

UNAPPROVED

**CITY OF BLAINE
ANOKA COUNTY, MINNESOTA
CITY COUNCIL MEETING
Thursday, February 15, 2018**

**7:30 P.M.
Council Chambers
10801 Town Square Drive**

CALL TO ORDER BY MAYOR RYAN

The meeting was called to order at 7:34 p.m. by Mayor Ryan followed by the Pledge of Allegiance and the Roll Call.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

PRESENT: Mayor Tom Ryan, Councilmembers Dave Clark, Andy Garvais, Wes Hovland, Jason King, and Dick Swanson.

ABSENT: Councilmember Julie Jeppson.

Quorum Present.

ALSO PRESENT: City Manager Clark Arneson; Planning and Community Development Director Bryan Schafer; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Finance Director Joe Huss; Economic Development Coordinator Erik Thorvig; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; and City Clerk Catherine Sorensen.

APPROVAL OF MINUTES

Workshop Meeting – February 1, 2018

Regular Meeting – February 1, 2018

Moved by Councilmember King, seconded by Councilmember Clark, that the Minutes of the Workshop Meeting of February 1, 2018 and the Minutes of the Regular Meeting of February 1, 2018 be approved.

Motion adopted. Councilmembers Hovland and Garvais abstained on the February 1, 2018 Workshop and Regular meeting minutes due to their absence.

AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

5.1 Motion 18-30, Veteran's Memorial at Town Square Park.

Steve Guider shared the proposed Veterans Memorial Park design plans with the City Council and noted this would be located at Town Square Park. He reported the VFW was in full support of the proposed memorial.

Mayor Ryan explained the memorial would honor all five branches of the military. He reported that as this project moves forward it will be done so in conjunction with the Park Board, Beyond the Yellow Ribbon and the City Council.

Councilmember Hovland stated he loved the idea of the City having a Veteran's Memorial Park.

Councilmember Garvais indicated he also supported the memorial. He requested other funding opportunities be pursued, such as CTF and other grant funding options for the Veteran's Memorial Park.

Councilmember Clark thanked Steve Guider for all of his work on the memorial.

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Motion 18-30, "Veteran's Memorial at Town Square Park," be approved.

Motion adopted unanimously.

COMMUNICATIONS

Mayor Ryan welcomed Owen Crandell and Joseph Bley from Boy Scout Troop #509.

Councilmember Clark wished all of the Blaine student athletes all the best in the upcoming section and State finals.

Police Chief/Safety Services Manager Podany provided the Council with a recap on a recent article in the *Blaine Life* on the Northtown Retail Unit.

OPEN FORUM FOR CITIZEN INPUT

Mayor Ryan opened the Open Forum at 8:02 p.m.

Grace Schrunk, 950 113th Avenue, stated she watched the Planning Commission meeting and wanted to comment on a pond that would be relocated on the BeBop property.

Mayor Ryan encouraged Ms. Schrunk to speak to this item when it is addressed on the agenda.

Kim Gosselin, 8621 Able Street, provided the Council with a handout. He addressed the Council regarding concerns he had with the grade of his driveway resulting from the reconstruction of Able Street. He explained his driveway angle has been increased which means his vehicles bottom out each time he enters and exits his property. He reported he spoke with Assistant City Engineer Dan Schluender regarding his concerns. He explained that the new angle of his driveway had caused severe damage to his boat and boat trailer.

Councilmember Hovland stated he has visited Mr. Gosselin's property and he believed the situation could be corrected. He supported the City working to reduce the angle of the driveway grade to remedy the concerns raised by Mr. Gosselin.

Moved by Councilmember Hovland, seconded by Councilmember Clark, to authorize staff to work to reduce the angle of the driveway grade to remedy the concern.

Mayor Ryan stated he had also visited Mr. Gosselin's property and he believed that there were a number of streets in the City that had similar issues and expressed concern about the City spending funds to correct.

Mr. Gosselin stated prior to Able Street being reconstructed he explained he had no problems backing out of or pulling into his driveway. He explained the problems he was having was directly correlated to work being completed by the City on his driveway. Therefore, he believed the City should be responsible for correcting the driveway.

Councilmember Swanson commented if the Council were to take action on this driveway then it would also have to review similar issues on Terrace and 7th Street.

Councilmember King explained he visited Mr. Gosselin's property and noted his small SUV scraped when driving in and out of the driveway. He stated he supported the City fixing the grade of Mr. Gosselin's driveway.

Councilmember Hovland indicated this problem did not exist prior to the work on Able Street and he believed the City had an obligation to remedy the situation.

Councilmember Garvais stated he was sympathetic to Mr. Gosselin and his driveway issues, however, he did not fully understand how large of an issue this was for the City. Therefore, he would not be able to offer his support this evening.

Mayor Ryan recommended the City Engineer report to the Council on how a change to this driveway would impact the surrounding sidewalks and adjacent properties.

Councilmember Swanson stated he could support this but also wanted the residents on Terrace and 7th Street to be reconsidered as well.

This motion was withdrawn by Councilmember Hovland and Councilmember Clark.

Councilmember Clark stated the Council would have to consider the policy involved in making a decision regarding this driveway. He understood that Mr. Gosselin was asking for his own driveway but the ripple effects would have to be considered.

Councilmember Swanson supported this recommendation.

Moved by Councilmember Clark, seconded by Councilmember Hovland, to schedule this item for further discussion at a future workshop meeting by the end of June with engineering impacts and cost estimates, including acceptable driveway slope information for the City of Blaine.

Motion adopted unanimously.

Orville Linquist, Blaine Historical Society, provided the Council with an update on their project to publish a book on the history of Blaine. He stated it was his hope to have this book published in 2018. He encouraged residents to visit www.blainehistory.org for further information.

There being no further input, Mayor Ryan closed the Open Forum at 8:14 p.m.

ADOPTION OF AGENDA

The agenda was adopted as presented.

7:30 P.M. - PUBLIC HEARINGS AND ITEMS SET FOR A CERTAIN TIME9.1 Resolution 18-22, Vacation of Drainage Easement at Lot 1, Block 1, Blaine Preserve Business Park Third Addition, Vacation No. V17-07.

Public Services Manager/Assistant City Manager Therres stated a petition dated December 27, 2017, was submitted to the City by Eagle Brook Church of White Bear Lake, Minnesota requesting vacation of a portion of a drainage and utility easement. The property owner wishes to expand the existing building. The applicants represent 100% of the affected property abutting this easement. The Engineering Department has reviewed this request and supports the vacation.

Councilmember Hovland asked if the existing parking that would be lost through the building expansion would be replaced. He questioned how traffic to and from this property would be impacted through the proposed expansion. Planning and Community Development Director Schafer stated the church would be adding 300 additional parking stalls and noted the increased sanctuary size would increase traffic to and from the site. He reported the use of Public Safety services would continue to assist with guiding traffic in and out of the site for services on the weekends.

Mayor Ryan opened the public hearing at 8:15 p.m.

There being no additional public input, Mayor Ryan closed the public hearing at 8:15 p.m.

Moved by Councilmember Clark, seconded by Mayor Ryan, that Resolution 18-22, "Vacation of Drainage Easement at Lot 1, Block 1, Blaine Preserve Business Park Third Addition," be approved.

Motion adopted unanimously.

APPROVAL OF CONSENT AGENDA:

Councilmember Clark requested the removal of agenda item 10.2

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

10.1 Motion 18-31, Schedule of Bills Paid.~~10.2 Motion 18-32, Emergency Operations Center Furniture Upgrade.~~10.3 Resolution 18-16, Vacation of Drainage Easements on Outlot B, North Oaks Ponds East, and Utility and Drainage Easements on Outlot A, North Oaks Ponds East 2nd, Vacation No. V17-09.

Motion adopted unanimously.

10.2 Motion 18-32, Emergency Operations Center Furniture Upgrade.

Moved by Councilmember Clark, seconded by Councilmember Garvais, that Motion 18-32, “Emergency Operations Center Furniture Upgrade,” be approved.

Councilmember Clark requested further information on the bidding or RFQ process that was followed by the City for the furniture upgrades. Chief Podany explained staff followed the same parameters as was done for City Hall in order to keep the furniture consistent. He noted three vendors had provided quotes through US Communities, which was a cooperative purchaser.

Councilmember Clark asked if this was a state approved bidding process. Chief Podany reported this was a competitive public solicitation.

Councilmember Hovland questioned what furniture was being purchased and how would it be used. Chief Podany reported much of the furniture that was being replaced was old and broken. He stated the Emergency Operations Center furniture was used quite heavily for classes and training and was in need of replacement.

Councilmember Hovland suggested staff list any additional furniture in need of replacement at City Hall on this purchase order in order to improve the purchase price for the City.

Motion adopted unanimously.

DEVELOPMENT BUSINESS

11.1 Resolution No. 18-23, Granting Final Plat Approval to Subdivide 4.50 Acres into 12 Single Family Lots and One Outlot to be known as Sarah Jean Estates at 12701 Harpers Street NE. Summit Land. (Case File NO. 14-0050/SLK).

Moved by Councilmember King, seconded by Councilmember Hovland, that Resolution No. 18-23, “Granting Final Plat Approval to Subdivide 4.50 Acres into 12 Single Family Lots and One Outlot to be known as Sarah Jean Estates at 12701 Harpers Street NE,” be approved.

Mr. Schafer stated in October of 2015, 2016 and 2017, the applicant received approval of a preliminary plat one-year extension from the City Council for a subdivision known as Sarah Jean Estates that includes approximately five acres and 12 lots and an outlot for storm water. The final plat proposal consists of subdividing approximately 5 acres into a subdivision with a total of 12 dwelling units. This application proposes single-family homes. Staff commented further on the final plat and recommended approval.

Motion adopted unanimously.

11.2 Second Reading – Ordinance No. 18-2397, Rezoning from FR (Farm Residential) to DF (Development Flex) at 12576 Lever Street NE. Anoka-Hennepin School District/Anderson-Johnson Associates, Inc. (Case File No. 17-0052/LSJ).

Moved by Councilmember Hovland, seconded by Councilmember King, that Ordinance No. 18-2397, “Rezoning from FR (Farm Residential) to DF (Development Flex) at 12576 Lever Street NE,” be approved.

Mr. Schafer stated the applicant has applied for a rezoning of the site to DF (Development Flex) to provide some flexibility in requirements and to be consistent with surrounding and future zoning designations in this neighborhood. While the properties surrounding the parcel currently are zoned FR (Farm Residential), it is anticipated that with future development of this area the zoning of the adjacent parcels will change to DF, as

this zoning designation is used for all new residential projects that are not considered infill projects. He discussed how the school would be located on the 40-acre parcel and recommended approval of the rezoning request.

Councilmember Swanson reported the Park Board had raised concerns with the adjacent community not being able to use the playground as a neighborhood park during school hours. Mr. Therres reported the pre-school play area would be fenced and noted the remainder of the playground area would not be fenced off and would be open to the public, except for school hours.

Mayor Ryan hoped that the City would be able to work through this issue as this would be the only park option for families living in this neighborhood.

Councilmember Garvais commented a signal may be needed in the future at the intersection of the school at Lever Street. Mr. Schafer said he fully expected that this intersection would meet warrants for a signal and noted staff would be working with the County on this issue.

Councilmember King stated for security purposes he understood why the park would not be available when school was in session. Councilmember Swanson said he disagreed with this statement.

Councilmember Clark suggested the Council review the agreement in place with Northpoint Elementary.

Councilmember Hovland stated it may be in the City's best interest to collect park dedication fees in lieu of using the school playground as a community park.

Councilmember Clark explained he supported the City partnering with the school on this issue because these were all Blaine residents that would be using this playground and school. He stated the City would also benefit by using the gymnasium for basketball through a partnership and noted Lexington Athletic Complex was nearby for use during the school day.

Councilmember Garvais agreed with Councilmember King and stated his main concern surrounding this issue would be the safety of the children attending the new school. He anticipated that playground would be frequented most by the neighborhood during the summer when school was not in session.

Motion adopted unanimously.

11.3 Resolution No. 18-24, Granting a Conditional Use Permit to Allow for the Construction of a New K-5 Elementary School in a DF (Development Flex) Zoning District located at 12576 Lever Street NE. Anoka-Hennepin School District/Anderson-Johnson Associates, Inc. (Case File No. 17-0052/LSJ).

Moved by Councilmember Hovland, seconded by Councilmember Clark, that Resolution No. 18-24, "Granting a Conditional Use Permit to Allow for the Construction of a New K-5 Elementary School in a DF (Development Flex) Zoning District located at 12576 Lever Street NE," be approved.

Mr. Schafer stated the proposed elementary school would be a two-story structure that is 136,000 square feet in size. The school would consist of 44 classrooms that would serve approximately 1,000 students in grades K-5. Construction would begin in the Spring of 2018 with completion in July 2019. It is anticipated that the school would be open for the 2019/2020 school year. Staff provided further details regarding the site plan and recommended approval of the request.

Councilmember Swanson requested a representative from the school district speak to the Council regarding the playground issue. Steve Anderson, Director of Buildings and Grounds for the Anoka-Hennepin School District, explained the school district was concerned with visitors using the playground during the school day. He reported the playground equipment was age specific and noted the pre-K area would be fenced in order to keep the children safe.

Councilmember Swanson stated the best solution to this problem may be to construct an additional small playground or tot lot.

Mayor Ryan explained he understood the need to protect and keep children safe during the school day and he was glad the school district had armed officers within its schools. Mr. Anderson stated this was a great resource for the schools.

Motion adopted unanimously.

11.4 Second Reading – Ordinance No. 18-2398, Rezone 1.6 Acres from R-1 (Single Family) to DF (Development Flex) at 11059 Buchanan Road NE. James Talus. (Case File No. 17-0047/LSJ).

Moved by Councilmember Clark, seconded by Mayor Ryan, that Ordinance No. 18-2398, “Rezone 1.6 Acres from R-1 (Single Family) to DF (Development Flex) at 11059 Buchanan Road NE,” be approved.

Mr. Schafer stated the applicant owns property on Buchanan Street NE that also has frontage on Ulysses Street NE. Mr. Talus wishes to subdivide his 3.13-acre parcel into six (6) new lots to be known as Talus Addition. Because the lot widths of the five new lots are less than 80-feet (the requirement for the R-1 zoning district), a rezoning of the new lots to DF (Development Flex) is required. The rationale for this rezoning is that this method of rezoning is consistent with other rezoning methods throughout the City and it is necessary for the smaller lot widths. The remaining home (Lot 6) will remain zoned R-1. Staff discussed the proposed rezoning further and recommended approval.

Councilmember Swanson asked how parking would be shared by the five lots. Mr. Schafer explained the five lots would have a shared access and maintenance agreement over the private drive.

Councilmember Clark questioned how the driveways would line up. Mr. Schafer stated he did not have an answer to this question.

Councilmember Clark commented he was not particularly fond of the proposed design but noted he did not have a better alternative either. He indicated the City had to be respectful of the property owner’s rights as well.

Mayor Ryan agreed and noted it would not be in the new lot owner’s best interest to be backing out onto Buchanan.

Councilmember King stated he supported Councilmember Clark’s comments and explained he did not fully support the proposed access drive. He asked if a service drive could be created from Buchanan. Mr. Schafer reported Buchanan Street was gravel at this location and does not have City sewer and water. He stated the ideal use for this site would be a small townhome development.

Motion adopted 5-1 (Councilmember King opposed).

11.5 Resolution No. 18-25, Granting Preliminary Plat Approval to Subdivide 3.13 Acres into 6 Lots to be known as Talus Addition, located at 11059 Buchanan Road NE. James Talus. (Case File No. 17-0047/LSJ).

Moved by Councilmember Clark, seconded by Mayor Ryan, that Resolution No. 18-25, “Granting Preliminary Plat Approval to Subdivide 3.13 Acres into 6 Lots to be known as Talus Addition, located at 11059 Buchanan Road NE,” be approved.

Mr. Schafer stated the Talus Addition includes five new single family lots along Ulysses Street NE and one existing single-family lot along Buchanan Street. The existing single-family home along Buchanan Street NE would remain on Lot 6, which is much larger than the five lots along Ulysses Street NE. Because of the size of Lot 6, it could be further subdivided in the future. It was noted Lots 1-5 range in size from 12,750 square feet to 14,039 square feet. The lots will be accessed via a private looped drive located on the east portion of these lots to reduce the number of access points and avoid vehicles backing onto the service road. Staff provided further comment on the Preliminary Plat and recommended approval.

Motion adopted 5-1 (Councilmember King opposed).

11.6 Resolution No. 18-26, Granting a Conditional Use Permit to allow for the Construction of Five (5) New Single-Family Homes in a DF (Development Flex) Zoning District located at 11059 Buchanan Road NE. James Talus. (Case File No. 17-0047/LSJ).

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Resolution No. 18-26, “Granting a Conditional Use Permit to allow for the Construction of Five (5) New Single-Family Homes in a DF (Development Flex) Zoning District located at 11059 Buchanan Road NE,” be approved.

Mr. Schafer stated the applicant is working with Grove Builders to construct the five new homes within this plat. The exterior elevations of the homes include vinyl siding, cultured stone accents and vinyl shakes. The sizes of the walkout homes range in size from 1,800 to 2,500 square feet total, with the first floor finished square footages of 1,000 to 1,400 square feet. The setbacks are listed in the conditional use permit recommendations. The house plans that were submitted do not match the house styles shown on the proposed grading plan. This issue will need to be resolved prior to any City plan approval. The homes will be priced between \$300,000 and \$350,000. Staff provided further comment on the request and recommended approval.

Motion adopted 5-1 (Councilmember King opposed).

11.7 Second Reading – Ordinance No. 18-2396, Granting a Rezoning from B-2 (Community Commercial) to DF (Development Flex) for Creekside Village located at 1041 109th Avenue NE. (Case File No. 17-0046/SLK).

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Ordinance No. 18-2396, “Granting a Rezoning from B-2 (Community Commercial) to DF (Development Flex) for Creekside Village located at 1041 109th Avenue NE,” be approved.

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

change to LDR would allow residential development of generally three to six units per acre which would be consistent with the housing found in this area.

Grace Schrunk, 950 113th Avenue, expressed concerns regarding the pond relocation and not allowing use on the pond. She questioned where the tunnel would be located and questioned what the lot width would be. Mr. Schafer reported the tunnel would be located a quarter of a mile to the west. He explained the lot width would be 50 feet.

Mayor Ryan commented on the landscaping plan and asked if the required trees could be placed in the front or back yard. Mr. Schafer stated this would be allowed.

Heidi Sorensen, 1026 111th Avenue, stated she was concerned with the number of trees that would be lost and how this would impact the privacy of her lot. She explained she also had concerns with the proposed small lot size and how the new development would increase traffic on 109th Avenue.

George Hatcher, 1034 111th Avenue, indicated he did not approve of the small lot sizes being proposed adjacent to the Coopers Meadows neighborhood. He did not understand how the City saw this new development as being “like” his neighborhood. He discussed how the increased traffic on 109th Avenue would impact Coopers Meadows and recommended a traffic study be completed prior to this item being approved. He reported he has several children in his neighborhood, many being new drivers. He feared that something bad would happen along 109th Avenue. He recommended trail access or a sidewalk be considered by the City, along with sufficient parking for Banquets of Minnesota. He questioned how the easement on the rear of his property would be impacted by the proposed development. Mr. Schafer explained the parking concerns at Banquets of Minnesota had been addressed with the property owner. He reported banquets were typically held on the weekends and in the evening hours, which would mean Banquets of Minnesota would have the entire site available for parking. He then described how the easement along the rear of Mr. Hatcher’s property would be impacted by the new development. He reported the adjacent property would not be allowed to drain onto Mr. Hatcher’s property.

Councilmember Clark commented he too was teaching his son to drive and had warned him repeatedly about how to drive safely and to wait patiently along 109th Avenue. He explained that additional traffic along 109th Avenue was inevitable due to the redevelopment of the BeBop site. He reported the County overbuilt 109th Avenue in order to handle the future traffic projections.

Councilmember Garvais confirmed a traffic study was not needed because there was enough data already in place to show the additional traffic could be managed by 109th Avenue. Mr. Schafer stated this was the case and explained that staff had sent the new development plans to the Anoka County Highway Department and their only concern was that the new street align with a street directly across from it. He commented the new development would have 50 lots and noted Coopers Meadows had 48 lots. He indicated the new development would generate between 450 to 500 trips per day.

Gary Gorham, N&D Management, commented on the concerns raised by the neighbors, along with the history of this project. He stated he would be willing to pay for and install an asphalt trail from Street A that would connect with the trail to the west. He requested that the two required trees be allowed to be planted in the front yard and not one in the front and one in the rear yard. Mr. Schafer reported the development agreement had been written up to require two trees in the front yard. He stated additional tree plantings would be allowed in the rear yard.

Councilmember Clark requested further information on the proposed trail segment. Mr. Schafer reported the trail segment had been discussed by staff and the applicant, but has not yet been engineered. He noted the trail would be located in 109th Avenue right-of-way.

Councilmember Hovland stated with the additional traffic and future proposed plans from MnDOT for 109th Avenue, he supported a traffic study being completed for this roadway.

Mayor Ryan stated he did not anticipate Anoka County would support an additional traffic signal along 109th Avenue.

A neighborhood resident expressed concern with the amount of traffic using Quincy Street to cut through the neighborhood. She stated she supported speed bumps being installed along Quincy Street in order to deter and slow the speed of traffic.

Dustin Fiecke, 1030 111th Avenue, feared this development would impact the water table and mature trees in his neighborhood. He commented on how the privacy on his lot would be lost due to the new development as he would now have three homes in his backyard. Mr. Schafer stated the City's engineers and the watershed district had reviewed this development to ensure that the water table was not impacted.

Mayor Ryan stated he understood change was difficult but he believed that the proposed detached townhouses would be a strong seller in the community constructed by a reputable builder.

A neighborhood resident shared concerns with the proposed style for the detached townhomes and the unit price differences between the new units and the adjacent homes. In addition, she expressed concern with how the wildlife would be impacted by the new development.

Councilmember Clark stated if higher value homes were being proposed it would only increase the home values for the surrounding neighborhoods. He explained it was not the City Council's place to determine what style of home should be built and indicated this was determined by the market and potential developers.

Motion adopted unanimously.

11.8 Resolution No. 18-27, Granting Preliminary Plat Approval to Subdivide 21.76 Acres into 50 Single Family Lots, Two (2) Commercial Lots, and Six (6) Outlots to be known as Creekside Village located at 1041 109th Avenue NE. N and D Management, LLC. (Case File No. 17-0046/SLK).

Moved by Councilmember Clark, seconded by Councilmember Swanson, that Resolution No. 18-27, "Granting Preliminary Plat Approval to Subdivide 21.76 Acres into 50 Single Family Lots, Two (2) Commercial Lots, and Six (6) Outlots to be known as Creekside Village located at 1041 109th Avenue NE," be approved.

Mr. Schafer stated the preliminary plat proposal consists of subdividing approximately 21.76 acres into a subdivision with a total of 50 new dwelling units and two commercial lots for existing buildings. The preliminary plat also includes outlots for ponds, drainage, and a private street. This application proposes single-family homes (detached townhomes). The homes will be slab on grade. The proposed unit will have a minimum of 1,600 square feet of finished square footage above grade. The homes will include brick, stone, Hardie/LP (fiber cement) siding on the front elevation. The homeowner will be required to be a part of an association that would cover yard maintenance, snow removal and maintenance of the private street and utilities. The

homeowner would be responsible to provide exterior building maintenance. The estimated price range for the detached townhome units will be approximately \$340,000-\$390,000.

Councilmember Clark asked if the Council should amend Condition #13. Mr. Schafer stated a sidewalk was currently included in the plans and noted staff would have to coordinate with the applicant if a six-foot bituminous trail was desired. Public Works Director Haukaas stated the City's desire would be to have a concrete sidewalk installed for longevity purposes.

Moved by Councilmember Clark, seconded by Councilmember Hovland, to amend Condition #13 to require the developer to install an approximately six-foot bituminous trail to connect Street A to the trail to the west.

Councilmember Hovland questioned who would be responsible for maintaining the trail/sidewalk. Mr. Haukaas reported the trail maintenance would be the City's responsibility.

Amendment adopted unanimously.

Amended motion adopted unanimously.

11.9 Resolution No. 18-28, Granting a Conditional Use Permit to Allow for Construction of 50 Single Family Homes in a DF (Development Flex) Zoning District for Creekside Village located at 1041 109th Avenue NE. N and D Management, LLC. (Case File No. 17-0046/SLK).

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution No. 18-28, "Granting a Conditional Use Permit to Allow for Construction of 50 Single Family Homes in a DF (Development Flex) Zoning District for Creekside Village located at 1041 109th Avenue NE," approved.

Mr. Schafer stated the applicant was requesting a Conditional Use Permit to allow for the construction of 50 single family homes in a DF (Development Flex) zoning district for Creekside Village. Staff discussed the proposed development in further detail and recommended approval.

Motion adopted unanimously.

ADMINISTRATION

12.1 Motion 18-33, Adopting the 2018 Park Improvement Fund Plan.

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Motion 18-33, "Adopting the 2018 Park Improvement Fund Plan," be approved.

Mr. Therres stated in 2017 the City Council set aside \$300,000 for park improvements in 2018. The funding is to come from the \$300,000 general tax levy for the parks and trails revitalization program that Council approved last December. Staff has evaluated all parks and developed a plan of projects for 2018. The park board has reviewed the proposed plan and is recommending approval of the 2018 Park Improvement Fund Plan by the City Council.

Mayor Ryan stated he was pleased the Miracle Field would have more use in 2018.

Councilmember Garvais asked if staff was working on a comprehensive plan or RFQ for the proposed park improvements. Mr. Therres reported staff had an RFP or RFQ completed that would be sent out to architectural and landscaping firms.

Councilmember Swanson recommended the sidewalks within the City's parks also be considered within the park improvement plan. He stated the sidewalks at Fogerty Arena were in need of repair.

Motion adopted unanimously.

12.2 Motion 18-34, Accept Proposal from PubWorks for Asset Management and Work Order Software.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Motion 18-34, "Accept Proposal from PubWorks for Asset Management and Work Order Software," be approved.

Mr. Haukaas stated proposals were solicited from a number of firms for Asset Management and Work Order software so that the City can better manage its infrastructure and develop preventative maintenance programs. All programs were required to integrate seamlessly with our ERSI GIS mapping systems and databases. Each firm was asked to include details of the installation and setup, data conversion, training, and customer support process. The information stored in the databases needed to be owned and accessible to the City. This would allow for the option to change to a different or more complex system if needed as a result of the city's growth in the future. Staff commented further on the submitted proposals and recommended the Council accept the proposal from PubWorks.

Councilmember King asked if staff would be trained in the new software. Mr. Haukaas reported staff would receive onsite training versus web training.

Motion adopted unanimously.

OTHER BUSINESS

City Clerk Sorensen reported the Council would be meeting on Tuesday, February 20th in order to hold Board/Commission interviews.

ADJOURNMENT

Moved by Councilmember King, seconded by Councilmember Hovland, to adjourn the meeting at 10:09 p.m.

Tom Ryan, Mayor

ATTEST:

Catherine Sorensen, CMC, City Clerk
Submitted by TimeSaver Off Site Secretarial, Inc.