

**BIG LAKE CITY COUNCIL,
PLANNING COMMISSION, EDA, and PARKS ADVISORY COMMITTEE**

COMMITTEE WORKSHOP MINUTES

DECEMBER 1, 2015

1. CALL TO ORDER

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

2. ROLL CALL

Council Members present: Mayor Raeanne Danielowski, Seth Hansen, Duane Langsdorf, and Mike Wallen.

Planning Commission Members present: Chair Scott Marotz, Ketti Green, Patricia May, and Larry Sundberg.

EDA Members present: President Doug Hayes, Greg Green, Darek Vetsch, Norm Leslie, and Steve Pflughaar.

Parks Advisory Committee Members present: Scott Marotz, Renee Rossman, Denise McDowall-Seyko, and Janae Stern.

Also present: City Administrator Clay Wilfahrt, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, Public Works Director Mike Goebel, Community Development Director Hanna Klimmek, Administrative Assistant Tamara Lantz, and Assistant City Engineer Jared Voge from Bolton and Menk, Inc.

3. PROPOSED AGENDA

Council Member Wallen motioned to adopt the proposed Agenda. Seconded by Planning Commissioner Green unanimous ayes, agenda adopted.

4. DISCUSSION

Mayor Danielowski thanked all members for their service. Mayor Danielowski invited the Committee Members to give updates on accomplishments and needs of the various committees.

Clay Wilfahrt thanked all the committee members and staff for their efforts the past year. Wilfahrt discussed new City hires, the potential for a rail park development, reformatting of the City fee schedule, staff and Council's efforts to build relationships with the Big Lake School District, completion of the 2016 City budget, development of a street reconstruction plan, and recruitment of the new SSI business that purchased the former Shade Tree building. Wilfahrt also discussed staffs efforts to re-establish the Business Retention and Expansion program, changing the hunting code, working with consultants to complete a new compensation study and water/sewer rate study, signed a purchase agreement with CentraCare to sell the City owned property located at 121 Lake Street North, secured a new solar garden lease agreement, noted that the City was awarded a \$50,000 Celebrate Your Lake grant that will be used towards lake conservation, discussed the relocation of the Police Department to 790 Minnesota Avenue, the implementation of the new payment system and phone system at City Hall, and discussed the possibility of a new Joint Powers Agreement for the Highway 25 Corridor Committee.

Parks Board Coordinator Mike Goebel discussed accomplishments of the Parks Advisory Board and also addressed future Park planning in the City. Items discussed included the development of the River Oaks Park Plan, amending the Master Park Plan, the possibility of establishing more park space and equipment near the Norland Park Development, budgeting for park equipment upgrades, and discussions with Sherburne County about grant application submittals. Goebel also discussed the opening on the Parks Board noting that they will be reviewing the three applications that they received.

Planning Commission Chair Scott Marotz reviewed projects and developments brought to the Planning Commission in 2015. Items discussed included variances, conditional use permits, an interim use permit application, review of the Kwik Trip project, various ordinance amendments, rezoning applications, and site plans reviewed by the Commission.

EDA President Doug Hayes reviewed projects the EDA accomplished in 2015. Topics discussed included the revised Tax Abatement Policy, goals set in 2015, review of the Lupulin Brewing project, marketing on Phase II of the BLIPE expansion area, and applying TIF to Industrial Park properties. Hayes also reviewed discussions with a Sherburne County coalition on Broadband issues out in the Industrial Park, Commissioner Jim Dickinson's creation of a financial model that will be used by the BLEDA, the satisfaction of a revolving loan by Anytime Fitness, discussed the Coal Reliant Communities presentation, completion of the BLEDA strategic plan, decertification of TIF 1-5, City representation on the Sherburne County EDA, and completion of the 2016 BLEDA Budget and Levy.

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Parks Committee
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5. ADJOURN

Planning Commissioner Green motioned to adjourn at 7:09 p.m. Seconded by Council Member Christenson, unanimous ayes, motion carried.

Gina Wolbeck
City Clerk

12/09/15
Date Approved By Council