



City Council

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Karin Derauf, Deputy City Clerk

Monday, May 9, 2022

7:00 PM

City Center - Council Chamber

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	Mayor	Present	
Sam Husnik	Councilmember	Present	
Kathy Bystrom	Councilmember	Present	
Kelly Monson	Councilmember	Present	
Hanna Valento	Councilmember	Present	

3. Pledge of Allegiance

4. Approve the Agenda (Action)

Motion to: Approve the Agenda

Comments:

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kelly Monson, Councilmember
SECONDER: Kathy Bystrom, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

5. Open Forum – Citizen Petitions, Requests, and Concerns

*The Open Forum is available for residents to express personal opinions for any item of business.
Please limit your comments to three (3) minutes.*

6. Consent Agenda Considerations (Action Items)

Motion to: Approve Consent Agenda Items 6. a. through 6. h.

Comments:

- a. Approve City Bills
- b. Approve Minutes from April 25, 2022 Board of Appeals and Equalization Continuation Meeting
- c. Approve Minutes from April 25, 2022 Regular Council Meeting
- d. Jessica Ayon George – 2022 Massage Individual Therapist License – NEW
- e. 2021-2022 Sanitary Sewer Lining Project – Change Order No. 2



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- f. Thomas Voelk - Outdoor Entertainment Permit
- g. Subordination of Easement – Stark Property
- h. Zayo Purchase Agreement Contract (Under Separate Cover)

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Kathy Bystrom, Councilmember
SECONDER: Hanna Valento, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

7. Regular Agenda (Action Items)

a. Resolution 05-09-22-01 - Tietz Farm – Preliminary Plat and Subdivision

Motion to: Approve Resolution 05-09-22-01 for a Subdivision Variance for Tietz Farm with Conditions 1 through 6 as Identified by Staff

Comments: Interim Zoning Administrator Fuerst provided information about the Tietz Farm preliminary plat and subdivision. He noted that the property is 140 acres as 3 parcels and will be subdivided as 4 parcels. He noted the wetland conservation areas and that the neighborhood meeting was well attended and in favor of the subdivision. He also noted that the Planning Commission approved the preliminary plat and that the next steps would be the final plat and development agreement.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Kathy Bystrom, Councilmember
SECONDER: Hanna Valento, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

Motion to: Approve Preliminary Plat for Tietz Farm with Conditions 1 through 6 as Identified by Staff



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RESULT: ADOPTED [UNANIMOUS]
MOVER: Kathy Bystrom, Councilmember
SECONDER: Sam Husnik, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

b. Resolution 05-09-22-02 - McDonalds – Site Plan Amendment

Motion to: Approve Resolution 05-09-22-02 for McDonalds Site Plan Amendment with the Conditions as Identified by Staff

Comments: Interim Zoning Administrator Fuerst commented on the site plan amendment for McDonalds including exterior improvements to the façade, parking area with respect to ADA, a grease interceptor, and sign changes. He noted that the Planning Commission has reviewed the site plan amendment and recommended approval.

RESULT: ADOPTED [5 TO 0]
MOVER: Kathy Bystrom, Councilmember
SECONDER: Hanna Valento, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

8. Discussion

a. Parkland Dedication Repeal and Replace and Fee Ordinance Discussion

Comments: Interim Zoning Administrator Fuerst provided information about parkland dedication and current case law in the state. He noted that the changes to the ordinance will bring the city's ordinance into compliance with the statutory requirements. He also commented on the fee calculation changes as per statute.

He noted the Planning Commission and Parks, Trails, and Lakes Commission have recommended approval of the ordinances. City Attorney, Amanda Johnson, commented that parkland dedication fees cannot be used for maintenance purposes of park equipment. She noted that individual development projects have to have impact on the park system for parkland dedication fees to apply. City Administrator Casey commented that the current fees for parkland dedication in Forest Lake are lower than other communities.



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b. Strategic Plan Review and 2023 Preliminary Budget Discussion

Comments: City Administrator Casey commented that Staff is starting budget discussions early this year. He commented on the Strategic Plan and how the ability to move forward with the plan has been delayed due to multiple staff changes and covid. He cited the goals of the plan and summarized action steps that have been taken in relation to the strategic plan. He commented on the capital plan being presented to Council separately because it will be larger than in the past as it will incorporate all the water and sewer projects.

He noted all the recent hires in the Finance Department and the new Community Development Director. He also commented on the parks plans and that he has asked FLAAA for their input of needs at Fenway. He discussed other park and lake needs. He acknowledged the success of Castlewood Golf Course and the transition of the Senior Center. He discussed the communications position and noted that the person who was hired for that position didn't work out. He also commented that there will be a website redesign with content update.

He also commented on the Invest in Forest Lake website, the downtown studies, and the Downtown Plan. He noted the covid relief grant program and the temporary outdoor dining expansion. He noted that the Zoning Administrator left Forest Lake, but the interim staff has been working out well. He also commented on Headwaters 123 and the residential development. Mayor Bain commented about the airport business park and also the future picture of industrial development. City Administrator Casey noted that work on the Comprehensive Plan is necessary.

Councilmember Husnik commented that the budget discussion will be difficult this year with the property assessments. City Administrator Casey noted that the public needs to understand the assessments in relation to the tax levy. He also commented on community needs in terms of services. He discussed the option of bonding and looking at the utility rates. He also discussed staffing needs including 2nd in command for the Fire Department and an increase in pay for paid on-call fire fighters. He commented on the best structure for community development and zoning. He noted that zoning needs to be matched to the Comprehensive Plan.

Councilmember Husnik commented on maintaining the streets and bonding costs. Mayor Bain expressed concern of project costs. Councilmember Bystrom expressed concern about ensuring there is a clear understanding about property valuations and the tax levy. She also expressed the need for efficiency in balancing growth and spending. She also commented on communicating to the public in an effective manner. Councilmember Monson commented on the Downtown Plan and the public's expectations.

9. Staff Updates



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Comments: Assistant City Administrator Udem commented on the Downtown Plan and his upcoming meeting with Civic Plus for website redesign. City Administrator Casey welcomed Abbi Wittman, Community Development Director. Community Development Director commented on public engagement opportunities for the future. Chief Peterson commented on a new public portal on their website for information related to the recent vandalism in the City. He also commented that they have received dozens of tips pertaining to the vandalism and are making progress. Finally, he commented on the 27th year of the Forest Lake Safety Camp to be held on Tuesday, June 14, 2022. Chief Newman provided updates regarding the improvement of fire dangers due to the recent rains. He also commented on severe weather and safety measures for the public, citing multiple things the public can do. He also commented on a structure fire from last week and that four fire fighters were injured however there was no lost time and all fire fighters are healthy. Finance Director Knopik commented that the auditors are done with their field work and information will be presented in June.

10. Mayor and City Council Updates

Comments: Councilmember Husnik commented on the Airport Commission Meeting and the Joint Powers Fire Board Meeting. Councilmember Valento commented that she attended the Spring Fling Event.

11. Adjourn

Motion to: Adjourn

Comments:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hanna Valento, Councilmember
SECONDER:	Kelly Monson, Councilmember
AYES:	Bain, Husnik, Bystrom, Monson, Valento
ABSENT:	