

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
FEBRUARY 22, 2016

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of February was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, February 22, 2016, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, City Engineer Tim Hruska and Tammy Omdal from Northland Securities.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda, including additional bills, for this regular meeting:

- 1.1 MINUTES – FEBRUARY 8, 2016
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 19, 2016

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Buehler made a motion, seconded by Member Hutchinson, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – STREET IMPROVEMENT PLAN

City Engineer Tim Hruska provided an overview to City Council of the proposed 2016 to 2021 Street Reconstruction Plan and explained how the streets were evaluated. Tammy Omdal from Northland Securities discussed the financing options with City Council. No action taken.

ITEM 3.2 – CALL FOR PUBLIC HEARING – STREET RECONSTRUCTION PLAN AND ISSUANCE OF BONDS

Tammy Omdal from Northland Securities reviewed with City Council the proposed Resolution calling for a public hearing on the street reconstruction plan and the issuance of bonds. It was the consensus of City Council to lower Resolution to a maximum of \$3,000,000.00. Following discussion, Member Krenz introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 02-16-04

**RESOLUTION CALLING PUBLIC HEARING ON
STREET RECONSTRUCTION PLAN AND ISSUANCE OF BONDS**

BE IT RESOLVED By the City Council of the City of La Crescent, Houston County, Minnesota (the “City”) as follows:

Section 1. Background.

1.01. The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b (the “Street Reconstruction Act”), to prepare a plan for reconstruction of streets in the City over the next five years, which includes a description of the affected streets and estimated costs (the “Street Reconstruction Plan”), and to issue general obligation bonds to finance the cost of street reconstruction activities described in the Street Reconstruction Plan (the “Street Reconstruction Bonds”).

1.02 Pursuant to the Street Reconstruction Act, before adopting a Street Reconstruction Plan or issuing Street Reconstruction Bonds, the City Council is required to hold a public hearing regarding the Street Reconstruction Plan and issuance of the Street Reconstruction Bonds.

1.03 Under the proposed Street Reconstruction Plan, the City will issue Street Reconstruction Bonds to finance a portion of the costs described in the Street Reconstruction Plan.

Section 2. Hearing Scheduled.

2.01. The City Council will hold a public hearing regarding the approval of the Street Reconstruction Plan and issuance of the Street Reconstruction Bonds on Monday, March 28, 2016, at approximately 5:30 P.M. at City Hall. The City Administrator is authorized and directed to publish a notice substantially in the form attached hereto as EXHIBIT A, to be published in the official newspaper of the City at least 14 days but no more than 28 days before the date of the hearing.

2.02. City staff and consultants are authorized to take all other actions needed to bring the Street Reconstruction Plan and issuance of the Street Reconstruction Bonds before the City Council.

Approved this February 22, 2016 by the City Council of the City of La Crescent, Minnesota.

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Buehler and upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

It was also the consensus of City Council to authorize City Engineer Tim Hruska to prepare the Street Maintenance Plan for 2016 and to address this at the March 28, 2016 City Council Meeting.

ITEM 3.3 – SOLAR PROJECTS UPDATE: MOA APPROVAL

Terry Erickson reviewed with City Council a Memorandum of Agreement between Sundial Solar and the City of La Crescent and also developing an application for solar arrays for the City Ice Arena. Tim Gulden from Winona/Sundial Solar reviewed with City Council the solar application for the Fire Station and the made in Minnesota incentives. Art Crowell from Sundial Solar also reviewed with City Council the solar panels at the Ice Arena. Following discussion, it was the consensus of City Council to have the City Administrator, the City Attorney and City Engineer to review and come back to Council with a recommendation.

ITEM 3.4 – APPLE BLOSSOM POINTE ROAD PETITION

City Administrator Waller reviewed with City Council a petition regarding the roads in the Apple Blossom Pointe development. It was recommended to City Council that they refer this request to the City Attorney, City Engineer and City Administrator for further review and to develop a recommendation for the City Council to consider at a future meeting. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

MOTION TO REFER THE REQUEST REGARDING THE ROADS IN THE APPLE BLOSSOM POINTE DEVELOPMENT TO THE CITY ATTORNEY, CITY ENGINEER AND CITY ADMINISTRATOR FOR FURTHER REVIEW AND TO DEVELOP A RECOMMENDATION FOR THE CITY COUNCIL TO CONSIDER AT A FUTURE MEETING.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.5 – ANNEXATION ORDINANCE

City Attorney Wieser reviewed with City Council Ordinance No. 501 which relates to the annexation of four properties that are 60% surrounded by the City. The Ordinance provides for a cash payment from the City to La Crescent Township for that portion of the real estate taxes that is currently received by the Township for two (2) years for these properties. Following discussion, Member Buehler introduced the following Ordinance and findings and moved its passage and adoption:

ORDINANCE NO. 501

AN ORDINANCE OF THE CITY OF LA CRESCENT, MINNESOTA ANNEXING LAND LOCATED IN LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 3, PERMITTING ANNEXATION BY ORDINANCE

WHEREAS, the territory described below is not presently within the corporate limits of any incorporated city;

WHEREAS, the area proposed for annexation is 40 acres or less in size, is 60% or more bordered by land already within the corporate limits of the City of La Crescent, and is not appropriate for annexation by ordinance pursuant to Minnesota Statutes § 414.033, Subd. 2(3);

WHEREAS, the area proposed for annexation is described as follows:

SEE EXHIBIT A and EXHIBIT B

WHEREAS, said property is urban or suburban in nature;

WHEREAS, the area proposed for annexation abuts upon the corporate limits of the City of La Crescent, Minnesota;

WHEREAS, the area proposed for annexation is approximately 5.6 acres in size;

WHEREAS, the nature of the area proposed for annexation is residential;

WHEREAS, the area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to Minnesota Statutes § 414.0325, nor in any other proceeding currently pending before the Office of Administrative Hearings - Municipal Boundary Adjustment Unit;

WHEREAS, the City of La Crescent served a Notice of Intent for Annexation on the La Crescent Township Board and the Chief Administrative Law Judge at the Office of Administrative Hearings by Certified Mail on November 12, 2015;

WHEREAS, 90 days have passed since La Crescent Township was served the Notice of Intent and no objections have been served with the Chief Administrative Law Judge or the City of La Crescent; and

WHEREAS, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA CRESCENT HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property as hereinafter described abuts the city limits, is 60% bordered by the City of La Crescent, and is or is about to become urban or suburban in nature in that residential use is being proposed for said property.

2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.

3. The corporate limits of the City of La Crescent, Minnesota, are hereby extended to include the following described property, said land abutting the City of La Crescent and being 60% bordered by the City of La Crescent and is 40 acres or less, to wit:

SEE EXHIBIT A and EXHIBIT B

The above described property consists of a total of 5.6 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. The City of La Crescent, pursuant to Minnesota Statutes § 414.036, that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make a cash payment to the Town of La Crescent in accordance with the following schedule:

a. In the first year following the year in which the City of La Crescent could first levy on the annexed area, an amount equal to \$2,884.17; and

b. In the second and final year, an amount equal to \$2,884.17.

5. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described herein there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.

6. That the City Administrator of the City of La Crescent is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Houston County Auditor, and the La Crescent Township Clerk.

7. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of La Crescent, Minnesota, this 22nd day of February, 2016.

Mayor

ATTEST:

City Administrator

In approving the above Motion, the City Council made the following findings of facts:

1. The territory described below is not presently within the corporate limits of any incorporated city;
2. The area proposed for annexation is 40 acres or less in size, is 60% or more bordered by land already within the corporate limits of the City of La Crescent, and is not appropriate for annexation by ordinance pursuant to Minnesota Statutes § 414.033, Subd. 2(3);
3. Said property is urban or suburban in nature;
4. The area proposed for annexation is unincorporated, on the city's boundaries and is not included within any other municipality;
5. The area proposed for annexation is approximately 5.6 acres in size;
6. The nature of the area proposed for annexation is residential;
7. The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to Minnesota Statutes § 414.0325, nor in any other proceeding currently pending before the Office of Administrative Hearings - Municipal Boundary Adjustment Unit;
8. The City of La Crescent served a Notice of Intent for Annexation on the La Crescent Township Board and the Chief Administrative Law Judge at the Office of Administrative Hearings by Certified Mail on November 12, 2015;
9. 90 days have passed since La Crescent Township was served the Notice of Intent and no objections have been served with the Chief Administrative Law Judge or the City of La Crescent; and
10. Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

The foregoing Motion was duly seconded by Member Krenz and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The Ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

Member Krenz then made a motion, seconded by Member Buehler as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 501 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 ZONING ORDINANCE TEXT AMENDMENTS

City Attorney Wieser reviewed with City Council Ordinance No. 502, an Ordinance providing for various text amendments to the City’s Zoning Ordinance. These text amendments were approved by the City Council on February 8, 2016. City Attorney also reviewed a summary for publication purposes. Following discussion, Member Buehler introduced the following Ordinance and findings and moved its passage and adoption:

ORDINANCE NO. 502

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING CHAPTER 12 OF THE ZONING ORDINANCE

The City Council of the City of La Crescent, Houston County, Minnesota, hereby ordains:

SECTION I. That Chapter 12 of the Zoning Ordinance is hereby amended as follows:

12.03 DEFINITIONS

Subd. 2. ACCESSORY STRUCTURE OR BUILDING. A subordinate structure, or building on the same lot which is incidental and subordinate to the principal use of the primary or main Building. A detached garage is considered an accessory structure as is a fence.

Subd. 107. REGIONAL FLOOD. A flood which is representative of large floods known to have occurred generally in Minnesota and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of the 100—year recurrence interval. Regional flood is synonymous with the term “base flood” used in the Flood Insurance Study.

12.10 GENERAL PROVISIONS

Subd. 5. ACCESSORY STRUCTURE OR BUILDING

H. Accessory Residential Building Setback Requirements

1. Side Yard Setbacks. A detached accessory building may be located no closer than five (5) feet of the side lot line.
2. Front Yard Setbacks All accessory buildings including garages shall meet the same front yard setback requirements as the principal building, except for shoreland and through lots. For detached garages on through lots, a minimum twenty (20) foot front yard setback is required. See 12.10 Subd. 15 for Shoreland setback requirements.

Subd. 8. FENCES. Fences shall be permitted in all zones subject to the issuance of a zoning permit and the following conditions.

B. Construction and Maintenance

5. Front yard fences, where permitted, shall be designed and constructed in such a manner so as not to unreasonably obscure the sight distance of vehicles accessing the street from driveways on the subject property or from adjacent properties.

C. Residential District, including Shoreland, Fences (additional requirements)

4. Fences in Shoreland Residential Districts are permitted on the water side of the residence, within the 50 foot shore impact zone, provided they are no greater than 4 feet high; are above the FEMA flood elevation; the fence is of open design to maximize water flow and minimize sightline interference from neighboring properties; the fence is not of chain link; the encroachment is limited to the practical extent; the minimum amount of fence material is utilized while still providing for a building code compliant enclosure.
5. Fences shall not be placed on lots without principal structure.

D. Agriculture, Commercial, Central Business, and Industrial District Fences

1. Fence in the Agriculture and Industrial Districts shall not exceed six (6) feet in

height.

2. Fences in the Central Business and Commercial Districts shall be by Conditional Use Permit to ensure conformance with uniformity and esthetic considerations and shall be set back of the front of the principal structure. Screening of garbage and trash areas shall be exempt from the requirement of a Conditional Use Permit as long as they are otherwise in compliance.

Subd. 9. HOME OCCUPATIONS. Home occupations are allowed without permit in residential districts if they meet the following conditions and are subject to all restrictions outlined for home occupations granted a conditional use permit:

- A. No employees who are not also residents of the dwelling
- B. No customer traffic at the dwelling in excess of one at any one time and more than 4 in a day.

Subd. 15 SETBACKS IN SHORELAND RESIDENTIAL DISTRICTS. Withstanding all other wording, in any other section of Zoning Regulation to the contrary, setbacks for principal dwellings and accessory structures (including solar structures) in Residential Shore land areas will be regulated by this section.

- H. These provisions apply equally to Shoreland residential properties that do not front on the Mississippi River or its waters with the exception that lot depth will be the distance from right-of-way to recorded rear of property.

Subd 18. Temporary structures.

- A. A temporary structure shall be defined as structures designed or sold to provide cover for a boat, car, recreational vehicle and personal items, or are similar nature or use, and shall not be permitted for more than 10 days. Structures are often made of metal frames covered with canvas, steel, corrugated metal, or fiberglass and are 'anchored' to the ground with stakes, bricks, shallow footings or other means.
- B. Such structures do not comply with State building codes and may become a hazard in high winds, are not in keeping with the essential character of neighborhoods and are often installed over driveways and not in compliance with setback requirements.
- C. The 10 day period shall allow for tents for gathering, back yard camping, and other occasional and limited use.
- D. The fact that these temporary structures are sold, or may be purchased, and may be owned for longer term use shall not be mitigating to their prohibition.

12.12 DISTRICT REGULATIONS

Subd. 3. ANNEXATION ACCORDING TO DISTRICT. The appropriate land use and zoning classifications for any parcels annexed to the City shall be determined by the City Council after recommendation from the Planning Commission and after a public hearing has been held by the Planning Commission. See also 12.13 Subd 1.

12.13 AG - AGRICULTURAL DISTRICT

Subd. 1. PURPOSE AND INTENT. It is the purpose and intent of the AG - Agricultural District to establish areas within the City of La Crescent for the production of food and fiber, and necessary accessory agricultural activities. All land coming into the City under an annexation agreement shall be zoned Agricultural if not otherwise specified. See also 12..12 Subd 3.

Subd. 3. PERMITTED ACCESSORY USES: Uses such as those listed below are customarily incidental and clearly subordinate to the permitted or approved conditional uses and therefore permitted.

- A. Accessory buildings in conformance with zoning requirements.
- B. Home Occupations in conformance with zoning requirements.

12.14 R-1A - LOW DENSITY RESIDENTIAL DISTRICT

Subd. 3. PERMITTED ACCESSORY USES: Uses such as those listed below are customarily incidental and clearly subordinate to the permitted or approved conditional uses and therefore permitted.

G. Garage sales are a permitted use in all residential districts on a property on which a principal dwelling is located, with the permission of the property owner (when the home is non-owner occupied) and under the following conditions:

1. Goods and equipment displayed shall be only those items owned by and part of normal household effects of the occupants(s) of the premises on which the sale is held. Agriculture products shall not be sold unless raised on site. Continuous sales of agricultural products grown on site, like berries, shall be permitted if there is no related sign, unless otherwise approved as a home occupation.
2. The goods shall not be displayed or sold in the public right-of-way, nor after sundown.
3. No sale shall last more than 3 consecutive days, nor be repeated on the same premises more frequently than two times per year.
4. A maximum of six garage sale signs shall be permitted; each may be no more than two square feet in area. The signs may be posted on premises, other than those of the sale, with the explicit permission of the owner of those premises but may not be posted in a public right-of-way or on a structure on a right-of-way. Signs may be posted only during daylight hours and must be removed at the termination of the sale.
5. Group sales are permitted and neighborhood coordination of garage and yard sales is encouraged. Such group sales shall offer for sale only those items owned by and part of normal household effects of the participating neighbors. And, it

- shall be unlawful to participate in more than 4 garage sales in one year.
6. De minimis sales by children of such things as kool-aid or lemonade shall not presently be regulated.
 7. Food sales intended for immediate consumption, along the route of a special event, for the benefit of a not-for-profit organization, shall be permitted. This does not exempt the property owner from any other regulation relative to permitting the sale of applicable public health regulation.

Subd. 6. Special Minimum requirements.

A. Parking Regulations:

4. Attached garages shall have the same or greater set back from the street as the principal structure (excluding front porches). Detached garages see 12.10 Subd 5, H 2.

12.15 R-1B – TRADITIONAL LOW DENSITY RESIDENTIAL DISTRICT

Subd 6. SPECIAL MINIMUM REQUIREMENTS.

A. Parking Regulations: A private two (2) car garage with a minimum floor area of four hundred forty (440) square feet shall be required to be built concurrent with the principal structure. The maximum footprint of the garage shall not exceed the footprint of the living area of the principal structure and detached garages must comply with all of the requirements for accessory structures. Side entry garages are encouraged where feasible. Detached garages see 12.10 Subd 5, H 2.

12.16 R-1C – NEW URBAN LOW DENSITY RESIDENTIAL DISTRICT

Subd 6. SPECIAL MINIMUM REQUIREMENTS.

A. Parking Regulations:

1. A private two (2) car garage with a minimum floor area of four hundred forty (440) square feet shall be required to be built concurrent with the principal structure. The maximum footprint of the garage shall not exceed the footprint of the living area of the principal structure and detached garages must comply with all of the requirements for accessory structures. Detached garages see 12.10 Subd 5, H 2.

12.17 R-1D – ANNEXATION LOW DENSITY RESIDENTIAL DISTRICT is deleted in its entirety.

12.18. R-2 – SINGLE-FAMILY/TWO-FAMILY RESIDENTIAL DISTRICT

Subd 6. SPECIAL MINIMUM REQUIREMENTS.

A. Parking Regulations:

1. A private two (2) car garage with a minimum floor area of four hundred forty

(440) square feet shall be required to be built concurrent with the principal structure. The maximum footprint of the garage shall not exceed the footprint of the living area of the principal structure and detached garages must comply with all of the requirements for accessory structures. For detached garages see 12.10 Subd 5, H 2.

12.20 RESIDENTIAL DISTRICTS STANDARDS TABLE

1. Attached garages shall be set back at least as far as the principal structure. This standard does not apply to structured parking. For detached garages see 12.10 Subd 5, H 2.

12.22 CBD – CENTRAL BUSINESS MIXED USE DISTRICT (CBD-1 and CBD-2)

Subd. 3. CONDITIONAL USES. Within the CBD district, no structure or land may be used for one or more of the following except by Conditional Use permit:

- L. Age Restricted, Senior Living Facility including Assisted Living. Ref 13547

12.23 C-1 HIGHWAY COMMERCIAL DISTRICT

Subd. 3. PERMITTED ACCESSORY USES. Within any C-1 district, the following uses shall be permitted accessory uses in conformance with district requirements:

12.25 I - INDUSTRIAL DISTRICT

Subd 3. PERMITTED ACCESSORY USES: Uses such as those listed below that are customarily incidental and clearly subordinate to the permitted or approved conditional uses:

- A. Garages and accessory buildings in conformance with district requirements.
- B. Fences in conformance with district requirements.
- C. Signs in conformance with district requirements.

12.27 PLANNED UNIT DEVELOPMENTS (PUD)

Subd 5. PROCEDURE FOR PROCESSING A PLANNED UNIT DEVELOPMENT (PUD).

A. All Planned Unit Development Applications shall follow the procedural requirements set forth in this Subsection. Prior to issuance of any permits for development within a PUD the following must occur:

1. A concept sketch plan review will be prepared by the applicant. This review provides helpful insight and preliminary review and recommendation by the Planning Commission and City Council.

B. Concept Sketch Plan: The purpose of the concept stage is to inform the City of the applicant's intentions and to inform the applicant as to the general acceptability of the proposal before extensive costs are expended by the applicant.

1. A concept sketch plan review is required.

SECTION II. This provision shall become effective from and after due passage and enactment and publication, according to law.

Passed and enacted this 22nd day of February, 2016.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing Motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The Ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

Member Williams then made a motion, seconded by Member Krenz as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 502 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.7 – PLANNING COMMISSION APPOINTMENTS

City Administrator Waller reviewed with City Council the term of appointments to the Planning Commission that were approved at the first Council Meeting in January, 2016. The rule and bylaws for the Planning Commission do not define the length of term for each appointment. The rules and bylaws were last reviewed and updated in 2008. In review of the appointments approved in January, it was noted the appointments are not staggered in that no appointments expire in 2017. Based on this, it was recommended to City Council to revise the appointments as defined below:

1. Patti Dockendorff – 2017
2. Mani Edpuganti – 2016
3. Dave Hanifl – 2016
4. Dick Wieser – 2018
5. Donald Smith – 2017
6. Linda Larson – 2018
7. Jerry Steffes – 2018

It was also recommended that City Council request the Planning Commission review their rules and bylaws, and propose revisions and authorize the assistance of the City Attorney, should the need arise. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE REVISIONS TO THE APPOINTMENTS OF THE PLANNING COMMISSION MADE AT THE FIRST MEETING IN JANUARY, 2016 AS PROPOSED ABOVE AND TO REQUEST THE PLANNING COMMISSION TO REVIEW THEIR RULES AND BYLAWS, AND PROPOSE REVISIONS.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

It was the consensus of City Council to have the City Attorney assist the Planning Commission in their process of reviewing their rules and bylaws, should the need arise.

ITEM 8 – CHAMBER OF COMMERCE

A representative of the La Crescent Chamber of Commerce reviewed the Chamber’s 2015 activities, their annual meeting and upcoming survey.

There being no further business to come before the Council at this time, Member Hutchinson made a motion, seconded by Member Krenz, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:02 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator