

CITY OF BLAINE
ANOKA COUNTY, MINNESOTA
CITY COUNCIL MEETING
Monday, December 7, 2020

7:30 P.M.

Virtual meeting due to COVID-19 pandemic

CALL TO ORDER BY MAYOR RYAN

The meeting was called to order at 7:35 p.m. by Mayor Ryan followed by the Pledge of Allegiance and the Roll Call. Due to the COVID-19 pandemic this meeting was held virtually.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Mayor Tom Ryan, Councilmembers Andy Garvais, Julie Jeppson, Richard Paul, Jess Robertson, and Dick Swanson.

ABSENT: Councilmember Wes Hovland.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; City Planner Lori Johnson; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Finance Director Joe Huss; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Chris Nelson; City Engineer Dan Schluender; Water Resources Manager Rebecca Haug; Recreation Manager Nate Monahan; Communications Technician Roark Haver; Communications Manager Ben Hayle; Budget/Fiscal Analyst Ward Brown; and City Clerk Catherine Sorensen.

APPROVAL OF MINUTES

Workshop Meeting – November 2, 2020

Regular Meeting – November 2, 2020

Workshop Meeting – November 9, 2020

Canvass Meeting – November 12, 2020

Workshop Meeting – November 16, 2020

Regular Meeting – November 16, 2020

Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that the Minutes of Workshop Meeting of November 2, 2020, the Minutes of the Regular Meeting of November 2, 2020, the Minutes of Workshop Meeting of November 9, 2020, the Minutes of the Canvass Meeting of November 12, 2020, the Minutes of Workshop Meeting of November 16, 2020, and the Minutes of the Regular Meeting of November 16, 2020 be approved.

A roll call vote was taken. Motion adopted. Councilmember Garvais abstained on the November 12, 2020 Canvass meeting minutes due to his absence.

AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

5.1 Presentation of Proclamation to BSA Scout Liam Wells.

Mayor Ryan read a proclamation in full for the record recognizing Boy Scout Liam Wells for his work, stating he spent nearly 100 hours selling popcorn door to door to raise money for Scout Troop 692, placing him eighth out of more than 6,000 scouts in the Northern Star Council.

Liam Wells thanked the Council for this honor. He explained he sells most of his popcorn by going door to door. He reported it was tough not selling popcorn this year and he looked forward to doing this again in 2021.

COMMUNICATIONS

None.

OPEN FORUM FOR CITIZEN INPUT

Mayor Ryan opened the Open Forum at 7:40 p.m.

Chuck McQuillan, Fogerty Area President, extended a heartfelt thanks to the Blaine City Council and Blaine city staff. It was his hope that things would get back to normal early in 2021 and operations at Fogerty could begin shortly thereafter.

Mayor Ryan closed the Open Forum at 7:44 p.m.

ADOPTION OF AGENDA

The agenda was adopted as presented.

APPROVAL OF CONSENT AGENDA

Moved by Councilmember Paul, seconded by Councilmember Swanson, that the following be approved:

9.1 Motion 20-125, Schedule of Bills Paid.

9.2 Resolution 20-171, Annual Polling Place Designations for 2021.

9.3 Motion 20-126, Authorize a Professional Services Contract with Barr Engineering for Design of Renovation Improvements to WTP 1-3.

9.4 Motion 20-127, Approve 2021 Annual License Renewals.

A roll call vote was taken. Motion adopted unanimously.

7:30 P.M. - PUBLIC HEARINGS AND ITEMS SET FOR A CERTAIN TIME10.1 First Reading – Ordinance 20-2460, Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine.

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

City Clerk Sorensen stated annually, the City Council reviews and adopts a fee schedule. Minnesota Statutes §462.353, subd. 4(a) provides, in part, as follows: "...a municipality may adopt a fee schedule under this subdivision by ordinance..., following publication of notice of proposed action on a fee schedule at least 10 days prior to a public hearing held to consider action on or approval of the fee schedule." Staff reviewed the proposed fee schedule in further detail with the council and recommended approval.

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

Declared by Mayor Ryan that Ordinance No. 20-2460, "Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine," be introduced and placed on file for second reading at the December 21, 2020 Council meeting.

DEVELOPMENT BUSINESS11.1 Resolution No. 20-169, Resolution Denying Adoption of Ordinance 20-2456 Amending the R1-B (Single Family) Zoning District to Allow Accessory Buildings up to 120 Square Feet with Various Locational and Design Criteria. (Case File No. 20-0032/LSJ).

City Planner Johnson stated on November 16, 2020 the City Council tabled a decision on the ordinance change allowing accessory buildings (with standards) in the R1-B zoning ordinance. The decision was tabled to allow for staff to prepare various options for the City Council to consider based on discussion at the meeting. The updated staff report was reviewed with the council and addressed public comments from the November 16, 2020 meeting, provides information on things discussed by the City Council, and provides several options for the City Council to consider prior to a final determination. Staff presented three options for the City Council to consider. The first option would be to deny the code amendment which meant no accessory buildings would be allowed under the current ordinance. The second option would be to approve a code amendment for the R1-B zoning district that allows accessory buildings on every lot up to 120 square feet, in the rear yard only with several other stipulations. The third option would be to approve an amendment with all standards listed in option two with an additional standard that would restrict detached accessory buildings from being located in the protective buffer zone of any stormwater pond. Staff commented further on the proposed solutions and explained staff has worked to create opportunities for compromise.

Councilmember Robertson asked if the other R1-B neighborhood in Blaine had similar lot sizes. Ms. Johnson reported this was the case, but noted the other R1-B neighborhood did not have a stormwater pond.

Mayor Ryan stated he would not be supporting the recommendation for denial. He indicated the city should have demanded a homeowners association be put in place for this neighborhood in order to address this

concern, versus having to come before the City Council. He commented on how disruptive it would be to require residents to remove sheds in this neighborhood.

Councilmember Jeppson thanked staff for coming up with three options. She understood that no one would be happy when it comes to this item. She appreciated the fact that staff was offering a compromise and noted she would be supporting option three that provided a buffer area for sheds around ponds.

Councilmember Swanson commented he would be supporting option three as well.

Councilmember Robertson stated she would be voting to deny the request altogether. She did not believe the city should be asked to make policy because people did not follow the rules. She explained she did not like the tension that had been created in this neighborhood and believed this matter should have never come to the City Council, but rather should have been addressed by a homeowners association.

Councilmember Paul reported he drove through this neighborhood and was of the opinion the neighborhood looked good. He stated he would be supporting option three.

Councilmember Garvais commented many issues have come up from The Sanctuary neighborhood over the years. He recommended an association be created for The Sanctuary and indicated he would be supporting option three.

Councilmember Robertson stated she was not averse to compromise but did not believe this was a permanent solution. She anticipated this matter would come back to the city in six to twelve months because this was not a perfect solution and discussed how important it was to have strong relationships in a neighborhood.

Moved by Mayor Ryan, seconded by Councilmember Garvais, to remove this item from the table.

A roll call vote was taken. Motion adopted unanimously.

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that Ordinance 20-2456, "A Code Amendment to the R1-B (Single Family) Zoning District to Allow Accessory Buildings Up to 120 Square Feet with Various Locational and Design Criteria," be approved as amended, adding the protective buffer zone for the R-1B district is 75 feet from the high-water level of the stormwater pond as defined in Ordinance Section 34.462.

A roll call vote was taken. Motion adopted 5-1 (Councilmember Robertson opposed).

Councilmember Garvais requested further information from staff on how associations are formed. City Attorney Nelson explained the city did not have a procedure in place and explained the homeowners would have to take action in order to create an association.

11.2 Resolution No. 20-172, Granting a Conditional Use Permit to Occupy and Operate a Church in a PBD (Planned Business District) Zoning District located at 3785 Pheasant Ridge Drive NE. MN13 Blaine LLC (The Holy Christian Church International) (Case File No. 20-0033/LSJ).

Moved by Councilmember Paul, seconded by Mayor Ryan, that Resolution No. 20-172, "Granting a Conditional Use Permit to Occupy and Operate a Church in a PBD (Planned Business District) Zoning District located at 3785 Pheasant Ridge Drive NE," be approved.

Ms. Johnson stated the Holy Christian Church International, currently located in St. Paul, is proposing to occupy an existing building in the Pheasant Ridge Industrial Park. The building is the former home of Parametric Technology. The new church facility would accommodate a sanctuary and dedicated lobby spaces, classrooms, offices and multipurpose gathering places. Churches are allowed in the PBD (Planned Business District) zoning district with the issuance of a conditional use permit. It was noted the church proposes to occupy a 92,350 square foot building that was constructed in 2008. Staff commented further on the request and recommended approval.

Archbishop Wayne Felton thanked the City Council for considering his request. He explained he was looking forward to moving back to the Blaine community and . He indicated he would like to have a private school within his church at some point in the future.

Mayor Ryan asked if the church would be leasing the building. Archbishop Belton reported he was looking to purchase the building.

Mayor Ryan questioned what the size of the church congregation was. Archbishop Belton stated the congregation currently had 536 families spread throughout the state of Minnesota, Jamaica, Mexico, Africa and India.

Councilmember Robertson stated she believed the purpose of being on Earth was to love and serve others. She appreciated the fact the City of Blaine was welcoming to new churches and individuals and welcomed this new church to the community.

The Council directed staff to place churches in the PBD zoning district on a future workshop agenda for further discussion.

A roll call vote was taken. Motion adopted unanimously.

11.3 Resolution No. 20-173, Granting a Waiver of Platting to Split One Parcel into Two Parcels in a DF (Development Flex) Zoning District located at 11743 London Street NE. Katja Judgate and Michael Hudoba. (Case File No. 20-0037/LSJ).

Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Resolution No. 20-173, “Granting a Waiver of Platting to Split One Parcel into Two Parcels in a DF (Development Flex) Zoning District located at 11743 London Street NE,” be approved.

Ms. Johnson stated in 2004, the subdivision known as Deacon’s Forest 3rd Addition was created on the east side of London Street at the 118th Avenue alignment. The subdivision was zoned to DF (Development Flex) and a set of standards was established through the conditional use permit for this development. One of the lots in this development, on the southeast corner of London Street and 118th Avenue (Lot 1, Block 1), was platted as a larger lot due to the existing home on the property and the desire of the owners to keep the lot larger for their own personal use. Once the development was underway, the owners of this larger lot decided they wanted to build a new home on the property, rather than keep the existing home. In 2004, the City Council granted a conditional use permit amendment for this property so the new home could be constructed similarly to the adjacent homes on London Street and on the west side of the London Street. Essentially, the homeowner wanted to build a larger home with different setbacks and standards than those allowed in the Deacon’s Forest 3rd Addition.

Ms. Johnson explained at this time, the owners of Lot 1, Block 1 Deacon's Forest 3rd Addition, would like to subdivide this larger lot to accommodate the creation of a 60-foot by 135-foot lot (Parcel B) on the east side of the property. The size of the new lot matches the rest of the lots created in Deacon's Forest 3rd Addition. Utility services are present in 118th Avenue to serve a new lot of this size at this location. The existing home would remain on Parcel A.

A roll call vote was taken. Motion adopted unanimously.

11.4 Resolution No. 20-174, Granting a Conditional Use Permit Amendment to Establish Standards for a .19 Acre Lot in a DF (Development Flex) Zoning District located at 11743 London Street NE. Katja Ludgate and Michael Hudoba. (Case File NO. 20-0037).

Moved by Mayor Ryan, seconded by Councilmember Paul, that Resolution No. 20-174, "Granting a Conditional Use Permit Amendment to Establish Standards for a .19 Acre Lot in a DF (Development Flex) Zoning District located at 11743 London Street NE," be approved.

Ms. Johnson stated the applicant has requested a conditional use permit amendment for the new lot (Parcel B) that is being created. The development standards for the underlying larger lot do not currently match what is required for the Deacon's Forest 3rd Addition smaller lots. The amendment being proposed would establish standards for this new lot that make the home construction consistent with the other homes within this development, rather than the larger homes on London Street and on the west side of London Street. Parcel A would still remain under the development standards of Resolution 04-127. It was noted staff has become aware that there are private irrigation lines running through Parcel B adjacent to 118th Avenue. These lines were installed when Deacon's Forest Third Addition was under construction so the association could maintain the front portion of the newly proposed Parcel B. The applicant and the association will need to work together to either keep the irrigation lines in place and add Parcel B to the association or allow the irrigation lines to be removed and reinstalled by the owner of the new lot. This is a private agreement that the City cannot participate in.

A roll call vote was taken. Motion adopted unanimously.

11.5 Resolution No. 20-175, Approval of the 2040 Comprehensive Plan.

Moved by Councilmember Paul, seconded by Mayor Ryan, that Resolution No. 20-175, "Approval of the 2040 Comprehensive Plan," be approved.

Community Development Director Thorvig stated in accordance with the Metropolitan Land Use Planning Act adopted in 1976, all cities, counties and townships within the seven-county metropolitan region must prepare a comprehensive plan and update that plan as needed every 10 years. The Metropolitan Council is charged with reviewing local comprehensive plans. The Met Council must review a plan for completeness before initiating the review process for an update or an amendment. A plan update is considered complete when it includes the elements required by statute and contains sufficient information for the Metropolitan Council to evaluate the three primary criteria. Staff commented further on the city's 2040 Comprehensive Plan and recommended approval.

Councilmember Garvais thanked staff for all of their efforts on the Comprehensive Plan. He questioned what the process was to make changes to density for several parcels in Blaine. Mr. Thorvig explained this plan was submitted to the Met Council two years ago and potential changes were anticipated. He reported the city could go back and make changes to the plan.

Councilmember Paul thanked staff for all of their time and effort on the Comprehensive Plan and asked how the public was engaged for this project. Mr. Thorvig reported public engagement was pursued when this document was being revised, adding this was a macro level document and residents have been involved in providing the city with feedback on the future planning process.

A roll call vote was taken. Motion adopted unanimously.

ADMINISTRATION

12.1 Motion 20-128, Accepting the Proposal from PLT in the Amount of \$38,531.75 for Ash Tree Removal at the Blaine Wetland Sanctuary.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Motion 20-128, "Accepting the Proposal from PLT in the Amount of \$38,531.75 for Ash Tree Removal at the Blaine Wetland Sanctuary," be approved.

Water Resources Manager Haug stated the City of Blaine has experienced a significant amount of diseased ash trees caused by the Emerald Ash Borer (EAB). The Blaine Wetland Sanctuary (BWS) is one of the areas that is experiencing a high number of diseased ash trees. Unfortunately, all ash trees at the BWS are diseased or dead. Due to the difficulty of getting heavy equipment out to the uplands of the BWS, staff has requested a quote from three contractors; Precision Land and Tree (PLT), Minnesota Native Landscaping (MNL) and Reliable Tree Service, Inc. Staff reported PLT submitted the low bid. The funding source for this project would come from the Open Space Capital Improvement Fund, which has sufficient funds to cover this expenditure. The budgeted amount for this project is \$40,000. The NRCB has reviewed and is recommending to the City Council to enter into a contract with PLT to remove all ash trees throughout the BWS. This item was discussed by the City Council at the workshop held on November 16, 2020. Based on the discussion with the City Council, communication with the surrounding neighborhoods will be through the city website, social media outlets, city notification system, and a letter will be mailed to the adjacent property owners. The communication will include details of the project, and note that all work is weather-dependent.

Councilmember Robertson asked if the contractor would be using care around the live oak trees. Ms. Haug reported this was the case.

A roll call vote was taken. Motion adopted unanimously.

12.2 Resolution 20-176, Adopt 2021 Capital Equipment Fund Budget.

Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Resolution 20-176, "Adopt 2021 Capital Equipment Fund Budget," be approved.

Finance Director Huss stated council has reviewed the proposed list of capital purchases for 2021 at three prior City Council workshops held September 14, October 5, and November 9. Based on discussions from those meetings, the 2021 proposed Capital Budget is presented for council's consideration and adoption. Total planned capital expenditures for 2020 is \$2,086,050. It has become customary of the council to fund capital purchases with the use of unrestricted General Fund reserves when those reserves are available. Current projections indicate that available unrestricted reserves remaining at 2020 year-end will not fully fund all proposed capital purchases in 2021. The budget indicates the issuance of a capital certificate of indebtedness to fund the remainder if 2020 year-end unrestricted reserves do not prove adequate. Also presented herein is the five-year outlook for the Capital Equipment Fund. Projections indicate stable capital expenditures annually

in the succeeding four years. It was noted staff would be reviewing this projection more thoroughly in 2021 as part of its comprehensive capital and strategic planning initiative.

A roll call vote was taken. Motion adopted 5-1 (Councilmember Robertson opposed).

12.3 Resolution 20-177, Adopt 2021 Sanitation Utility Fund Budget.

Moved by Councilmember Paul, seconded by Councilmember Jeppson, that Resolution 20-177, "Adopt 2021 Sanitation Utility Fund Budget," be approved.

Mr. Huss stated council reviewed the proposed 2021 Sanitation Utility Fund Budget at the November 2, 2020 Workshop. At the workshop, council provided direction to bring forward for adoption the budget as presented on that date. The Sanitation Fund accounts for the city's refuse and recycling program. January 1, 2016 marked the beginning of a new 5½ year contract with Walters Recycling and Refuse, Inc. to provide refuse collection and recycling services for all Blaine residents. The contract was extended in 2019 to cover the period through June 30, 2024. Staff commented further on the expenditures, revenues and five-year outlook for the Sanitation Utility Fund Budget and recommended approval.

A roll call vote was taken. Motion adopted unanimously.

12.4 Resolution 20-178, Adopt the 2021 Water and Sewer Utility Enterprise Fund Budgets.

Moved by Councilmember Paul, seconded by Mayor Ryan, that Resolution 20-178, "Adopt the 2021 Water and Sewer Utility Enterprise Fund Budgets," be approved.

Mr. Huss stated council reviewed the 2021 proposed budgets for the Water and Sanitary Sewer Funds at a previous Workshop and per the summaries, has directed staff to bring forward the budgets for formal adoption. It was noted staff would be working to address the interconnection with the City of Lexington. Staff reviewed the Water and Sewer Utility Enterprise Fund Budgets in further detail with the council and recommended approval.

A roll call vote was taken. Motion adopted unanimously.

12.5 Resolution 20-179, Amend 2020 General Fund Budget & Authorize Transfer of Unrestricted Reserves to Capital.

Moved by Councilmember Jeppson, seconded by Mayor Ryan, that Resolution 20-179, "Amend 2020 General Fund Budget & Authorize Transfer of Unrestricted Reserves to Capital," be approved.

Mr. Huss stated as part of the 2020 budget process, appropriations were made that were consistent with the best information available at the time of budget adoption in December 2019. As the COVID-19 pandemic struck in mid-March and 2020 unfolded, there are certain areas wherein circumstances have led the need to implement budget amendments for 2020. These adjustments are associated with the unanticipated pandemic and the need to adjust personnel costs, particularly in the City Clerk Division for costs associated with conducting three elections and in the Public Safety and Public Works departments for response to the pandemic. With the exception of budget additions to the Information Technology and Communications Divisions, the budget amendments required only a reallocation of appropriated funds within departments to accomplish the budget amendments. This was due mostly to the cost containment measures put in place at the

outset of the COVID-19 pandemic, especially with the containment measures of not filling new or vacant positions.

Mr. Huss reported the resolution also authorizes the re-appropriation of unrestricted General Fund reserves to the Capital Equipment Fund. Annually, once the accounting books are closed for the prior year and the City's annual financial audit is complete, Council will authorize the transfer of available unrestricted reserves to certain programs. Initially for 2020, Council authorized the transfer of over \$2,000,000 in unrestricted General Fund reserves to the Capital Equipment Fund for the purchase of equipment in 2020. However, as the year unfolded, Council directed that certain capital purchases be cut for 2020. With this direction, the need for funding of 2020 capital purchases was reduced to \$1,700,000. Staff commented further on the proposed transfers and recommended approval.

Councilmember Paul asked if the transfers were needed to fund 2020 capital purchases. Mr. Huss reported this was the case. He discussed how the general fund would be very healthy heading into 2021.

A roll call vote was taken. Motion adopted unanimously.

12.6 Motion 20-129, Accepting the Park System Master Plan as a Guiding Document for Future Park Improvements.

Moved by Mayor Ryan, seconded by Councilmember Garvais, that Motion 20-129, "Accepting the Park System Master Plan as a Guiding Document for Future Park Improvements," be approved.

Recreation Manager Nate Monahan stated on April 5, 2018, the city hired WSB and Associates to conduct a Park System Master Plan. The Park System Master Plan is the first of its kind for the City of Blaine. Through this planning process, this master plan will provide a "vision" for the city as well as guide the future development and redevelopment of the park and trail system. As with any large-scale planning effort, community and stakeholder engagement is critical to understanding the community's desires related to program and project priorities. This will help the city make wise decisions based on how the community and policy makers collectively view the priorities to be implemented based on available fiscal resources. With an ever-changing population that is increasing in age and becoming more diverse, it is anticipated that changes to how existing parks are used will require some form of continued re-evaluation. The master plan development needs of Aquatore Park and Happy Acres Park are just two examples of known changes that will be necessary to reconcile current community needs within the context of an aging park system that was developed in a reactionary process rather than a visionary process. Improvements to these parks, as well as other parks within the City's park system, must be considered during this master planning process to determine how system-wide modifications can maximize unique offering and service availability to the community while minimizing overlap. Staff commented further on the intent of the plan, the planning process that was followed, the goals for the community and recommended approval of the Parks Systems Master Plan.

Mayor Ryan thanked staff for putting wood chips down in Swanson Dog Park.

Councilmember Jeppson thanked staff for all of their efforts on the Park System Master Plan. She reiterated that this plan was a guiding document for the city.

Councilmember Robertson agreed stating she saw this document as a vision board for the city of Blaine. She explained she appreciated the priorities that were set within the plan. She recommended the city be careful as it moves forward to ensure this document was referred to as a guiding document.

Mayor Ryan discussed all of the park improvements that have been completed in the city over the years through visioning.

Councilmember Garvais noted several minor grammatical changes that should be made to the Parks System Master Plan. He commended staff for all of their efforts on the plan.

Councilmember Paul thanked Mr. Monahan for all of his hard work on the plan.

A roll call vote was taken. Motion adopted unanimously.

12.7 Resolution 20-180, Adopt the 2021 – 2025 Park and Trail Capital Improvement Fund Budget.

Moved by Councilmember Jeppson, seconded by Councilmember Paul, that Resolution 20-180, “Adopt the 2021 – 2025 Park and Trail Capital Improvement Fund Budget,” be approved.

Mr. Monahan stated a panel of city staff including the City Manager, Finance Director, and Parks and Recreation staff have reviewed the Five-Year Park and Trail (CIP) for the City's Park and Trail Fund and is recommending the 2021 component of the CIP. The Park Board reviewed the plan at their October 27 meeting and voted to recommend approval of the budget to the City Council for formal adoption. The City Council reviewed and discussed this budget at the November 9, 2020 workshop. The Park and Trail Capital Improvement Fund is used for ongoing improvements and replacement of existing capital assets related to the City's parks and trails. The primary funding source for this fund is a general tax levy (\$350,000 for 2021). Additional revenue comes from billboard property leases (\$150,000) which the City Council approved as a funding source in December 2019. He thanked the council for their continued support of the city's parks. Staff discussed the projects that would be completed in 2021 and recommended approval of the Park and Trail Capital Improvement Fund Budget.

Mayor Ryan recommended the city have insurance in place for Memorial Park. Mr. Monahan stated he would reach out to the HR department to have this park amenity added.

Councilmember Robertson asked if the city had any trail investments proposed for 2021. Mr. Monahan reported he was always looking at trail segments for replacement and improvements. He noted a trail segment down the center of Aquatore Park was being considered. He discussed how the public works department works to patch and improve the city's trails.

A roll call vote was taken. Motion adopted unanimously.

12.8 Resolution 20-181, Adopt the 2021-2025 Park Development Capital Improvement Fund Budget.

Moved by Councilmember Jeppson, seconded by Mayor Ryan, that Resolution 20-181, “Adopt the 2021-2025 Park Development Capital Improvement Fund Budget,” be approved.

Mr. Monahan stated a panel of city staff including the City Manager, Finance Director, and Parks and Recreation staff have reviewed the Five-Year Park Development CIP and is recommending the 2021 component of the CIP. The Park Board reviewed the plan at their October 27 meeting and voted to recommend approval of the budget to the City Council for formal adoption. The City Council reviewed and discussed this budget at the November 9, 2020 workshop. It was noted 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 first go to the Park Board for review and then, if recommended by the Park Board, onto the City Council for approval. The City Council makes all final decisions on capital improvements. Staff discussed the proposed projects within the CIP and recommended approval.

Councilmember Robertson asked how much the digital sign would cost for the Lexington Athletic Complex. Mr. Monahan estimated this would cost \$40,000 to \$50,000.

Mayor Ryan thanked the parks and recreation department for all of their efforts on the CIP.

A roll call vote was taken. Motion adopted unanimously.

OTHER BUSINESS

Councilmember Jeppson stated she would like to make a motion to allow staff to take the last four hours of Christmas Eve as a holiday.

Moved by Councilmember Jeppson, seconded by Mayor Ryan, to direct staff to close city offices at noon on December 24, 2020 and to provide four additional hours of holiday pay to city employees.

A roll call vote was taken. Motion adopted unanimously.

ADJOURNMENT

Moved by Councilmember Jeppson, seconded by Councilmember Paul, to adjourn the meeting at 9:37 p.m.

A roll call vote was taken. Motion adopted unanimously.

Tom Ryan, Mayor

ATTEST:

Catherine Sorensen, CMC, City Clerk
Submitted by Minute Maker Secretarial