Brainerd, MN
June 16, 2014

Pursuant to due call and notice thereof, the Regular meeting of the Brainerd City Council was called to order at 7:30 P.M. by Council President Parks as Chair.

Upon roll call, the following members were noted present: Scheeler, Borkenhagen, Koep, Matten, Bevans and Parks. Member Pritschet was noted as absent. Mayor Wallin was also noted as present.

The Chair opened the meeting with the Pledge of Allegiance to the Flag.

Personnel and Finance Committee Chair Bevans stated that the request from Discovery Woods Montessori School (No. 6 on P&F Committee Agenda) had been rescinded; however, a representative would still like to speak to the issue when it comes up on the agenda.

MOVED AND SECONDED BY ALDERMEN BEVANS AND SCHEELER, DULY CARRIED, TO APPROVE THE AGENDA AS AMENDED.

Council Member Koep asked that Consent Calendar items E and F (related to Hydro Dam Employees and Purchase) be removed from the Consent Calendar so they may be discussed as part of the agenda.

Council concurred that the items will be addressed during the Personnel and Finance Committee discussion.

MOVED AND SECONDED BY ALDERMEN KOEP AND BEVANS TO ADOPT THE CONSENT CALENDAR AS AMENDED.

A. Approval of the Minutes of the Regular Meeting held on June 2, 2014, as distributed – Approved

B. Approval of Licenses – Approved

1. Contractor's Licenses – 1 – New.
2. Contractor's Licenses – 6 – Renewals.

C. Department Activity Reports

1. Mayor
2. Police Chief
3. Finance Director

D. Minnesota Lawful Gambling Application to Conduct Excluded Bingo – Submitted by Lower South Long Lake Improvement Association for An Event to be held on August 31, 2014 at Jack's House – Approved

E. Hydrodam Employee Union Contract and MOU Agreements – (removed to be discussed at Personnel and Finance Committee)

F. Resolutions Related to Hydrodam Financing – (removed to be discussed at Personnel and Finance Committee)

G. Police Department – Authorization for Civil Service Certification of Police Officer Candidates & Conditional Job Offer – Approved

H. Call for Applicants:

Cable TV Advisory Committee – 1 Term to Expire on 12/31/2016
Transportation Advisory Committee – 1 Term to Expire on 12/31/2015

Upon roll call, members Scheeler, Borkenhagen, Koep, Matten, Bevans and Parks voted “aye.” No member voted “nay.” The Chair declared the motion carried.

Approval of Bills and Transfer of Funds – Recommended by the Personnel and Finance Committee

From General Fund to Public Safety Fund	$235,000
From General Fund to Park Fund	$40,000
From General Fund to Street & Sewer Fund	$30,000
From General Fund to Airport Fund	$12,960
	$317,960

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN TO APPROVE PAYMENT OF BILLS AND TRANSFER OF FUNDS AS RECOMMENDED BY THE PERSONNEL AND FINANCE COMMITTEE.

Upon roll call, members Scheeler, Borkenhagen, Koep, Matten, Bevans and Parks voted “aye.” No member voted “nay.” The Chair declared the motion carried.

Council Committee Reports

Personnel and Finance Committee

Brainerd United Steel Workers (USW) Union Contract and MOU’s – Authorize Approval and Proper Signatures for Hydro Dam Employee Agreements – Approved

City Administrator Wussow answered questions of the Council relating to the contract and MOUs being presented for approval.

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN TO APPROVE THE UNION CONTRACT AND MEMORANDUMS OF UNDERSTANDING BETWEEN THE CITY OF BRAINERD AND THE BRAINERD UNITED STEEL WORKERS UNION REPRESENTING THE EMPLOYEES OF THE BRAINERD HYDRO DAM.

Members Scheeler, Borkenhagen, Matten, Bevans and Parks voted “aye.” Member Koep voted “nay.” The Chair declared the motion carried.

Reimbursement Resolutions – Resolution No. 35:14 and Resolution No. 36:14 to Secure Financing for Hydro Dam and Water Projects – Approved

Per a Memo from Finance Director Hillman, the following two resolutions must be adopted as part of the process to secure financing for the hydro dam and water projects that BPU is going to complete in the upcoming months based on BPU being a component unit of the City and unable to issue debt on their own.

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN TO ADOPT RESOLUTION NO. 35:14 – DECLARING THE OFFICIAL INTENT OF THE CITY OF BRAINERD TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY RELATED TO THE HYDROELECTRIC PLANT.

RESOLUTION NO. 35:14

Upon roll call, members Scheeler, Borkenhagen, Matten, Bevans and Parks voted "aye." Member Koep voted "nay." The Chair declared the motion carried and the resolution adopted.

MOVED TO ADOPT RESOLUTION NO. 36:14 – DECLARING THE OFFICIAL INTENT OF THE CITY OF BRAINERD TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY RELATED TO WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 36:14

Upon roll call, members Scheeler, Borkenhagen, Matten, Bevans and Parks voted "aye." Member Koep voted "nay." The Chair declared the motion carried and the resolution adopted.

Transit Coordinator Hiring Recommendation – Authorize Conditional Offer to Mr. Keven Anderson subject to all Required Pre-Employment Exams – Starting Wage of 95% ($4,233.56 per Month) – Grant Authority to City Administrator to Hire upon Mr. Anderson's Acceptance of Conditional Offer – Approved

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN, DULY CARRIED, TO AUTHORIZE THE CONDITIONAL JOB OFFER TO MR. KEVEN ANDERSON FOR THE POSITION OF TRANSIT COORDINATOR SUBJECT TO SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT EXAMINATIONS WITH A STARTING PAY OF 95% OF THE BASE RATE FOR THE POSITION AS NOTED IN RESOLUTION 04:14 ($4,233.56 PER MONTH); FURTHER, TO GRANT AUTHORITY TO THE CITY ADMINISTRATOR TO HIRE MR. KEVIN ANDERSON IF THE CONDITIONAL OFFER IS ACCEPTED BY MR. ANDERSON.

Discovery Woods Montessori School – Informational

The Chair recognized Mr. Chad Turcotte, Board Chair of Discovery Woods Montessori School, who reported that two other entities have been contacted since the request to the City for a purchase/lease agreement; therefore, the request to the City is rescinded at this time. Mr. Turcotte clarified that Discovery Woods cannot "own" a building until having been in business for a certain amount of time which is why they are looking for a separate entity to purchase the actual building so that Discovery Woods can lease and make improvements to the building until they are able to own it.

Safety and Public Works Committee Report

Mississippi River Trail (MRT) Agreement and Resolution – Resolution No. 37:14 Adopted – Authorizing Agreement and Proper Signatures

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP TO ADOPT RESOLUTION NO. 37:14 – AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH MNDOT RELATING TO SIGNAGE INSTALLATION ALONG THE MISSISSIPPI RIVER TRAIL (MRT) ROUTE WITHIN THE CITY OF BRAINERD AND AUTHORIZING THE SIGNATURES OF THE MAYOR AND CITY ADMINISTRATOR ON THE AGREEMENT AND ANY AMENDMENTS TO THE AGREEMENT.

RESOLUTION NO. 37:14

Upon roll call, members Scheeler, Borkenhagen, Koep, Matten, Bevans and Parks voted "aye." No member voted "nay." The Chair declared the motion carried and the resolution adopted.

Event and Parade Permit Application – 2014 Hog Rally – To be held on Saturday, June 28, 2014 from 1:30pm to 2:45pm – Travelling from Pine Square through Downtown to College Drive – Approved

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO APPROVE THE APPLICATION FOR THE 2014 MN STATE HARLEY OWNERS (HOG) GROUP RALLY TO BE HELD ON SATURDAY, JUNE 28, 2014 FROM 1:30PM TO 2:45PM; TRAVELLING FROM PINE SQUARE THROUGH DOWNTOWN TO COLLEGE DRIVE.

Improvement 13-17 – Willow Street Resurfacing – Change Order #1 for a $358 Reduction in Cost due to Change from Epoxy to Latex Paint being Used – Approved

City Engineer Hulsether reported that a change order is necessary to reduce the cost by $358 based on the plans to chip seal the street in approximately 3 years and therefore not needing epoxy paint. He stated that latex paint will be used instead to delineate the bike lane vs. parking lane and is less expensive than epoxy.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO APPROVE CHANGE ORDER #1 FOR IMP 13-17 – WILLOW STREET RESURFACING, RESULTING IN A COST SAVINGS OF $358 DUE TO CHANGE FROM EPOXY TO LATEX PAINT BEING USED.

Improvement 13-06 – 28th Street Reconstruction – Status of – Joint Meeting to be Set between Oak Lawn Township, City Council and Attorneys Involved in an attempt to Resolve Issue Outside of the Petition Process – Approved

Per a memo included in the Packet from City Engineer Hulsether, County Attorney Don Ryan presented the City's petition to resolve the 28th Street dispute to the

County Board at their meeting on Tuesday, June 10th. The County Board set a hearing to consider the matter at their meeting on August 26, 2014 in order to give Oak Lawn Township's attorney time to prepare the township's case.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO SET UP A MEETING BETWEEN OAK LAWN TOWNSHIP, THE CITY COUNCIL AND ATTORNEYS INVOLVED IN ORDER TO DETERMINE IF THE IMP 13-06 – 28TH STREET RECONSTRUCTION ISSUES CAN BE RESOLVED OUTSIDE OF THE PETITION/HEARING PROCESS.

Alderman Scheeler stated that Oak Lawn Township has a meeting on July 1, 2014.

Pavement Patching Quotes – Accept Low Quote from Anderson Brothers in the Amount of $28,172.70 – Approved

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BEVANS, DULY CARRIED, TO ACCEPT THE LOW QUOTE FROM ANDERSON BROTHERS IN THE AMOUNT OF $28,172.70 FOR PAVEMENT PATCHING AT VARIOUS SITES THROUGHOUT THE CITY.

Pothole Patching Funding – Informational

City Engineer reported that legislature appropriated about $10 Million of funds to reimburse 87 counties and 147 cities with populations over 5,000 for pothole patching this past spring and that he is still waiting to hear the amount that will be appropriated to the City for 2014.

Code Enforcement Inspections Update – Informational

Safety and Public Works Committee Chair Scheeler reported that the City is receiving positive feedback on both the program and Code Enforcement Intern's enforcement process.

Alley Block 24 West Brainerd – Informational

City Engineer Hulsether reported that this issue was on the agenda a year ago and that a letter was just received from the executor of the estate's attorney relating to finding a resolution with the alley encroachment into the vacated alley. He stated that he will provide an update at the July 7, 2014 meeting.

Quince Street

Safety and Public Works Committee Chair Scheeler stated that a meeting has been set for Friday, June 20, 2014 at 11:00am at 1420 Quince Street.

Unfinished Business

Presentation – Mississippi Riverfront Project Update and Community Input Discussion – Authorize Moving Forward with Steering Committee Recommendations – Approved

The Chair recognized Mr. Howard Brewer and Mr. Don Gorham, members of the Mississippi River Steering Committee, who presented to the Council a map including plans and ideas that have been discussed at Committee. They reported that there is a great deal of excitement and passion towards the idea of developing the riverfront and that more public input is desired. The next meeting is scheduled for 4pm on June 25, 2014 at the Fire Hall.

City Planner Ostgarden reported that there is approximately $3,000 left to promote and research riverfront options and ideas. He asked for the Council's direction on gathering more public input, and stated that the City's newsletter which will now be electronic and included in BPU's Watts News will include information on the project and ask for public input.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BEVANS THAT FURTHER PUBLIC INPUT WAS NOT NEEDED AT THIS TIME AND TO MOVE FORWARD WITH MISSISSIPPI RIVER STEERING COMMITTEE RECOMMENDATIONS.

Members Scheeler, Borkenhagen, Matten, Bevans and Parks voted "aye." Member Koep voted "nay."

New Business

Public Hearing – BTD Wood Powder Coating Job Creation Agreement Extension to March 15, 2015 – EDA Recommends Approval – Approved

The Chair recognized Mr. Chris Robinson, BLAEDC, who presented the Council with a request from BTD Wood Powder Coating to extend the term to accomplish all required goals for the DEED MIF (MN Investment Fund) program which allowed the City to make the loan to BTD. He stated that although business had been going very well in the beginning, it had slowed during the last few quarters and not all of the required hire and retain job goals were able to be met.

The Chair opened the Public Hearing at 8:42 P.M. No one came forward.

The Chair closed the Public Hearing at 8:43 P.M.

MOVED AND SECONDED BY ALDERMEN BEVANS AND SCHEELER, DULY CARRIED, TO GRANT THE REQUEST FROM BTD WOOD POWDER COATING TO AUTHORIZE AN AMENDMENT TO MN DEED MIF GRANT NO CDAP-12-0005-H-FY-12-SC45701 AND AN AMENDMENT TO THE CORRESPONDING LOAN AGREEMENT TO EXTEND THE PERIOD OF TIME FOR JOB CREATION TO MARCH 15, 2015 AS REQUIRED UNDER THE GRANT AND LOAN AGREEMENT.

Public Hearing – Alley Vacation – Block 40, Cuyuna Range Addition – Approved with Easements to be Maintained

The Chair opened the Public Hearing at 8:44 P.M. No one came forward.

The Chair recognized Ms. Branda Shaw, 916 Bluff Avenue, who brought a letter from a property owner, Robert Wgeishofski, in favor of the vacation of the alley in order to construct a new garage on the NE corner of the frontlot without having to do setbacks from an alley that would likely ever be used or constructed.

The Chair closed the Public Hearing at 8:46 P.M.

MOVED AND SECONDED BY ALDERMEN BORKENHAGEN AND KOEP TO ADOPT RESOLUTION NO. 38:14 – ALLOWING THE ALLEY VACATION AT BLOCK 40, CUYUNA RANGE ADDITION AS APPLIED FOR BY MR. ROBERT WGEISHOFSKI, 2403 OAK STREET WITH EASEMENTS TO BE MAINTAINED.

RESOLUTION NO. 38:14

Upon roll call, members Borkenhagen, Koep, Matten, Bevans and Parks voted "aye." Member Scheeler voted "nay." The Chair declared the motion carried and the resolution adopted.

Fire Department – Request for Council Approval of Brainerd Fire Department Birthday Parties – Program Officially Approved and Resolution to be Adopted Accepting all Donations for the Program by a Two-Thirds Majority Vote – Approved

Per a memo from City Administrator Wussow, staff has requested guidance from the League of MN Cities to help determine if there are any concerns about the practice of having birthday parties for the public at the Fire Department.

Also included in the memo were the following recommendations from LMC Risk Management Attorney, Christopher Smith:

1. Have the City Council officially approve the program.
2. Have the City Council adopt a resolution accepting all donations by a two-thirds majority vote. Staff to begin presenting a master donation list to be reviewed and approved quarterly.

MOVED AND SECONDED BY ALDERMEN KOEP AND MATTEN, DULY CARRIED, TO OFFICIALLY APPROVE THE BIRTHDAY PARTY PROGRAM OFFERED BY THE BRAINERD FIRE DEPARTMENT AND TO ADOPT A RESOLUTION ACCEPTING ALL DONATIONS FOR THE PROGRAM BY A TWO-THIRDS MAJORITY VOTE WITH A MASTER DONATION LIST TO BE REVIEWED AND APPROVED QUARTERLY.

Planning Commission

Variance – John Majka (James Dehen Property Owner) – 2121 Ridge Ct – Approved

Findings-of-Fact:

1. The property is zoned R-1A (Single Family) Residential District. It consists of two lots in the Buffalo Hills Subdivision totaling a little more than 1 acre.

2. The proposed garage is 24' x 32 (768 sf) in size.

3. The property has a bluff (ravine) along a side of the property that requires a 30' building setback. The proposed garage has been located on the lot to avoid the bluff setback encroachment.

4. The location and angle places a corner of the building within the street side yard setback area.

5. The garage will have a curb cut on the cul-de-sac.

6. The variance is supported by the Comprehensive Plan Goal #3 Strategy which reads:

   Strategy

   Protect and enhance important historical, cultural and natural resources as a means to maintain the integrity, heritage and local character of Brainerd's natural and built environment.

7. Two neighborhood residents contacted the Planning Department and had no concerns with the variance.

8. The petitioner spoke regarding the request and no one spoke in opposition of the request.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO APPROVE THE VARIANCE FOR 2121 RIDGE COURT BASED ON THE PLANNING COMMISSION RECOMMENDATION AND 8 FINDINGS-OF-FACT.

<u>Variance – The Pines Apartments – 1203 Campus Drive West – Approved</u>

<u>Findings-of-Fact</u>:

1. The property is zoned R-3 (High Density) Residential District.

2. R-3 Districts require a 30'minium accessory building front yard setback and an accessory building cannot be located closer to the street than the principal building on the lot.

3. The property is a corner lot with College Drive considered front being it is the lot's narrow side.

4. A result of the College Drive project was that the property's College Drive access was removed and replaced with a Campus Drive West access. An existing garage at the new access impeded access and had to be partially demolished for the access.

5. The petitioner stated there was some vegetation along College Drive.

6. Petitioner spoke and answered questions

7. No one spoke against the request

Variance is conditioned upon planting conifer trees along the length of the garage; tree height at planting shall be 4'-5' and planted according to spacing recommendations.

MOVED AND SECONDED BY ALDERMEN KOEP AND SCHEELER, DULY CARRIED, TO APPROVE THE VARIANCE FOR 1203 CAMPUS DRIVE WEST BASED ON THE PLANNING COMMISSION RECOMMENDATION, 7 FINDINGS-OF-FACT AND ONE CONDITION.

First Reading of Ordinance No. 1415 – Rezoning of Central Lakes College PID #070093103BB0AB0 and PID #070093103BB0AA0 (NE Corner of College Drive and County Road 48) – Approved

Findings-of-Fact:

1. The property is approximately 10 acres in size and is vacant.

2. The property has frontage on CSAH 48, College Drive and Cindy Street.

3. The current zoning is B-4 on the south half and R-1A on the north half. The proposal is to rezone the site to R-3.

4. R-3 zoning permits multi-family dwellings.

5. The property to the east is college owned a used for recreation, parking or is vacant. The property to the south is vacant and has multiple family developments. A convenience store is located at the south west corner of the College Drive and CSAH 48.

6. Three single family residential properties are adjacent to the north. Four single family residential properties are located across CSAH 48.

7. The Future Land Use Map identifies the property as Medium to High Density Residential.

LAND USE GOAL #3: *Plan for the orderly, efficient and fiscally responsible growth of residential development in Brainerd.*

STRATEGY

a) Only place high-density developments in areas with adequate transportation infrastructure.

b) Encourage development of low density and high-density family housing units in those areas designated on the adopted Land Use Plan.

c) Continue to guide residential growth in an orderly and compact manner so that new developments can be effectively served by public improvements and that the character and quality of the city's existing neighborhoods can be maintained and enhanced.

8. The property prior to 2012 had been primarily zoned R-3. The northerly 200' was zoned R-2 Urban Residential which permitted duplexes and attached townhouses.

9. The property is served by collector streets and adequate sewer and water. College Drive is designed for 28,000 to 30,000 vehicles/day and current volumes are between 14,000 to 15,000 vehicles/day.

10. Based on the area development pattern, additional multifamily development should not create impacts that negatively affect the public health, safety and welfare.

11. Three property owners spoke with concerns about access to Cindy Street.

12. The petitioner and petitioner's engineer spoke about the request.

City Planner Ostgarden reported that if there is an R1A zone left it would have to be deep enough to accommodate the construction of a single-family dwelling. He answered questions of the Council.

MOVED AND SECONDED BY ALDERMEN KOEP AND BEVANS, DULY CARRIED, TO HOLD THE FIRST READING OF PROPOSED ORDINANCE NO. 1415 – AN ORDINANCE AMENDING ORDINANCE NO. 812 PERTAINING TO THE ZONING IN THE CITY OF BRAINERD BY REZONING THE SOUTH PARCEL OF CENTRAL LAKES COLLEGE PID #070093103BB0AB0 AND PID #070093103BB0AA0 FROM B4 TO R3.

Public Hearing – Final Reading of Proposed Ordinance No. 1413 – An Ordinance Amending Brainerd Zoning Code Sections 515-17-3, 515-54-5, 515-54-9, 515-54-11, 515-56-5, 515-56-9, AND 515-56-11 Regarding Small Homes and Design Requirements – City Administrator Wussow Recommends Dispensing with the Actual Reading – Approval of –

The Chair opened the Public Hearing at 9:13. No one came forward.

City Planner Ostgarden reviewed the three significant changes made by Council at the June 2, 2014 meeting:

1) Change current language from 400sq. ft. minimum
2) 500 minimum sq. ft. homes only on non(conforming/substandard) lots
3) 500 sq. ft. homes on city lots that were in city limits prior to 1989 only
4) That this conditional use be on a "trial basis" for a year and reviewed at that time by Council

Further, he reported that he removed the removed the definition of infill and pointed the Council's attention to Section 1: A2b "or the size of the dwelling (whichever is less)" which should have been removed with the revisions from June 2nd.

The Chair closed the Public Hearing at 9:14 P.M.

Council Member Matten expressed her concern over the minimum width of a home not being specifically addressed and therefore allowing for a width of as little as 15 feet in order to meet the 500 square foot minimum. She also confirmed with City Planner Ostgarden that setbacks are still required.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BEVANS TO HOLD THE FINAL READING OF PROPOSED ORDINANCE NO. 1413 – AN ORDINANCE AMENDING BRAINERD ZONING CODE SECTIONS 515-17-3, 515-54-5, 515-54-9, 515-54-11, 515-56-5, 515-56-9, AND 515-56-11 REGARDING SMALL HOMES AND DESIGN REQUIREMENTS WITH THE FOLLOWING LANGUAGE CHANGES:

1. In SECTION ONE: Remove “whichever is less” in both A2a and B6c1
2. In SECTION THREE: Add “f” to read, “Minimum width/length for a dwelling less than seven hundred fifty (750) square feet on nonconforming lots: eighteen (18) feet”
3. In SECTION SIX: Add “E” to read, , “Minimum width/length for a dwelling less than seven hundred fifty (750) square feet on nonconforming lots: eighteen (18) feet”

FURTHER, TO HOLD THE ACTUAL READING.

Members Scheeler, Borkenhagen, Koep, Bevans and Parks voted “aye.” Member Matten voted “nay.” The Chair declared the motion carried.

MOVED AND SECONDED BY ALDERMEN BEVANS AND KOEP TO ADOPT ORDINANCE NO. 1413 – AN ORDINANCE AMENDING BRAINERD ZONING CODE SECTIONS 515-17-3, 515-54-5, 515-54-9, 515-54-11, 515-56-5, 515-56-9, AND 515-56-11 REGARDING SMALL HOMES AND DESIGN REQUIREMENTS, AS AMENDED.

ORDINANCE NO. 1413

Upon roll call, members Scheeler, Borkenhagen, Koep, Bevans and Parks voted “aye.” Member Matten voted “nay.” The Chair declared the motion carried and the ordinance adopted.

Public Hearing – Final Reading of Proposed Ordinance No. 1414 – An Ordinance Amending Brainerd Zoning Code Sections 515-2-2, 515-62-2, 515-63-2, and515-64-2 Regarding Extended Stay Hotels – City Administrator Wussow recommends Dispensing with the Actual Reading – Approved

The Chair opened the Public Hearing at 9:17 P.M. No one came forward

The Chair closed the Public Hearing at 9:18 P.M.

MOVED AND SECONDED BY ALDERMEN MATTEN AND SCHEELER, DULY CARRIED, TO HOLD THE FINAL READING OF PROPOSED ORDINANCE NO. 1414 - AN ORDINANCE AMENDING BRAINERD ZONING CODE SECTIONS 515-2-2, 515-62-2, 515-63-2, AND515-64-2 REGARDING EXTENDED STAY HOTELS; FURTHER, TO HOLD THE ACTUAL READING.

MOVED AND SECONDED BY ALDERMEN BEVANS AND MATTEN TO ADOPT ORDINANCE NO. 1414 - AN ORDINANCE AMENDING BRAINERD ZONING CODE SECTIONS 515-2-2, 515-62-2, 515-63-2, AND515-64-2 REGARDING EXTENDED STAY HOTELS.

ORDINANCE NO. 1414

Upon roll call, members Scheeler, Borkenhagen, Koep, Matten, Bevans and Parks voted "aye." No member voted "nay." The Chair declared the motion carried and the ordinance adopted.

Public Forum

The Chair rec Ms. Sara Hayden, who requested that the Council draft a letter of support to ISD 181 for the general idea of Discovery Woods using the former Whittier School building.

Alderman Scheeler stated that the Public Forum portion of the meeting is to hear items that are not already on the agenda.

Reports

Mayor's Report

Mayor Wallin thanked Council Member Koep and all those involved for today's Centennial Celebration. He referred to an article in the Dispatch on Nasir Hussain, deputy manager in communications for the province of Punjab, Pakistan, stating that he had spent time with Mr. Hussain that week and during Mr. Hussain's visit in 2012.

He then presented Finance Director Hillman with the City's 20th consecutive "Award for Excellence in Financial Reporting" and offered her a friendly challenge toward another 20 consecutive years.

City Attorney's Report

City Attorney Quiring – No Report

City Administrator's Report

City Administrator Wussow stated that there will be a special meeting on July 14, 2014 from 6pm to 8pm to discuss the City's Strategic Plan and the 2015 Budget.

MOVED AND SECONDED BY ALDERMEN BORKENHAGEN AND KOEP, DULY CARRIED, TO ADJOURN TO THE JULY 14, 2015 SPECIAL MEETING OF THE CITY COUNCIL TO DISCUSS THE CITY'S STRATEGIC PLAN AND 2015 BUDGET.

City Engineer's Report

City Engineer Hulsether reported on current projects going on within the City.

City Planner's Report

City Planner Ostgarden reported that:

- The City's newsletter will be converted to an electronic newsletter
- A Walkable Bikeable questionnaire was sent to 1,000 people and is available online
- The Planning Commission has invited the Walkable Bikeable Committee to meet with them to discuss the S 6th Street project time and date TBD
- The grant application for the water tower feasibility study is complete
- The Jaycees donated $500 towards the Riverfront Project; thank you.

Police Chief's Report

Police Chief McQuiston distributed a new page 5 for his report as he had inadvertently copied two of the same "Hourly ICR Report" on that page originally.

Finance Director's Report

Finance Director Hillman thanked staff for help in achieving the Award for Excellence in Financial Reporting and reported that the 2013 audit has been completed and will be presented at the July 21, 2014 Council meeting.

Council President's Report

Council President Parks thanked all of those involved in planning Brainerd History Week.

Liaison Reports & Other Committee Reports

Council Member Koep reminded the public about Railroad History Day on Tuesday including the gala dinner event to be held at BNSF.

Adjourn:

- **To the Meeting to be held at 1420 Quince Street on June 20, 2014 at 11am**
- **To the Walkable Bikeable Committee Meeting (Date and Time TBD)**
- **To the Special Council Meeting to be held on Monday, July 14 from 6pm to 8pm**

The Chair adjourned the meeting at 9:48 P.M.

Patrick Wussow
City Administrator