

**REGULAR MEETING OF THE ANOKA CITY COUNCIL
ANOKA CITY HALL
CITY COUNCIL CHAMBERS
FEBRUARY 16, 2016**

1. CALL TO ORDER

Mayor Rice called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

2. ROLL CALL

Present at roll call: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver.

Staff present: City Manager Greg Lee; Finance Director Lori Yager; and City Attorney Scott Baumgartner.

Absent at roll call: None.

3. COUNCIL MINUTES

3.1 Minutes of February 1, 2016, Regular Meeting.
Minutes of February 8, 2016, Goals Session.

Motion by Councilmember Freeburg, seconded by Councilmember Weaver, to waive the reading and approve the February 1, 2016, Regular Meeting minutes and February 8, 2016, Goals Session.

Vote taken. All ayes. Motion carried.

Councilmember Schmidt confirmed that the 2016 Goals will be posted on the City's website.

4. OPEN FORUM

5. PUBLIC HEARING(S)

5.1 On-Sale Intoxicating Liquor and Sunday Liquor License; Lancer at Edinburgh, LLC at Green Have Golf Course and Event Center.
RES/Issuance of an On-Sale Intoxicating Liquor and Sunday Liquor License; Lancer at Edinburgh, LLC at Green Have Golf Course and Event Center.
RESOLUTION

City Manager Greg Lee shared a staff report with background information to the Council stating at the end of December Lancer notified the City that they would

like to transfer their existing liquor license, which is issued under Blue Bell Enterprises, Inc., to their subsidiary company, Lancer at Edinburgh, LLC. Minnesota State Law and Anoka City Code do not authorize a simple transfer, the process and requirements of issuing an original license must be filed and a public hearing and adoption of a resolution is required. Staff has conducted the necessary background investigations and inspections and no concerns or objections have been expressed. Staff has also received an updated certificate of liquor liability insurance and a new corporate surety bond, issued under the name of Lancer at Edinburgh, LLC.

Mayor Rice opened the public hearing at 7:03 p.m.

Being no comments Mayor Rice closed the public hearing at 7:03 p.m.

NOTE: By motion from Councilmember Weaver, which was seconded by Councilmember Schmidt, and by a unanimous vote of the Council, agenda item 9.1 was moved up on the agenda and acted upon at this point.

Motion by Councilmember Weaver, seconded by Councilmember Freeburg, to adopt a resolution approving the issuance of an On-Sale Intoxicating Liquor & Sunday Liquor License to Lancer at Edinburgh, LLC at Green Haven Golf Course & Event Center, 2800 Greenhaven Rd, Anoka, Minnesota.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

6. CONSENT AGENDA

Motion by Councilmember Freeburg, seconded by Councilmember Anderson, to approve Consent Agenda 6.1 through 6.2.

6.1 Approved Verified Bills.

6.2 Revising and Setting Council Calendars.

Vote taken. All ayes. Motion carried.

7. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

None.

8. PETITIONS, REQUESTS AND COMMUNICATION

None.

9. ORDINANCES AND RESOLUTIONS

- 9.1 RES/Issuance of an On-Sale Intoxicating Liquor and Sunday Liquor License; Lancer at Edinburgh, LLC at Green Have Golf Course and Event Center.

ACTED UPON AFTER PUBLIC HEARING

- 9.2 RES/Waiving the Public Improvement Hearing; Approve Plans & Specifications, Set a Bid Date, and Authorize Advertisement for bids for the City Hall North Parking Lot Project.

RESOLUTION

Mr. Lee shared a staff report with background information to the Council stating in 2015 the City entered into an agreement with Kimley-Horn Associates, Inc. to provide preliminary and final design and bidding services for the City Hall North Parking Lot Project. Concept drawings and preliminary cost were provided to the City and based on staff direction, Kimley-Horn Associates prepared the final plans and specifications based on that concept. This project includes re-constructing the existing parking lot with approximately 77 stalls and 5 handicap stalls. Mr. Lee outlined planned amenities/enhancements to the area including snowmobile parking area/corral, vendor truck pads with electrical and water hook-ups, improved traffic circulation, ADA improvements, decorative streetlights and landscaping and irrigation.

Mayor Rice inquired about flexibility going to the north for the restaurant site. Mr. Lee said they could go to the north but there is currently infiltration already in place as well as a rain garden and east there are electrical boxes. He added there is also ingress/egress coming off the parking lot off Van Buren Street so there are other restrictions but said the lot could be moved north to some degree.

Councilmember Weaver said the new ingress/egress was temporarily installed for the City's Christmas tree lighting event and has worked well.

Councilmember Schmidt asked where the vendor electric hook-ups will be located. Mr. Lee said the electrical hook-ups will be located at the south end of the lot with water hook-ups running east/west and another area further north. He said the plan has been reviewed by Pete Turok of the Anoka Area Chamber for events such as Riverfest.

Councilmember Freeburg asked if lot will include paving or bricks. Mr. Lee said the material will be paving with some bricks around the corner at 2nd Avenue and Jackson Street as they have some leftover from the previous project.

Mayor Rice asked if the number of stalls is accurately depicted. Mr. Lee said it is, adding the lot and gravel area currently does not meet City code. He noted while there will be less parking overall the new plan will be more efficient.

Councilmember Schmidt inquired about project costs. Mr. Lee said the project will cost \$528,000. He said the original estimate was \$310,000 plus labor from

the electric utility but that due to their schedule they cannot complete the work by July 1 so the electric utility will pay for their portion of the project in the amount of \$160,000.

Councilmember Anderson inquired about wall leaks referred to on the plan. Mr. Lee said there is new concrete block along the existing wall to separate the upper/lower levels, adding the drive alley will go away and become a pedestrian walkway. Mr. Lee said the leaks were noted from the original concepts and refer to cracks in the wall filling to keep material from leaking through the wall.

Councilmember Weaver said he likes what he sees and that the ingress/egress on the north will pay dividends as it is essential to the downtown area.

Motion by Councilmember Weaver, seconded by Councilmember Anderson, to adopt a resolution waiving the public improvement hearing, approve plans and specifications, set a bid date and authorizing advertisement for bids for the City Hall north parking lot project.

Councilmember Schmidt about how many spaces will result versus what is in place currently. Mr. Lee said the new plan outlines 77 stalls plus an additional 5 handicap stalls, adding he is not sure of the current number of spaces.

Councilmember Schmidt said he anticipates a reduction in the number of spaces. Mr. Lee said that is correct, stating they have to pave the area to meet City code and that some stalls were only 6.5 feet wide, which is too narrow.

Councilmember Schmidt said the time length is critical to putting people on the third floor of the parking ramp as we do not want all day parkers on the first level and asked if the City will be selling parking permits. Finance Director Lori Yager said that has not been discussed with the Parking Advisory Board yet but suggested the stalls should be signed for three-hour parking.

Mayor Rice asked if parking is currently done on gravel. Mr. Lee said that parking is occurring in the lot and the gravel lot and said once the project is completed people will be charged more than the low rate for the gravel parking area.

Councilmember Schmidt said he cannot see how this will work being filled with permit parking. Mr. Lee said all permit parking will be on the top of the ramp including employee and agreed the Parking Advisory Board should weigh in.

Mayor Rice said this project creates parking where the gravel is but still at a distance from popular day use and said contract parking may make sense especially when we see new development.

Councilmember Schmidt said there is actually a reduction in the current parking but we should start with no parking permits then move forward.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.3 RES/Budget Amendments.
RESOLUTION

Ms. Yager shared a staff report with background information to the Council stating the City Council has the authority to revise the 2015 budget and after reviewing actual activity for the year ending December 31, 2015 and speaking with department heads, the proposed resolution describes the proposed amendments to the 2015 budget and the 2016 budget respectively. Ms. Yager noted the recommendations include adjustments between departments as well as carryover for budgets moving into 2016 for projects such as sealcoating, sidewalks, EVP and park maintenance. She said the budget has funds available for these transfers as well as other projects in capital and special revenue for 2016.

Councilmember Schmidt clarified the transfers include reducing \$429,000 and moving \$628,000. Ms. Yager said the transfers will result in reducing the 2015 general fund by \$199,000 and \$429,000 and increasing the 2016 budget by \$628,700.

Mayor Rice confirmed the transfers will be equal amounts in both the 2015 and 2016 budgets.

Motion by Councilmember Freeburg, seconded by Councilmember Schmidt, to adopt a resolution authorizing revision of 2015 budget of various departments and carryover to 2016.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.4 RES/Accepting 2015 Donations.
RESOLUTION

Ms. Yager shared a staff report with background information to the Council stating a Minnesota Statute Section 465.03 requires that municipalities accept all contributions, donations and grants through adoption of a resolution and that annually the City Council adopts a resolution recognizing and accepting donations and contributions from various contributors for a variety of projects or expenditures such as tunnel painting.

Councilmember Weaver noted the Federal Cartridge donation for tunnel painting was actually for creating handicap accessible duck blinds on Kings Island. Ms. Yager said that change will be noted.

Councilmember Schmidt suggested it would be appropriate to recognize the individuals who donated in 2015. Mayor Rice read aloud the list of contributors for all 2015 donations.

Motion by Councilmember Schmidt, seconded by Councilmember Weaver, to adopt a resolution donations received by the City of Anoka in 2015 as amended.

Mayor Rice expressed his thanks for the contribution, adding many of these events would not be possible without these generous donations.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

11.1 Special Events License; Mount Olive 5K Walk/Run.

Mr. Lee shared that Mount Olive Church has submitted an application for a Special Events License. They are planning to sponsor a 5K/Walk, Run 2 Grace, on an annual basis to support their youth through fundraising. He shared the event will be held on Saturday, April 9, 2016 at 9:00 a.m. and that staff met with representatives from the church to discuss an appropriate route, adding the route will showcase Mississippi River Park and will not require any street closures. Mr. Lee said there are restroom facilities in Mississippi Park that will be accessible for the event and that Mount Olive Church will be renting additional restroom facilities, at their cost, to be placed on the church parking lot. He said they estimate less than 200 participants and staff does not anticipate that any labor and/or materials costs will be incurred for this event.

Mayor Rice asked if the event will require any traffic control at intersections. Mr. Lee said the Police Department reviewed the route and feels there will be no issues with the event and determined no road closures will be necessary.

Patty Walsh, Mount Olive Church, said the church is proposing this to be an annual event as long as it is well executed.

Kendall McMullin, Mount Olive Church, said the fundraiser is for their church's youth trip and invited anyone to attend and encouraged community outreach. Councilmember Weaver noted that once this item is approved by the City Council that future approvals can be done administratively.

Motion by Councilmember Weaver, seconded by Councilmember Schmidt, to approve special events license for Mount Olive Church.

Vote taken. All ayes. Motion carried.

Mayor Rice thanked the group and wished them all the best.

12. UPDATES AND REPORTS

12.1 Fourth Quarter Financial Report.

Ms. Yager shared a staff report with background information to the Council stating the Finance Department provides the City Council and City Manager with quarterly reports according to the Anoka City Charter. Ms. Yager reviewed general fund revenues are up \$323,000 or 3% over last year at this time, license and permit revenues are up \$144,000 as a result of increased permit activity in 2015, miscellaneous revenues also increased substantially as a result of the Revenue Bond for Walker Plaza and payment in lieu of taxes received from the Homestead of Anoka and that intergovernmental revenues increased by \$89,000.

Ms. Yager reviewed overall general fund expenditures are down (\$904,000) or (8.2%) compared to last year at this time and capital purchases increased in the general fund by \$203,000. She reviewed City transfers, reserves, and enterprise funds, concluding that total cash and investments are up about \$2 million compared to last year.

Councilmember Anderson said a resident recently pointed out that Stepping Stones did not receive any of the round-up funds as in the past and would like to see that reinstated. Ms. Yager said she would bring that request forward.

Mayor Rice said the round-up funds are designated for organizations such as the ACBC Food Shelf, Alexandra House, and others but found other agencies that fit the criteria and suspect that Stepping Stones will qualify again. He noted the fund had more money than budgeted and that the City found other organizations to distribute to.

Ms. Yager said if less money goes to the food shelf than more can go to other organizations, adding it is a balance.

Mayor Rice asked when the round-up amounts will be before the Council for approval. Ms. Yager said the item will be on the Council's agenda for the first meeting in June.

12.2 Tentative Agenda(s).

The Council reviewed the tentative agendas of the upcoming Council meetings.

12.3 Staff and Council Input.

Councilmember Schmidt shared over the last three years the City issued building permits resulting in \$100 million worth of development, which is very impressive.

Mayor Rice agreed that is very impressive, adding Anoka is almost fully developed and that the City was creative in finding those available parcels.

Councilmember Schmidt said there are still more parcels available to sell.

Mr. Lee said development opportunities will be discussed at the next worksession.

Councilmember Schmidt reminded people to attend the North Suburban Home Improvement Show hosted by the HRA on March 12 at the Andover YMCA.

Councilmember Schmidt announced the Enterprise Park meeting on March 16 and encouraged anyone to attend. He said the purpose is to review development and identify more land to sell, adding companies like Deckopac are moving back to Minnesota. He said the goal is to identify best opportunities for businesses and partners to look ahead.

13. ADJOURNMENT

Councilmember Freeburg made a motion to adjourn the Regular Council meeting. Councilmember Anderson seconded the motion.

Vote taken. All ayes. Motion carried.

Time of adjournment: 7:48 p.m.

Submitted by: Cathy Sorensen, *TimeSaver Off Site Secretarial, Inc.*

Approval Attestation:

Amy T. Oehlers, City Clerk