

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
MAY 11, 2005**

**1. CALL TO ORDER**

Mayor Don Orrock called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Council Members present: Chuck Heitz, Lori Kampa, Duane Langsdorf, Patricia May, and Don Orrock. Also present: Assistant City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, Economic Development Specialist Alex Wickstrom, City Attorney Matthew Brokl of Campbell Knutson, Jared Voge from the City Engineer's Office of Bolton & Menk, Inc. and City Planner Nate Sparks of Northwest Associated Consultants, Inc. (NAC).

**4. OPEN FORUM**

Mayor Orrock opened the Open Forum at 7:01 p.m. No one came forward. Mayor Orrock closed the Open Forum at 7:02 p.m.

**5. PROPOSED AGENDA**

Council Member Langsdorf motioned to adopt the proposed Agenda with the addition of item 7F Hillside Heights Concept Discussion. Seconded by Council Member May, unanimous ayes, agenda adopted.

**6. CONSENT AGENDA**

Council Member Langsdorf motioned to approve the Consent Agenda as presented. Seconded by Council Member May, unanimous ayes, consent agenda approved. The Consent Agenda

consists of: 6A) Approve Board of Appeal and Equalization Meeting Minutes of April 27, 2005; 6B) Approve Regular Meeting Minutes of April 27, 2005; 6C) Approve List of Claims; 6D) Approve Joint Resolution #2005-01 Approving an Orderly Annexation Agreement – Sweetwater Bend; 6E) Approve Donation Resolution #2005-54 to the Big Lake Police Department; 6F) Approve Mitchell Lake Boat Launch Annual Schedule; 6G) Approve Reappointment of Planning Commissioner; 6H) Approve Intersection Lighting at CR 43 and Minnesota Avenue; 6I) Approve Plans and Specifications and Authorize Bidding for the Westside Trunk Utility Improvements; 6J) Approve Plans and Specifications and Authorize Bidding for the Raw Watermain Improvements; 6K) Approve Communication Site Lease Agreement for Northern PCS Services, LLC; 6L) Approve Parks Advisory Committee Recommendations; 6M) Approve Assessment Reduction for 1195 Lakeshore Drive; 6N) Approve Permit for Temporary Liquor License to Big Lake Spud Fest, Inc. on June 24 to June 26, 2005 during the 2005 Spud Fest Celebration, and 6O) Approve Rezoning Ordinance #2005-09 and summary publication Resolution #2005-55 for Big Lake Marketplace North.

## **7. BUSINESS**

### **7A. Legislative Update – Representative Mark Olson**

Item was removed from the agenda.

### **7B. Presentation: 2004 Audit Report – Kern, DeWenter, Viere, Ltd. - Item was moved after item 7C**

Loren Viere, partner with Kern, DeWenter, Viere, Ltd., presented the 2004 management letter and the audited financial statements.

### **7C. Hudson Woods – Development Contract, Comprehensive Plan Amendment, Rezoning, and Preliminary Plat**

Nate Sparks reviewed the planners report for the Hudson Woods project. The site is located on 181 acres north of Highway 10 and between 172<sup>nd</sup> Street and 168<sup>th</sup> Street. The Developer has requested a Comprehensive Plan Amendment to change the land use from Rural Urban Reserve to Low Density Residential, a rezoning change to reclassify the site from FRD, to R-1 and R-1E, and a Preliminary Plat to allow for the subdivision of 136 acres into 219 single family residential lots. Mr. Sparks identified that the third whereas should be removed from the resolution upon Council approval and presented Council with the correct Preliminary Plat maps.

Council Members discussed lot sizes, street names, and the number of units built per year. Mayor Orrock stated that he feels the requested Comprehensive Plan Amendment is an appropriate designation for this area and would help preserve the natural vegetation.

Council Member Langsdorf motioned to approve Resolution #2005-56 approving the Comprehensive Plan Amendment. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Council Member Langsdorf motioned to approve the remaining items on Resolution #2005-56 including approvals on Rezoning, and Preliminary Plat of Hudson Woods with changes as discussed and setting forth conditions to be met prior to submittal of the Final Plat Application. Seconded by Mayor Orrock, unanimous ayes, motion carried.

Council Member Heitz motioned to authorize the Mayor and City Administrator to finalize and enter into the Development Contract for Hudson Woods Development. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Council Member Langsdorf motioned to approve Ordinance #2005-10 amending Section 1042.03 (Zoning Map) of the Big Lake Municipal Code to provide for a change in zoning classification for the project known as Hudson Woods. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Council Member Heitz motioned to approve Resolution #2005-57 authorizing summary publication of rezoning Ordinance #2005-10. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

#### **7D. PUBLIC HEARING – Land Sales**

Corey Boyer reviewed city owned parcels that were acquired as part of adjacent street projects where the alignment created non-buildable parcels. Staff is seeking Council authorization to negotiate and complete the sale of these parcels to adjacent property owners.

Mayor Orrock opened the public hearing at 7:52 p.m. No one came forward. Mayor Orrock closed the public hearing at 7:54 p.m.

Council discussed the proposed value of the parcels and authorizing staff to negotiate each parcel.

Council Member Langsdorf motioned to authorize staff to negotiate the sale of city owned land identified in the Finance Directors memo. Seconded by Council Member May, unanimous ayes, motion carried.

#### **7E. Northstar Corridor Update**

Assistant City Administrator Scott Johnson reviewed the preliminary map of a proposed site for the Big Lake Commuter Rail station and maintenance facility. The proposed site is south of Highway 10 and east of County Road 43. Staff will be working with the property owner and representatives from the Northstar Commuter Rail to develop a more concrete proposal. Staff asked for Council feedback on the location of the maintenance facility and Park and Ride lot.

Council discussed the potential uses for the current Park and Ride lot. Assistant City Administrator Johnson identified that Commuter Rail representatives have stated that they would like to have the maintenance facility and Park and Ride lot located on the same side of the tracks. Council also discussed other potential sites.

#### **7F. Hillside Heights Concept Discussion**

Matt Brokl reviewed the 60-Day review requirements and clarified that this item is considered a visioning opportunity for Council to provide an informal feedback on the concepts presented. Mr. Brokl clarified that no Council action is required.

Jim Nielson representing the developer presented Council with four concept maps of the proposed 39 acre development located north on County Road 81 and west of the Berndt Pond Estates Development. Mr. Nielson asked for Council feedback on the concept layouts.

Council discussed the location of the townhomes adjacent to the collector road, length of cul-de-sacs, and lot sizes. Council was offered the option to relay additional comments to the City Planner.

#### **8. ADMINISTRATOR'S REPORT**

No report given.

#### **9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Council Member Kampa: Discussed the recent Building Committee meeting where discussion was held on building expansion needs for the fire, police, and public works departments.

Council Member Heitz motioned to approve a non-budgeted expenditure in the amount of \$2,000 to Graeme Mahler and Associates to draft preliminary plans for a new police facility. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Mayor Orrock: Read aloud the Proclamation proclaiming May 15 – 21, 2005 as Police Week. Mayor Orrock also reviewed the fire and police department expansion needs.

Council Member Langsdorf: Discussed the recent Planning Commission meeting.

**10. OTHER**

No other.

Council Member Kampa motioned to close the regular meeting at 8:38 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

**11. CLOSED SESSION – Consider Offer to Purchase Property**

City Building Official Fred Patch and Liquor Store Manager Jan Kostrzewski were in attendance at Closed Session.

Alex Wickstrom discussed the possible purchase of a potential site for the new liquor store. Council also discussed other potential sites.

Council Member Kampa motioned to re reconvene at 9:26 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

**12. ADJOURN**

Council Member Kampa motioned to adjourn at 9:27 p.m. Seconded by Council Member Heitz, unanimous ayes, motion carried.

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Clerk

Date Approved By Council \_\_\_\_\_