

**BIG LAKE CITY COUNCIL
WORKSHOP MINUTES
FEBRUARY 18, 2015**

1. CALL TO ORDER

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

2. ROLL CALL

Council Members present: Nick Christenson, Raeanne Danielowski, Seth Hansen, Duane Langsdorf, and Mike Wallen. Also present: Interim City Administrator Joel Scharf, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Liquor Store Manager Jan Muehlbauer, and City Engineer Brad DeWolf from Bolton and Menk, Inc. Also in attendance: Planning Commissioners Ketti Green and Clay Wilfahrt, and Economic Development Authority Commissioner Jim Dickinson.

3. PROPOSED AGENDA

Council Member Wallen motioned to adopt the proposed Agenda as presented. Seconded by Council Member Christenson, unanimous ayes, agenda adopted.

4. BUSINESS

4A. Presentation – WSB & Associates, Inc.

Representatives from WSB & Associates, Inc. provided a presentation showcasing Community Planning and Economic Development Services they can provide to the City. Client Advocate Brian Bourassa provided information on WSB & Associates, Economic Development Specialist John Uphoff and Eric Maass provided information on Economic Development Services they provide, and Professional Planner /Community Development Director Erin Perdu reviewed Planning and Zoning services they can offer. It was noted that their staff would work collaboratively with City staff, Council, BLEDA, and the Planning Commission to deliver a full range of Community Development needs. Discussion was held on establishing a BLEDA strategic plan, significant data collection, creation of a Community Profile, and Ordinance review.

Council Member Wallen asked for clarification on any potential conflict of interest with WSB providing services to other neighboring communities. Uphoff noted that their role is to put their best foot forward for each of the City's that they represent, and explained that what site selectors really want is data. Uphoff also explained that each City has unique assets and features that they can showcase. Wallen also discussed the benefits of a collaborative effort between the EDA and the Planning Commission.

Council Member Hansen asked WSB what they see as the major selling point of Big Lake. Uphoff discussed Big Lake's connection to the metro area and stressed the great labor

force that exists in Big Lake. Perdu noted that the trend is changing to where people are choosing where to live first, then deciding where to work. Discussion was also held on residential properties being a key component in Economic Development.

Mayor Danielowski discussed the school grading system and asked how to increase Big Lake's number. Uphoff discussed how the grading is established and the lack of control communities have in getting their numbers improved. Uphoff discussed the importance of controlling the message.

Discussion was held on the three month transition review being an opportunity to review costs and service levels with the new City Administrator. WSB representatives stated that the three month review is not intended to increase fees.

Mayor Danielowski asked for comments from EDA Commissioners and Planning Commissioners. Jim Dickinson discussed staff time allocation, Ketti Green discussed a back-out plan, and Clay Wilfahrt discussed the combined efforts of the EDA and Planning Commission, and asked about the GIS software.

Council Member Wallen left the meeting at 6:51 p.m.

4B. Parking Signage Discussion

Mike Goebel discussed a request the City received from a resident regarding the "No Parking" signage on both sides of Lexington Avenue between Eagle Lake Road North and Powell Street. Goebel noted that Lexington Avenue is a 26 foot road design which is not designed for parking. Goebel explained that other 26 foot streets in the City do not have parking signage and we have not restricted residents from parking in these areas as long as traffic can flow safely along the street. Council directed staff to bring this item to an upcoming meeting recommending action to remove the no parking signage on Lexington Avenue.

5. OTHER

Council Member Langsdorf asked that the City Council have a discussion at an upcoming Council Workshop on the location of the Food Shelf. Council asked staff to gather information prior to the Workshop.

Joel Scharf provided an update on the new appliance recycling company that has moved into the former Shade Tree building. Scharf noted that the company was notified that they will be required to become compliant on obtaining a Site Action Plan.

6. ADJOURN

Council Member Langsdorf motioned to adjourn at 7:43 p.m. Seconded by Council Member Christenson, unanimous ayes, motion carried.