

February 3, 2016

The City Council held a Work Session on the above date. The following were present: Mayor Randall Simonson, Council members Bob Hegland, Dan Lee, Chris Ness, and Jim Schneider. Staff present: City Administrator Neil Soltis and Deputy Clerk Brenda Eklund.

Mayor Simonson called the meeting to order at 6:30 p.m.

APPROVAL OF THE AGENDA

Schneider, seconded by Lee, moved to approve the agenda as presented. The motion carried unanimously by those present.

DISCUSSION ON PROPOSED CHANGES TO THE FAT CAT TRIATHLON EVENT

Dave Bercham and Janie O'Connor were present to discuss proposed changes to the Scandia-Marine Lions Fat Cat Triathlon event scheduled for July 9, 2016. This will be the third year for the race and Bercham explained that they are requesting a few changes that they feel will improve participant safety prior to submitting the Special Event Permit application. They anticipate the event will attract 350 to 400 participants this year based on continued growth over the past two years.

- Request to close the Log House Landing to the public from 5pm on Friday, July 8 to 10:30am Saturday, July 9. Bercham explained that canoe and kayak rental equipment will be delivered on Friday afternoon and closing the landing will ease traffic congestion from other users at the site. He asked for "no parking" signs along 205th from Quinnell Avenue to the boat landing at the river. The Council was in consensus to approve this request as long as the City does not incur any costs for signage and the landing remains accessible for emergency access. It was recommended that signs be posted well in advance to alert the public of the closing.
- Request to grade/level the trail easement for runners coming out of William O'Brien Park. Bercham said that the trail should be smoothed over to reduce gopher mounds that are a hazard for the runners. Council will direct Public Works to use the skid steer to back drag this trail section prior to the event.
- Request to close Old Marine Trail from Olinda Trail to Oxboro Avenue from 6am to 12pm on July 9. Bercham stated that this new request will improve the safety of runners and bikers heading west towards Lions Park along this route. The road is not a common through route and would be open to local residents only. They alert all residents who live along the race routes in advance of the event, and would include notice of this road closure if approved. Council discussed closing a single lane, type of signage and the City's liability. Administrator Soltis recommended that Deputy Yetter be consulted prior to deciding on the road closure for input on traffic safety and concerns.
- Request for permission to install wood chips on the trail in Hay Lake Park from the bike dismount to the finish line, approximately 50 yards. Bercham added that this would enhance runner safety with a softer and more secure footing. The Council said they had no concerns about this as long as the wood chips are raked up at the end of the event.

The proposed changes will be incorporated into the details of the Special Event Permit that will be considered at a future Council meeting.

DISCUSSION ON REQUEST FOR POLLINATOR FRIENDLY RESOLUTION

Cristina de Sobrino and Karen Schik, Friends of Scandia Parks and Trails, were present to request that the City consider becoming a Pollinator Friendly City, an initiative of the National Park Service in establishing a monarch corridor. A draft resolution was presented by which the City would commit to pollinator-safe practices and encourage use of native plantings on City property. De Sobrino said that she consulted with Public Works Director Williams and was told that the department is already following the suggested practices. She noted that adoption of the resolution has no costs associated with it and provides support for the local environment. Schik added that this fits into the City's GreenStep program.

Mayor Simonson stated that he is in favor of the concept but not in agreement with the task that the City publishes an annual progress report, as this would add to staff workload. Administrator Soltis advised that this could be reworded to indicate that pollinator efforts may be publicized in the fall newsletter. Council was in consensus to move forward with adopting a resolution, to be added to the February 16 meeting agenda.

DISCUSSION ON CAPITAL IMPROVEMENT PLAN PROCESS

Administrator Soltis reported that the Capital Improvement Committee, that provided input into the 2016-2020 Capital Improvement Plan, had been appointed to serve a one-year term through January 2016. The Committee was comprised of 5 citizen members, 1 of whom was a Parks Committee member. Soltis asked for direction on what process the Council wants for working on the 2017-2021 CIP.

Council member Schneider said that he sees no reason for a Committee as the Council knows the needs and determines the budget for major purchases. Remaining Council members noted that it's important to have public input through citizen involvement, but a biannual review by Committee would be sufficient, with a blend of members from citizens at-large, department heads and Committee/ Commission representatives.

Soltis summarized that no CIP Committee will be appointed this year and that staff will work to adjust costs and reprioritize projects in the CIP update. He added that the Planning Commission will discuss the CIP earlier in the process, as their role is to determine that the projects are consistent with the Comprehensive Plan.

DISCUSSION OF FILLING VACANCY ON THE PARKS AND RECREATION COMMITTEE

Administrator Soltis reported that Brad Borg announced at the Parks and Recreation Committee meeting on February 1 that he is leaving the Committee. Borg's term would expire on February 28, 2019. Soltis provided options for filling Borg's term – reopen for more applications or appoint Bildeaux or Rasmussen (members with expiring terms who applied for reappointment).

The Council was in consensus to advertise for applications to fill the vacant position.

DISCUSSION ON ESTABLISHING A CHARGE FOR SPECIAL COUNCIL MEETINGS

The Council met on February 1 for a Special Meeting to act on a request from a local business. Administrator Soltis noted that surrounding communities charge from \$400 to \$1,070 for Special Meetings called for individual interests, as there are administrative costs involved.

Council member Schneider stated that a fee would make people think twice about last minute or frivolous requests, while Council member Lee said that a small town should work for the citizens and be accommodating.

The Council concluded that they would be open to setting a fee. Soltis will research benchmark communities for further discussion at a future meeting. Soltis noted that fees would apply to special meetings scheduled for individuals, and not for government concerns.

ADJOURNMENT

Ness, seconded by Schneider, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk