and septic. The applicant has stated that they would like the additional garage square footage to compensate for not constructing a basement in the new home.

**Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Resolution No. 18-18, "Granting a Conditional Use Permit Amendment to Allow for 1,666 square feet of Attached Accessory Garage Space as part of a new home to be constructed in an RF (residential Flex) Zoning District, located at 11016 Flanders Court NE," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

11.-2

**GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR THE CONSTRUCTION OF AN APPROXIMATELY 22,000 SQUARE FOOT ADDITION (1,492 SEAT AUDITORIUM), PARKING LOT EXPANSION TO AN EXISTING CHURCH, AND A ZERO LOT LINE ESTABLISHING A SHARED DRIVEWAY ACCESS BETWEEN SITES IN A PBD (PLANNED BUSINESS DISTRICT) ZONING DISTRICT, EAGLE BROOK CHURCH, LOCATED AT 3603 95TH AVENUE NE. (CASE FILE NO. 17-0062/SLK)**

**Attachments:**     [Eagle Brook - Attachments.pdf](#)

Planning and Community Development Director Schafer stated the applicant is proposing to construct an approximately 22,000 square foot addition to the existing 38,656 square foot building in the Blaine Preserve Business Park and continue to operate a church from this location. Eagle Brook Church, Blaine campus, would continue to be an additional location to the already existing campuses in White Bear Lake, Spring Lake Park, and Lino Lakes. It was noted a traffic signal would not be added for this development and noted Eagle Brook Church would have to continue to rely on law enforcement for traffic assistance on weekends or for special events. Staff provided further comment on the proposed building expansion and recommended approval.

Gari Pisca, Eagle Brook Church representative, introduced herself to the Council and noted the Blaine campus of Eagle Brook Church opened in 2010. She commented on the great work being done by Eagle Brook and noted her church's purpose was to love God and one another. She noted the Blaine congregation was currently holding six services, two on Saturday evening, two on Sunday morning and two on Sunday evening with attendance being somewhere between 5,000 and 6,000 every weekend. She reported the proposed building expansion would assist this campus in meeting both the current and projected growth of the church.

Mayor Ryan asked what the total size was for the Eagle Brook community. Ms. Pisca reported Eagle Brook Church currently has 23,000 members.

Councilmember Swanson requested Eagle Brook consider being a polling place for elections. Ms. Pisca stated she would be open to having these conversations with the City.

**Moved by Councilmember Clark, seconded by Councilmember Jeppson, that Resolution No. 18-19, "Granting a Conditional Use Permit to allow for the Construction of an Approximately 22,000 square foot Addition (1,492 Seat Auditorium), Parking Lot Expansion to an Existing Church, and a Zero Lot Line Establishing a Shared Driveway Access Between Sites in a PBD (Planned**

Business District) Zoning District, Eagle Brook Church, located at 3603 95th Avenue NE,” be approved.

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

11.-3

**GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE  
10.15 ACRES INTO ONE LOT TO BE KNOWN AS  
EAGLE BROOK CHURCH-BLAINE CAMPUS, LOCATED  
AT 3603 95TH AVENUE. EAGLE BROOK CHURCH.  
(CASE FILE NO. 17-0062/SLK)**

**Attachments:** [Eagle Brook - Final Plat - Attachments.pdf](#)

Planning and Community Development Director Schafer stated Eagle Brook Church is requesting approval to replat two (2) outlots and one existing lot into one lot for a new building addition to an existing church and parking lot expansion. The proposed final plat consists of one lot. Because a portion of the property was previously platted as outlots, park dedication has never been paid for the existing Outlots A and B Blaine Preserve Business Park Third Addition. Staff reported the final plat is consistent with the preliminary plat and is recommended for approval.

**Moved by Councilmember Clark, seconded by Mayor Ryan, that Resolution No. 18-20, “Granting Final Plat Approval to Subdivide 10.15 Acres into One Lot to be known as Eagle Brook Church-Blaine Campus, located at 3603 95th Avenue,” be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

11.-4

**GRANTING A COMPREHENSIVE LAND USE PLAN  
AMENDMENT FROM CC (COMMUNITY  
COMMERCIAL) TO LDR (LOW DENSITY  
RESIDENTIAL) AT 1041 109TH AVENUE NE. N AND D  
MANAGEMENT, LLC. (CASE FILE NO. 17-0046/SLK)**

**Attachments:** [Creekside Village - Attachments.pdf](#)  
[Public Comment.pdf](#)

Planning and Community Development Director Schafer stated the subject property has a land use designation of CC (Community Commercial) and does not allow single family homes. Therefore, the land use for the property must be changed to accommodate a developed residential use. At this time, the developer has requested to change the land use to LDR (Low Density Residential) for the portion of the property being developed as single-family homes. The change to LDR would

allow residential development of generally 3-6 units per acre which would be consistent with the housing found in this area. Staff provided further comment on the development being proposed for this property and recommended approval of the Comprehensive Land Use Plan Amendment.

Councilmember King asked if the developer was proposing to place a community trail or sidewalk through the development. Mr. Schafer reviewed the sidewalk and trail plans for the development.

Councilmember Clark questioned if the remaining retail could be converted into high-density residential or townhomes in the future. Mr. Schafer stated as the City reviews its plans in the future, high-density residential may be an option for the remaining retail.

**Moved by Councilmember King, seconded by Councilmember Jeppson, that Resolution No. 18-21, "Granting a Comprehensive Land Use Plan Amendment from CC (Community Commercial) to LDR (Low Density Residential) at 1041 109th Avenue NE," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

11.-5

## FIRST READING

### **GRANTING A REZONING FROM B-2 (COMMUNITY COMMERCIAL) TO DF (DEVELOPMENT FLEX) FOR CREEKSIDE VILLAGE, LOCATED AT 1041 109TH AVENUE NE. (CASE FILE NO. 17-0046/SLK)**

**Attachments:** [Creekside Village - Attachments.pdf](#)

Planning and Community Development Director Schafer stated the subject property has an existing zoning designation of B-2 (Community Commercial). The property is within the MUSA (Metropolitan Urban Service Area) which indicates it is intended to be served with City sewer and water. The project zoning is proposed to be DF (Development Flex) to cover the residential uses. With the DF zoning, housing products and neighborhood design issues will require and be regulated by a Conditional Use Permit (CUP). Lots 31 and 32 Block 2 are being platted for the existing commercial buildings on 109th Avenue and will remain B-2 (Community Commercial).

**Declared by Mayor Ryan that Ordinance No. 18-2396, "Granting a Rezoning from B-2 (Community Commercial) to DF (Development Flex) for Creekside Village, located at 1041 109th Avenue NE," be introduced and placed on file for second reading at the February 15, 2018 Council meeting.**



11.-6

**FIRST READING**

**REZONING FROM FR (FARM RESIDENTIAL) TO DF  
(DEVELOPMENT FLEX) AT 12576 LEVER STREET NE.  
ANOKA-HENNEPIN SCHOOL  
DISTRICT/ANDERSON-JOHNSON ASSOCIATES, INC.  
(CASE FILE NO. 17-0052/LSJ)**

**Attachments:**     [Elementary School - attachments.pdf](#)

Planning and Community Development Director Schafer stated the Anoka-Hennepin School District has applied for a rezoning of the site to DF (Development Flex) to provide some flexibility in requirements and to be consistent with surrounding and future zoning designations in this neighborhood. While the properties surrounding the parcel currently are also zoned FR (Farm Residential), it is anticipated that with future development of this area the zoning of the adjacent parcels will change to DF, as this zoning designation is used for all new residential projects that are not considered infill projects. The existing land use of the property of LDR (Low Density Residential) would allow for the school use of the property. Staff reviewed the plans for the new elementary school and noted the school districts hopes to have this building ready for use in the Fall of 2019.

Chuck Holden, Chief Operations Officer for Anoka-Hennepin School District, introduced himself to the Council and stated the District was really looking forward to having this new elementary school complete. He explained the school district was bursting at the seams and in need of more classroom space in the Blaine area. He thanked the City for partnering with them on the park space. He noted the new building would serve approximately 1,000 students beginning at age 4 through Grade 5.

Councilmember Clark asked if the basketball courts would be open for community use. Mr. Holden reported this was the case.

**Declared by Mayor Ryan that Ordinance No. 18-2397, "Rezoning from FR (Farm Residential) to DF (Development Flex) at 12576 Lever Street NE," be introduced and placed on file for second reading at the February 15, 2018 Council meeting.**

11.-7

**FIRST READING**

**REZONE 1.6 ACRES FROM R-1 (SINGLE FAMILY) TO  
DF (DEVELOPMENT FLEX) AT 11059 BUCHANAN  
ROAD NE. JAMES TALUS. (CASE FILE NO.  
17-0047/LSJ)**

**Attachments:** [Talus Addition - Attachments.pdf](#)

Planning and Community Development Director Schafer stated the applicant has applied for the rezoning of the property at 11059 Buchanan Road NE to DF (Development Flex) because the lot widths of the five new lots are less than 80-feet (the requirement for the R-1 zoning district). The rationale for this rezoning is that this method of rezoning is consistent with other rezoning methods throughout the City and it is necessary for the smaller lot widths. The remaining home (Lot 6) will remain zoned R-1.

**Declared by Mayor Ryan that Ordinance No. 18-2398, "Rezoning 1.6 Acres from R-1 (Single Family) to DF (Development Flex) at 11059 Buchanan Road NE," be introduced and placed on file for second reading at the February 15, 2018 Council meeting.**

## 12. ADMINISTRATION

### 12.-1

#### **ADOPTING THE 2018 CIF INTEREST FUND PLAN FOR PARK IMPROVEMENTS**

**Attachments:** [2018 Park Projects using CIF funds](#)

Public Services Manager/Assistant City Manager Therres stated in 2014 the City Council adopted a program that set aside \$200,000 a year over five years for improvements to parks. The funding is to come from the interest earned in the Capital Improvement Fund. The Finance Department has informed staff that interest for the Capital Fund is projected to only generate \$165,000 in 2018, so the budget has now been updated to reflect this change. It was noted staff has evaluated all parks and developed a plan of projects for 2018. This plan was reviewed by the Park Board and was recommended for Council approval.

**Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that Motion 18-14, "Adopting the 2018 CIF Interest Fund Plan for Park Improvements," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

### 12.-2

#### **ADOPTING THE 2018-2022 FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR PARK DEVELOPMENT FUNDS**

**Attachments:** [2017-12-30 Parks CIP](#)

Public Services Manager/Assistant City Manager Therres stated the City maintains a five-year capital improvement plan for park development funds. The capital improvement plan is a flexible plan based upon long-range physical planning and

financial projections. Flexibility is achieved through an annual review and revisions as necessary. All improvements listed in the plan are proposed and must come back to the Park Board for review and recommendation to the City Council. The City Council then makes all final decisions on capital improvements. Revenue for capital improvement plan comes from park dedication fees required of all new residential (\$4,320), commercial (\$8,704), and industrial (\$6,702) development. Fees from residential development are currently split, with 80% of the fee funding parks development and 20% of the fee funding open space development. The current 80/20 split was approved in 2013 for fiscal years 2014 through 2018. Staff will be bringing this issue back to City Council for review later this year.

Mayor Ryan stated he was pleased to see the City had received some funds for the Miracle Field. He noted he would be reaching out to the Minnesota Twins to see if additional funding could be gained for the renovation of this field.

**Moved by Councilmember King, seconded by Mayor Ryan, that Motion 18-28, "Adopting the 2018-2022 Five Year Capital Improvement Plan for Park Development Funds," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

12.-3

**AUTHORIZE THE MAYOR AND CITY MANAGER TO  
ENTER INTO A CONTRACT WITH BARR  
ENGINEERING FOR DBP TESTING TO INCORPORATE  
INTO THE DESIGN OF WTP4 IN THE AMOUNT OF  
\$21,400**

**Attachments:**     [Barr - DBP Testing Proposal](#)

City Engineer Keely reviewed a proposal for sampling and bench testing of future Water Treatment Plant No. 4 (WTP4) water supply wells 18-21 for evaluation of disinfection by-product (DBP) formation potential and for sampling and analysis of raw well water and treated water from WTP1, WTP2, and WTP3. It was noted Barr recently completed pilot testing and a feasibility study for WTP4. The feasibility report described formation of DBPs as a potential risk of the new system and recommended additional bench testing to evaluate the magnitude of this risk. Testing the existing wells will allow for the evaluation of the DBP formation potential when the water mixes within the system.

**Moved by Councilmember King, seconded by Councilmember Swanson, that Motion 18-29, "Authorize the City Manager to Enter into a Contract with Barr Engineering for DBP Testing to Incorporate into the Design of WTP4 in the amount of \$21,400," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson

### 13. OTHER BUSINESS

Mayor Ryan reported Police Chief/Safety Services Manager Podany had made a request to local municipalities, fire departments and Anoka County asking for their support on the joint training facility.

Mayor Ryan reported the Highway 65 study was now fully funded and noted Mora has withdrawn from the Highway 65 Coalition.

**Informational; no action required.**

### 14. ADJOURNMENT

**Moved by Councilmember Clark, seconded by Councilmember King, to adjourn the meeting at 8:35 p.m.**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King and Councilmember Jeppson