

**COUNCIL CHAMBERS  
1670 STIEGER LAKE LANE  
VICTORIA, MINNESOTA**

**MINUTES**

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**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Funk called the regular City Council meeting to order at 6:31p.m. and led the Pledge of Allegiance.

**Roll Call:**

Members Present: Mayor Tom Funk; Council members Judy Black, Tom Gregory and Tom Vogt.

Absent: Deb McMillan

Staff Present: City Manager Dana Hardie, Community Development Director Pat Smith, City Clerk Cindy Patnode, City Engineer Cara Geheren, Finance Manager Trish Pollock, Planner Paul Moretto, Fire Chief Andrew Heger and City Attorney Robert Vose.

Others Present: Finance Committee member Jon Carlson, Planning Commission Chair Scott Stensland and PC Alternate Applicant Terry Schwarting.

There were four people in attendance.

**PUBLIC ANNOUNCEMENTS**

No items were brought forward.

**OPEN FORUM**

Mayor Funk inquired if anyone was present to speak to the Council in the Open Forum format.

No one came forward.

**ADOPT AGENDA**

On a motion by Gregory, seconded by Black, to adopt the Agenda as submitted.

Motion carried unanimously.

**CONSENT AGENDA**

Staff pulled items G and H (Laketown 12<sup>th</sup> Final Plat and Laketown 14<sup>th</sup> Replat of Laketown 11<sup>th</sup>, respectively) for minor edits in the Resolutions.

The consent items for consideration:

- A. Minutes:
  - a. Approval of 5/28/19 Council Meeting
  - b. Approval of 6/3/19 Special Council Meeting
- B. Claims Roster, Check #'s 59620-59660 and 5/30/19 Payroll totaling \$152,726.61
- C. Community Events Permit – Approve Community Event On-Sale Liquor License to Enki Brewing Co as a vendor at Classic Car Nights hosted by the Victoria Business Association (VBA) for the 2019 season.

- D. Liquor License Amendment – Adopt Ordinance 442 MC, AN ORDINANCE AMENDING CHAPTER 4 OF THE VICTORIA CITY CODE REGARDING ALCOHOLIC BEVERAGES
- E. Bethesda Public Hearing - Continued Public Hearing – Approve to continue the public hearing until the July 8, 2019 City Council meeting starting at 6:30 p.m., or shortly thereafter, in the City Council Chambers located at 1670 Stieger Lake Lane.
- F. R1 to R2 Zoning Change:
  - a. Adopt Ordinance 443 ZC, AN ORDINANCE AMENDING CITY OF VICTORIA ZONING CODE SECTION 24-1 LOW DENSITY RESIDENTIAL (R-1), SECTION 24-2 SINGLE-FAMILY RESIDENTIAL (R-2) AND SECTION 16-1 DEFINITIONS
  - b. Approve Resolution 2019-33, *A Resolution authorizing Summary Publication of Ordinance 443 ZC, by Title and Summary*
- G. Laketown 12<sup>th</sup> Final Plat – Pulled for further discussion.
- H. Laketown 14<sup>th</sup> – Pulled for further discussion.
- I. Well 2.5 – Xcel Energy Statement of Work – Authorize the City Manager to sign the Statement of Work with Xcel Energy

On a motion by Vogt, seconded by Black, to approve the consent agenda items as amended.

Funk: Aye, Black: Aye, Gregory: Aye, McMillan: Absent, Vogt: Aye

Motion carried unanimously.

**Laketown 12<sup>th</sup> Final Plat and Laketown 14<sup>th</sup> Final Plat**

Community Development Director Smith informed the Council that information on the Resolutions for the Final Plats of Laketown 12<sup>th</sup> and 14<sup>th</sup> were administrative changes due to the status of the title and landscaping issues. The following Resolutions were updated to reflect those changes.

On a motion by Vogt, seconded by Black, to:

- Approve Resolution 2019-34, *A Resolution Approving the Final Plat of Laketown 12<sup>th</sup> Addition.*
- Approve Resolution 2019-35, *A Resolution Approving the Final Plat of Laketown 14<sup>th</sup> Addition*

Motion carried unanimously.

**REGULAR AGENDA**

**2018 Audit**

Abdo, Eick & Myers Auditor Andrew Berg reviewed the reports of the 2018 City of Victoria audit and stated that it is a clean report. There were no areas noted as needing additional oversight. Mr. Berg did state that although they look at the controls, they don't test the effectiveness of the controls.

Council noted that Victoria's expenditures are below most cities within comparable cities, which indicates being well managed.

On a motion by Vogt, seconded by Gregory, to accept the 2018 Auditor's Report as submitted.

Motion carried unanimously.

**Arboretum Area Transportation Plan – Stakeholder Advisory Committee members**

Engineer Geheren encouraged the audience to stay informed on the progress of the Arboretum Area Transportation Plan by going to the city website and signing up for the email alerts.

The Transportation Plan calls for public engagement and appointing members to the Stakeholder Advisory Committee (SAC) fulfills that role. The members will also have ongoing input and be project ambassadors.

On a motion by Gregory, seconded by Black, to appoint Ericka Hunter and Amy Mortenson as the City's representatives to the stakeholder Advisory Committee for the Arboretum Area Transportation Plan.

Motion carried unanimously.

On a motion by Funk, seconded by Gregory, to appoint Erin Paradise as an Alternate in case either of the two appointed cannot fulfill that duty.

Motion carried unanimously.

### **Planning Commission Alternate Position**

On a motion by Gregory, seconded by Vogt, to appoint Shane Blazer to First Planning Commission Alternate position and appoint Terry Schwarting to second Planning Commission Alternate position.

Motion carried unanimously.

### **Strategic Plan**

City Manager Hardie informed the Council that the 2019-2020 Strategic Plan was the result of the findings of the Council and staff at the Strategic Planning Session that occurred in April. The Plan narrowed down priorities and objectives for the city over the next two years. This will be a Work Plan to achieve the goals laid out and can be reviewed and monitored through the website and by reports made to Council.

On a motion by Vogt, seconded by Gregory, to approve Resolution 2019-36, *A Resolution Adopting the City of Victoria 2019-2020 Strategic Plan.*

Motion carried unanimously.

### **Well Siting Study**

Engineer Geheren informed the Council that this work was authorized in 2017 to identify a well field that will meet the water supply needs to future development coming to Victoria's current borders. They worked with developers to find that best location and farmers to make sure it didn't adversely impact their farming practices. Due to the specifics of the well siting process, there are only a few qualified vendors. Only one of three vendors that received information placed a bid.

On a motion by Gregory, seconded by Vogt, to approve Resolution 2019-37, *A Resolution Accepting Bid and Awarding a contract for the Well Siting Study: Phase 2 Borings.*

#### **Council summary:**

Concern of the lack of bidders and assurance that the city is getting good value; possibly decline and bid again; staff clarified that Barr Engineering did recommend and has confidence in Traut (the lone bidder); the amount of phases will be three or four, this is the second phase which has more need of specific information; the purchase of land will be in conjunction with the development and possibly deeded to the city during the development process; if no development were occurring, purchasing land for the well may be required; importance of assurance that water will be available for the future growth; concern of prematurely moving forward, staff informed that concept plans and the 2040 Comp Plan all note that growth will be in this location; this will serve the anticipated growth areas near County Roads 10 & 11 (which is in our annexation plan) and gave assurance that this Study does not expire.

Motion carried unanimously.

### **Mini pumper purchase**

Fire Chief Heger presented the Council with a request to purchase a mini pumper apparatus for the fire department which is budgeted in the 2020 Capital Improvement Plan. The goal is to replace two pieces of equipment with one, which should reduce maintenance costs. It was noted that this does not increase the fire budget and cash is available to move forward with this request.

On a motion by Black, seconded by Gregory, to purchase an initial attack fire apparatus from Custom Fire Apparatus Inc. at a cost of \$300,224.32 with a tool mounting allowance of an additional \$5,000.

#### **Council discussion:**

Questioned what was driving this timeline vs waiting until 2020 (if ordered now, it would be a June 2020 delivery); concern regarding prepayment of the truck a year in advance of receiving (it amounts to a \$17,000 savings).

Funk: Aye, Black: Aye, Gregory: Aye, McMillan: Absent, Vogt: Aye

Motion carried unanimously.

On a motion by Gregory, seconded by Vogt, to declare the 1985 Ford 3D engine and 2000 Ford F550 rescue as surplus equipment and allow them to be sold via public auction upon delivery of the new apparatus, expected in mid-2020.

Motion carried unanimously.

## **ROUNDTABLE**

### **Linden Lane Stop Sign Petition**

City Manager Hardie informed the Council that a stop sign petition was submitted for Linden Lane but the requirements for moving forward with this type of petition have not been met and wanted Council input. A lengthy discussion ensued regarding the number of households needed to trigger the road warrant; the role of the local student traffic in that neighborhood; concern why some residents didn't sign the petition; the use of the speed trailer; location of requested stop signs; types of stop signs to control speed; budget concerns; amounts of vehicles per day are averaging approximately 200; and previous petitions in other locations had well over 50% of residents signing on.

Council consensus was to direct the engineer to:

- add the speed trailer to determine if the school was a factor;
- talk to petitioner to find out about the process for obtaining signatures;
- conduct a road warrant.

## **REPORTS**

### **Manager**

13.5 acres.

City Manager Hardie updated the Council on the status of the 13.5 acres (Downtown West) noting that a Development Agreement has not been provided by the current development team. A Special Victoria City Council meeting was held on 6/3/19 to discuss the LCDA grant through the Met Council with a July 1<sup>st</sup> deadline. The city will apply for the two million dollar grant for the infrastructure. Developers wanted \$80-90,000 to work on this grant. Staff shared that is not typical for developers to charge for this grant and will continue discussions with this team and report back to Council.

### **Council member Black**

Council member Black stated that she is loving the valet parking and would now like a place for short-term parking for picking up orders. Staff noted there is one 15-minute spot in front of School of the Wise. Community Development Director Smith will verify valet parking status.


### **Mayor Funk**


Mayor Funk stated when work was done to alleviate flooding in Zumbra, the cost was borne by Three Rivers Park, not the city.

## **ADJOURNMENT**

On a motion by Vogt, seconded by Black, to adjourn at 8:15 p.m.  
Motion carried unanimously.

## **ATTEST:**

  
Cindy Patnode, City Clerk

  
Thomas C. Funk, Mayor