



City Council

SPECIAL Meeting

~ Minutes ~

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

Karin Derauf, Deputy City Clerk

Tuesday, July 25, 2023

7:00 PM

City Center - Council Chambers

[City of Forest Lake - Livestream and Recorded Meetings](#)

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	Mayor	Present	
Sam Husnik	Councilmember	Present	
Hanna Valento	Councilmember	Present	
Leif Erickson	Councilmember	Present	
Blake Roberts	Councilmember	Present	

3. Pledge of Allegiance

4. Presentation and Oath of Office

Officer Taylor Schimmelman

5. Approve the Agenda (Action)

Comments:

Motion to: Approve the Agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Husnik, Councilmember
SECONDER:	Hanna Valento, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

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

The Open Forum is available for residents to express personal opinions for any item of business.

Comments:



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7. Consent Agenda Considerations (Action Items)

- a) Approve City Bills
- b) Approve Minutes from July 10, 2023 Regular Council Meeting
- c) Water Treatment Plant No. 4 - Pay Request No. 14
- d) Bridge Academy Daycare – Letter of Credit Reduction No. 2
- e) Fitzgerald Flats – Final Project Acceptance
- f) 2023 Street Pavement Maintenance Project – Change Order No. 1
- g) Liability Coverage Waiver Form
- h) Arts in the Park Entertainment Agreements

*Council may remove any item from the consent agenda for specific consideration.

Comments:

Motion to: Approve Consent Agenda Items 7. a. to 7. h.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Leif Erickson, Councilmember
SECONDER:	Hanna Valento, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

8. Regular Agenda (Action Items)

- a) Hidden Creek Grading Permit (*Under Separate Cover*)

Comments: City Attorney, Amanda Johnson, presented information on the Hidden Creek Grading Permit and the permit conditions. Mayor Bain asked about the status of the development. Attorney Johnson explained that the applicant wants to go into a phased development so they will not be platting the whole development area all at once. She noted that for this particular development, code requires that Council approves the grading permit. Councilmember Roberts asked about the \$60,000 amount of the Letter of Credit. Engineer Goodman explained the items that justify the required funding.

Motion to: Approve Hidden Creek Grading Permit PZ01306



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RESULT: ADOPTED [UNANIMOUS]
MOVER: Mara Bain, Mayor
SECONDER: Sam Husnik, Councilmember
AYES: Bain, Husnik, Valento, Erickson, Roberts
NAYS:
ABSTAIN:
ABSENT:

9. Discussion

a) Budget Update – Utility Funds (*Under Separate Cover*)

Comments: Finance Director Knopik presented information on the Utility Funds in terms of the 2024 Budget. He indicated that the information being presented is part of the 10-Year Capital Plan noting that this helps the City identify anticipated capital and can be used as a planning tool for the City. He noted the Target Cash Balance included operation expenses, capital items, and debt payments.

Finance Director Knopik provided comment on the Water Fund and noted there has been no change in the water rates as presented last year and has been approved at a 6% increase. He also commented the target cash amount in the water fund. He commented on the deficit for project funding in 2030 and that it is dependent on the growth of the city. He indicated that this is something to be aware of in the next several years. Mayor Bain asked about what steps would be necessary leading up to the project in 2030. City Administrator Casey indicated that the City should begin in 2028 or 2029 to look at the project funding for the later time period. Finance Director Knopik commented that the majority of expenses in the capital improvement plan will come from issuing bonds.

Finance Director Knopik presented information about the Sewer Fund noting that the 2024 rates are currently approved at a 5% increase and there is a proposed 3% increase over the next ten (10) years. He noted that the major reason there is a percentage shift is due to certain funding requirements shifting from every other year to every third year. Mayor Bain asked about the Metropolitan Council Sewer Service Charges. Finance Director Knopik commented that the amount is a relatively set amount annually by the Metropolitan Council. There was further conversation about the fees charged the Met Council.

Finance Director Knopik presented information about the Surface Water Management Fund noting that the 2024 rates were approved at 6% and is being proposed at 6% for the next ten (10) years. He also commented on expenses and a proposed job position that would be funded by this revenue.



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He noted that beginning in 2025 there would be a fund deficit due to the position and therefore Staff is still looking at the need for the position versus the revenue available. Mayor Bain commented that she would like to further discuss the rates for the Surface Water Management Fund as compared to neighboring cities. She also noted that there should be education to the residents on what this fund is used for. City Administrator Casey commented that City Staff also needs to review available grants for the streetsweeper program.

10. Staff Updates

Comments: City Administrator Casey commented that at the next Council Meeting there will be a discussion on Cannabis. City Attorney Johnson noted that cannabis licensing will not be ready until 2025. There was further discussion regarding cannabis licensing, moratoriums, use, locations for use, and potential ordinance information. Public Works Director Adams noted that there have not been water bans at this point, but reminded that there are water restrictions as part of regular City ordinance. City Engineer Goodman reminded council and the public about open house on August 28. Chief Peterson thanked surrounding law enforcement agencies for their help with two cases the department is working on. He also commented on Nite to Unite and that they will be available that event to visit neighborhoods. Finance Director Knopik noted the 2nd quarter utility bills have gone out.

11. Mayor and City Council Updates

Comments: Councilmember Erickson commented that he attended the Chamber Golf outing. Mayor Bain commented that she met with the Employee Committee to discuss the Staffing changes.

12. Adjourn

Motion to: Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hanna Valento, Councilmember
SECONDER:	Sam Husnik, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
ABSENT:	