

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
JULY 23, 2007**

1. PLEDGE OF ALLEGIANCE.

Mayor Meger led those present in the Pledge of Allegiance.

2. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine City Council met in Regular Session on Monday, July 23, 2007 at 6:00 p.m. at the Government Center, 218 North Meridian Street, Belle Plaine, MN. Mayor Tom Meger called the meeting to order with Councilmembers Tim Lies, Dawn Underferth, Tim O'Laughlin, Jim Lange and Peter Anderly present.

Also present were City Administrator David Murphy, Community Development Director Trisha Rosenfeld, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer, City Engineer Joe Duncan and City Attorney Bob Vose.

3. APPROVAL OF AGENDA.

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of July 9, 2007.

4.2. Accepting Resignation of Julie Perrone as Acting Ambulance Coordinator.

4.3. Resolution 07-067 Approving Charitable Gambling Premises Permit for Friends of the Library at Andy's Bar and Grill.

4.4. Resolution 07-068 Approving Charitable Gambling Premises Permit for Friends of the Library at Red Door Bar.

4.5. Authorizing Staff to Proceed with Request for Proposals to Contract for Management Services for the Belle Plaine Ambulance Service.

4.6. Resolution 07-076 Authorizing the Withdrawal of Application by the Belle Plaine Ambulance Service for Advanced Life Support.

4.7. Resolution 07-069 Finding that the Low Bidder for the 2007 North Sanitary Sewer Interceptor Project is not "Responsible."

4.8. Authorizing the Purchase of Siren for the Southwest Area of Belle Plaine.

4.9. Resolution 07-074 Appointing Kai Hjernstad as EMT/Paramedic with the Belle Plaine Ambulance Service.

City Administrator Murphy clarified consent agenda item 4.2., Accepting Resignation of Julie Perrone as Acting Ambulance Coordinator. Julie Perrone will remain as a volunteer Emergency Medical Technician with the Belle Plaine Ambulance Service.

MOTION by Councilmember Lange, second by Councilmember Underferth, to approve the consent agenda as follows: 4.1. Regular Session Minutes of July 9, 2007, 4.2. Accepting Resignation of Julie Perrone as Acting Ambulance Coordinator, 4.3. Resolution 07-067 Approving Charitable Gambling Premises Permit for Friends of the Library at Andy's Bar and Grill, 4.4. Resolution 07-068 Approving Charitable Gambling Premises Permit for Friends of the Library at Red Door Bar, 4.5. Authorizing Staff to Proceed with Request for Proposals to Contract for Management Services for the Belle Plaine Ambulance Service, 4.6. Resolution 07-076 Authorizing the Withdrawal of Application by the Belle Plaine Ambulance Service for Advanced Life Support, 4.7. Resolution 07-069 Finding that the Low Bidder for the 2007 North Sanitary Sewer Interceptor Project is not "Responsible.", 4.8. Authorizing the Purchase of Siren for the Southwest Area of Belle Plaine, and 4.9. Resolution 07-074 Appointing Kai Hjernstad as EMT/Paramedic with the Belle Plaine Ambulance Service. ALL VOTED AYE. MOTION CARRIED.

5.1. Ambulance Department.

The Council acknowledged receipt of the Ambulance Department report.

5.2. Police Department.

The Council acknowledged receipt of the Police Department report.

5.3. Community Development Department.

Community Development Director Trisha Rosenfeld was present. The Council acknowledged receipt of the Community Development Department report.

5.4. Building Inspection Department.

Councilmember Lange complimented staff on the recent weed control issues. The Council acknowledged receipt of the Building Inspection Department report.

5.5. City Administration Report.

City Administrator David Murphy was present. The Council acknowledged receipt of the City Administration report.

6. VISITOR'S REQUEST – NONE SCHEDULED.

7. PUBLIC HEARINGS.

7.1. Continued - Variance from the Bluff Ordinance and Conditional Use/ Moving Permit. The City Council will accept public comment on a request by Bluff Enterprises, LLC, 310 West Main Street, Arlington, MN, for a variance from Section 1109 Land and Water Preservation to allow the construction of a multi-family dwelling to encroach the bluff line at 620 West State Street, Belle Plaine, MN, in the R-7, Mixed Housing District. Also considered will be a Conditional Use Permit to Allow a House to be Moved to 620 West State Street.

Mayor Meger referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding the variance and conditional use/moving permit request by Bluff Enterprises.

Community Development Director Rosenfeld explained that Bluff Enterprises, LLC has requested the review of a variance from Section 1109 Land and Water Preservation to allow the construction of a multi-family dwelling to encroach the bluff line at 620 West State Street. The applicant is also requesting review of a conditional use permit/moving permit to allow a multi-family dwelling to be moved to this location. Since the June Planning Commission meeting and the June 18th City Council meeting, the applicant was given a deadline to submit the associated materials needed with all applications in order to review the requests at the July Planning Commission meeting. No additional materials have been received at the staff level in order to review the requests further. The Planning Commission recommended denial on all requests due to a lack of application materials.

Mayor Meger announced continuation of the public hearing at 6:12 p.m. and asked for public comment.

Jim McConnell, 623 West Court Street, inquired about whether the alley easement located adjacent to the subject property has been vacated. Mr. McConnell also expressed concern for drainage and erosion issues to adjacent properties if a structure is built on the subject property.

MOTION by Councilmember Lange, second by Councilmember Anderly, to close the public hearing at 6:14 p.m. ALL VOTED AYE. MOTION CARRIED.

It was the consensus of the Council to direct staff to research the information as requested and to respond to Mr. Jim McConnell accordingly.

7.1.1. Resolution 07-047 Denying a Variance from the Bluff Ordinance and Conditional Use/Moving Permit to Allow the Construction of a Multi-Family Home at 620 West State Street.

MOTION by Councilmember Anderly, second by Councilmember Underferth, to adopt Resolution 07-047 Denying a Variance from the Bluff Ordinance and Conditional Use/Moving Permit to Allow the Construction of a Multi-Family Home at 620 West State Street, due to lack of submittal of required materials. ALL VOTED AYE. MOTION CARRIED.

7.2. Conditional Use Permit/Home Occupation Permit. The City Council will accept public comment on a request by Neil Gruenhagen for a conditional use permit and home occupation permit to allow the administrative operation of a plumbing repair company in the R-1, Single Family District, at 924 Sunrise Lane.

Mayor Meger referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding a conditional use permit and home occupation permit for 924 Sunrise Lane.

Community Development Director Rosenfeld explained that Neil Gruenhagen, applicant, 924 Sunrise Lane, has requested the review of a special home occupation permit/CUP in order to operate a plumbing repair business from his residence. This type of home occupation is not a permitted use and therefore needs a CUP. The applicant has indicated he will have no employees, no outside storage and he will be utilizing his personal truck for the business. All of his work will be done outside of the home between the hours of 8:00 a.m. and 5:00 p.m. The Planning Commission recommended approval of the CUP/Special home occupation permit with the conditions noted in the proposed Resolution 07-070. Staff also recommended that proof of the applicant's masters plumbing license be a contingency of the conditional use permit.

Mayor Meger opened the public hearing at 6:18 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Anderly, second by Councilmember Lies, to close the public hearing at 6:19 p.m. ALL VOTED AYE. MOTION CARRIED.

Councilmember Lange inquired as to whether there will be an annual review of the conditional use permit. Community Development Director Rosenfeld replied yes. Councilmember O'Laughlin inquired as to whether the conditional use permit can be revoked for non-compliance of contingencies. Community Development Director Rosenfeld replied yes.

7.2.1. Resolution 07-070 Granting Approval of a Conditional Use/Home Occupation Permit to Allow a Plumbing Operation at 924 Sunrise Lane.

MOTION by Councilmember Lies, second by Councilmember Underferth, to approve Resolution 07-070 Granting Approval of a Conditional Use/Home Occupation Permit to Allow a Plumbing Operation at 924 Sunrise Lane, with the added contingency that proof of the applicant's masters plumbing license be submitted to the City. ALL VOTED AYE. MOTION CARRIED.

7.3. Conditional Use Permit. The City Council will accept public comment on a request by Independent School District 716, 130 South Willow Street, for a conditional use permit to allow the construction of a 20' x 18' concession stand facility at 1100 West Commerce Drive, in the A-2, Rural-Residential Zoning District.

Mayor Meger referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding a request by Independent School District 716, 130 South Willow Street, for a conditional use permit to allow the construction of a concession stand at 1100 West Commerce Drive.

Community Development Director Rosenfeld explained that the Belle Plaine School District, ISD 716, has applied for a CUP to construct a concession stand/ticket booth at the new athletic complex located at 1100 West Commerce Drive. The size of the structure will be approximately 360 square feet and 14 feet high. The structure will be placed on the southwest area of the athletic complex, just south of the bleachers. There will be no utilities plumbed to this structure, just electrical service. The Planning Commission recommended approval of the CUP with the noted conditions in proposed Resolution 07-071.

Mayor Meger opened the public hearing at 6:22 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Lange, second by Councilmember Lies, to close the public hearing at 6:23 p.m. ALL VOTED AYE. MOTION CARRIED.

7.3.1. Resolution 07-071 Granting Approval of a Conditional Use Permit to Allow the Construction of a Concession Stand at 1100 West Commerce Drive.

MOTION by Councilmember Lange, second by Councilmember Lies, to approve Resolution 07-071 Granting Approval of a Conditional Use Permit to Allow the Construction of a Concession Stand at 1100 West Commerce Drive. ALL VOTED AYE. MOTION CARRIED.

7.4. Sign Variances. The City Council will accept public comment on a request by joint applicants Belle Plaine Chevrolet-Buick, Valley View Golf Course and BP Commons for variances from Section 1107, Signs, to allow the installation of eight (8) off-premise advertising signs.

Mayor Meger referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding sign variances.

Community Development Director Rosenfeld explained that the applicants, BP Chevrolet, BP Commons and Valley View Golf Course have made a joint application to apply for a variance to construct 8 off-premise directional signs. As the ordinance prohibits all off-premise signs in all districts a variance request is necessary. Staff has indicated in the planning report the reasons for granting and denying a variance, by City Code requirements. Staff has concerns about setting a precedent for granting a variance for this use. Staff realizes the need for signage along this corridor to direct motorists to establishments within the BP community. Staff has received multiple requests for signs along this corridor. Staff has also realized there are many signs erected currently that do not have permits. Staff had a meeting with MNDOT's Traffic Control Engineer within the last two weeks. They have completed their sign assessment and will be presenting staff with a final map and layout for additional signage for businesses. MNDOT has indicated there will be space along the corridor for more signage, such as specific service signs for business (small blue logo signs), general motorist signs (large blue generic to gas, food, lodging sign) that will trailblaze from the interchange to the last turn before the specific establishment. Also the brown recreational signs that the golf course may be eligible for. MNDOT has also indicated there may be room for more general business district signage and frontage road indications. More exact details will be known in the next week on this type of signage. Staff strongly believes this signage will alleviate a lot of these types of sign requests. The City Council passed a resolution in March 2006 granting temporary signage due to the road construction of the interchange and

river bridge. There were 4 conditions to this resolution 1) the signage be directional and not advertising 2) the signage be placed on private property 3) the signage is limited to 32 square feet 4) the signage be removed 90 days after the completion of the interchange (which would be Sept 15, as the interchange was done on June 15). The Planning Commission had recommended approval of the variances with a list of conditions. Staff recommends denial on this specific variance request since the hardship is almost solely economic in nature and granting the variance would confer special privileges that are denied to other property owners in the same districts. The temporary sign policy that will be addressed as a business item on tonight's agenda will address this request in an improved policy statement rather than granting such variance.

Mayor Meger opened the public hearing at 6:28 p.m. and asked for public comment.

Mr. Joe Itman, 6366 Polaris Lane North, Maple Grove, MN, owner of Belle Plaine Chevrolet/Buick, requested approval of the sign variances. He explained that his customers are having great difficulty trying to reach his facility due to lack of signage and an incomplete road system. Mr. Itman commented that MnDOT allows signage for gas, food and lodging, but not for car dealerships. He spoke on behalf of joint applicants BP Commons and Valley View Golf Course, which are experiencing the same difficulties with traffic flow to their businesses. Mr. Itman stated that his customers have expressed concern for the dangerous situation of trying to reach the dealership due to the lack of directional signs. He distributed a sketch of the proposed signage, which he described as being more directional, rather than graphic.

Brad Krick, 211 North Linden Street, commented on the lack of street signage in the area and noted that street signs would help direct motorists.

Al Jensen, owner of properties at 809 and 815 East Prairie Street, spoke in favor the variance requests. He said that helping these businesses would also help the whole business community. Mr. Jensen explained a recent situation in New Prague, MN, in which that city offered to add directional signage for his New Prague businesses. He said that the proposed signage will not be harmful in anyway.

Jeff Heine, 231 South Chestnut Street, spoke in favor the variances. He explained that his out-of-town friends and family have difficulty maneuvering through the town and that additional directional signage would be helpful. He also noted that the signage would be of no cost to the City.

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, to close the public hearing at 6:35 p.m. ALL VOTED AYE. MOTION CARRIED.

Mayor Meger explained that later in the evening, the Council will be discussing a temporary sign policy, that may address many of these same issues related to the variance request. Mayor Meger clarified that the applicant is asking for eight signs that are 32 square feet in size. Councilmember Lies inquired whether it would be appropriate to table action on proposed Resolution 07-072 until action is taken on business item Resolution 07-075, Adopting a Policy for Temporary Signage. Councilmember O'Laughlin stated that it is appropriate to deny the variance requests as referenced in Resolution 07-072B and then proceed with discussion and action on Resolution 07-075.

7.4.1. Resolution 07-072 B Denying Sign Variances for Off Premise Signs for Belle Plaine Chevrolet-Buick, Valley View Golf Course and BP Commons.

MOTION by Councilmember O'Laughlin, second by Councilmember Underferth, to adopt Resolution 07-072B Denying Sign Variances for Off Premise Signs for Belle Plaine Chevrolet-Buick, Valley View Golf Course and BP Commons. ALL VOTED AYE. MOTION CARRIED.

The Council recessed at 6:39 p.m. and reconvened at 6:48 p.m.

Mayor Meger departed from the Mayor's seat and became a member of the audience after turning the gavel over to Vice Mayor Lange at 6:48 p.m.

7.5. Conditional Use Permit. The City Council will accept public comment on a request by Tom Meger for a conditional use permit to allow the construction of a 4-plex residential apartment building in the B-3, Central Business District, at 121 East Church Street.

Vice Mayor Lange referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding a conditional use permit request by Tom Meger.

Community Development Director Rosenfeld explained that applicant Tom Meger, owner of the lot located at the 100 block of East Church Street is requesting the review of a CUP to construct a 4-plex apartment until within the Central Business District. The lot is 50x142, totaling 7100 square feet, which puts the coverage from the structure and bituminous surface from the parking are at 55%. The size of the structure will be 36x64 by 24' feet in height. The structure will have 2 units on each floor with a storage space located behind the stairwell. The units will be approximately 1000 square feet with 2 bedrooms, bath, living and kitchen area. The applicant is requesting the front entrance to face the west side yard. City code indicates the front entrance should face the shortest width of the lot, that being to the north facing Church Street. The applicant would need to apply for a variance in order to do this prior to issuing a building permit. The parking units will be located on the south side of the lot with access from the alleyway. Each apartment until will have 2 units that are 10x20 feet in size. There will be curb and gutter surrounding the perimeter of the parking area with striping in between each stall. Utilities will be accessed from Church Street and the alley. Grading will be reviewed at time of building permit issuance. The Planning Commission recommended approval with the conditions listed in the proposed Resolution 07-073.

Vice Mayor Lange opened the public hearing at 6:50 p.m. and asked for public comment.

Robert Ince, 129 East Church Street, inquired about parking and drainage and also as to whether the structure will negatively impact his property value. He asked to see a drawing the proposed structure.

Mr. Drew Bergstrom, owner of property at 115 East Church Street, asked whether his property value would be negatively impacted from the proposed apartment building. He also inquired about required parking for eight vehicles. He asked what the structure will look like. He commented that the proposed structure of 4,000 square feet is larger than the surrounding two homes.

Tom Meger, 520 West Main Street, applicant, stated he was available to answer any questions.

MOTION by Councilmember O'Laughlin, second by Councilmember Underferth, to close the public hearing at 6:53 p.m. ALL VOTED AYE. MOTION CARRIED.

Councilmember O'Laughlin inquired as to whether Mr. Ince or Mr. Bergstrom addressed the Planning Commission with their concerns. Community Development Director Rosenfeld responded no. Councilmember O'Laughlin then inquired whether Mr. Ince and Mr. Bergstrom missed an opportunity to obtain further details about the project. Community Development Director Rosenfeld replied yes. Community Development Director Rosenfeld further explained that the proposed structure will be seven feet from the west property line and 15 feet from the front property line. The parking lot will start at 30 feet from the structure. Councilmember Lies inquired whether the Design Committee will need to review and approve the proposed structure for compliance with colors and materials. Community Development Director Rosenfeld replied yes. Councilmember Anderly noted that a side entrance is being proposed. He asked whether all other requirements have been met. Community Development Director Rosenfeld replied yes.

7.5.1. Resolution 07-073 Granting Approval of a Conditional Use Permit to Allow the Construction of a 4-Plex Residential Apartment Building at 121 East Church Street.

MOTION by Councilmember Anderly, second by Councilmember Lies, to approve Resolution 07-073 Granting Approval of a Conditional Use Permit to Allow the Construction of a 4-Plex Residential Apartment Building at 121 East Church Street. Mayor Meger ABSTAINED. ALL OTHERS VOTED AYE. MOTION CARRIED.

Vice Mayor Lange turned the gavel over to Mayor Meger at 6:59 p.m.

8. BUSINESS.

8.1. Presentation of Claims.

Councilmember Lange noted the high electrical usage as indicated in the X-Cel Energy bill. Public Works Superintendent Fahey stated he is working on a rebate for electrical use at the water treatment plant.

MOTION by Councilmember Lange, second by Councilmember O'Laughlin, to approve the Presentation of Claims. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 07-075 Adopting a Policy for Temporary Signage.

Mayor Meger referenced a memo dated July 23, 2007 from Community Development Director Rosenfeld regarding a proposed policy for temporary signage.

Community Development Director Rosenfeld explained that at the March 6, 2006 Council meeting, the City Council discussed the need for a written policy regarding temporary, directional signage during the construction projects. At the March 20, 2006 Council meeting, the City Council passed the attached Resolution 06-044 to allow temporary directional signage until 90 days after completion of the interchange at TH 169/TH 25. As the interchange was completed June 15, 2007, 90 days after completion would be September 15, 2007. As staff has indicated in the variance request this evening for the request to erect eight (8) off-premise directional signs, staff would like to have the Council review the temporary sign policy. Staff has received many requests for signage along this corridor. Staff would like to see Council further address the following items that pertain to the temporary sign policy: 1) Time frame to allow the temporary signs, 2) Size and height requirements., 3) the number of temporary signs a particular business/establishment may erect, 4) the placement of signs and amount of space between each sign, 5) applications for all temporary, directional signage will be made to the City and will pay the temporary sign fee of \$15.00, 6) the signage be directional, not advertising in nature and 7) the signage be placed on private property, after approval of the property owner.

Community Development Director Rosenfeld further explained that the signage Mn/DOT will be erecting is expected to alleviate a majority of the sign requests in order to direct motorists to their final destination. The Commercial Design Committee will also be reviewing the sign ordinance as part of their review process. Community participation will be encouraged throughout the review process.

Councilmember O'Laughlin inquired about the written approval of the property owners. Community Development Director Rosenfeld explained it would be similar to the requirement of fence permits. Councilmember Lange commented on the conditions listed in Resolution 06-044 and noted that it was assumed at that time that the MnDOT directional signage would be installed within 90 days of the completion of the interchange. Councilmember Anderly noted that the dealership and restaurant will be not be helped by the MnDOT directional signage. Community Development Director Rosenfeld explained that the restaurant may be included under the brown recreational signs allowed by MnDOT signage. Councilmember Anderly would like to City to allow the signage at least until Enterprise Drive is extended.

Mayor Meger suggested a longer time frame than September 15, 2007. City Attorney Vose explained that the termination date of the policy should be identified as a condition of the proposed resolution. Councilmember O'Laughlin favored the temporary sign policy be extended to January 1, 2008, noting that Enterprise Drive should be completed by that date.

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, to approve Resolution 07-075 Adopting a Policy for Temporary Signage, with language that signage shall be removed by January 1, 2008.

In discussion, City Engineer Joe Duncan and Community Development Director Rosenfeld noted that they are not aware of current plans to extend Enterprise Drive. Councilmember Anderly inquired whether it is appropriate to limit the number and the size of the signs and also questioned the construction materials. Councilmember O'Laughlin noted that staff will have the authority to review and approve the signage. Mayor Meger would like the temporary signs to have a 90-day renewal time frame in which applicants would need to re-apply. Councilmember Lange inquired about the temporary sign permit fee. Community Development Director Rosenfeld explained that the current temporary sign fee is \$15.00 for 14 days.

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, amended their motion to approve Resolution 07-075 Adopting a Policy for Temporary Signage, with added language that signage shall be renewed on a 90-day basis.

City Attorney Vose suggested that the Council determine a sunset date for the policy and reiterated that there are two issues that need clarification: 1) length of time for a temporary sign permit and 2) the termination date of the temporary sign policy.

Councilmember Lies inquired about the sunset date of the policy and suggested that it terminate when Enterprise Drive is connected to Hickory Boulevard. Councilmember O'Laughlin suggested a sunset date of December 31, 2008 to allow time for completion of roadways along the highway corridor. Mayor Meger noted that the Planning Commission recommended June 1, 2008. Mayor Meger recommended that a 90-day time frame for all temporary directional signage, with renewal options. City Attorney Vose suggested that the policy also state that all temporary signage be removed by June 1, 2008.

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, amended their motion to approve Resolution 07-075 Adopting a Policy for Temporary Signage, with added language that temporary signage shall be removed by June 1, 2008 and that applications for all 90-day temporary, directional signage and a fee of \$15.00 shall be made to the City prior to the installation of the sign.

More discussion followed. Councilmember Anderly inquired about the \$15 fee and the 90 day renewal. Mayor Meger explained that the timing of improvements to Enterprise Drive are unknown at this time and the renewal period will offer some type of control by staff. Councilmember Anderly then suggested that language be added stating that the policy will terminate upon completion of Enterprise Drive. Councilmember Anderly inquired as to whether a 32 square foot sign will be allowed for one business. Councilmember Underferth commented that it was her understanding that a 32-foot sign is allowed for multiple businesses, but an individual owner would be approved for a smaller sign. City Attorney concurred with Councilmember Underferth. Councilmember Lies stated that he did not favor the 90-day renewal and fee requirement.

Mayor Meger called for a vote on the motion that read as follows:

MOTION by Councilmember O'Laughlin, second by Councilmember Lange, amended their motion to approve Resolution 07-075 Adopting a Policy for Temporary Signage, with added language that temporary signage shall be removed by June 1, 2008 and that applications for all 90-day temporary, directional signage and a fee of \$15.00 shall be made to the City prior to the installation of the sign. ALL VOTED AYE. MOTION CARRIED.

Ms. Cindy Maynard, representing Belle Plaine Chevrolet/Buick, stated she was confused as to the reasons why the sign variance was denied. Mayor Meger explained that the temporary sign policy will allow a 90-day temporary, directional sign permit until June 1, 2008. If Enterprise Drive is opened prior to that date, the 90-day renewal period will authorize staff to review and approve the signs accordingly.

8.3. Schedule Budget Workshop.

Mayor Meger referenced a memo dated July 23, 2007 from Finance Director Meyer regarding the scheduling of a budget workshop and personnel committee meeting.

It was the consensus of the Council to schedule a personnel committee meeting at 5:30 pm. and the budget workshop at 6:00 p.m. on Thursday, August 16, 2007.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. Public Works Committee, 9:30 a.m., Friday, July 27.**
- 2. Park Board, 5:30 p.m., Monday, July 30.**
- 3. Council/Staff Workshop. 7:00 a.m., Friday, August 3, Tentative.**
- 4. City Council, 6:00 p.m., Monday, August 6.**
- 5. Planning Commission, 6:00 p.m., Wednesday, August 8.**

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Lies, second by Councilmember Underferth, to adjourn at 7:45 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary