



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

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

Thursday, January 5, 2017

7:30 PM

Council Chambers

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: City Manager Clark Arneson; City Attorney Patrick Sweeney; Planning and Community Development Director Bryan Schafer; Public Services Manager Bob Therres; Finance Director Joe Huss; Police Chief/Safety Services Manager Chris Olson; City Engineer Jean Keely; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; and City Clerk Catherine Sorensen.

Present: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

4. APPROVAL OF MINUTES

4.-1 [MIN 17-01](#) RECENTLY HELD MEETINGS

Moved by Councilmember Herbst, seconded by Councilmember King, that the Minutes of the Workshop Meeting of December 8, 2016, the Minutes of the Regular Meeting of December 8, 2016, the Minutes of the Workshop Meeting of December 15, 2016 and the Minutes of the Regular Meeting of December 15, 2016 be approved.

Motion adopted 5-0-2. (Councilmember Bourke abstained from voting on the minutes due to his absence.) (Councilmember Hovland abstained from voting on the Workshop Meeting Minutes and Regular Meeting Minutes from December 8, 2016 and the Workshop Meeting Minutes from December 15, 2016 due to his absence.)

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Garvais and Councilmember Jeppson

Abstain: 1 - Councilmember Hovland

5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**5.-1 [RES 17-001](#) RESOLUTION IN APPRECIATION TO COUNCILMEMBER RUSS HERBST**

Mayor Ryan presented Councilmember Herbst with a plaque and thanked him for his years of dedicated service to the City of Blaine.

Moved by Councilmember Swanson, seconded by Councilmember Hovland, that Resolution 17-001, "a Resolution in Appreciation to Councilmember Russ Herbst," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Councilmember Herbst thanked the Blaine constituents for their continued support over the past 16 years. He thanked the City Councilmembers and staff stating it had been an honor to serve with them. He wished Councilmember Andy Garvais well in his service to the community.

5.-2 [RES 17-002](#) RESOLUTION IN APPRECIATION TO COUNCILMEMBER MIKE BOURKE

Mayor Ryan presented Councilmember Bourke with a plaque and thanked him for his years of dedicated service to the City of Blaine.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Resolution 17-002, "a Resolution in Appreciation to Councilmember Mike Bourke," be approved.

Motion adopted unanimously.

Councilmember Bourke appreciated the constituents of the City and stated he was proud to have served on the City Council for the City of Blaine. He welcomed Councilmember Julie Jeppson to the City Council. Lastly, he thanked the City staff for their devoted service to the community.

Mayor Ryan wished Councilmember Herbst and Councilmember Bourke all the best and thanked them for their service to the City. A round of applause was offered by all in attendance.

2016 CITY COUNCIL ADJOURNS SINE DIE

Motion by Councilmember Herbst, seconded by Councilmember Bourke, to adjourn the 2016 City Council Sine Die. Motion adopted unanimously.

Mayor Ryan adjourned the 2016 City Council Sine Die to complete the Oath of Office at 7:43 p.m.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

OATHS OF OFFICE - COUNCILMEMBERS SWANSON, JEPSON, GARVAIS AND MAYOR RYAN

The Oath of Office was administered by City Attorney Sweeney to Councilmembers Swanson, Jeppson, Garvais and Mayor Ryan.

Councilmember Jeppson indicated this was a very interesting moment in her life and she understood she had much to learn. She stated she loved this City and was looking forward to making a difference and doing her best for the community.

Councilmember Garvais commented it was truly an honor for him to serve the City of Blaine. He said he was both humbled and honored to have been elected. He thanked his wife for her support and stated he looked forward to his service on the City Council.

Councilmember Swanson thanked the constituents in Ward 1 for their continued support.

Mayor Ryan thanked the citizens of Blaine for their support over the past 30 years. He said he appreciated his wife and daughters continued support. He welcomed the new Councilmembers to the City Council.

RESUMPTION OF ADJOURNED MEETING

Mayor Ryan reconvened the meeting at 7:53 p.m.

1. ROLL CALL

Quorum Present.

Present: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

2.-1 [RES 17-003](#) MISSION STATEMENT AFFIRMING COUNCIL/STAFF RESPONSIBILITIES

City Manager Arneson explained the City Council initially adopted Resolution No. 86-41 defining certain responsibilities, defining expected Council/staff relationships and performance expectations, assuring no recriminations for acting in the public interest, and pledging no self-serving activities at the expense of the public interest. This resolution has come to

City Council each year since 1986 for consideration and adoption at the first official meeting of the year. This resolution should be regarded as more symbolic than substantive; however, the reminders contained in the resolution are important.

Moved by Councilmember King, seconded by Councilmember Hovland, that Resolution 17-001, "a Resolution approving a Mission Statement Affirming Council/Staff Responsibilities," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-2 [MO 17-01](#)

DESIGNATE OFFICIAL NEWSPAPER FOR 2017

City Manager Arneson stated State Law and City Code require that Council designate a single newspaper as its official newspaper. Staff recommended the *Blaine/Spring Lake Park Life* be designated.

Moved by Councilmember King, seconded by Councilmember Hovland, that Motion 17-01, "Designating the Blaine/Spring Lake Park Life the Official Newspaper for 2017," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-3 [MO 17-02](#)

RULES OF PROCEDURE AND QUORUM - ORDERS OF BUSINESS

City Clerk Sorensen reported Section 3.03 of the City Charter, Procedure of Council, states that the Council shall determine its own Order of Business. As this is the first organizational meeting of the year staff is suggesting two minor modifications to the Council's current Orders of Business for consideration:

- *Approval of Minutes* -include Approval of Minutes as part of the Consent Agenda which would allow the Council to approve the minutes as a body rather than individually. Should Council have any changes or corrections to the minutes they can be pulled from the Consent Agenda similar to any other Consent Agenda item and addressed separately or Council could contact staff prior to the meeting and communicate any corrections which would then be incorporated prior to the meeting.
- *Public Hearings* - publish Public Hearings to begin at 7:30 p.m. immediately following the Consent Agenda. This would assist audience members attending Public Hearings by not having to wait until 8:00 p.m. or later to participate.

Councilmember Clark questioned the benefit of moving the minute approval to the Consent Agenda. City Clerk Arneson stated this recommendation was simply to make the meeting more efficient. He explained that minutes could be pulled from the Consent Agenda if the Council had comments.

Councilmember Hovland expressed concern with how minute approval abstentions would be handled. He recommended the approval of minutes remain as is. City Clerk Sorensen noted the minutes will continue to reflect Councilmember presence and that approval can be done as a body.

Councilmember Clark said he would prefer the current minute approval system remain in place. He said he appreciated the fact that the minutes had a separate motion due to the fact they were the official written record of events that occur at each meeting. Councilmember Swanson agreed.

Councilmember King said he supported the minute approval being placed on the Consent Agenda.

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Motion 17-02, "Approving Rules of Procedure and Quorum – Orders of Business," be approved.

Amended motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Amendment by Councilmember Swanson, seconded by Councilmember Clark, "Amending the Rules of Procedure and Quorum – Orders of Business – Striking the Approval of Minutes Recommendation," be approved.

Amendment adopted 5-2 (Councilmember King and Mayor Ryan opposed).

Aye: 5 - Councilmember Swanson, Councilmember Clark, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Nay: 2 - Mayor Ryan and Councilmember King

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Motion 17-02, "Amending the Public Hearing Time to 7:30 p.m.," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-4 [MO 17-03](#)

RECORDING SECRETARY SERVICE ADDENDUM TO THE AGREEMENT FOR 2016

City Clerk Sorensen explained TimeSaver Off Site Secretarial Service (TOSS) has been recording minutes for City Council meetings since July 1993. In 2000, a formal Recording Secretary Service Agreement was signed and each year thereafter an addendum to the agreement has been submitted for Council approval and the City Manager's signature. It was noted the Addendum reflects a 2.5% increase in rates for 2017. The addendum will become part of the original contract if approved by Council. The original contract contains a clause that allows either party to cancel this Service Agreement with or without cause upon thirty (30) days written notice.

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Motion 17-03, "Approving the Recording Secretary Service Addendum to the Agreement for 2017," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-5 [MO 17-04](#)

DESIGNATE OFFICIAL CITY DEPOSITORIES FOR 2017

Finance Director Huss reported this item fulfills the requirement of Minnesota State Statute 118A.02. 21st Century Bank serves as the City's primary banking services provider and US Bank is used as a depository for certain investment transactions. In 2017, as part of the City's investment portfolio, it is intended that a certain amount of funds will be set aside for investment in local Community Banks, most likely in the form of certificates of deposit. In order to implement such a program, it is necessary to designate a bank as an official depository before placing funds with the bank. Should it become necessary to approve additional depositories in 2017, the item would be brought up at that time.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Motion 17-04, "Designating the Official City Depositories for 2017," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-6 [MO 17-05](#)

ACKNOWLEDGEMENT OF FINANCIAL CONTRIBUTIONS OF ORGANIZATIONS CONDUCTING LAWFUL GAMBLING

Finance Director Huss reported pursuant to Minnesota State Statute 349.213, the City is required to acknowledge the financial contributions of organizations conducting lawful gambling to the community. With regard to the statute, the City Council acknowledges the following organizations for their contributions to the City's Charitable Gambling program:

Blaine Youth Hockey

Blaine Festival
Sgt. John Rice VFW
Spring Lake Park Lions
Spring Lake Park Youth Hockey

Finance Director Huss stated in total, the groups listed contributed over \$140,000 in charitable contributions to Blaine in 2016, helping to fund numerous charitable organizations including local food shelves, shelter services, and Blaine area high schools.

Mayor Ryan thanked these charitable organizations for their generous donations to the community.

Moved by Mayor Ryan, seconded by Councilmember Clark, that Motion 17-05, "Acknowledging the Financial Contributions of Organizations Conducting Lawful Gambling," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

2.-7 [MO 17-06](#)

APPOINTMENT OF LIAISONS TO VARIOUS BOARDS AND COMMISSIONS

City Manager Arneson stated each year the City Council designates Council and/or staff liaisons to serve on various boards and commissions throughout the year. The list of Council liaison designations was reviewed from 2016. He requested the Council appoint liaisons for 2017.

Appointment of Mayor Pro Tem (Councilmember Swanson 2016).

Mayor Ryan announced the appointment of Councilmember Clark as 2017 Mayor Pro Tem.

Appointment of President and Vice President of Blaine EDA (Mayor Ryan and Councilmember Swanson Respectively 2016 Appointees).

Mayor Ryan announced the appointments of Mayor Ryan and Councilmember Clark as 2017 President and Vice President of Blaine EDA.

Appointments of Liaison to the Natural Resources Conservation Board (Councilmembers Clark, King, and Swanson 2016 Liaisons).

Mayor Ryan announced the appointments of liaison to the Natural Resource Conservation Board are Councilmembers Clark, King, and Swanson 2017 Liaisons.

Appointments to the Senior Citizen Advisory Council (Mayor Ryan and Councilmember Swanson 2016 Liaisons).

Mayor Ryan announced the appointments for the Senior Citizen Advisory Council are Mayor Ryan and Councilmember Swanson 2017 Liaisons.

Appointments of Liaison to the Special Board of Review - 1 per Council Ward (Councilmembers Hovland, Clarke and Herbst 2016 Liaisons).

Mayor Ryan announced the appointments of liaison to the Special Board of Review - 1 per Council Ward are Councilmembers Swanson, Jeppson, and Garvais 2017 Liaisons.

Appointments of Liaison to Anoka County - Blaine Airport Advisory Committee (Mayor Ryan and City Manager Clark Arneson 2016 Liaisons).

Mayor Ryan announced the appointments of liaisons to Anoka County - Blaine Airport Advisory Committee are Mayor Ryan and City Manager Clark Arneson 2017 Liaisons.

Appointments of Liaison to Anoka County Joint Law Enforcement Council (Mayor Ryan and Police Chief Olson 2016 Liaisons).

Mayor Ryan announced the appointments of liaison to Anoka County Joint Law Enforcement Council are Mayor Ryan and Police Chief Olson 2017 Liaisons.

Appointment of Liaison to the Fogerty Arena Board of Directors (Councilmember Clark 2016 Liaison).

Mayor Ryan announced the appointment of liaison to the Fogerty Arena Board of Directors is Councilmember Clark for 2017.

Appointment of Liaison to the North Metro Telecommunications Commission (Councilmembers Swanson, Herbst and King 2016 Liaison).

Mayor Ryan announced the appointment of liaison to the North Metro Telecommunications Commission are Councilmember Swanson is Liaison, and Councilmembers Garvais and King are alternates for 2017.

Appointment of Liaison to the Coon Creek Watershed Board (Councilmember King 2016 Liaison).

Mayor Ryan announced the appointment of liaison to the Coon Creek Watershed Board are Councilmembers Jeppson and Hovland for 2017.

Appointment of Liaison to the Rice Creek Watershed Board (Councilmember Herbst 2016 Liaison).

Mayor Ryan announced the appointment of liaison to the Rice Creek Watershed Board is Councilmember Garvais 2017 Liaison.

Appointments of Liaison for the 35W Corridor Coalition (Councilmember Swanson, City Manager Arneson 2016 Liaisons, and Councilmember Herbst - Alternate).

Mayor Ryan announced the appointments of liaison for the 35W Corridor Coalition are Councilmember Swanson and City Manager Arneson 2017 Liaisons, and Councilmember Garvais - Alternate.

Appointment of Liaison for the Twin Cities Gateway (Councilmember Swanson 2016 Liaison).

Mayor Ryan announced the appointment of liaison for the Twin Cities Gateway is Councilmember Swanson 2017 Liaison.

Appointment of Liaison for the Anoka County Fire Protection (Mayor Ryan and Councilmember Bourke 2016 Liaisons).

Mayor Ryan announced the appointment of liaison for the Anoka County Fire Protection are Mayor Ryan and Councilmember Jeppson 2017 Liaisons.

Appointment of Liaison for the North Trunk Hwy 65 Corridor Coalition (Mayor Ryan and Councilmember Bourke 2016 Liaisons).

Mayor Ryan announced the appointment of liaison for the North Trunk Hwy 65 Corridor Coalition are Mayor Ryan and Councilmember Garvais 2017 Liaisons.

Appointment of Liaison for the Anoka/Hennepin Community Education Advisory Council (Mayor Ryan 2016 Liaison).

Mayor Ryan announced the appointment of liaison for the Anoka/Hennepin Community Education Advisory Council is Councilmember Jeppson 2017 Liaison.

Moved by Councilmember Clark, seconded by Councilmember King, that Motion 17-06, "Appointing Liaisons to Various Boards and Commissions," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

3. COMMUNICATIONS

Mayor Ryan announced repairs would occur in the spring to Highway 14/Main Street from Harpers to Radisson Road to correct the pavement settlement issues.

Informational

4. OPEN FORUM FOR CITIZEN INPUT

Mayor Ryan opened the Open Forum at 8:07 p.m.

Bob Nelson, 701 85th Avenue, #213, requested the Council consider passing an Ordinance that would require all apartment buildings in the City of Blaine to have AED's.

Mayor Ryan discussed how the City of Coon Rapids has been pushing this

initiative through their *HeartSafe* Program.

The Council directed staff to place this matter on the February 16th workshop agenda.

There being no further input, Mayor Ryan closed the Open Forum at 8:11 p.m.

5. ADOPTION OF AGENDA

The agenda was adopted as presented.

Adopted

6. 8:00 P.M. - PUBLIC HEARING AND ITEMS SET FOR A CERTAIN TIME

6.-1 [ORD 16-2368](#) SECOND READING

AMENDING APPENDIX D - FEE SCHEDULE OF THE MUNICIPAL CODE OF THE CITY OF BLAINE

Mayor Ryan opened the public hearing at 8:13 p.m.

City Manager Arneson 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 changes to the fee schedule and recommended the Council hold a public hearing.

There being no public input, Mayor Ryan closed the public hearing at 8:13 p.m.

Moved by Councilmember Hovland, seconded by Councilmember Garvais, that Ordinance 16-2368, "Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

7. APPROVAL OF CONSENT AGENDA:

Mayor Ryan requested the removal of agenda item 7.5.

Councilmember King requested the removal of agenda item 7.6.

Councilmember King requested the removal of agenda item 7.7.

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

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

7.-1 [MO 17-07](#) SCHEDULE OF BILLS PAID

Approved

7.-2 [MO 17-08](#) APPROVE CHANGE ORDER NO. 3 IN THE AMOUNT OF \$36,288.45 FOR THE 2016 STREET RECONSTRUCTION PROJECT, IMPROVEMENT PROJECT NO. 16-07

Approved

7.-3 [ORD 16-2358](#) SECOND READING

AMENDING APPENDIX D - FEE SCHEDULE OF THE BLAINE CODE OF ORDINANCES REGARDING CHAPTER 86 - UTILITIES ARTICLE IV. - WATER, SEWER AND STORMWATER RATES AND CHARGES - IRRIGATION METERS, FOR THE CITY OF BLAINE

Adopted

7.-4 [MO 17-09](#) ACCEPT QUOTE FROM C.W. HOULE, INC. IN THE AMOUNT OF \$22,390.24 FOR EMERGENCY VALVE REPAIR AT WATER TOWER NO. 1, IMPROVEMENT PROJECT NO. 15-19

Approved

7.-5 [MO 17-10](#) APPROVE CAPITAL VEHICLE PURCHASE FOR PARKS AND RECREATION VAN IN THE AMOUNT OF \$31,999.10

Mayor Ryan requested further information on the vehicle that would be purchased. Public Services Director Therres stated the City would be purchasing a 15-passenger van for the Parks Department. He reported the current vehicle was well past its useful life.

Moved by Mayor Ryan, seconded by Councilmember Swanson, that Motion 17-10, "Approving a Capital Vehicle for Parks and Recreation Van in the Amount of \$31,999.10," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

7.-6 [MO 17-11](#)

NORTH METRO MAYORS' ASSOCIATION MEMBERSHIP

Councilmember King said he did not oppose the membership to North Metro Mayors' but asked what the City received from this organization. City Manager Arneson stated this organization had 14 members and has been in existence since the 1980's. He reported this organization functions as an advocacy group collectively for the north metro and for individual cities.

Mayor Ryan said he appreciated the lobbying efforts of this group.

Councilmember Clark questioned if the City was opting out of the Association of Metropolitan Municipalities. City Manager Arneson stated this was not the case.

Councilmember Clark indicated he would not be supporting this motion as he was struggling with redundancy in being members of multiple organizations.

Moved by Councilmember King, seconded by Councilmember Hovland, that Motion 17-11, "Approving the North Metro Mayor's Association Membership," be approved.

Motion adopted 6-1 (Councilmember Clark opposed).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Nay: 1 - Councilmember Clark

7.-7 [MO 17-12](#)

AUTHORIZING PAYMENT IN THE AMOUNT OF \$31,823 TO THE LEAGUE OF MINNESOTA CITIES FOR 2017 ANNUAL MEMBERSHIP DUES

Councilmember King questioned what the City received from the League of Minnesota Cities for their annual membership dues. City Manager Arneson explained the League of Minnesota Cities represents cities legislatively and provides the City of Blaine with insurance.

Moved by Councilmember King, seconded by Mayor Ryan, that Motion 17-12, "Authorizing Payment in the Amount of \$31,823 to the League of Minnesota Cities for 2017 Annual Membership Dues," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

8. DEVELOPMENT BUSINESS

8.-1 [RES 17-004](#)

GRANTING A WAIVER OF PLATTING THAT WILL SPLIT AN EXISTING LOT INTO TWO PARCELS IN THE R-1 (SINGLE FAMILY) ZONING DISTRICT AT 10720 SUNSET AVENUE NE. BOULDER CONTRACTING. (CASE FILE NO. 16-0047/LSJ)

Planning and Community Development Director Schafer explained the applicant is proposing a waiver of platting or lot split for the property known as 10720 Sunset Avenue. There is currently a single-family home and two accessory structures on the property. The lot is roughly 28,000 square feet in size (the net lot area is 17,480 square feet when roadway easements are subtracted). The applicant would like to remove all structures on the lot and split the property into two parcels.

Planning and Community Development Director Schafer reported the proposed Parcel A (exclusive of public roadway easement) would be 8,280 square feet and proposed Parcel B would be 9,200 square feet in size. The property is zoned R-1 (Single Family) and the minimum lot size in this district is 10,000 square feet. While the lots are wide enough to meet standards, the shallow depth of 92-feet results in less square footage. The City has, on occasion, allowed for lot splits to occur when the proposed lots are smaller than the required lot area in the Zoning Ordinance when the lot size was in keeping with the general neighborhood. The Planning Commission and City Council may want to consider if this split would be in keeping with the general character of the neighborhood, as the lots in this area are quite a bit larger than the two proposed parcels and even what is required by ordinance. The applicant has shown the proposed house pads (approximately 32-feet in depth) on the survey to indicate how a home would fit on both of the proposed parcels and meet the 30-foot front and rear yard setback requirements. It was noted both parcels would have access off of 107th Avenue. Staff discussed the request in further detail with the Council and explained the Planning Commission recommended approval.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Resolution No. 17-004, "a Resolution Granting a Waiver of Platting that will Split an Existing Lot into Two Parcels in the R-1 (Single Family) Zoning District at 10720 Sunset Avenue NE," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

8.-2 [RES 17-005](#)

GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A DETACHED GARAGE IN THE REAR YARD TOTALING 1,200 SQUARE FEET LOCATED AT 8615 LINCOLN STREET NE. DANIEL ORNING. (CASE FILE NO. 16-0049/LSJ)

Planning and Community Development Director Schafer stated the applicant has requested the approval of a conditional use permit for a garage that is

1,200 square foot in size. The property is zoned R-1 (Single Family) and the requirements of this section of the ordinance indicates that a conditional use permit is required for accessory structures that fall between 1,000 square feet and 1,200 square feet in size. It was noted the applicant lost his previous garage to a fire and is in need of a new garage to store his classic vehicles. The proposed garage would be located in the general area of the old garage and all setbacks would be met with the new structure. The proposed garage will be bigger than the old garage but the applicant is following the correct procedure for the extra square footage.

Planning and Community Development Director Schafer reported the applicant has 200 square foot shed on his property that will be removed prior to issuance of a certificate of occupancy for the new garage. The applicant would not be allowed to have any sheds on his property in the future given the fact that he is at the maximum square footage allowed for accessory structures in this zoning district with the construction of the new garage. It was noted the new garage will match the existing house on the property with board and baton siding painted to match the color of the house. Staff reviewed the request further and explained the Planning Commission recommended approval.

Moved by Councilmember Swanson, seconded by Councilmember Hovland, that Resolution No. 17-005, "a Resolution Granting a Conditional Use Permit to Allow a Detached Garage in the Rear Yard Totaling 1,200 Square Feet located at 8615 Lincoln Street NE," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

8.-3 [ORD 17-2369](#)

SECOND READING

GRANTING A REZONING FROM B-2 (COMMUNITY COMMERCIAL) TO B-3 (REGIONAL COMMERCIAL) AT 11225 ULYSSES STREET NE. TWIN CITIES ORTHOPEDICS. (CASE FILE NO. 16-0050/SLK)

Planning and Community Development Director Schafer stated Twin Cities Orthopedics (TCO) is proposing to construct a 50,000-square foot, three-story medical office building at 11225 Ulysses Street NE. TCO selected this site to meet the needs of its patient base in the community and surrounding area. TCO evaluated design options to reduce the required space for program requirements to approximately 50,000 square feet from an original 60,000 square feet. Because of the site constraints such as wetlands and parking requirements the applicant has designed a 50,000-square foot 3 story building. The height of the building be proposed by TCO is approximately 48 feet.

Planning and Community Development Director Schafer explained the parcel is currently zoned B-2 (Community Commercial). This zoning district does

not permit buildings to exceed 2.5 stories or 36 feet, whichever is less. The B-3 (Regional Commercial) zoning district allows buildings up to three (3) stories or 50 feet without a Conditional Use Permit. Therefore, the applicant has requested approval of a rezoning of the parcel from B-2 (Community Commercial) to B-3 (Regional Commercial). The property adjacent to the north is currently zoned B-3, therefore, this would be a boundary extension of the B-3 zoning district. The medical office use is a permitted use in both the B-2 or B-3 zoning districts.

Nick Speredes, Speredes Architecture, discussed the proposed 50,000 square foot, 3-story office building in further detail with the Council. He noted the building would be constructed of brick, stone and pre-cast concrete. He described how each floor of the building would be used by Twin Cities Orthopedics.

Rob Simmons, Twin Cities Orthopedics, stated he was excited to be bringing Twin Cities Orthopedics to the City of Blaine. He said he believed there was a growing need in the community for orthopedic surgeries and estimated the new facility would have approximately 100 employees.

Mayor Ryan stated this was a terrific organization that would be moving into the City of Blaine.

Declared by Mayor Ryan that Ordinance No. 17-2369, "Granting a Rezoning from B-2 (Community Commercial) to B-3 (Regional Commercial) at 11225 Ulysses Street NE" be introduced and placed on file for second reading at the January 19, 2017 Council meeting.

9. ADMINISTRATION

9.-1 [MO 17-14](#)

ADOPTING THE 2017 - 2021 CAPITAL IMPROVEMENT PLAN FOR PARK DEVELOPMENT FUNDS

Public Services Director 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. 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.

Public Services Director Therres reported revenue for the capital improvement plan comes from park dedication fees required of all new residential (\$4,114), commercial (\$8,704), and industrial (\$6,702) development. The residential fee is currently split 80% of the fee going to parks and 20% of the fee going to open space. All commercial and industrial fees go to parks. It was noted in 2018 the residential split is scheduled to return to 65% to parks and 35% to open space. He reviewed the projects planned for completion in 2017 and recommended approval of the Park

Development Fund CIP.

Councilmember King questioned if approval of the CIP authorized the Lexington Athletic project. Public Services Director Therres stated approval of the CIP simply sets aside funds for the project and another motion would come before the Council in order to authorize the project.

Moved by Councilmember Hovland, seconded by Councilmember Clark, that Resolution 17-14, “Adopting the 2017-2021 Capital Improvement Plan for Park Development Funds,” be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

9.-2 [MO 17-13](#)

APPROVE 2017 CAPITAL EQUIPMENT PURCHASES IN THE AMOUNT OF \$836,249

Public Services Director Therres stated staff is requesting Council approval for the purchase of capital equipment items budgeted and approved by the City Council in the 2017 Capital Equipment budgets. All the equipment listed will be purchased from the State Cooperative Purchasing Program from various vendors.

Capital Equipment	Budget	Actual
Crack Sealer	\$34,000	\$39,665
Single Axle Plow/Hook Truck (Mack)	\$231,000	\$228,692
Aerial Lift Truck	\$150,000	\$147,655
Front End Loader & Attachments	\$227,000	\$226,495
2 Toro Zero Turn Mowers (Diesel)	\$53,000	\$51,553
3 Building Insp. Vehicles (Explorers)	\$84,000	\$80,613
1 Ton Truck w/Box and Plow (SW)	\$62,000	\$61,576
Total Capital Fund	\$779,000	\$774,673
Total Storm Water Fund	\$62,000	\$61,576

Moved by Councilmember King, seconded by Councilmember Hovland, that Motion 17-13, “Approving 2017 Capital Equipment Purchases in the Amount of \$836,249,” be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

9.-3 [RES 17-006](#)**INITIATE PROJECT AND ORDER PREPARATION OF FEASIBILITY REPORT FOR RECONSTRUCTION OF 1700 FEET OF PHEASANT RIDGE DRIVE AND THE INTERSECTION WITH LEXINGTON AVENUE, IMPROVEMENT PROJECT NO. 16-14**

City Engineer Keely stated staff annually reviews the City of Blaine's Municipal State Aid Street (MSAS) account. The review takes into consideration current and near future obligations to State and County improvement projects that are eligible to utilize City MSAS funds. After the 2017 allotment from the State, the MSAS account fund will have approximately \$3 million available for improvements to the City's local state aid street system.

City Engineer Keely explained staff has reviewed several eligible state aid streets that have reached or surpassed their 20-year life cycle and are in poor to very poor condition. Staff is recommending for 2017 the reconstruction of approximately 1700 feet of Pheasant Ridge Drive west of Lexington Avenue and the signalized intersection with Lexington Avenue. The proposed project would be funded by utilizing the available funds in the MSAS account along with Pavement Management funds, Tax Increment Finance (TIF) funds and assessments to benefitting properties. The benefitting properties under the current assessment policy would be assessed 50% of the actual cost of the project. If approved, this Resolution initiates the proposed reconstruction of a portion of Pheasant Ridge Drive west of Lexington Avenue and the signalized intersection with Lexington Avenue and orders the preparation of a feasibility report.

Councilmember Swanson understood the fill that was used on 91st Avenue and Hastings Street was quite poor. He questioned how staff would be assured that better fill was brought in for this project. City Engineer Keely discussed the City's project specifications.

Mayor Ryan requested further information on the assessments. City Engineer Keely reported staff would have additional information available for the Council regarding the assessments in the feasibility report.

Mayor Ryan anticipated that Aveda would want an improved turn lane included in this project. City Engineer Keely stated staff was in discussions with Anoka County regarding the traffic study that has been prepared for proposed intersection improvements.

Moved by Councilmember Clark, seconded by Councilmember Hovland, that

Resolution 17-006, "Initiating Project and Order Preparation of Feasibility Report for Reconstruction of 1700 Feet of Pheasant Ridge Drive and the Intersection with Lexington Avenue," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

9.-4 [RES 17-007](#)

INITIATE PROJECT AND ORDER PREPARATION OF FEASIBILITY REPORT FOR RECONSTRUCTION OF JEFFERSON STREET FROM 104TH COURT TO 119TH AVENUE, IMPROVEMENT PROJECT NO. 17-05

City Engineer Keely reported staff annually reviews the City of Blaine's Municipal State Aid Street (MSAS) account. The review takes into consideration current and near future obligations to State and County improvement projects that are eligible to utilize City MSAS funds. After the 2017 allotment from the State, the MSAS account fund will have approximately \$3 million available for improvements to the City's local state aid street system.

City Engineer Keely indicated staff has reviewed several eligible state aid streets that have reached or surpassed their 20-year life cycle and are in poor to very poor condition. Staff is recommending for 2017 the reconstruction of Jefferson Street NE from 104th Court NE to 119th Avenue NE. It was noted the proposed project would be funded by utilizing the available funds in the MSAS account along with Pavement Management funds and assessments to benefitting properties. The benefitting properties under the current assessment policy would be assessed 25% of the actual cost of the project to those parcels that are residential and 50% of the actual cost of the project to those parcels that are commercial. Staff noted all curbing would be investigated. If approved, this resolution initiates the proposed reconstruction of Jefferson Street and orders the preparation of a feasibility report.

Councilmember Swanson suggested the City have language within the contract to ensure the contractor had pumps onsite to avoid a flooding situation.

Councilmember Clark agreed with this recommendation and requested staff investigate some preventative language and present to Council at a future workshop.

Mayor Ryan supported this recommendation as well.

Councilmember King said he was pleased this project was moving forward.

Moved by Councilmember King, seconded by Councilmember Hovland, that Resolution 17-007, "Initiating Project and Order Preparation of Feasibility

Report for Reconstruction of Jefferson Street from 104th Court to 119th Avenue," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

10. OTHER BUSINESS

None.

None.

11. ADJOURNMENT

Moved by Councilmember Hovland, seconded by Councilmember Garvais, to adjourn the meeting at 8:52 p.m.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson