**Brainerd, Minnesota**
**January 22, 2013**

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 Cumberland.

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

President Cumberland asked Mayor Wallin to offer his prayer for the New Year. She also pointed out that the "Call for Applicants" will now be included in the Consent Calendar so that it is brought forth at the beginning of the meeting instead of at the end of the meeting when it can get late.

Mayor Wallin offered his prayer for the New Year.

Alderman Koep requested that item 4 of the Safety and Public Works agenda (Safe Routes to School Grant Application) be moved to item 9C of the Council agenda.

Note: A corrected copy of the first page of the January 7, 2013 minutes was distributed to the Council prior to the meeting and is saved in the permanent record. The correction was made to the roll call section of that page only.

MOVED AND SECONDED BY ALDERMEN PARKS AND BEVANS TO ADOPT THE CONSENT CALENDAR AND CORRECTED MINUTES AS PRESENTED AND THE AGENDA AS AMENDED.

**A. Approval of the Corrected Minutes of the Regular Meeting held on January 7, 2013, as corrected – Approved**

**B. Approval of Licenses – Approved**

1. Contractor's Licenses – 12 – Renewals

**C. Department Reports – Approved**

1. Police Chief's report of activities distributed to Mayor and Council.
2. Finance Director's report distributed to Mayor and Council.

**D. Agreement for Professional Services by and between the City of Brainerd and BLAEDC for Calendar Year 2013 – Funds are Included in 2013 EDA Budget – EDA Recommends Approval – Approved**

**E. Resolution No. 02:13 Adopted – Approving the JPA between City of Brainerd and State of MN on behalf of its Prosecuting Attorney and Police Department, as Presented**

**F.** **Fire Department:**

- **Leave of Absence Request Submitted by Richard Bestul, Effective January 1-March 31, 2013 – Approved**
- **Leave of Absence Request Submitted by Troy Rushmeyer, Effective January 14-March 31, 2013 – Approved**

**G.** **Police Department:**

- **CSO Hiring - Nate Smolke – Approved**

**H.** **Call for Applicants:**

1. Cable TV Advisory Committee – One Term to Expire 12/31/2015
2. Charter Commission – One Term to Expire 12/31/2015
3. Planning Commission – One Term to Expire 12/31/2015
4. Rental Dwelling Board of Appeals:
   *One "Tenant Representative Position"* – Term Expires 12/31/2014
   *One "General Public Representative"* – Term Expires 12/31/2014
5. Transportation Committee – Two Terms to Expire 12/31/2014
6. Housing & Redevelopment Authority – One Term to Expire 6/6/2017

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

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

| | |
|---|---|
| General Fund to Public Safety Fund | $245,000 |
| General Fund to Park Fund | $48,000 |
| General Fund to S & S Fund | $42,000 |
| General Fund to Airport Fund | $12,960 |
| | $347,960 |

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS TO APPROVE THE PAYMENT OF BILLS AND TRANSFER OF FUNDS AS PRESENTED.

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

**Presentation – BLAEDC "Execs" Ed Egan and Dick Jordan – Strategic/Long Range Planning Process – Council to Set Meeting with Execs to begin Strategic/Long Range Planning Process for the City of Brainerd – Approved**

The Chair recognized Mr. Ed Egan and Mr. Dick Jordan who are both part of the "Execs" program with BLAEDC. Both men discussed their experience history as SBA Score Mentors and summarized the strategic planning methods used by the Execs program to assist businesses achieve what they envision in their future. Mr. Egan answered questions of the Council and referred anyone with questions to the www.sba.org website using the search term “strategic planning” for more information.

The Chair thanked them for their presentation.

MOVED AND SECONDED BY ALDERMEN PARKS AND PRITSCHET, DULY CARRIED, TO BEGIN STRATEGIC PLANNING FOR THE CITY WITH AN INITIAL MEETING UTILIZING THE BLAEDC EXECS PROGRAM TO BE SET BY MID-MARCH 2013.

The Chair asked the Council members to get their available meeting dates to her.

**Industrial Park Marketing Update – Informational**

Alderman Bevans gave a summary of the report given at the EDA meeting held on January 14, 2013, stating that the outlook is guardedly positive, showing expansion of current businesses but still not very much development of new land.

**Unfinished Business**

**Public Hearing – HRA Housing and Rehabilitation Grant Application for Southeast Brainerd – Citizen Participation Plan Approved, Resolution No. 03:13 (Local Government Application) and Resolution No. 04:13 (Identifying “Slum and Blighting” Conditions) Adopted in Order for Grant Application Submission**

The Chair opened the Public Hearing at 8:10 P.M.

The following citizens spoke to the issue:

Mr. Dennis Christenson, Housing and Rehabilitation Specialist with the Brainerd HRA, who distributed information to Council and discussed the requirements and timeline for submitting the final application for the Housing and Rehabilitation Grant which the HRA has been chosen to move forward with. He stated that tonight’s public hearing is a required portion of the application.

Mr. Mike Murphy, 8371 Greenwood Road, Baxter.

The Chair closed the Public Hearing at 8:18 P.M.

Mr. Christenson answered questions of the Council.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND PARKS, DULY CARRIED, TO ACCEPT THE CITIZEN PARTICIPATION PLAN FOR THE HRA HOUSING AND REHABILITATION GRANT APPLICATION FOR SOUTHEAST BRAINERD, AS PRESENTED.

MOVED AND SECONDED BY ALDERMEN PARKS AND PRITSCHET TO ADOPT RESOLUTION NO. 03:13 – LOCAL GOVERNMENT APPLICATION FOR THE HRA HOUSING AND REHABILITATION GRANT APPLICATION FOR SOUTHEAST BRAINERD, AS PRESENTED.

**RESOLUTION NO. 03:13**

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

MOVED AND SECONDED BY ALDERMEN PARKS AND PRITSCHET TO ADOPT RESOLUTION NO. 04:13 – IDENTIFYING “SLUM AND BLIGHTING” CONDITIONS AS RELATED TO THE HRA HOUSING AND REHABILITATION GRANT APPLICATION FOR SOUTHEAST BRAINERD, AS PRESENTED.

**RESOLUTION NO. 04:13**

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

**Food Truck Recommendation – Committee Formed (Mayor Wallin, Council President Cumberland, Alderman Borkenhagen, City Planner Ostgarden) to Address Options and Ideas Involved in Food Trucks being Allowed in The City of Brainerd – Approved**

The Council discussed ideas related to allowing food trucks in Brainerd, including the reality that the trucks will most likely have to be allowed eventually so getting regulations set and establishing a working relationship with the City of Baxter and all parties involved at this time would be beneficial. It was also suggested that a committee be set up to discuss options and that the “brick and mortar” businesses be involved with that committee.

City Planner Ostgarden clarified that the food truck at this point can serve only at a private establishment that has hired them for catering to their employees only.

The Chair recognized the following citizens who spoke to the item:

Mr. Nick Miller, 6072 Fairview Drive, Baxter, Manager of Prairie Bay and The Side Dish

Mr. Matt Annand, 24079 CR 19, Merrifield, Chef at Prairie Bay and The Side Dish

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO FORM A COMMITTEE CONSISTING OF MAYOR WALLIN, COUNCIL PRESIDENT CUMBERLAND, ALDERMAN BORKENHAGEN AND CITY PLANNER OSTGARDEN TO ADDRESS FOOD TRUCK OPTIONS AND IDEAS AND TO MEET WITH CITY OF BAXTER OFFICIALS IN ORDER TO DRAFT SIMILAR GUIDELINES IN RELATION TO ALLOWING FOOD TRUCKS IN THE CITY OF BRAINERD.

**Safe Routes to School Grant Application – Forwarded to the Safety and Public Works Committee for February 4, 2013 Committee Meeting**

Safety and Public Works Committee Chair Scheeler stated that there was a great deal of public discussion at Committee and asked the City Engineer to comment on the main topics discussed at Committee.

City Engineer Hulsether stated that many questions related to taking away yards or land to construct sidewalk; however, all of the land proposed for sidewalks in this project are on the public right-of-way. Likewise, the preservation of trees is being highly considered as an important factor in deciding the sidewalk routes. He discussed sidewalk widths and retaining walls.

President Cumberland stated that a petition had been received prior to the meeting and distributed to Council right before the meeting which had 72 signatures opposed to the sidewalk project and application for the Safe Routes to School grant that is proposed to be used to construct sidewalks in the neighborhood surrounding Garfield School.

The Chair recognized the following citizens who spoke to the item:

Ms. Dolly Matten, 1302 19th Avenue NE, Brainerd
Mr. Tony Bauer, CR 4 Nisswa
Mr. Mike Murphy, 8071 Greenwood Road, Baxter
Ms. Marsha Ferris, 523 3rd Avenue, Brainerd
Mr. Guy Green, 1004 "H" Street NE, Brainerd
Ms. Luella Converse, 1113 9th Street, NE
Ms. Mary Reiser, 1324 "K" Street, Brainerd
Ms. Linda Phelp, 815 13th Avenue NE, Brainerd

City Engineer Hulsether stated (in response to the price of the proposed section of sidewalk) that the price of this sidewalk may be higher because putting sidewalks into an already developed area is much more difficult because of having to work around already established landmarks, driveways, etc.

MOVED AND SECONDED BY ALDERMEN BEVANS AND KOEP TO WITHDRAW FROM THE GRANT APPLICATION FOR THE SRTS GRANT.

Upon roll call, members Bevans and Koep voted "aye." Members Pritschet, Scheeler, Parks, Borkenhagen and Cumberland voted "nay." The Chair declared the motion failed.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO REFER THE ITEM OF APPLICATION FOR THE SAFE ROUTES TO SCHOOL GRANT TO THE FEBRUARY 4, 2013 SAFETY AND PUBLIC WORKS COMMITTEE MEETING.

**Break**

The Council took a break from 10:25 P.M. to 10:35 P.M.

**New Business**

**BTD Wood Powder Coating – Grant Amendment #1 and LDO Agreement Approved and Resolution No. 05:13 Adopted as Recommended by the EDA**

Per a memo included in the Packet from City Administrator Goble, the City of Brainerd was informed by the MN Department of Employment and Economic Development (DEED) that the City's application for MN Investment Fund (MIF) assistance was approved to make a $100,000 loan to BTD Wood Powder Coating Inc. On Monday, January 14, 2013, Grant Amendment #1 was presented to the EDA at its meeting which identified several changes to the original agreement.

The Chair recognized Mr. Chris Robinson, BLAEDC, who presented the agreement amendments for approval and answered questions of the Council.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO APPROVE AMENDMENT #1 FOR GRANT AGREEMENT #CDAP-12-0005-H-FY12 SC45701 BETWEEN MN DEED, CITY OF BRAINERD AND BTD WOOD POWDER COATING AS RECOMMENDED BY THE ECONOMIC DEVELOPMENT AUTHORITY (EDA).

MOVED AND SECONDED BY ALDERMEN BEVANS AND KOEP, DULY CARRIED, TO APPROVE THE AGREEMENT BETWEEN THE CITY OF BRAINERD AND THE EDA OF THE CITY OF BRAINERD TO DESIGNATE THE "EDA" FOR THE BTD WOOD POWDER COATING EXPANSION PROJECT AS THE LOCAL DEVELOPMENT ORGANIZATION "LDO".

MOVED AND SECONDED BY ALDERMEN BEVANS AND BORKENHAGEN TO ADOPT RESOLTUION NO. 05:13 – DESIGNATING THE EDA OF THE CITY OF BRAINERD ("AUTHORITY") AS A "LOCAL DEVELOPMENT ORGANIZATION" SERVING THE ECONOMIC AND DEVELOPMENT NEEDS OF THE CITY OF BRAINERD, AND APPROVING A GRANT AND LOAN ADMINISTRATION AGREEMENT BETWEEN THE CITY AND THE AUTHORITY.

**RESOLUTION NO. 05:13**

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

**Planning Commission**

**Northtown West Site Plan Revisions – Waive Formal Conditional Use Permit Review Process and Approve Northtown West Site Plan Revisions as Presented – Approved**

A memo and maps were included in the Packet from City Planner Ostgarden which illustrated the existing and proposed site layout.

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BEVANS, DULY CARRIED, TO WAIVE THE FORMAL CONDITIONAL USE PERMIT REVIEW PROCESS AND APPROVE THE NORTHTOWN WEST SITE PLAN REVISIONS AS PRESENTED.

**Public Forum**

None.

**Reports**

**Mayor's Report**

Mayor Wallin thanked everyone for well-wishes while he was ill. He asked for thoughts for Walt Koep as well as his cousin who was having surgery in the early morning.

**City Attorney's Report**

City Attorney Fitzpatrick stated that he had nothing to report.

**City Administrator's Report**

City Administrator Goble stated that she was notified by both Representative John Ward and Senator Carrie Ruud that they are each offering a provision in the State bonding bill to add funding for the ADA Compliant elevator needed in the Civic Center.

**City Engineer's Report**

City Engineer Hulsether stated that he had nothing to report.

**City Planner's Report**

City Planner Ostgarden stated that he had nothing to report.

**Police Chief's Report**

Police Chief McQuiston stated that he had nothing in addition to his written report.

**Finance Director's Report**

Finance Director Hillman stated that although Government Dayton presented a preliminary budget to Legislation that includes changes to LGA funds which may affect cities such as Brainerd, the LMC and CGMC have cautioned that discussion should wait as this is the very beginning of the budget process.

**Council President's Report**

Council President Cumberland stated that she attended the LMC sessions for elected officials and found the information on the use of social media interesting.

**Council Committee Reports**
**Personnel and Finance**

**Union Negotiations:**

**Resolution No. 06:13 Adopted – LELS Local #65 (Police Officers)**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS TO ADOPT RESOLUTION NO. 06:13 – LELS LOCAL #65 (BRAINERD POLICE OFFICERS) UNION SETTLEMENT WAGE ADJUSTMENTS EFFECTIVE JANUARY 1, 2013, AS PRESENTED.

**RESOLUTION NO. 06:13**

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

**Resolution No. 07:13 Adopted – IBEW Local #31 (Public Utilities)**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO ADOPT RESOLUTION NO. 07:13 – IBEW LOCAL #31 (PUBLIC UTILITIES) UNION SETTLEMENT WAGE ADJUSTMENTS EFFECTIVE JANUARY 1, 2013, AS PRESENTED.

**RESOLUTION NO. 07:13**

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

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS TO ADOPT RESOLUTION NO. 08:13 – ACCEPTING THE WAGE ADJUSTMENTS OF THE CITY OF BRAINERD CITY ADMINISTRATOR, DEPARTMENT HEADS AND SUPERVISOR POSITIONS REFLECTING THE SAME 2% INCREASE AS AGREED ON FOR THE UNIONS.

**RESOLUTION NO. 08:13**

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

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO APPROVE THE INSURANCE MEMORANDUM OF UNDERSTANDING AS PRESENTED BETWEEN THE CITY OF BRAINERD AND LELS LOCAL #65

(POLICE OFFICERS) AS PRESENTED; FURTHER AUTHORIZING PROPER SIGNATURES.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO APPROVE THE INSURANCE MEMORANDUM OF UNDERSTANDING AS PRESENTED BETWEEN THE CITY OF BRAINERD AND IBEW LOCAL #31 (PUBLIC UTILITIES) AS PRESENTED; FURTHER AUTHORIZING PROPER SIGNATURES

**Initiative Foundation – Request for $4,000 of Support in 2013 – Approved**

A request from the Initiative Foundation was included in the Packet for continued support in 2013 in the amount of $4,000, which, as stated in the letter, will be immediately doubled by a matching grant from the McKnight Foundation.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS TO CONTRIBUTE $4,000 FROM THE SPECIAL PROJECTS FUND TO THE INITIATIVE FOUNDATION FOR SUPPORT IN 2013.

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

**Community Action – Request for 2013 Budget Amount – Staff to Schedule Meeting with Community Action to Discuss 2013 Contribution and Fourth of July Celebration Plans – Approved**

A letter from Community Action requesting the City’s 2013 Fourth of July contribution was included in the Packet.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO HAVE STAFF REQUEST A VISIT WITH COMMUNITY ACTION TO DISCUSS 2013 CONTRIBUTION AND 2013 FOURTH OF JULY CELEBRATION PLANS.

**Garbage Hauler Waste Removal Quotes – Recommend Waste Partners as City Departments Garbage Hauler – Approved**

A list of the 3 waste removal quotes received was included in the Packet.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO ACCEPT THE QUOTE FROM WASTE PARTNERS FOR WASTE REMOVAL SERVICE FOR THE CITY OF BRAINERD OFFICES, AS PRESENTED.

**Electronic Communications between Council Members – Adoption of Proposed Policy – Approved**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO ACCEPT THE “ELECTRONIC COMMUNICATIONS BETWEEN COUNCIL MEMBERS” POLICY AS PREPARED BY THE LEAGUE OF MINNESOTA CITIES, EFFECTIVE IMMEDIATELY, FOR THE CITY COUNCIL OF BRAINERD.

**Whittier School Uses – Discussion of – Informational**

Personnel and Finance Chair Bevans stated that ISD 181 Superintendent Razidlo has informally requested a specific proposal related to the Council's support of Whittier building being used as a school in the future. He stated that other items/questions that have come up during meetings are whether the building can be reopened as a special taxation district, that it costs about $250,000 to operate the building as a school annually, and that when the school was operating at full capacity less than half the students that went to the school actually lived in the area because of open enrollment.

Council President Cumberland stated that because the District does not have any intentions of using the Whittier building as a school, it should be stated that the Council could support whatever use may come from the RFP project as well.

**Fire Department – Authorize Hiring Process for Seven New Paid On-Call Firefighters to Begin Immediately – Approved**

A request was included in the Packet from Fire Chief Stunek for authorization to hire 7 new Paid On-Call Firefighters in order to be at full capacity of 40 Members allowed by the By-Laws of the Paid On-Call Relief Association.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO AUTHORIZE THE PROCESS OF HIRING OF SEVEN NEW PAID ON-CALL FIREFIGHTERS TO BEGIN IMMEDIATELY.

**Police Department – Authorize Purchase of 2013 Chevrolet Tahoe for Approximately $39,580 as Included in the Budget – Authorize Purchase of In-Squad Video Equipment for Approximately $6,942 utilizing DWI Forfeiture Funds – Approved**

A request was included in the Packet from Police Chief McQuiston for authorization to purchase a 2013 Chevrolet Tahoe under the State Contract Pricing from Polar Chevrolet; this would replace the Police Department's 2005 GMC Yukon which is assigned as the K-9 vehicle.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO AUTHORIZE THE POLICE DEPARTMENT PURCHASE OF A 2013 CHEVROLET TAHOE FOR USE AS A SQUAD CAR FOR THE AMOUNT OF $39,580 TO BE PAID FROM THE POLICE DEPARTMENT CAPITAL BUDGET AS ALLOWED FOR IN THE BUDGET.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO AUTHORIZE THE USE OF APPROXIMATELY $6,942 OF DWI FORFEITURE FUNDS TO PURCHASE IN-SQUAD VIDEO SYSTEMS FOR POLICE DEPARTMENT SQUAD CARS.

**City Administrator Position – Theresa A. Goble Officially Declared City Administrator with Salary Adjustments per City Salary Administration Plan as Presented – Approved**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO OFFICIALLY DECLARE THERESA GOBLE AS THE 2$^{ND}$ OFFICIAL CITY ADMINISTRATOR WITH SALARY ADJUSTMENTS PER CITY SALARY ADMINISTRATION PLAN AS FOLLOWS:

*90% of base City Administrator salary for the period 7/1/2012-1/1/2013*
*95% of base City Administrator salary for the year of 2013*
*100% of base City Administrator salary effective 1/1/2014*

*Effective 1/1/2013 (date "interim" was dropped from job title) Theresa is responsible for a portion of her health insurance premium per City policy.*

**Gambling Ordinance Amendment – Referred to Personnel and Finance Committee – Previously Formed Committee Considered Dissolved – Informational**

**Safety and Public Works**

**Street Closure Request – 15$^{th}$ Avenue NE between "J" and "L" Streets from 9am to 1pm on June 22$^{nd}$, July 27$^{th}$, August 24$^{th}$ and September 28$^{th}$ to Allow for Soap Box Derbies – Approved**

MOVED AND SECONDED BY ALDERMEN SCHEELER AND KOEP, DULY CARRIED, TO ALLOW THE CLOSURE OF 15$^{TH}$ AVENUE NE BETWEEN "J" STREET AND "L" STREET FROM 9AM TO 1PM ON JUNE 22$^{ND}$, JULY 27$^{TH}$, AUGUST 24$^{TH}$ AND SEPTEMBER 28$^{TH}$ OF 2013 FOR SOAP BOX DERBIES.

**Committee Workshop – To be held in Late February or Early March – Approved**

MOVED AND SECONDED BY ALDERMEN SCHEELER AND BORKENHAGEN, DULY CARRIED, TO HOLD A SAFETY AND PUBLIC WORKS COMMITTEE HOLD A WORKSHOP IN LATE FEBRUARY OR EARLY MARCH.

**Assessment Methodology on 28$^{th}$ Street – Informational**

A memo was included in the Packet from City Engineer Hulsether related to 28$^{th}$ Street Assessment Methodology with a suggestion that a decision might best be delayed until after the workshop of the Committee.

**Stop Sign Request at L Street NE and 10$^{th}$ Avenue NE – Referred to Safety and Public Works Committee for Consideration – Informational**

**Other Committees.**

Ad Hoc History: Council President Cumberland stated that the Ad Hoc History Committee met on January 17, 2013 and discussed history marker grants as well as refurbishing the Carbine House (part of the CWC Historical Society; located on the fairgrounds). She stated that the newly comprised committee of Chip Borkenhagen, David Pritschet and Dale Parks will meet on April 17, 2013.

Senior Center: Per Council Liaison Cumberland, there is now a Legacy Fund in place for donations from members or family members of those who have passed to be used for improvements to the center. She also stated that a fundraising event for "Today's Women" will be held on February 23, 2013 at the Senior Center.

**Committee Resignation – Accept**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO ACCEPT THE RESIGNATION OF DALE PARKS FROM THE HRA AS LAY PERSON IN ORDER TO SERVE AS COUNCIL LIAISON TO THAT BOARD.

**Committee/Liaison Recommendations – Recommended by Mayor Wallin – Approved**

The Chair recognized Mr. Ed Shaw who discussed transparency and a better process for posting, accepting and consideration of applicants for boards and commissions.

MOVED AND SECONDED BY ALDERMEN BEVANS AND SCHEELER, DULY CARRIED, TO APPROVE COMMITTEE/LIAISON APPOINTMENTS B, C, AND D AS RECOMMENDED BY MAYOR WALLIN:

B. Public Utilities Council Liaison – Bonnie Cumberland – Term to Expire 12/31/2014

C. Housing and Redevelopment Authority Council Liaison – Dale Parks – Term to Expire 12/31/2014

D. Community Action Council Liaison – Chip Borkenhagen – Term to Expire 12/31/2014

MOVED BY ALDERMEN KOEP TO REFER TO THE CHARTER COMMISSION THE ITEM OF MAKING THE PUBLIC UTILITIES COMMISSION ELECTED POSITIONS.

The Chair called for a second; as there was none, the motion failed.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND PARKS, DULY CARRIED, TO APPROVE THE APPOINTMENT OF MS. LUCY NESHEIM TO THE PUBLIC UTILITIES COMMISSION FOR A TERM TO EXPIRE 12/31/2017 AS RECOMMENDED BY MAYOR WALLIN:

A. Public Utilities Commission Lay Person – Lucy Nesheim – Term to Expire 12/31/2017

**Committee/Liaison Recommendations – Recommended by Council President Cumberland – Approved**

MOVED AND SECONDED BY ALDERMEN BEVANS AND PARKS, DULY CARRIED, TO APPROVE THE COMMITTEE/LIAISON APPOINTMENTS AS RECOMMENDED BY COUNCIL PRESIDENT CUMBERLAND:

A. Airport Commission – Jeff Czeczok – Term to Expire 12/31/2015

B. Airport Commission Council Liaison – Gary Scheeler – Term to Expire 12/31/2014

C. Ad Hoc History Group – Appoint David Pritschet and Chip Borkenhagen – Terms to Expire 12/31/2014

D. Fire Advisory Board Council Liaison – Chip Borkenhagen – Term to Expire 12/31/2014

E. Planning Commission Council Liaison – David Pritschet – Term to Expire 12/31/2014

F. Police and Fire Civil Service Commission – Susan Hilgart – Term to Expire 12/31/2015

G. Property Management Committee Council Liaison – Bonnie Cumberland – Term to Expire 12/31/2014

**Adjourn**

The Chair adjourned the meeting at 11:45 P.M.

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THERESA A. GOBLE
City Administrator