



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

10801 Town Square Dr.  
Blaine MN 55449

**City Council**

*Mayor Tom Ryan,*  
*Councilmember Wes Hovland,*  
*Councilmember Dick Swanson,*  
*Councilmember Dave Clark,*  
*Mayor Pro Tem Mike Bourke,*  
*Councilmember Katherine Kolb,*  
*Councilmember Russ Herbst*

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Thursday, July 10, 2014

7:30 PM

Council Chambers

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**Meeting Number 14-37**

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

The meeting was called to order at 7:30 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:** Bryan Schafer, Planning Director; Bob Therres, Public Services Manager; Joe Huss, Finance Director; Chris Olson, Police Chief/Safety Services Manager; Daniel Schluender, Assistant City Engineer; Jim Hafner, Storm Water Manager; Roark Haver, Communications Technician; Al Thorp, Senior Engineering Technician; Catherine Sorensen, City Clerk; and Recording Secretary Linda Dahlquist.

**Present:** 7 - Mayor Ryan, Councilmember Hovland, Councilmember Swanson, Mayor Pro Tem Bourke, Councilmember Clark, Councilmember Kolb and Councilmember Herbst

**4. APPROVAL OF MINUTES**

4.-1 [MIN 14-25](#)

**WORKSHOP MEETING - 06/12/2014**  
**SPECIAL COUNCIL MEETING - 06/12/2014**  
**WORKSHOP MEETING - 06/19/2014**  
**REGULAR MEETING - 06/19/2014**

**Sponsors:** Sorensen

**Attachments:** [Workshop Meeting - 06/12/14](#)  
[Special Council Meeting - 06/12/14](#)  
[Workshop Meeting - 06/19/2014](#)  
[Regular Meeting - 06/19/2014](#)

**Approved**

**Aye:** 6 - Councilmember Hovland, Councilmember Swanson, Mayor Pro Tem Bourke, Councilmember Clark, Councilmember Kolb and Councilmember Herbst

**Abstain:** 1 - Mayor Ryan

5. **AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**6. **COMMUNICATIONS**

Mayor Ryan stated the City's Safety Services Camp was a great success and thanked the volunteers for their work.

Mayor Ryan recognized the Trust VETS organization.

6.-1 [Com 14-02](#)

**POLICE DEPARTMENT K-9 PROGRAM RECOGNITION**

**Sponsors:** Olson

Police Chief/Safety Services Manager Olson introduced police canine Remy and handler Officer Mark Allen.

Police Chief/Safety Services Manager Olson recognized and thanked the Blaine Public Safety Committee and TJB Homes for their contribution and support of the canine program.

Police Chief/Safety Services Manager Olson recognized police canine Gunner as he retires after six years of service and thanked handler Officer Greg Rowe.

**Informational: no action required**

**7. OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:59 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:59 p.m.

**8. ADOPTION OF AGENDA**

Mayor Ryan moved forward agenda item 12.1.

**ADMINISTRATION**[RES 14-132](#)

**AWARDING THE SALE OF \$3,420,000 GENERAL  
OBLIGATION IMPROVEMENT BONDS, SERIES 2014A;  
FIXING THEIR FORM AND SPECIFICATIONS;  
DIRECTING THEIR EXECUTION AND DELIVERY; AND  
PROVIDING FOR THEIR PAYMENT**

**Sponsors:** Huss

**Attachments:** [Resolution \(draft form\)](#)

Finance Director Huss stated Springsted, Inc. accepted bids for the sale of \$3,420,000 General Obligation Improvement Bonds, and set the sale date of the bonds to July 10, 2014. He noted proceeds from the bonds will be used to reimburse the City and fund Pavement Management Program project costs that are funded by assessments against property owners.

Terri Heaton, Springsted representative, stated the City received a positive economic report, which is due to the City's budget flexibility, stable outlook, and strong management team.

Mayor Ryan commented this bonding will pay for a portion of the Pavement Management Program.

**Adopted**

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

None.

**10. APPROVAL OF CONSENT AGENDA:**

Action 14-214 (AI 10.1, 10.2, 10.3, 10.4, 10.5, 10.6, and 10.7)

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

Motion adopted unanimously.

**The following Ordinance is scheduled for second reading**

10.-1 [ORD 14-2286](#)

**VACATION OF DRAINAGE AND UTILITY EASEMENT  
FOR  
THE NORTHERLY 10 FEET OF THE SOUTHERLY 20  
FEET OF  
LOT 2, BLOCK 2, BLAINE MEADOWS 2ND ADDITION  
VACATION NO. V14-01**

**Sponsors:** Schluender

**Attachments:** [Map V14-01](#)

**Adopted**

**Aye:** 7 - Mayor Ryan, Councilmember Hovland, Councilmember Swanson, Mayor Pro Tem Bourke, Councilmember Clark, Councilmember Kolb and Councilmember Herbst

10.-2 [MO 14-098](#)

**AUTHORIZE TEMPORARY REMOVAL OF PARKING  
RESTRICTIONS ON 91ST AVENUE, 92ND AVENUE, 92ND  
LANE AND BALTIMORE STREET TO ACCOMMODATE  
LETTERMEN SPORTS TENT SALE ON JULY 31 -  
AUGUST 3, 2014**

**Sponsors:** Schluender

**Attachments:** [Lettermen Sports 2nd Tent Sale Request.pdf](#)  
[Lettermen Sports Parking Map.pdf](#)

**Approved**

10.-3 [MO 14-099](#)

**AUTHORIZE TEMPORARY REMOVAL OF PARKING  
RESTRICTIONS ON 103RD LANE AND NATIONAL  
STREET FOR A CENTENNIAL ELEMENTARY SCHOOL  
EVENT ON SEPTEMBER 24, 2014 (RAIN DATE:  
OCTOBER 1, 2014)**

**Sponsors:** Schluender

**Attachments:** [Centennial 0924 Request.pdf](#)  
[Centennial School Parking Map.pdf](#)

**Approved**

10.-4 [MO 14-100](#)

**APPROVE 2014 DUST CONTROL PAYMENT**

**Sponsors:** Ulrich

**Approved**

10.-7 [RES 14-123](#)

**APPROVE A PREMISE PERMIT FOR CHARITABLE GAMBLING FOR SPRING LAKE PARK LIONS AT GABE’S RINKSIDE BAR & GRILL IN FOGERTY ARENA, 9250 LINCOLN STREET NE**

**Sponsors:** Sorensen

10.-5 [MO 14-101](#)

**APPROVE QUOTE FROM GOODMANSON CONSTRUCTION FOR SEALING CONCRETE FLOORS IN CITY HALL GARAGE AREAS IN THE AMOUNT OF \$16,026**

**Sponsors:** Therres

**Attachments:** [SKMBT\\_C65214062609160](#)

**Approved**

10.-6 [MO 14-102](#)

**AUTHORIZE A CHANGE ORDER TO CARLSON MCCAIN IN THE AMOUNT OF \$37,500 FOR ADDITIONAL SERVICES FOR THE LEXINGTON ATHLETIC COMPLEX**

**Sponsors:** Krieger

**Attachments:** [Change Order](#)

**Approved**

10.-7 [RES 14-123](#)

**APPROVE A PREMISE PERMIT FOR CHARITABLE GAMBLING FOR SPRING LAKE PARK LIONS AT GABE’S RINKSIDE BAR & GRILL IN FOGERTY ARENA, 9250 LINCOLN STREET NE**

**Sponsors:** Sorensen

**Adopted**

11. **DEVELOPMENT BUSINESS**

11.-1 [RES 14-124](#)

**GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE  
APPROXIMATELY 12.5 ACRES INTO TWO LOTS TO BE  
KNOWN AS GLIMCHER NORTHTOWN MALL 5th  
ADDITION AT 301 NORTHTOWN DRIVE NE. GLIMCHER  
NORTHTOWN VENTURE (CASE FILE NO. 14-0024/SLK)**

**Sponsors:** Schafer

**Attachments:** [Glimcher 5th Addition Final Plat - Attachments](#)

Planning and Community Development Director Schafer stated Glimcher Northtown Venture, LLC would like to replat part of the Northtown Mall property into two new lots. He stated Lot 1 will be 11.44 acres and Lot 2 will be 1.06 acres. He noted that zoning ordinance requires a conditional use permit for shared access drives and parking is needed with the development of Lot 2.

**Adopted**

11.-2 [RES 14-125](#)

**PRELIMINARY PLAT APPROVAL TO PLAT 1.75 ACRES  
INTO TWO (2) LOTS TO BE KNOWN AS TYLER  
ADDITION AT 8780-8775 UNIVERSITY AVENUE NE.  
RICHARD NORDLUND. (CASE FILE NO. 14-0035/BKS)**

**Sponsors:** Schafer

**Attachments:** [Tyler Addition Pre Plat - Attachments](#)

Planning and Community Development Director Schafer stated KFC and Wendy's restaurants located at 8750 and 8775 University Avenue are one common lot and the owner wishes to split the property separating the lot for each business. He noted that the property is within the city of Coon Rapids with a small portion of street frontage in Blaine. He commented staff sent notice to adjacent properties.

**Adopted**

11.-3 [RES 14-126](#)

**GRANTING FINAL APPROVAL TO SUBDIVIDE 2.39  
ACRES INTO SIX (6) LOTS TO BE KNOWN AS MADELYN  
COVE AT 8845 BALTIMORE STREET NE. KAYAK  
REMODELING AND REDEVELOPMENT. (CASE FILE  
NO. 14-0008/LSJ)**

**Sponsors:** Schafer

**Attachments:** [Madelyn Cove Final Plat - Attachments](#)

Planning and Community Development Director Schafer stated the applicant is proposing an infill plat on a 2.39 acre property, which would require a rezoning of a portion of the property and the approval of the preliminary plat.

**Adopted**

11.-4 [RES 14-127](#)

**GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE  
4.17 ACRES INTO 13 SINGLE FAMILY LOTS TO BE  
KNOWN AS HARPERS STREET WOODS 5th ADDITION  
AT 130th COURT/HARPERS STREET NE. HARPERS  
STREET WOODS, LLC. (CASE FILE NO. 14-0039/SLK)**

**Sponsors:** Schafer

**Attachments:** [Harpers St Woods 5th Final Plat - Attachments](#)

Planning and Community Development Director Schafer stated the final plat proposal of subdividing approximately 4.17 acres into a subdivision with 13 single family lots. He commented this is the fourth and final phase of Harpers Street Woods 2nd Addition.

**Adopted**

***The following four items are related and the Ordinance is scheduled for second reading***

11.-5 [RES 14-128](#)

**GRANTING A COMPREHENSIVE LAND USE PLAN  
AMENDMENT FROM LI (LIGHT INDUSTRIAL) TO LDR  
(LOW DENSITY RESIDENTIAL) AT 123rd  
COURT/CLOUD DRIVE NE. GORHAM DEVELOPMENT,  
LLC. (CASE FILE NO. 14-0029/LSJ)**

**Sponsors:** Schafer

**Attachments:** [Lakes 59th Comp Plan - Attachments](#)

Planning and Community Development Director Schafer stated the five lot property is vacant land that is currently zoned I-1 (Light Industrial). He stated the applicant wishes to change the land use and zoning to LDR (Low Density Residential) and DF (Development Flex) to subdivide and construct 25 single family homes. He stated a preliminary plat and conditional use permit are required.

**Adopted**

11.-6 [ORD 14-2285](#)

**GRANTING A REZONING FROM I-1 (LIGHT  
INDUSTRIAL) TO DF (DEVELOPMENT FLEX) FOR THE  
LAKES OF RADISSON 59th ADDITION AT 123rd  
COURT/CLOUD DRIVE NE. GORHAM DEVELOPMENT,  
INC. (CASE FILE NO. 14-0029/LSJ)**

**SECOND READING**

**Sponsors:** Schafer

**Attachments:** [Lakes 59th Rezone - Attachments](#)

Planning and Community Development Director Schafer stated the five lot property is vacant land that is currently zoned I-1 (Light Industrial). He stated the applicant wishes to change the land use and zoning to LDR (Low Density Residential) and DF (Development Flex) to subdivide and construct 25 single family homes. He stated a preliminary plat and conditional use permit are required.

**Adopted**



11.-7 [RES 14-129](#)

**GRANTING PRELIMINARY PLAT APPROVAL TO  
SUBDIVIDE 14.26 ACRES INTO 25 SINGLE FAMILY  
LOTS AND ONE (1) OUTLOT TO BE KNOWN AS THE  
LAKES OF RADISSON 59th ADDITION AT 123rd  
COURT/CLOUD DRIVE NE. GORHAM DEVELOPMENT,  
LLC. (CASE FILE NO. 14-0029/LSJ)**

**Sponsors:** Schafer

**Attachments:** [Lakes 59th Pre Plat - Attachments](#)

Planning and Community Development Director Schafer stated the five lot property is vacant land that is currently zoned I-1 (Light Industrial). He stated the applicant wishes to change the land use and zoning to LDR (Low Density Residential) and DF (Development Flex) to subdivide and construct 25 single family homes. He stated a preliminary plat and conditional use permit are required.

**Adopted**

11.-8 [RES 14-130](#)

**GRANTING A CONDITIONAL USE PERMIT TO ALLOW  
FOR CONSTRUCTION OF 25 SINGLE FAMILY HOMES  
IN A DF (DEVELOPMENT FLEX) ZONING DISTRICT  
FOR THE LAKES OF RADISSON 59th ADDITION AT  
123rd COURT/CLOUD DRIVE NE. GORHAM  
DEVELOPMENT, LLC. (CASE FILE NO. 14-0029/LSJ)**

**Sponsors:** Schafer

**Attachments:** [Lakes 59th CUP - Attachments](#)

Planning and Community Development Director Schafer stated the five lot property is vacant land that is currently zoned I-1 (Light Industrial). He stated the applicant wishes to change the land use and zoning to LDR (Low Density Residential) and DF (Development Flex) to subdivide and construct 25 single family homes. He stated a preliminary plat and conditional use permit are required.

**Adopted**

11.-9 [RES 14-131](#)

**GRANTING FINAL PLAT APPROVAL TO COMBINE 3.42  
ACRES INTO ONE LOT TO BE KNOWN AS BLAINE EDA  
PARK SHORES FOR SERVICE ROAD EXPANSION AT  
CENTRAL AVENUE/NORTH OF 85th AVENUE NE.  
BLAINE ECONOMIC DEVELOPMENT AUTHORITY.  
(CASE FILE NO. 14-0032/BKS)**

**Sponsors:** Schafer

**Attachments:** [EDA Park Shores Final Plat - Attachments](#)

Planning and Community Development Director Schafer stated the Blaine EDA purchased six small parcels for redevelopment. He stated the proposed plat combines the small parcels and plats the EDA lot of 2.46 acres with the balance platted as right-of-way for reconnecting the service road from Kwik-Trip site to the front along Highway 65. He commented that the EDA will begin to market the site. He noted that approval from the City and Coon Creek Watershed will be needed once a specific commercial development plan is submitted.

**Adopted**

**12. ADMINISTRATION**12.-1 [RES 14-132](#)

**AWARDING THE SALE OF \$3,420,000 GENERAL  
OBLIGATION IMPROVEMENT BONDS, SERIES 2014A;  
FIXING THEIR FORM AND SPECIFICATIONS;  
DIRECTING THEIR EXECUTION AND DELIVERY; AND  
PROVIDING FOR THEIR PAYMENT**

**Sponsors:** Huss

**Attachments:** [Resolution \(draft form\)](#)

Agenda item 12.1 moved on the agenda to follow Adoption of Agenda.

12.-2 [RES 14-133](#)

**ACCEPT BID FROM VALLEY PAVING, INC. IN THE  
AMOUNT OF \$539,010.18 FOR THE RECONSTRUCTION  
OF ABLE STREET FROM CSAH 10 TO 89TH AVENUE,  
IMPROVEMENT PROJECT NO. 13-19**

**Sponsors:** Schluender

**Attachments:** [Exhibit 1 Able St Location with aerial](#)

Assistant City Engineer Schluender stated the City received a total of eight bids that were checked and tabulated and it has been determined that Valley Paving, Inc. of Shakopee, Minnesota is the lowest bidder. He stated the City has worked with Valley Paving, Inc. on previous contracts and recommends their bid be accepted and a contract entered into with Valley Paving, Inc. He stated the Council is also asked to approve a 10% contingency. He stated the funding sources for the project will be assessments, Public Utility funds, and Minnesota State Aid Street funds.

**Adopted**

12.-3 [RES 14-134](#)

**ACCEPT BID FROM DOUGLAS-KERR UNDERGROUND,  
LLC IN THE AMOUNT OF \$301,012.55 FOR  
RECONSTRUCTION OF THE EAST CENTRAL AVENUE  
SERVICE ROAD FROM 87TH AVENUE TO 89TH  
AVENUE, IMPROVEMENT PROJECT NO. 13-20**

**Sponsors:** Schluender

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

Assistant City Engineer Schluender stated the City received ten bids that were checked and tabulated and it has been determined Douglas-Kerr Underground, LLC is the lowest bidder. He stated that the City has worked with Douglas-Kerr Underground, LLC on previous contracts and recommends their bid be accepted and a contract entered into with Douglas-Kerr Underground, LLC. He stated the Council is also asked to approve a 10% contingency. He stated the funding sources for the project will be assessments, Pavement Management Program funds, and Public Utility funds.

**Adopted**

12.-4 [RES 14-135](#)

**ACCEPT BID FROM PARK CONSTRUCTION COMPANY  
IN THE AMOUNT OF \$518,018.45 FOR THE 93RD LANE  
INDUSTRIAL PARK AREA STREET IMPROVEMENTS,  
PHASE 3, IMPROVEMENT PROJECT NO. 13-24**

**Sponsors:** Schluender

**Attachments:** [location map.pdf](#)

Assistant City Engineer Schluender stated the City received seven bids that were checked and tabulated and it has been determined Park Construction Company of Minneapolis is the lowest bidder. He stated that the City has not worked with Park Construction Company, so staff has checked their references. He stated staff recommends their bid be accepted and a contract entered into with Park Construction Company. He stated the Council is also asked to approve a 10% contingency. He stated the funding sources for the project will be assessments and Pavement Management Program funds.

**Adopted**

12.-5 [MO 14-103](#)

**ACCEPT CONCEPT DESIGN FOR OPEN SPACE  
IMPROVEMENTS FOR SITE NO. 7, IMPROVEMENT  
PROJECT NO. 14-09**

**Sponsors:** Hafner

**Attachments:** [SITE-7 Concept Trail-Layouts](#)  
[Phased costs\\_071014](#)

Storm Water Manager Hafner gave an overview of the proposed design concept plan for Site No. 7. He stated staff is seeking Council approval of the concept design plan. He noted the project would be done in phases and funding would come from the Open Space fund and wetland credits. He announced the site is named the Blaine Wetland Sanctuary.

Councilmember Swanson requested a larger accessible loop be added to the design plan.

Councilmember Herbst asked for the park's elevations and depth of the water feature. Storm Water Manager Hafner replied pond elevation is 897 feet and the water will be five to six feet deep during wet periods. He stated 61,000 cubic yards will be excavated.

Stuart Krahn, Stantec representative, stated water features deeper than 6 feet are considered deep water habitat. Storm Water Manager Hafner stated the DNR considers deep water habitat as altered wetland. He stated the goal is to enhance the wetlands, not alter the wetlands.

Councilmember Bourke asked for the estimated park maintenance costs. Storm Water Manager Hafner replied open space maintenance is approximately \$2,000 every two years. He noted that once the concept plan is approved, corporate sponsorships can be sought.

Councilmember Swanson requested staff research estimated maintenance costs and funding opportunities.

Councilmember Clark asked if the park would be open in the winter. Storm Water Manager Hafner replied yes.

**Approved**

12.-6 [RES 14-136](#)**APPROVE UTILITY AGREEMENT WITH CENTENNIAL  
UTILITIES FOR UTILITY SERVICE TO WESTON  
WOODS ON RICE CREEK**

**Sponsors:** Schluender

**Attachments:** [location map.pdf](#)  
[Weston Woods Utility Agreement.pdf](#)

Assistant City Engineer Schluender stated Weston Woods on Rice Creek development is proposing to connect to the City of Circle Pines sanitary sewer service. He noted that the agreement is modeled after two other developments that are in Blaine but connect to Circle Pines sanitary sewer. He noted that the project is served by Blaine water.

**Adopted**

12.-7 [RES 14-137](#)**WAIVE PAYMENT OF DELINQUENT SPECIAL  
ASSESSMENTS AT THE TIME OF CONFESSION OF  
JUDGMENT FOR 10351 NAPLES STREET, PIN  
23-31-23-32-0003**

**Sponsors:** Schluender

**Attachments:** [CONFESSION OF JUDGMENT.pdf](#)

Assistant City Engineer Schluender stated the property owner is delinquent on the property taxes for the parcel and as a result has requested Anoka County to process a Confession of Judgment for Delinquent Taxes. He stated that provisions must be met before the confession of judgment is entered: payment of current year taxes and penalties; down payment of current and delinquent special assessments; 20 percent of the delinquent taxes, penalties, interest and fees accrued against the parcel must be paid. He stated State statute allows the City to waive the payment of all current and delinquent special assessments at the time the confession is entered and if a waiver is granted the special assessments would be included in the installment plan along with the delinquent taxes, penalties, interest and fees.

**Adopted**

12.-8 [MO 14-104](#)**AUTHORIZE STAFF TO ENTER INTO A 5-YEAR  
SOFTWARE MAINTENANCE AGREEMENT WITH NEW  
WORLD SYSTEMS, INC.**

**Sponsors:** Huss

**Attachments:** [NWS 5-year SMA](#)

Finance Director Huss stated New World Systems, Inc. is the software provider for the City's financial management system (FMS). He stated the agreement would be in effect from July 1, 2014 through June 30, 2019.

**Approved**

**Aye:** 6 - Mayor Ryan, Councilmember Hovland, Councilmember Swanson, Councilmember Clark, Councilmember Kolb and Councilmember Herbst

**Abstain:** 1 - Mayor Pro Tem Bourke

12.-9 [RES 14-138](#)**ELECTION JUDGE APPOINTMENTS FOR THE 2014  
ELECTIONS**

**Sponsors:** Sorensen

**Attachments:** [2014 Election Judges](#)

City Clerk Sorensen stated pursuant to Minnesota election law and City Charter, Council must appoint election judges, set their salary, and schedule a special meeting to canvass the August 12, 2014, Primary election results. She stated staff is also requesting authority to appoint election judges during the time preceding the election.

Councilmember Bourke returned to the meeting at 9:08 p.m.

City Clerk Sorensen set the canvass meeting for August 15, 2014 at 8:00 a.m. She noted four Councilmembers are needed for a quorum.

**Adopted**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Swanson, Mayor Pro Tem Bourke and Councilmember Herbst

**Abstain:** 2 - Councilmember Clark and Councilmember Kolb

12. [MO 14-105](#)  
-10

**AUTHORIZING REIMBURSEMENT TO ANOKA COUNTY  
FOR BADC LOAN**

**Sponsors:** Schafer

Planning and Community Development Director Schafer stated BADC authorized an unprotected loan to Eagle Golf. He stated Eagle Golf closed after less than two years of business. He stated the loan was audited by HUD. He stated HUD is asking Anoka County to repay the remaining loan of \$47,000 and Anoka County will reclaim the funds from the City. He commented Anoka County has already paid HUD.

**Approved**

12. [MO 14-106](#)  
-11

**AMEND THE 2014 COMMUNITY DEVELOPMENT  
BUDGET TO ADD A RESIDENTIAL BUILDING  
INSPECTOR POSITION**

**Sponsors:** Schafer

Finance Director Huss stated staff is requesting the addition of a full-time residential building inspector. He stated the position is a grade 8 on the City's Adopted Pay Plan and would require an appropriation of \$35,000 to fully fund the position through the end of 2014.

**Approved**

13. **OTHER BUSINESS**

**Motion**

14. **ADJOURNMENT**

**Adjourned**