

**BIG LAKE CITY COUNCIL
WORKSHOP MEETING MINUTES
MARCH 7, 2007**

1. CALL TO ORDER

Mayor Orrock called the meeting to order at 6:00 p.m.

2. ROLL CALL

Council Members present: Dick Backlund, Chuck Heitz, Lori Kampa, Patricia May, and Donald Orrock. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, City Planner Ned Noel, Public Works Director Mike Goebel, City Engineer Brad DeWolf from Bolton and Menk, Building Official Sam Rudd, EDA Intern Sam Woods, Accounting Clerk Bea Lindberg, Fire Chief Tony Eisinger, Police Chief Sean Rifenberick, and Liquor Store Manager Jan Kostrzewski.

3. PROPOSED AGENDA

Council Member Kampa motioned to adopt the proposed Agenda with the addition of 4C Vehicle Maintenance Quote Discussion to be discussed at the beginning of the meeting. Seconded by Council Member May, unanimous ayes, agenda adopted.

4. BUSINESS

4C. Vehicle Maintenance Quote Discussion

Scott Johnson reviewed the quotes received from two local businesses, Tire Maxx and AutoStop, for City vehicle maintenance pricing. Discussion was held to utilize one vendor this year, and then switch vendors every year following. Chief Rifenberick verified that if service levels are not satisfactory with one vendor, can staff bring this forward and request the ability to switch vendors. Council directed staff to use Tire Maxx for 2007 for vehicle maintenance, but to bring forward service-related issues that would justify a change in vendor. Staff was also directed to get quotes from the two local vendors for 2008.

4A. 2006 Year End Department Reports

The following individuals reviewed their department's 2006 year end reports and answered questions of the Council: 1) Scott Johnson – Administration and Human Resources; 2) Finance Director Corey Boyer - Finance Department; 3) Public Works Director Mike Goebel - Public Works Department; 4) Liquor Store Manager Jan Kostrzewski- Liquor Store; 5) Building Official Sam Rudd - Building Department; 6) City Planner Ned Noel - Economic Development and Planning; 7) Fire Chief Tony Eisinger – Fire Department, and 8) Police Chief Sean Rifenberick – Police Department.

4B Transit Orientated Development (TOD) Discussion

Ned Noel reviewed the planners report relating to formation of a Northstar Rail Transit Oriented Development Committee. Mr. Noel reviewed past action taken by Council related to TOD and went through detail related to how TOD has worked in other areas.

Sam Woods reviewed results of a parking ramp survey that was completed on ramps in four other communities in the metro area.

Brad DeWolf reviewed the proposed parking layout at the station site and detailed Bolton & Menk's preliminary research related to the construction of a parking ramp. Timing of land acquisition appears to be the major issue at this point. Council directed staff to work with the Northstar Corridor Development Authority (NCDA) to attempt to delay their purchase decision to allow the City time to consider taking the lead on the construction of a parking ramp.

Ned Noel reviewed staff's proposal to form a TOD Committee that would provide input on TOD zoning and development issues for the Northstar Rail Station site. Council directed staff to move ahead with the formation of a TOD Committee consisting of 2 members from the City Council, Planning Commission, and Economic Development Authority, along with a representative from the Chamber of Commerce, a local bank, and Big Lake Schools.

5. OTHER

City Administrator Scott Johnson brought up the April Council Workshop and a request from the Becker/Big Lake Hockey Association to hold a joint workshop with the City of Big Lake, Big Lake Schools, the City of Becker, and Becker Schools. Council directed staff to proceed with the planning for this meeting. Mr. Johnson also informed them of a joint meeting with the Town Board that is scheduled for March 21st.

Police Chief Rifenerick reviewed NIMS training requirements with the City Council.

Public Works Director Mike Goebel reviewed the population signs issue. Council directed Mr. Goebel to continue to work with MnDOT to attempt to get approval for new population signs for the City.

6. ADJOURN

Council Member Heitz motioned to adjourn at 9:25 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

Gina M. Wolbeck
City Clerk

03/14/07
Date Approved By Council