

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
DECEMBER 22, 2016**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 p.m. in the City Council Chambers, 415 Central Street West.

**2. PLEDGE OF ALLEGIANCE**

Everyone stood and recited the pledge of allegiance.

**3. ROLL CALL**

Members Present: Kodada, Daleiden, Rud, Furrer, and Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer John Powell, Public Works Director Russ Vlasak

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda. Erickson stated that the scheduled public hearing and agenda item concerning 702 Florida Street SW could be deleted from the agenda due to a family emergency. He said that the public hearing will be rescheduled to January 12, 2017.

A motion was made by Pelava and seconded by Furrer to approve the agenda with the noted change. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**5. APPROVAL OF MINUTES**

Mayor Rud asked if there were any corrections, additions, or deletions to the Minutes.

A motion was made by Kodada and seconded by Furrer to approve the Minutes from the November 21, 2016 Special Meeting, the November 28, 2016 Regular Meeting and the December 8, 2016 Regular Meeting. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**6. PUBLIC HEARINGS**

None

**7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

None

**8. APPROVAL OF THE CONSENT AGENDA**

A motion was made by Kodada and seconded by Daleiden to approve the consent agenda as follows:

- a. Monthly Bills
- b. Treasurer's Report
- c. Board and Commission Minutes

Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Consider Approval of Resolution 2016-66, a Resolution Approving the Area No. 5 – Phase III Plans and Specifications and Ordering Advertisement for Bids – John Powell, City Engineer

Powell asked the Council to approve the construction plans for the Area No. 5 – Phase III Project. He said that the project would be advertised for bid on January 3<sup>rd</sup> and 10<sup>th</sup>. Kodada asked if the 1<sup>st</sup> Avenue NE to 2<sup>nd</sup> Avenue NE loop was included in the project. Vlasak said yes.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2016-66, a resolution approving the Area No. 5 – Phase III Plans and Specifications and Ordering Advertisement for Bids. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Resolution 2016-67, a Resolution Approving the Wage and Salary Plan for 2017 – Joel Erickson, City Administrator

Erickson presented the Council with the 2017 Salary and Wage Plan for City Staff. He said that during the City's 2017 Budget discussions, a 3.5% wages increase was discussed to offset increases in inflation and health insurance.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2016-67, a resolution approving the Wage and Salary Plan for 2017. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval to Schedule a Public Hearing on January 12, 2017 at 7:00 pm or Shortly Thereafter on Ordinance 2017-272 (City's 2017 Fee Schedule) – Joel Erickson, City Administrator

Erickson asked the Council to consider scheduling a public hearing on January 12<sup>th</sup> to review the 2017 Fee Schedule.

A motion was made by Daleiden and seconded by Pelava to schedule a Public Hearing on January 12, 2017 at 7:00 pm or shortly thereafter on Ordinance 2017-272 (City's 2017 Fee Schedule). Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Ordinance 2016-271, an Ordinance Amending the Official Zoning Map Rezoning 6 or 14 Parcels/Lots Within the Willow Creeks Heights 3<sup>rd</sup> Addition and Harvest Ponds 2<sup>nd</sup> Addition from R-2A to PUD-V – Ben Baker, City Planner

The City Council reviewed the Staff Report and attached information including: location maps, proposed zoning maps, Ordinance 2016-271, Findings of Fact, and the associated Planned Unit Development Agreement. Baker went through the detailed Staff Report, which detailed information on the subject property location, property owners/applicants, request, zoning, land use, and utilities/drainage. Baker explained that the applicant was looking to convert twin-home lots into single family detached dwellings with reduced side yard setbacks and increased design standards, similar to the 2015 PUD/Rezone request in Willow Creek Heights 3<sup>rd</sup> Addition. Baker stated that due to concerns with aesthetic consistency and the side-yard setback impacts on current property/home owners, that City Staff was only recommending that the 6 lots along 16<sup>th</sup> Avenue SE be rezoned to PUD and not the 8 lots along Ash Street NE because they were intermixed among existing twin homes. Baker relayed public hearing comments made by the resident at 827 Ash Street NE, who was not in favor of the villa homes being squeezed in along Ash Street NE. Pelava stated that the Planning Commissioners recommended to only allow the proposed villa homes along 16<sup>th</sup> Avenue SE due to concerns over aesthetic consistency and setback infringement along Ash Street NE. The Council reviewed the proposed zoning map and Findings of Fact.

A motion was made by Daleiden and seconded by Pleava to approve: 1) Ordinance 2016-271, an ordinance amending the official zoning map rezoning 6 parcels/lots within the Willow Creeks Heights 3<sup>rd</sup> Addition R-2A to PUD-V; and 2) the associated findings of fact. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of a Planned Unit Development (PUD) Agreement – Between the City of Lonsdale and Metro Land, LLC – Ben Baker, City Planner

The Council reviewed the proposed PUD Agreement. Baker explained that the agreement is similar to the Willow Creek Heights PUD Agreement approved in 2015.

A motion was made by Daleiden and seconded by Kodada to approve a PUD Agreement between the City of Lonsdale and Metro Land, LLC. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2016-68, a Resolution Approving a Lot Split / Minor Subdivision to Outlot E of the Lonsdale Business Park – Ben Baker, City Planner  
Baker stated that the Council recently approved a purchase and sales agreement with Sahler Properties, LLC for land within the Lonsdale Business Park. He said that Sahler Properties submitted a lot split survey showing a 3.254 acres parcel, the area needed to make their site plan work. Baker said that the minor subdivision legal description will be changed once the City plats the new parcel in January or February 2017. He noted that the new parcel meets all of the I-2 zoning district standards. Baker said that the Planning Commission will still need to approve the final site plan before a building permit will be issued.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2016-68, a resolution approving a Lot Split / Minor Subdivision of Outlot E of the Lonsdale Business Park. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Appoint the “TCU Lonsdale Elementary School – Green Team” as the 2017 1<sup>st</sup> Quarter Waste Management Green Team – Ben Baker, City Planner  
The City Council reviewed a list of nine applications submitted for the Green Team Recycling Program. Baker said that at their December 13<sup>th</sup> meeting, the Park Board recommended approving the TCU Lonsdale Elementary Green Team. Rud noted that 2017 will mark the 10<sup>th</sup> year of the Green Team Recycling Program.

A motion was made by Kodada and seconded by Pelava to appoint the “TCU Lonsdale Elementary School – Green Team” as the 2017 1<sup>st</sup> Quarter Waste Management Green Team. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Update on Proposed Off-Street Parking Regulations – Ben Baker, City Planner  
Baker provided the Council with an update on the City’s goal to create a realistic ordinance amendment concerning residential off-street parking. He reviewed the proposed timeline for completion. Baker stated the main goals of the ordinance update, and he summarized the discussion that took place at the December 15<sup>th</sup> Planning Commission meeting. The Council reviewed the provided Staff Report and presentation slides. Daleiden asked if there would be different parking rules for properties abutting an alleyway. Baker said that the City realizes that there may need to be different regulations depending on lot size and property access.

## 11. OTHER BUSINESS

- a. Staff Reports  
*Public Works Director*  
Vlasak said that the Public Works Department has been plowing snow and maintaining equipment.

*City Engineer*  
None

*City Administrator*

Erickson stated that City Hall staff is starting the transition to 2017 with filing. He said that Advisory Board interviews were held on December 21<sup>st</sup>.

*City Planner*

Baker said that Lonsdale's codified City Code recently arrived, and that the City Council will need to approval the new Code sometime in January.

b. Council Reports

*Council Member Daleiden*

Daleiden provided an update on Lonsdale Liquor, and reminded everyone to shop local.

*Council Member Kodada*

Kodada provided a recap of the December 13<sup>th</sup> Park Board meeting, including discussion on a National Walking Day event, new ways for local organizations to raise money, and outdoor hockey rink options.

*Council Member Furrer*

Furrer thanked Fritz Duban, from the EDA, and Lynn Hargreaves, of the Library Board, for their years of service on their respective Advisory Boards.

*Council Member Pelava*

Pelava provided a recap of the December 15<sup>th</sup> Planning Commission meeting. He said that the Commission will renew their discussion on a sexual offender location ordinance in January.

*Mayor Rud*

Rud encouraged everyone to vote for their favorite Downtown holiday lights display, and he wished everyone a Merry Christmas.

**12. ADJOURNMENT**

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 7:49 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator