



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

Blaine City Hall  
10801 Town Square Dr  
Blaine, MN 55449

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Thursday, March 17, 2016

7:30 PM

Council Chambers

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

The meeting was called to order at 7:30 p.m. by Mayor Pro Tem Swanson followed by the Pledge of Allegiance and the Roll Call.

**Present:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**Absent:** 2 - Tom Ryan and Councilmember Clark

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Quorum present.

**ALSO PRESENT:** City Manager Clark Arneson; City Attorney Patrick Sweeney; Planning and Community Development Director Bryan Schafer; Finance Director Joe Huss; Police Chief/Safety Services Manager Chris Olson; Jean Keely, City Engineer; Economic Development Coordinator Erik Thorvig; Parks & Recreation Program Supervisor Nate Monahan; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; City Clerk Catherine Sorensen; and Recording Secretary Linda Dahlquist.

**Present:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**Absent:** 2 - Tom Ryan and Councilmember Clark

**4. APPROVAL OF MINUTES**

**4.-1 [MIN 16-12](#)**

**RECENTLY HELD MEETINGS**

**Moved by Councilmember Herbst, seconded by Councilmember Hovland, that the Workshop Meeting Minutes of March 3, 2016," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

Councilmember King requested verbatim language be included for agenda item 12.2.

**Moved by Councilmember King, seconded by Councilmember Herbst, that the Regular Meeting Minutes of March 3, 2016, be postponed.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

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

None.

**6. COMMUNICATIONS**

Councilmember Herbst said the he and City Manager Arneson met with Senator Chamberlain about identifying funding for the reconstruction of 105th Avenue.

**Informational**

**7. OPEN FORUM FOR CITIZEN INPUT**

Mayor Pro Tem Swanson opened the Open Forum at 7:32 p.m.

There being no input, Mayor Pro Tem Swanson closed the Open Forum at 7:33 p.m.

**None**

**8. ADOPTION OF AGENDA**

Mayor Pro Tem Swanson requested agenda item 12.9 be moved on the agenda to follow the Consent Agenda.

**Approved as revised**

**9. 8:00 P.M. - PUBLIC HEARING AND ITEMS SET FOR A CERTAIN TIME**

None.

**10. APPROVAL OF CONSENT AGENDA:**

**Moved by Councilmember Hovland, seconded by Councilmember Bourke, that the following be approved:**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**10.-1 [MO 16-030](#) SCHEDULE OF BILLS PAID**

**Approved**

- 10.-2 [RES 16-038](#) AUTHORIZE INSTALLATION OF REGULATORY SIGNS

**Adopted**

- 10.-3 [MO 16-031](#) AUTHORIZE PAYMENT FOR TEN RUGGEDIZED COMPUTERS FOR SQUAD CARS

**Approved****12. ADMINISTRATION**

- 12.-9 [ORD 16-2347](#) FIRST READING

ORDINANCE AMENDING CHAPTER 22 - BUSINESSES ARTICLE VII. - RIFLE OR PISTOL RANGES (GUN CLUBS) OF THE MUNICIPAL CODE OF THE CITY OF BLAINE

Police Chief/Safety Services Manager Olson requested a postponement of first reading of Ordinance 16-2347 in order to allow for discussion at a Council Workshop. He stated he needs to work with Bills Gun Shop and Metro Gun Club regarding proposed changes to the ordinance. He stated the existing ordinance states that gun clubs have to be licensed and currently they are not.

Mayor Pro Tem Swanson stated first reading of Ordinance 16-2347 is postponed until future notice from staff.

Councilmember Bourke inquired as to what initiated the ordinance change. Police Chief/Safety Services Manager Olson replied some gun manufacturing businesses in the City need to discharge weapons in their manufacturing process and the current ordinance does not allow this type of activity so staff reviewed the current gun and range ordinance and licensing process. He noted that Mr. Munson and Mr. Wilder were not required to have a range license and are operating under different hours than outlined in the ordinance. He stated the ordinance is not accurate and needs to be updated.

Councilmember Bourke stated both locations are more entertainment operations. Police Chief/Safety Services Manager Olson stated under the current ordinance

Rick Wilder, Metro Gun Club, stated Section 22-351 states that gun clubs

may be licensed but are not required to be licensed and noted that manufacturers should be licensed.

Councilmember Hovland inquired to the number of ranges in the City. Police Chief/Safety Services Manager Olson replied Metro and Bills are the only two although a private range is being built in a business as well as a few other manufacturers.

**Postponed**

## 11. DEVELOPMENT BUSINESS

- 11.-1 [RES 16-039](#) GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE 10.18 ACRES INTO 25 LOTS AND TWO (2) OUTLOTS TO BE KNOWN AS WESTON WOODS ON RICE CREEK 2ND ADDITION, LOCATED AT 87th AVENUE/LEXINGTON AVENUE. (CASE FILE NO. 16-0013/SLK)

Planning and Community Development Director Schafer stated the applicant is requesting to subdivide an existing outlot into 24 attached twinhome style units, common areas and two outlots for a private street.

Mayor Pro Tem Swanson stated the developer's map shows 26 lots. Planning and Community Development Director Schafer replied two lots are common lots.

**Moved by Councilmember Herbst, seconded by Councilmember Hovland, that Resolution 16-039, "Granting Final Plat Approval to Subdivide 10.18 Acres into 25 Lots and Two (2) Outlots to be Known as Weston Woodson rice Creek 2nd Addition, Located at 87th Avenue/Lexington Avenue," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

## ADMINISTRATION - continued

- 12.-1 [MO 16-032](#) APPROVE SECURITY VIDEO SURVEILLANCE EQUIPMENT FOR CITY HALL/POLICE DEPARTMENT IN THE AMOUNT OF \$47,500

Police Chief/Safety Services Manager Olson stated the Police Department and City Hall are in the process of upgrading its internal surveillance equipment.

**Moved by Councilmember King, seconded by Councilmember Herbst, that Resolution 16-032, "Approve Security Video Surveillance Equipment for City Hall/Police Department in the Amount of \$47,500," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-2** [MO 16-033](#)**APPROVAL OF AQUATORE DOG PARK**

Parks & Recreation Program Supervisor Monahan stated staff has identified a 4.6 acre site in Aquatore Park for a dog park. He stated the Park Board is recommending the installation of fencing, concrete, metal container, 16x16 shelter, security light, heater under shelter, site clean-up and woodchip trail totaling \$88,000 and would be funded from the CIF interest fund.

Councilmember Hovland asked if the general public could use the trail and benches and how much open space will be available. Parks & Recreation Program Supervisor Monahan stated there is limited open space among this wooded area. He noted dog parks are very busy.

Mayor Pro Tem Swanson stated he is in favor of cleaning up the wooded area.

Councilmember King asked if the property has to remain park land. Planning and Community Development Director Schafer said the park has been designated as park land in the City's code and would require a vote of the City's residents to have it removed.

Councilmember Herbst asked for a status on updating the older neighborhood parks. Parks & Recreation Program Supervisor Monahan replied the City is keeping up on replacing the older playground equipment.

Councilmember Herbst requested the new dog park be included in the City's newsletter and suggested the annual water report be included again as well.

Councilmember Herbst asked about earned interest in the Capital Fund. Finance Director Huss replied the City has a good reserve from earned interest.

Councilmember Bourke stated he is in favor of the dog park. He questioned if this is considered redoing this park or is a new park. Finance Director Huss replied the Council approves the funding annually for redoing neighborhood parks and this dog park was an exception to the rule. He noted there are funds available to continue to redo the neighborhood parks.

Parks & Recreation Program Supervisor Monahan stated the dog park was approved by the Council last fall as an exception to the program.

Councilmember Hovland requested more park maintenance with tree trimming and weed control be included in the program.

**Moved by Mayor Pro Tem Swanson, seconded by Councilmember Herbst, that Motion 16-033, "Approval of Aquatore Dog Park," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-3** [MO 16-034](#)

**ADOPTING THE 2016 - 2020 CAPITAL IMPROVEMENT PLAN FOR PARK DEVELOPMENT FUNDS**

Parks & Recreation Program Supervisor Monahan stated the City maintains a five-year Capital Improvement Plan for park development funds. He stated the revenue for the capital improvement plan comes from park dedication fees from new development. He noted the current split is 80% parks and 20% open space. He noted that we will only be repaying internal funds from Development of Lexington Athletic Complex and the Lakeside Commons Parking Lot in 2016.

Councilmember Herbst asked if the 80/20 funding will work until 2018 and should the program be extended beyond 2018. Parks & Recreation Program Supervisor Monahan replied the open space is fully funded past 2018 in addition to the wetland banking. He noted staff wanted to use CIP funds and not CIF but there was not enough funds.

Councilmember Herbst suggested bringing this topic back to Workshop.

**Moved by Councilmember Herbst, seconded by Councilmember Bourke, that Motion 16-034, "Adopting the 2016-2020 Capital Improvement Plan for Park Development Funds," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-4** [RES 16-040](#)

**RECEIVE FEASIBILITY REPORT AND ORDER PUBLIC HEARING FOR THE PAVEMENT MANAGEMENT PROGRAM - 2016 STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT NO. 16-07**

City Engineer Keely stated the proposed improvements will partially reconstruct various streets that are rural section roads with ditches and Ulysses Street, which is an urban section road with curb and gutter. She stated the proposed improvements include reclaiming the existing pavement and repaving; ribbon curb on Baltimore Street and 97th Avenue; and replacement of damaged curb and gutter on Ulysses Street. She noted any drainage issues in the right of way will be corrected. She stated staff recommends paving the final wear course and replacing damaged curb and gutter and sidewalk on 131st Court. She noted this portion of the project will not be assessed and will be funded by developer escrows and Pavement Management Program funds.

Councilmember Herbst requested a status update on the Pavement Management Program.

Councilmember King asked about reconstruction of Jefferson Street. City

Engineer Keely stated Jefferson is in need of construction but a project has not been scheduled due to the need for available MSA funding. She noted that it will be a large project that would need to be done in probably three phases. She commented all City streets will be reviewed when staff time is available.

**Moved by Councilmember Herbst, seconded by Councilmember Hovland, that Resolution 16-040, "Receive Feasibility Report and Order Public Hearing for the Pavement Management Program – 2016 Street Reconstructions, Improvement Project No. 16-07," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-5** [ORD 16-2343](#)

SECOND READING

AMENDING APPENDIX D - FEE SCHEDULE OF THE MUNICIPAL CODE OF THE CITY OF BLAINE (LIQUOR LICENSES)

City Clerk Sorensen stated staff is proposing amendments to the intoxicating liquor and 3.2 percent malt liquor license portion of the 2016 fee schedule prior to the next license period beginning begin July 1.

**Moved by Councilmember Herbst, seconded by Councilmember Bourke, that Ordinance 16-2343, "Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine (Liquor Licenses)," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-6** [ORD 16-2344](#)

SECOND READING

CHAPTER 6 - ALCOHOLIC BEVERAGES - ARTICLE II - INTOXICATING LIQUOR AND 3.2 PERCENT MALT LIQUOR - SEC. 6-39 LICENSE FEES

City Clerk Sorensen stated State Statute states that cities must reduce the fee for off-sale intoxicating liquor licenses for licensees who agree to participate in programs that reduce underage drinking. She noted that off-sale liquor licensees are entitled to a mandatory \$100.00 fee reduction if the business complies with State Statute requirements and the proposed amendment allows for this fee reduction.

**Moved by Councilmember Herbst, seconded by Councilmember Hovland, that Ordinance 16-2344, "Chapter 6 – Alcoholic Beverages – Article II – Intoxicating Liquor and 3.2 Percent Malt Liquor – Sec. 6-39 License Fees," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**12.-7** [ORD 16-2346](#) SECOND READING**CHAPTER 54 - PARKS AND RECREATION ARTICLE III. -  
CONDUCT IN PUBLIC PARKS**

City Clerk Sorensen stated staff is proposing code amendments to allow intoxicating alcohol to be sold by nonprofit groups or State-licensed caterers in community parks such as Aquatore, Blaine Baseball Complex, and Lexington Athletic Complex but not in neighborhood parks or at Lakeside Commons; address advertising and signage allowed in City parks as part of a City-approved event; authority to establish additional regulations with regard to special events in public parks such as insurance, traffic management plans parking requirements, and inspections; and minor housekeeping amendments with regard to use of motorboats within City limits

**Declared by Mayor Pro Tem Swanson that Ordinance 16-2346, "Chapter 54 – Parks and Recreation Article III. – Conduct in Public Parks" be introduced and placed on file for second reading at the April 7, 2016, Council meeting.**

**12.-8** [ORD 16-2348](#) SECOND READING**AMENDING CHAPTER 6 - ALCOHOLIC BEVERAGES, ARTICLE II. -  
INTOXICATING LIQUOR AND 3.2 PERCENT MALT LIQUOR, SEC.  
6-38. - KINDS OF LIQUOR LICENSES; SEC. 6-47. - RESTRICTIONS  
ON ISSUANCE OF LICENSE; AND SEC. 6-48. - CONDITIONS OF  
LICENSE**

City Clerk Sorensen stated as part of Council direction to allow the sale of intoxicating liquor by nonprofit organizations, staff is proposing code amendment to Chapter 6 - Alcoholic Beverages. Parameters regarding requirements and location of any sale are addressed in Chapter 54 - Conduct in Public Parks.

**Declared by Mayor Pro Tem Swanson that Ordinance 16-2348, "Amending Chapter 6 – Alcoholic Beverage Article II. – Intoxicating Liquor and 3.2 Percent Malt Liquor, Sec. 6-38. – Kinds of Liquor Licenses; Sec. 6-47. – Restrictions on Issuance of License; and Sec. 6-48. – Conditions of License" be introduced and placed on file for second reading at the April 7, 2016, Council meeting.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

**13. OTHER BUSINESS**

Mayor Pro Tem Swanson stated the I-35W project is moving forward although the funding is short. He stated there is a Federal program that will fund projects up to \$1 millionm dollars. He stated he is requesting authority for the City Manager to prepare a resolution to the Commissioner of Transportation urging this project be submitted for Federal funding. He noted the funding would go to MnDOT to use for the I-35W project.

Councilmember Herbst asked about the State Auditor Report and MnDOT's



road grading transparency. Mayor Pro Tem Swanson replied the Auditor Report on transparency in the corridors of commerce, which is a special project that the Legislature, gave specific funding and direction to MnDOT on how to function.

**Moved by Councilmember Herbst, seconded by Councilmember King, to authorize City Manager Arneson to bring forward a resolution supporting Federal grant funding for the I-35W project if necessary.**

**Motion adopted unanimously.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland

#### **14. ADJOURNMENT**

**Moved by Councilmember Bourke, seconded by Councilmember Herbst, to adjourn the meeting at 8:33 p.m.**

**Aye:** 5 - Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember King and Councilmember Hovland