

AGENDA
REGULAR PLANNING COMMISSION MEETING
March 13, 2018 - 7:00 P.M.
9180 Lexington Avenue, Lexington, MN

1. CALL TO ORDER
 - A. Roll Call: Chairperson O'Neil, Commissioners Bautch, Thorson, Koch and Vanderbloomer
2. CITIZENS FORUM
3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS
4. LETTERS AND COMMUNICATION
5. Building Permits for February 2018 pg. 1
6. APPROVAL OF PLANNING COMMISSION MINUTES
 - A. February 13, 2018 pg. 2-3
7. DISCUSSION ITEM:
 - A. Review Final 2040 Comprehensive Plan
8. NOTE COUNCIL MINUTES:
 - A. February 1, 2018 pg. 4-7
 - B. February 15, 2018 pg. 8-10
9. PLANNING COMMISSION INPUT
10. ADJOURNMENT

City of Lexington
Permits Issued & Fees Report - Detail by Address

Issued Date From: 2/1/2018 To: 2/28/2018
Permit Type: All Property Type: All Construction Type: All
Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: Building												
Permit Kind: Commercial Remodel												
18-00003	02/09/2018	9050 LAKE DR	0	0	8,000.00	201.28	130.83	4.00				336.11
Permit Kind: Commercial Sign - Permanent												
18-00005	02/13/2018	3801 RESTWOOD RD	0	0	5,000.00	146.14	94.99	2.50				243.63
Permit Kind: Multi-Dwelling (2+ Units) New Construction												
Permit Kind: Residential Remodel												
Permit Type: Building - Totals												
	Period		2	0	13,000.00	347.42	225.82	6.50				579.74
	YTD		4	0	988,790.00	7,876.51	5,012.79	494.40				13,383.70
Permit Type: Plumbing												
Permit Kind: Commercial New Construction												
18-00004	02/13/2018	8925 SYNDICATE AVE	0	0	925,440.00	18,508.80	4,627.20	462.72				23,598.72
Permit Type: Plumbing - Totals												
	Period		1	0	925,440.00	18,508.80	4,627.20	462.72				23,598.72
	YTD		1	0	925,440.00	18,508.80	4,627.20	462.72				23,598.72
Report Total												
	Period		3	0	9938,440.00	18,856.22	4,853.02	469.22				24,178.46
	YTD		5	0	91,914,230.00	26,385.31	9,639.99	957.12				36,982.42

Minutes
REGULAR PLANNING COMMISSION MEETING
February 13, 2018 - 7:00 P.M.
9180 Lexington Avenue, Lexington, MN

1. CALL TO ORDER

- A. Roll Call: Chairperson O'Neil, Commissioners Bautch, Thorson and Vanderbloomer

Chairperson O'Neil called to order the Regular Planning Commission meeting on February 13, 2018 at 7:00 p.m. Commissioners Present: John Bautch, Ron Thorson, and Mark Vanderbloomer. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Chris Janson, MSA Consultants; Michele Koch, P & Z applicant; Gloria Murphy, P & Z applicant; Citizens present for the Comprehensive Plan workshop.

CITIZENS FORUM

No citizens present to address the Planning Commission on items not on the agenda.

2. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

O'Neill made a motion to approve the agenda as typewritten. Thorson seconded the motion. Motion carried 4-0.

3. LETTERS AND COMMUNICATION

- a. Building Permits for January 2018

No discussion on January 2018 building permits

4. APPROVAL OF PLANNING COMMISSION MINUTES

- A. January 9, 2018

Vanderbloomer made a motion to approve the January 9, 2018 minutes with corrections. Bautch seconded the motion. Motion carried 4-0.

5. DISCUSSION ITEM:

- A. Draft Comprehensive Plan Public Workshop

Chris Janson, MSA Consultants, presented the draft 2040 Comprehensive Plan by a powerpoint presentation and gave of an overview of the process up to the presented draft. Janson briefly discussed each chapter of the plan. Discussion ensued. No action taken.

- B. Discuss Planning & Zoning Commission Applicants

- Gloria Murphy

- Michelle Koch

Chairperson O'Neill asked Ms. Koch and Ms. Murphy the reason they applied to be on the Planning & Zoning Commission. Discussion ensued.

Chairperson O'Neill explained that since Ms. Koch has been on the Park Board for a lengthy period of time, he felt that she would be best to fill the open seat on the Commission due to her experience with the City. Bautch recommended making Ms. Murphy an alternate to fill future vacancies on P & Z. Discussion ensued.

Bautch made a motion to recommend to the City Council to approve Michelle Koch to fill the vacant seat of outgoing member Chris Olsson and approve Gloria Murphy as an alternate to fill a future vacant seat on the Planning & Zoning Commission. O'Neill seconded the motion. Motion carried 4-0.

6. NOTE COUNCIL MINUTES:

- A. January 4, 2018
- B. January 18, 2018

Some discussion on Council minutes.

7. PLANNING COMMISSION INPUT

Thorson asked about the burned house on Restwood Road. Hughes explained that it is in the City of Blaine, which we do not have control. Petracek stated he would discuss the burned house with the Blaine City Manager. Discussion ensued.

8. ADJOURNMENT

O'Neill made a motion to adjourn at 7:51 p.m. Vanderbloomer seconded the motion. Motion carried 4-0.

**CITY OF LEXINGTON
PUBLIC HEARING
&
REGULAR COUNCIL MEETING
FEBRUARY 1, 2018 – 7:00 P.M.
9180 LEXINGTON AVENUE**

PUBLIC HEARING #1

1. CALL TO ORDER: – Mayor Kurth

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

Mayor Kurth called to order the 1st public hearing for February 1, 2018 at 7:00 p.m. Councilmembers present: Devries, Harris, and Hughes. Excused absence: Murphy.

Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; and Chris Galiov, Finance Director; James Lehnhoff, Ehler's & Associates; Michael Hudson, Dominionium Acquisitions LLC.; Joe Molohon, Quad Press

- A. **PUBLIC HEARING: TO TAKE COMMENTS ON PUBLIC FINANCING CRITERIA AND BUSINESS SUBSIDY POLICY.**

James Lehnhoff, Ehler's & Associates, provided a brief overview of the Statutory need to have a business subsidy policy in place before a Minnesota City can provide public assistance for economic development. Discussion ensued.

No citizens were present to provide comments.

2. ADJOURN PUBLIC HEARING

Councilmember Hughes made a motion to adjourn public hearing #1 at 7:04 p.m. Councilmember Devries seconded the motion. Motion carried 4-0.

PUBLIC HEARING #2

3. CALL TO ORDER: – Mayor Kurth

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

Mayor Kurth called to order the 2nd public hearing for February 1, 2018 at 7:04 p.m. Councilmembers present: Devries, Harris, and Hughes. Excused absence: Murphy.

Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; and Chris Galiov, Finance Director; James Lehnhoff, Ehler's & Associates; Michael Hudson, Dominionium Acquisitions LLC. Joe Molohon, Quad Press

**B. PUBLIC HEARING: TO TAKE COMMENTS ON ESTABLISHING
A TAX INCREMENTAL FINANCING (TIF) DISTRICT AND
PROPOSED TIF PLANS FOR THE LOVELL BUILDING SITE**

James Lehnhoff provided a Powerpoint presentation on formulating a Tax Incremental Financing District (TIF) for the Lovell Building site to facilitate redevelopment of the land. Discussion ensued.

No citizens were present to provide comments.

4. ADJOURN PUBLIC HEARING

Councilmember Harris made a motion to adjourn public hearing #1 at 7:39 p.m. Councilmember Devries seconded the motion. Motion carried 4-0.

**AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
FEBRUARY 1, 2018 – 7:00 P.M.
9180 LEXINGTON AVENUE**

5. CALL TO ORDER: – Mayor Kurth

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy**

Mayor Kurth called to order the Regular City Council meeting for February 1, 2018 at 7:39 p.m. Councilmember's present: Devries, Harris, and Hughes. Excused absence: Murphy.

Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; and Chris Galiov, Finance Director; James Lehnhoff, Ehler's & Associates; Michael Hudson, Dominion Acquisitions LLC.; Joe Molohon, Quad Press

6. CITIZENS FORUM

No citizens were present to address the Council

7. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Hughes made a motion to approve the agenda as presented. Councilmember Harris seconded the motion. Motion carried 4-0.

8. INFORMATIONAL REPORTS:

- A. Airport (Councilmember Harris) – Councilmember Harris informed everyone about the influx of airplanes and jets into the Blaine Airport for the Super Bowl.**

- B. Cable Commission (Councilmember Murphy) – *No report given.*
- C. City Administrator (Bill Petracek) – *No report given.*

9. LETTERS AND COMMUNICATIONS:

- A. Public Notice – Public Hearing: Public Financing Criteria and Business Subsidy Policy
- B. Public Notice – Establishing a Tax Increment Finance (TIF) District For the Lovell Building Site and Proposed TIF Plans
- C. Centennial Lakes Police Department – January 2018 newsletter
- D. Centennial Lakes Police Department – Media Reports:
 - January 4 – 10, 2018
 - January 11 – 17, 2018
 - January 18 – 24, 2018

No discussion on Letters and Communications.

10. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – January 18, 2018
- B. Recommendation to Approve Claims and Bills:
Check #'s 13565 through 13565
Check #'s 117868 through 11805

Councilmember Harris made a motion to approve the consent agenda items. Councilmember Hughes seconded the motion. Motion carried 4-0.

11. ACTION ITEMS:

- A. Recommendation to approve the City of Lexington Public Financing and Business Subsidy Policy.

Councilmember Harris made a motion to approve the City of Lexington Public Financing and Business Subsidy Policy. Councilmember Hughes seconded the motion. Motion carried 4-0.

- B. Recommendation to approve Resolution NO. 18-09 A Resolution Adopting A Modification To The Development Program For Developing District NO. 1 And Establishing Tax Increment Financing District 1-3 Therein And Adopting Tax Increment Financing Plan Therefor

Councilmember Harris made a motion to approve Resolution NO. 18-09 A Resolution Adopting a Modification To The Development Program For Developing District NO. 1 And Establishing Tax Increment Financing District 1-3 Therein And Adopting Tax Increment Financing Plan Therefor. Mayor Kurth seconded the motion. Motion carried 4-0.

- C. Recommendation to approve Resolution NO. 18-10 A Resolution Authorizing An Interfund Loan For Advance Of Certain Costs In Connection With tax Increment Financing District 1-3.

Councilmember Harris made a motion to approve Resolution NO. 18-10 A Resolution Authorizing An Interfund Loan For Advance Of Certain Costs In Connection With tax Increment Financing District 1-3. Councilmember Hughes seconded the motion. Motion carried 4-0.

- D. Recommendation to approve Revised Joint Powers Agreement For The Frontage Road & Signal Construction Along County State Aid Highway 23 In The City Of Lexington, MN (SAP 002-623-017).

Mayor Kurth stated he thought we had already approved this agreement. Attorney Glaser explained that the Joint Powers Agreement with Anoka County is being approved again as a new provision has been added to the agreement that would require any cost over-runs of more than 10% of the total cost of the project must be approved by the Lexington City Council through a change order. Discussion ensued.

Councilmember Devries made a motion to approve the revised Joint Powers Agreement For The Frontage Road & Signal Construction Along County State Aid Highway 23 In The City Of Lexington, MN (SAP 002-623-017). Councilmember Harris seconded the motion. Motion carried 4-0.

12. MAYOR AND COUNCIL INPUT

Some discussion on the ice rink and the hours that the warming house would be open.

13. ADJOURNMENT

Councilmember Devries made motion to adjourn the meeting at 7:47 p.m. Councilmember Harris seconded the motion. Motion carried 4-0.

I hereby certify that the February 1, 2018, Regular City Council Minutes as presented, were approved by the Lexington City Council on February 15, 2018.

***Bill Petracek
City Administrator***

**Unapproved minutes
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
FEBRUARY 15, 2018– 7:00 P.M.
9180 LEXINGTON AVENUE**

1. CALL TO ORDER: – Mayor Kurth

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

Mayor Kurth called to order the Regular City Council meeting for February 15, 2018 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Chris Galiov, Finance Director; Joe Molohon, Quad Press.

2. CITIZENS FORUM

No citizens were present to discuss item not on the agenda

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Murphy made a motion to approve the agenda as presented. Councilmember Devries seconded the motion. Motion carried 5-0.

4. LINO LAKES YMCA PRESENTATION

Members of the Lino Lakes YMCA were not present to provide a presentation to the City Council. Petracek explained that there must have been a miscommunication on the date of the Council meeting to provide their presentation. Discussion ensued.

5. LETTERS AND COMMUNICATIONS:

- A. Centennial Community Education Summer Fun Thank You letter
- B. Anoka County parks & Community Services – February newsletter
- C. Centennial Lakes Police Department Media Report
- January 25, 2018 through January 31, 2018
 - February 1, 2018 through February 7, 2018

No discussion on Letters and Communications.

6. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – February 1, 2018
- B. Recommendation to Approve Claims and Bills:
Check #'s 13566 through 13566
Check #'s 11820 through 11835
VOID #11783

Councilmember Harris made a motion to approve the consent agenda items. Councilmember Murphy seconded the motion. Motion carried 5-0.

7. ACTION ITEMS:

- A. Recommendation to approve Minnesota State High School League's Section 4AAA Softball Tournament request for use of ball fields at Memorial Park to include a \$750.00 facility fee
- May 21
 - May 22 (May 23 rain back-up date)
 - May 24 (May 25 rain back-up date)
 - May 29 (May 30 rain back-up date)
 - May 31 (June 1 rain back-up date)

Councilmember Harris made a motion to approve Minnesota State High School League's Section 4AAA Softball Tournament request for use of ball fields at Memorial Park to include a \$750.00 facility fee for the following dates: May 21, May 22 (May 23 rain back-up date), May 24 (May 25 rain back-up date), May 29 (May 30 rain back-up date), and May 31 (June 1 rain back-up date). Councilmember Hughes seconded the motion. Motion carried 5-0.

- B. Recommendation to approve replacement of two (2) City Hall HVAC units not to exceed \$13770.00

Mayor Kurth asked if there was an ordinance that allows for emergency purchases for the City in situations caused by faulty HVAC system. Petracek explained there is a purchasing policy in place that allows for emergency purchases. He added because of the timing, Petracek explained he did not want to spend unbudgeted funds of this amount without Council approval. Mayor Kurth asked to have the purchasing policy placed on the next Council workshop agenda for discussion. Discussion ensued.

The Council discussed having a service contract for cleaning and maintenance of our buildings HVAC systems going forward. Petracek agreed and confirmed that the new HVAC system will be well maintained. Discussion ensued.

Councilmember Devries made a motion to approve replacement of two (2) City Hall HVAC units not to exceed \$13770.00 after receiving a second quote for the replacement, and authorizing the city administrator to make the final determination of the purchase. Councilmember Murphy seconded the motion. Motion carried 5-0.

8. MAYOR AND COUNCIL INPUT

Devries discussed items that the Park Board have been discussing in regard to Memorial Park. Discussion ensued.

9. ADMINISTRATOR INPUT

Petracek informed the Council of the ensuing AFSCME Union contract negotiations. Discussion ensued.

10. ADJOURNMENT

Councilmember Devries made a motion to adjourn at 7:19 p.m. Councilmember Harris seconded the motion. Motion carried 5-0.