

FAIRMONT CITY COUNCIL AGENDA

1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on

MONDAY, DECEMBER 14, 2015

at **6:00 p.m.** in the City Hall Council Chambers

2. ROLL CALL -

Mayor Quiring

Councilors:

Anderson

Askeland

Clerc

Peters

Zarling

3. DETERMINATION OF QUORUM -

4. PLEDGE OF ALLEGIANCE

5. READINGS OF MINUTES -

5.1 Minutes of Regular Meeting, November 23, 2015 **(01-02)**

6. OPEN DISCUSSION -

6.1 Open Discussion **(03)**

7. RECOGNITIONS/PRESENTATIONS -

8. SCHEDULED HEARINGS –

9. ADMINISTRATIVE APPEALS –

9. ADMINISTRATIVE APPEALS –	
10. FINANCIAL REPORTS –	
11. REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –	
12. LICENSES AND PERMITS –	
12.1 2016 Miscellaneous Licenses	(04)
12.1a List of 2016 Miscellaneous License Renewals	(05)
13. OLD BUSINESS –	
14. NEW BUSINESS –	
14.1 Resolution in Support of Increasing LGA	(06)
14.1a Resolution No. 2015-34	(07-08)
14.2 Payable 2016 Property Tax Levy	(09)
14.2a Resolution No. 2015-35	(10)
14.2b Proposed Property Tax	(11)
14.3 2016 Budget	(12)
14.3a Resolution No. 2015-36	(13)
14.3b Budget 2016	(14-24)
14.4 Proprietary Fund Budgets	(25)
14.4a Resolution No. 2015-40	(26)
14.4b Budget Documents	(27-29)
14.5 Transportation Alternatives Grant Application	(30)

15. REGULAR AND LIQUOR DISPENSARY BILLS –

16. STATUS REPORTS/ORAL

17. ADJOURNMENT –

ADDITIONAL ATTACHMENTS –

(35-38)

Airport Advisory Board Meeting Minutes, November 10, 2015

Safety Council Meeting Minutes, November 16, 2015

Park Board Meeting Minutes, November 17, 2015

Board of Zoning Appeals Meeting Minutes, December 1, 2015

The minutes of the Fairmont City Council meeting held on Monday, November 23, 2015 at the City Hall Council Chambers.

Mayor Randy Quiring called the meeting to order at 5:30 p.m.

Council Members Terry Anderson, Chad Askeland, Wes Clerc and Bruce Peters were present. Council Member Jim Zarling was absent. Also in attendance: City Administrator Mike Humpal, City Attorney Elizabeth W. Bloomquist, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoye, Chief Greg Broolsma and City Clerk Patricia Monsen.

It was moved by Council Member Clerc, seconded by Council Member Askeland and carried to approve the minutes of the regular City Council meeting of November 9, 2015.

During open discussion, Council Member Clerc asked Humpal when the Council could expect to receive a recommendation from Staff based on the police officer study. Humpal stated that it would be in the next week or so.

Council Member Anderson stated that he would like the Council to discuss the proposed cuts in Local Government Aid.

Mayor Quiring thanked the third grade class and teachers at Five Lakes Elementary for inviting him in to talk about local government.

Mayor Quiring proclaimed November 30th as Early Riser Kiwanis Day in the City of Fairmont. Lowell Spee, Kiwanis President spoke about all the projects supported by Kiwanis and encouraged the public to help support Kiwanis by attending the pancake supper fund raiser on November 30th from 4:30 – 7:00 p.m. at Five Lakes Centre.

Gabriel Appiah, Geoff Solomonson and Melissa Sonnek, students of Minnesota State University, Mankato gave a presentation on the Fairmont Housing Plan Study that they completed as part of their degree.

Council Member Peters made a motion to approve the On-Sale Liquor/Sunday Liquor License for The Blazer Bar and Grill Inc. Council Member Askeland seconded the motion and the motion passed.

Council Member Anderson made a motion to confirm that the City of Fairmont does not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04. Council Member Peters seconded the motion and the motion passed.

Council Member Clerc made a motion to approve the sell back of 35 hours of vacation by City Administrator Humpal. Council Member Anderson seconded the motion and the motion passed.

Council Member Peters made a motion to approve the payment of the November, 2015 bills. Council Member Anderson seconded the motion and the motion carried.

A motion was made by Council Member Peters, seconded by Council Member Anderson and carried to adjourn the meeting at 6:00 p.m.

ATTEST:


Randy J. Quiring
Mayor

Patricia J. Monsen, City Clerk

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.1

MEETING DATE: December 14, 2015

SUBJECT: Open Discussion

REVIEWED BY: Mike Humpal, CEcD, City Administrator, 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND:

INTRODUCED BY: Mayor Randy Quiring

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Prior to regular business, is there any open discussion?

MOTION: None

VOTE REQUIRED:

ATTACHMENTS:

1. _____
2. _____
3. _____

Council Action: _____ Date: _____

MEETING DATE: December 14, 2015

SUBJECT: 2016 Miscellaneous Licenses

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: None

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The 2015 Cigarette, Refuse Hauling, Theater and Taxi Licenses expire on December 31, 2015. Applications for renewal of licenses and fees have been received from the applicants on the attached list.

MOTION: To approve the 2016 renewals for Cigarette, Refuse Hauling, Theater and Taxi Licenses.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. List of 2016 Miscellaneous License Renewals
2. _____
3. _____

Council Action: _____ Date: _____

2016 MISCELLANEOUS LICENSE RENEWALS

Cigarette Licenses

Casey's General Store
Fareway Store
Fairmont Shell
Freedom Valu Center
Hy-Vee
Hy-Vee C-Store
Kwik Trip, Inc.
Poppe Oil Company
Shenanigan's Cheer and Chow
Super America
Super America II
Walgreens

Refuse Hauling Licenses

Hometown Sanitation
LJP Enterprises
Waste Management

Taxi License

Dahmon K. Gullord


Theater License

Fairmont Theatre

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 14.1

MEETING DATE: December 14, 2015

SUBJECT: Resolution in Support of Increasing LGA

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Paul Hoye, Finance Director

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The Coalition of Greater MN Cities is asking member communities who are impacted by funding decisions of LGA to show their support for increasing the funding level during the 2016 legislative session. LGA accounts for 47% of our general fund revenue and is vital to maintaining our property tax rates at an affordable level.

MOTION: To approve Resolution No. 2015-34 in support of increasing LGA.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Resolution No. 2015-34
2. _____
3. _____

Council Action: _____ Date: _____

STATE OF MINNESOTA)
COUNTY OF MARTIN)SS:
CITY OF FAIRMONT)

RESOLUTION 2015-34
RESOLUTION IN SUPPORT OF INCREASING LOCAL
GOVERNMENT AID IN THE 2016 LEGISLATIVE SESSION

WHEREAS, Local Government Aid (LGA) is a critical need for our city; and,

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses; and,

WHEREAS, LGA provides for basic services such as public safety, infrastructure and fire protection; and,

WHEREAS, the legislature and state agencies have imposed unfunded mandates upon local cities, including increased pension requirements, expensive wastewater infrastructure costs, among other mandates; and,

WHEREAS, an LGA increase would help the City of Fairmont maintain staffing and service levels; and,

WHEREAS, no Omnibus Tax Bill was passed by the 2015 legislature, thus freezing the LGA appropriation.

NOW THEREFORE, BE IT RESOLVED that the City of Fairmont supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of this proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the following: the legislators representing the City of Fairmont, Speaker of the House Rep. Kurt Daudt, Senate Majority Leader Sen. Tom Bakk, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Rod Skoe, and Governor Mark Dayton.

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 14.2

MEETING DATE: December 14, 2015

SUBJECT: Payable 2016 Property Tax Levy

REVIEWED BY: Mike Humpal, CEcD, City Administrator *MH*

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Paul Hoye, Finance Director

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: None

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Truth-in-Taxation legislation requires the Council to adopt the final tax levy to be certified to the County Auditor. Resolution No. 2015-35 is presented for Council consideration. The Council may reduce the levy at this meeting, but it cannot be increased.

MOTION: To adopt Resolution No. 2015-35, adopting the 2016 Property Tax Levy and ordering its certification to the Martin County Auditor by December 28, 2015.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Resolution No. 2015-35
2. Proposed Property Tax
3. _____

Council Action: _____ Date: _____

RESOLUTION NO. 2015-35

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

**A RESOLUTION ADOPTING THE 2016 PROPERTY TAX LEVY
AND ORDERING ITS CERTIFICATION TO THE MARTIN COUNTY AUDITOR**

WHEREAS, Minnesota State Statutes require that the property tax levy for the coming year be certified to the County Auditor by December 28.

WHEREAS, the City Administrator has prepared a 2016 City Budget which includes the property tax levy.

NOW THEREFORE, BE IT RESOLVED, that the following property tax levy be certified to the Martin County Auditor:

Non-Debt Levy	\$2,642,996
Debt Service Levy	<u>1,071,710</u>
Total Property Tax Levy	<u>\$3,714,706</u>

BE IT FURTHER RESOLVED, that the above stated total tax levy be established in the following breakdown:

1. General Fund Operations	\$2,642,996
2. Special Assessment Debt	<u>1,071,710</u>
TOTAL TAX LEVY	<u>\$3,714,706</u>

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

Proposed Property Tax Levy Increase


2015 Levy	Debt Service	1,068,229
	Operations	2,341,806
	Total	3,410,035
2016 Levy	Debt Service	1,071,710
	Operations	2,642,996
	Total	3,714,706
Levy Increase:	\$304,671	8.9%

2016 Property Tax Impact - 5.3% Increase

	Residential Property		
	\$95,000	\$150,000	\$250,000
2015 City Tax	438.61	692.55	1,154.25
2016 City Tax	<u>461.98</u>	<u>729.45</u>	<u>1,215.75</u>
	23.37	36.90	61.50
	Commercial/Industrial Property		
	\$500,000	\$1,000,000	\$2,000,000
2015 City Tax	4,270.73	8,887.73	18,121.73
2016 City Tax	<u>4,498.28</u>	<u>9,361.28</u>	<u>19,087.28</u>
	227.55	473.55	965.55

MEETING DATE: December 14, 2015

SUBJECT: 2016 Budget

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Paul Hoye, Finance Director

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: None

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Truth-in-Taxation legislation requires the Council to adopt its budget for 2016 after the tax levy has been adopted. The budget Resolution No. 2015-36 is presented for Council action.

MOTION: To approve Resolution 2015-36, adopting the 2016 Budget.

VOTE REQUIRED: Simple majority.

ATTACHMENTS:

1. Resolution No. 2015-36
2. Budget 2016
3. _____

Council Action: _____ Date: _____

RESOLUTION NO. 2015-36

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

A RESOLUTION ADOPTING THE 2016 BUDGET

WHEREAS, the State Truth in Taxation Law requires cities to adopt a budget to be submitted to the County Auditor with the 2016 tax levy.

NOW THEREFORE, BE IT RESOLVED, that the following budget be adopted and approved this 14th day of December, 2015 in a regular meeting of the Fairmont City Council:

FUND	REVENUES AND TRANSFERS IN	EXPENDITURES AND TRANSFERS OUT
General	\$ 8,942,240	\$ 8,942,240
Economic Development	321,700	319,519
Aeronautics	535,675	533,774
Lake Restoration	92,500	63,870
Debt Service	1,700,410	2,210,625
Capital	<u>1,270,000</u>	<u>1,270,000</u>
	<u>\$12,862,525</u>	<u>\$13,340,028</u>

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



**Adopted Budget
2016**

December 14, 2016

Adopted Budget Overview 2016

Revenue

State Aid	4,398,016	34%
State Grants	240,000	2%
Federal Grants	700,000	5%
Taxes	3,816,706	30%
Assessments	455,000	4%
All Other	1,393,171	11%
Transfers	1,859,632	14%
Total Revenue	12,862,525	100%

Expenditures

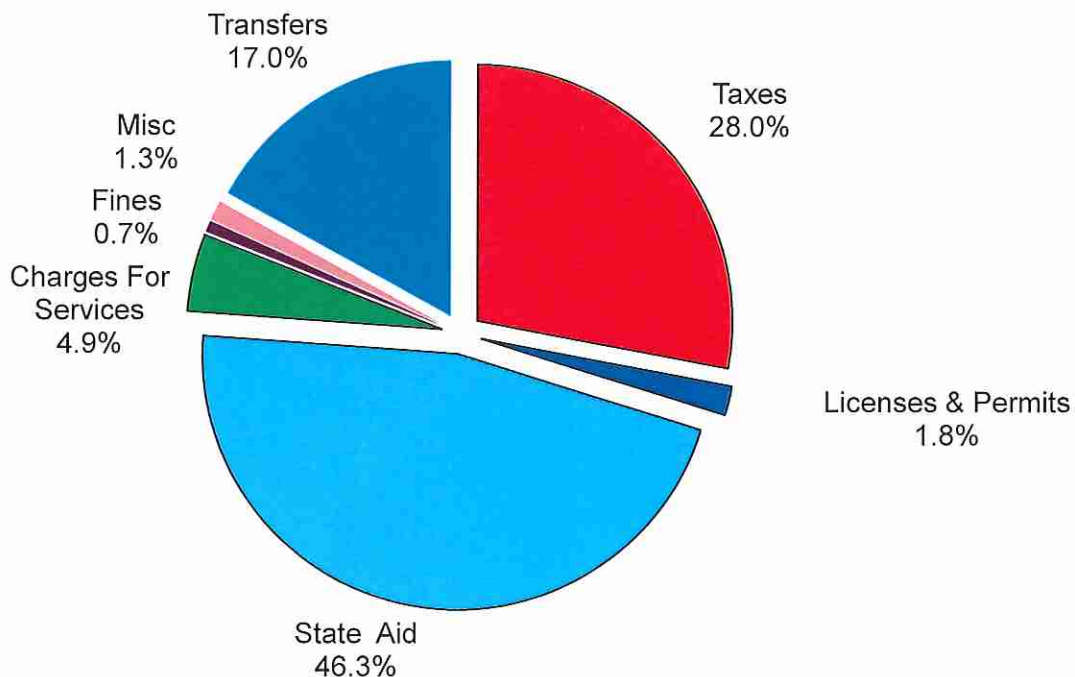
General Government	1,275,599	10%
Public Safety	3,665,416	27%
Public Works	1,941,213	15%
Parks & Recreation	2,035,012	15%
Economic Development	228,700	2%
SMEC	90,819	1%
Airport	533,774	4%
Lake Restoration	63,870	0.5%
Debt Service	1,660,625	12%
Capital Improvements	1,270,000	10%
Transfers	575,000	4% *
Total Expenditures	13,340,028	100%

* \$550,000 Debt Service Reserves for Fire Truck

General Fund Revenue Source

	<u>2015</u>	<u>2016</u>
Taxes	2,279,866	2,502,996
Licenses & Permits	163,875	163,375
State Aid	3,898,956	4,143,016
Charges For Services	440,688	434,421
Fines	72,000	65,000
Misc	105,250	113,800
Transfers	879,632	1,519,632
Total Sources	7,840,267	8,942,240

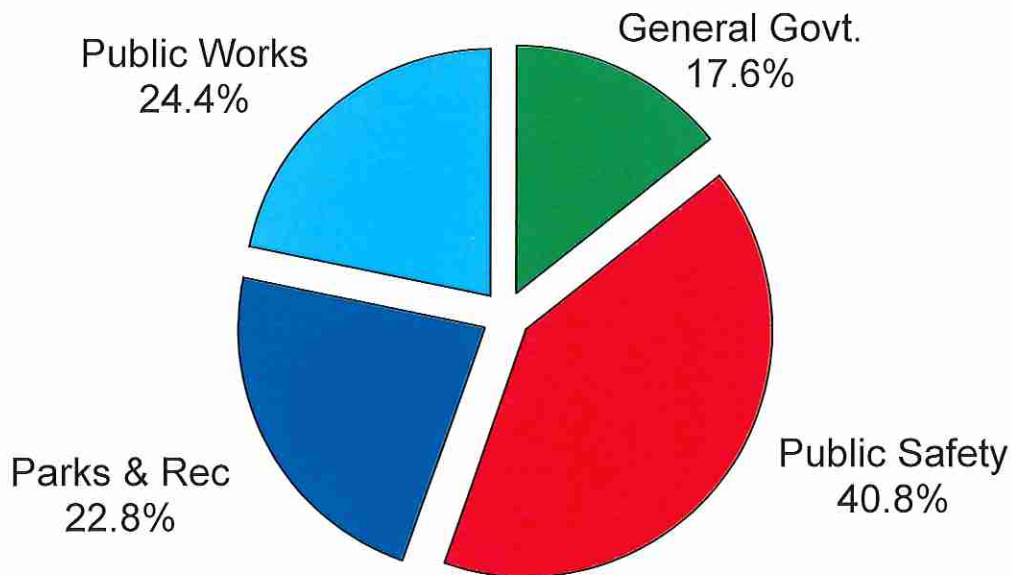
2016 Budget



General Fund Expenditures

	<u>2015</u>	<u>2016</u>
General Gov't	1,285,733	1,275,599
Public Safety	3,122,627	3,665,416
Public Works	1,751,301	1,941,213
Parks & Rec	1,517,451	2,035,012
Transfers	50,000	25,000
Total Expenditures	7,727,112	8,942,240

2016 Budget



General Fund Expenditure Detail

	<u>2015</u>	<u>2016</u>
Mayor and Council	35,145	34,755
City Administrator	112,863	115,133
City Clerk	86,359	102,330
Finance	301,077	295,467
Capital	-	3,000
City Attorney	163,121	163,023
Planning & Zoning	127,151	136,198
Gen. Govt. Bldgs.	134,346	136,583
Capital	30,000	30,000
Library	64,560	65,860
Capital	2,500	34,500
Other General Govt.	228,611	158,750
Total General Govt.	1,253,233	1,208,099
Capital	32,500	67,500
Police Department	2,302,078	2,315,613
Capital	46,000	70,000
Fire Department	407,572	435,368
Capital	53,060	515,000
Inspection Depts.	186,466	200,675
Capital	-	-
Civil Defense	950	950
Capital	-	-
Animal Control	126,501	127,810
Total Public Safety	3,023,567	3,080,416
Capital	99,060	585,000

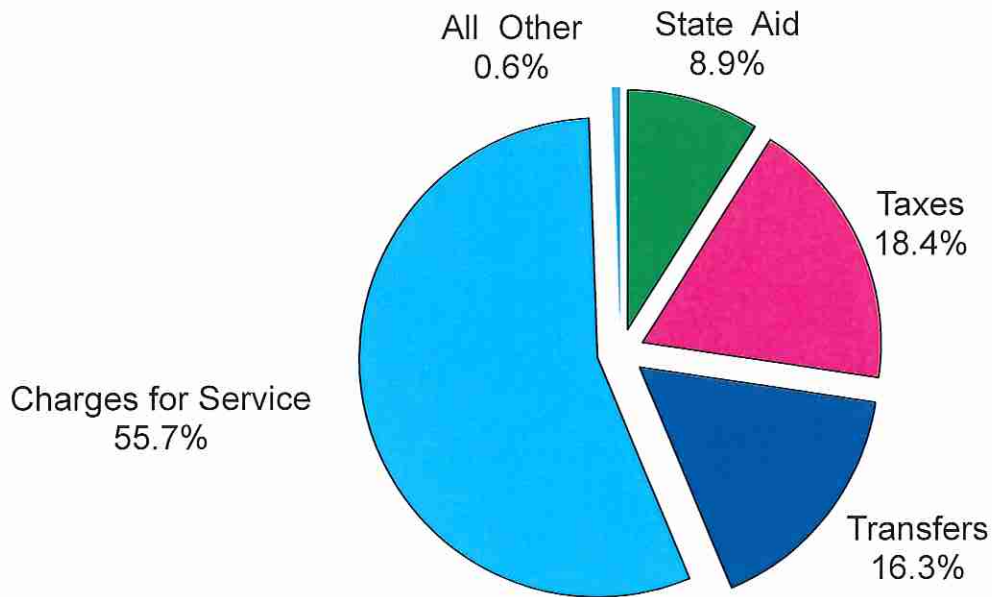
General Fund Expenditure Detail

	<u>2015</u>	<u>2016</u>
Streets	1,204,944	1,197,251
Capital	55,000	247,000
Engineering	342,370	339,911
Capital	14,000	17,000
Health & Sanitation	134,987	140,051
Total Public Works	1,682,301	1,677,213
Capital	69,000	264,000
Parks	966,981	972,021
Capital	130,000	621,000
Aquatic Park	374,470	395,991
Capital	46,000	46,000
Total Parks & Recreation	1,341,451	1,368,012
Capital	176,000	667,000
Operations	7,300,552	7,333,740
Capital	376,560	1,583,500
Transfers	50,000	25,000
Total General Fund	7,727,112	8,942,240

Special Revenue Funds Revenue Sources

	<u>2015</u>	<u>2016</u>
State Aid	60,000	85,000
Taxes	150,000	175,000
Transfers	136,000	155,000
Charges for Service	533,840	529,375
All Other	8,600	5,500
Total Sources	888,440	949,875

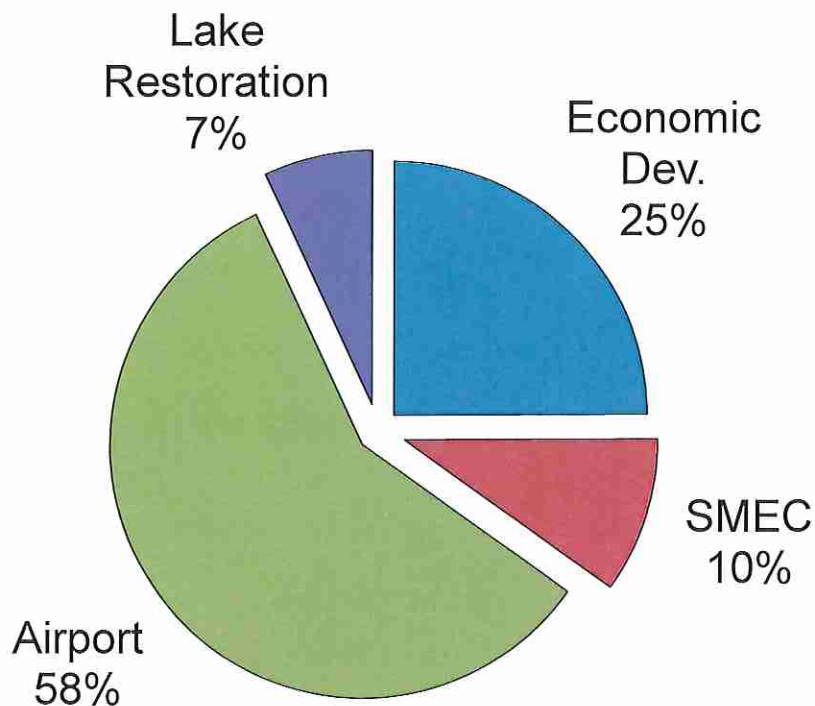
2016 Budget



Special Revenue Funds Expenditures

	<u>2015</u>	<u>2016</u>
Economic Dev.	207,326	228,700
SMEC	94,869	90,819
Airport	515,178	533,774
Lake Restoration	430,770	63,870
Total	1,248,143	917,163

2016 Budget



Debt Service Budget

Revenues

	<u>2015</u>	<u>2016</u>
Taxes - General	1,015,169	1,071,710
Taxes - Tax Increment	67,865	67,000
Assessments	460,000	455,000
Transfers In	50,000	25,000
Other	20,000	81,700
Total	1,613,034	1,700,410

Expenditures

	<u>2015</u>	<u>2016</u>
Improvement Proj.	1,609,443	1,593,625
Tax Increment Proj.	67,865	67,000
G.O. Proj.	-	-
Transfers Out	-	550,000
Total	1,677,308	2,210,625

2016 Capital Expenditures

Departmental Capital

Finance	3,000
General Gov't Buildings	30,000
Library	34,500
Police	70,000
Fire	515,000
Streets	247,000
Engineering	17,000
Parks & Rec.	667,000
Airport	20,000
Lake Restoration	50,000
	<hr/>
	1,653,500

Improvement Projects

Airport Hangar Pavement Repairs	1,100,000
2016 Street Improvements	170,000
	<hr/>
	1,270,000

Improvement Project Revenue Sources

Federal Grants - Airport Hangar Pavement	700,000
State Grants - Airport Hangar Pavement	240,000
Liquor Store Funds - Airport Hangar Pavement	160,000
State Aid - 2016 Street Improvements	170,000
	<hr/>
	1,270,000

Liquor Store Project Funding

Net Income Before Transfers	464,953
SMEC	(55,000)
Housing Demo	(42,500)
Trail Improvements	(150,000)
Airport Hangar Pavement	(160,000)
Set Aside	(50,000)
	<hr/>
	7,453

2016 Departmental Capital Project List

Finance
Furniture \$3,000

General Gov't Bldg
HVAC/Mold \$30,000

Library
Carpet \$32,500
Furniture \$2,000
\$34,500

Police
Tasers \$5,000
Squad Video System \$50,000
Narcotics Bug System \$8,000
Squad Equipment (Crown Vic to Explorer) \$7,000
\$70,000

Fire
Air Packs \$240,000
Rescue Truck \$275,000
\$515,000

Streets
Plow/Dump Truck \$160,000
New Box for unit #16 \$10,000
Bucket Truck (50/50 with Parks) \$50,000
Computer Replacements \$2,000
Downtown Paver Repairs \$25,000
\$247,000

Engineering
Survey Equipment \$6,000
Street Rating Software \$11,000
\$17,000

Parks
Bucket Truck (50/50 with Streets) \$50,000
Sylvania Park Shelter House \$45,000
Computer Replacement \$2,000
Pickup \$20,000
Skate Park Ramps \$4,000
Trail Improvements \$500,000
AP - Interior Painting \$5,500
AP - Pool Pumps \$6,000
AP - Replace Cargo Net (lily pad) \$10,000
AP - Replace Deck Chairs \$11,250
AP - Replace Guard Stands \$4,000
AP - Replace Chemtrol Automatic Control System \$6,000
AP - Swimming Lesson Lifevests \$1,500
AP - Sand Pit Diggers \$1,000
AP - Aquafitness Belts & Dumbbells \$750
\$667,000

Airport
Terminal Improvements \$20,000

Lake Restoration
Shoreline Restoration Projects 15,000
Invasive Species Projects 20,000
Boat Landing Repairs 15,000
50,000

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 14.4

MEETING DATE: December 14, 2015

SUBJECT: Proprietary Fund Budgets

REVIEWED BY: Mike Humpal, CEcD, City Administrator *HH*

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Paul Hoye, Finance Director

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: None

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The Charter requires the Public Utilities Commission to submit a proposed budget to the City Council for consideration and final approval. The budgets for the other proprietary funds have been prepared by the City Finance Director as required. The budgets as presented come with recommendations for approval.

MOTION: To adopt Resolution No. 2015-40 approving the 2016 Proprietary Fund Budgets as attached.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Resolution No. 2015-40
2. Budget Documents
3. _____

Council Action: _____ Date: _____

RESOLUTION NO. 2015-40

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

A RESOLUTION ADOPTING THE 2016 PROPRIETARY FUND BUDGETS

WHEREAS, Chapter Seven, Sections 7.05 and 7.06 of the Fairmont City Charter revised January 10, 1994, provides that the City Administrator shall prepare a budget document setting forth all proposed expenditures for the operation and maintenance of all City Departments and agencies, payment of principal and interest on bonds and capital outlay, and;

WHEREAS, the City Administrator has prepared such documents and the Public Utility Commission has met in regular and special sessions for the purpose of adopting an adequate budget for maintenance of the utility departments for the fiscal year 2016, and;

WHEREAS, the City Administrator has prepared such documents and recommends the 2016 Enterprise Funds and Internal Service Funds Budgets, and;

WHEREAS, the City Council has come to the conclusion that the budget so prepared is adequate and according to form as prescribed by the Charter.

NOW THEREFORE, BE IT RESOLVED, that the attached budgets be adopted and approved this 14th day of December, 2015 in a regular meeting of the Fairmont City Council.

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

Enterprise Fund Budget Summary

	2015 Budget	2016 Budget	Increase (Decrease)	Percent Change
<u>Storm Sewer</u>				
Revenue	\$592,500	\$595,000	2,500.00	0.4%
Maintenance	395,719	1,054,127	658,408.00	166.4%
Debt Service	40,281	35,250	(5,031.00)	-12.5%
Net Income (Loss)	<u>\$156,500</u>	<u>-\$494,377</u>	<u>(650,877.00)</u>	<u>-415.9%</u>
<u>Liquor Store</u>				
Revenue	\$3,366,500	\$3,506,500	140,000.00	4.2%
Cost of Merchandise	2,472,700	2,538,000	65,300.00	2.6%
Operating Expense	499,569	503,547	3,978.00	0.8%
Transfers	187,500	407,500	220,000.00	117.3%
Net Income (Loss)	<u>\$206,731</u>	<u>\$57,453</u>	<u>(149,278.00)</u>	
<u>Parking Lots</u>				
Revenue	\$4,800	\$5,525	725.00	15.1%
Operating Expense	4,800	4,920	120.00	2.5%
Net Income (Loss)	<u>-</u>	<u>605</u>	<u>605.00</u>	
<u>Central Garage</u>				
Revenue	\$191,921	\$189,831	(2,090.00)	-1.1%
Operating Expense	191,921	189,831	(2,090.00)	-1.1%
Net Income (Loss)	<u>-</u>	<u>-</u>	<u>-</u>	
<u>Health Insurance</u>				
Revenue	\$1,591,237	\$1,692,220	100,983.00	6.3%
Operating Expense	1,591,237	1,692,220	100,983.00	6.3%
Net Income (Loss)	<u>-</u>	<u>-</u>	<u>-</u>	
<u>Property Liability Insurance</u>				
Revenue	\$325,000	\$321,000	(4,000.00)	-1.2%
Operating Expense	325,000	321,000	(4,000.00)	-1.2%
Net Income (Loss)	<u>-</u>	<u>-</u>	<u>-</u>	

Work Comp Insurance

Revenue	\$254,000	\$275,000	21,000.00	8.3%
Operating Expense	<u>254,000</u>	<u>275,000</u>	<u>21,000.00</u>	<u>8.3%</u>
Net Income (Loss)	-	-	-	

Flex

Revenue	\$35,736	\$41,084	5,348.00	15.0%
Operating Expense	<u>35,736</u>	<u>41,084</u>	<u>5,348.00</u>	<u>15.0%</u>
Net Income (Loss)	-	-	-	

Data Processing

Revenue	\$116,588	\$139,256	22,668.00	19.4%
Operating Expense	<u>116,588</u>	<u>139,256</u>	<u>22,668.00</u>	<u>19.4%</u>
Net Income (Loss)	-	-	-	

Burton Lane

Revenue	\$67,700	\$70,730	3,030.00	4.5%
Operating Expense	<u>34,876</u>	<u>34,960</u>	<u>84.00</u>	<u>0.2%</u>
Net Income (Loss)	32,824.00	35,770	2,946.00	9.0%

Poetter Circle

Revenue	\$141,160	\$147,420	6,260.00	4.4%
Operating Expense	<u>90,591</u>	<u>89,798</u>	<u>(793.00)</u>	<u>-0.9%</u>
Net Income (Loss)	50,569.00	57,622	7,053.00	13.9%

Hotel/Motel Tax

Revenue	\$150,000	\$145,000	(5,000.00)	-3.3%
Operating Expense	<u>150,000</u>	<u>145,000</u>	<u>(5,000.00)</u>	<u>-3.3%</u>
Net Income (Loss)	-	-	-	

FAIRMONT PUBLIC UTILITIES COMMISSION - 2016 BUDGET

DEPARTMENTAL BUDGET SUMMARY

PAGE M - 1

ELECTRIC DEPARTMENT	2015 BUDGET	2016 BUDGET	INCREASE (DECREASE)	% CHANGE
INCOME	15,210,438	15,363,808	153,370	1.01%
PRODUCTION / PURCHASES	11,304,437	11,766,876	462,439	4.09%
DISTRIBUTION EXPENSES	1,424,955	1,440,166	15,211	1.07%
ADMINISTRATION EXPENSES	594,942	546,521	(48,421)	-8.14%
MISCELLANEOUS EXPENSES	587,951	633,174	45,223	7.69%
TRANSFER TO OTHER FUNDS	631,934	634,251	2,317	0.37%
TOTAL EXPENSES	14,544,219	15,020,988	476,769	3.28%
NET OPERATING INCOME (LOSS)	666,219	342,821	(323,399)	-48.54%

WATER DEPARTMENT	2015 BUDGET	2016 BUDGET	INCREASE (DECREASE)	% CHANGE
INCOME	3,458,826	3,531,331	72,505	2.10%
FILTRATION EXPENSES	1,195,902	1,120,682	(75,220)	-6.29%
DISTRIBUTION EXPENSES	472,651	469,122	(3,529)	-0.75%
ADMINISTRATION EXPENSES	146,629	139,563	(7,066)	-4.82%
MISCELLANEOUS EXPENSES	1,461,740	1,533,631	71,891	4.92%
TRANSFERS TO OTHER FUNDS	128,837	138,139	9,302	7.22%
TOTAL EXPENSES	3,405,759	3,401,137	(4,622)	-0.14%
NET OPERATING INCOME (LOSS)	53,067	130,194	77,127	145.34%

WASTEWATER DEPARTMENT	2015 BUDGET	2016 BUDGET	INCREASE (DECREASE)	% CHANGE
INCOME	2,404,664	2,399,836	(4,828)	-0.20%
TREATMENT EXPENSES	782,336	731,898	(50,438)	-6.45%
COLLECTION EXPENSES	324,992	323,921	(1,071)	-0.33%
ADMINISTRATION EXPENSES	104,492	99,403	(5,089)	-4.87%
MISCELLANEOUS EXPENSES	743,879	739,816	(4,063)	-0.55%
TRANSFERS TO OTHER FUNDS	97,361	104,743	7,382	7.58%
TOTAL EXPENSES	2,053,060	1,999,781	(53,279)	-2.60%
NET OPERATING INCOME (LOSS)	351,604	400,055	48,451	13.78%

29.

12/08/2015

MEETING DATE: December 14, 2015

SUBJECT: Transportation Alternatives Grant Application

REVIEWED BY: Mike Humpal, CEcD, City Administrator



SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Troy Nemmers, PE, Director of Public Works/City Engineer

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: City staff has been working with the trail committee formed as part of the 1590 group. There have been several meetings to identify future trail projects. Working with this group and incorporating the recommendations and analysis of the Active Transportation Plan completed in 2013, the committee has identified a potential trail from 10th Street north along the old railroad tracks to the businesses located at I-90 and Torgerson Drive. See the attached map. City staff is requesting to submit a Transportation Alternatives Program (TAP) grant application for this project. This 80/20 federal funding request would be submitted prior to the January 8, 2016 submittal deadline. Approval of this request would identify this project for funding in the 2020 Area Transportation Plan (ATP). Staff will provide a more detailed discussion of the project at the Council meeting. Three separate resolutions are required to be submitted with the grant application and are attached.

MOTION #1: To approve Resolution No. 2015-37 agreeing to be the sponsoring agency.

MOTION #2: To approve Resolution No. 2015-38 agreeing to maintain the facility for its useful life.

MOTION #3: To approve Resolution No. 2015-39 agreeing to participate financially in the project.

VOTE REQUIRED: Majority

ATTACHMENTS:

1. Resolution No. 2015-37, No. 2015-38 & No. 2015-39
2. Overall map of proposed project

Council Action: _____ Date: _____

RESOLUTION NO. 2015-37

**STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)**

WHEREAS, City staff has been working with the trail committee formed as part of the 1590 group, and;

WHEREAS, a potential trail from 10th Street north along the old railroad tracks to the businesses located at I-90 and Torgerson Drive has been identified, and;

WHEREAS, City staff is requesting to submit a Transportation Alternatives Program (TAP) grant application for this project.

NOW THEREFORE, BE IT RESOLVED, that the City of Fairmont agrees to act as sponsoring agency for a "Transportation Alternatives" project identified as "I-90 to 10th Street Trail Connection" and has reviewed and approved the project proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, that the City of Fairmont is hereby authorized to act on behalf of this sponsoring agency.

Motion by:
Seconded by:
All in favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

RESOLUTION NO. 2015-38

**STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)**

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA, and;

WHEREAS, Transportation Alternatives projects receive federal funding, and;

WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer, and;

WHEREAS, the City of Fairmont is the sponsoring agency for the Transportation Alternatives project identified as I90 to 10th Street Trail Connection.

NOW THEREFORE, BE IT RESOLVED, that the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned Transportation project.

Motion by:
Seconded by:
All in favor:
Opposed:
Abstained:
Absent:

PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

RESOLUTION NO. 2015-39

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

WHEREAS, as a sponsoring agency for the Transportation Alternatives project identified as I90 to 10th Street Trail Connection, a resolution of support is needed.

NOW THEREFORE, BE IT RESOLVED, that the City of Fairmont is a party to a "Transportation Alternatives" project identified as I90 to 10th Street Trail Connection and has reviewed and approved the project as proposed. As a participating member, the Local Unit of Government understands their role in the project, which includes a willingness to secure and guarantee the local share of costs associated with this project as appropriate as well as the responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, that the City of Fairmont is hereby authorized to act as agent on behalf of this Local Unit of Government.

Motion by:
Seconded by:
All in favor:
Opposed:
Abstained:
Absent:

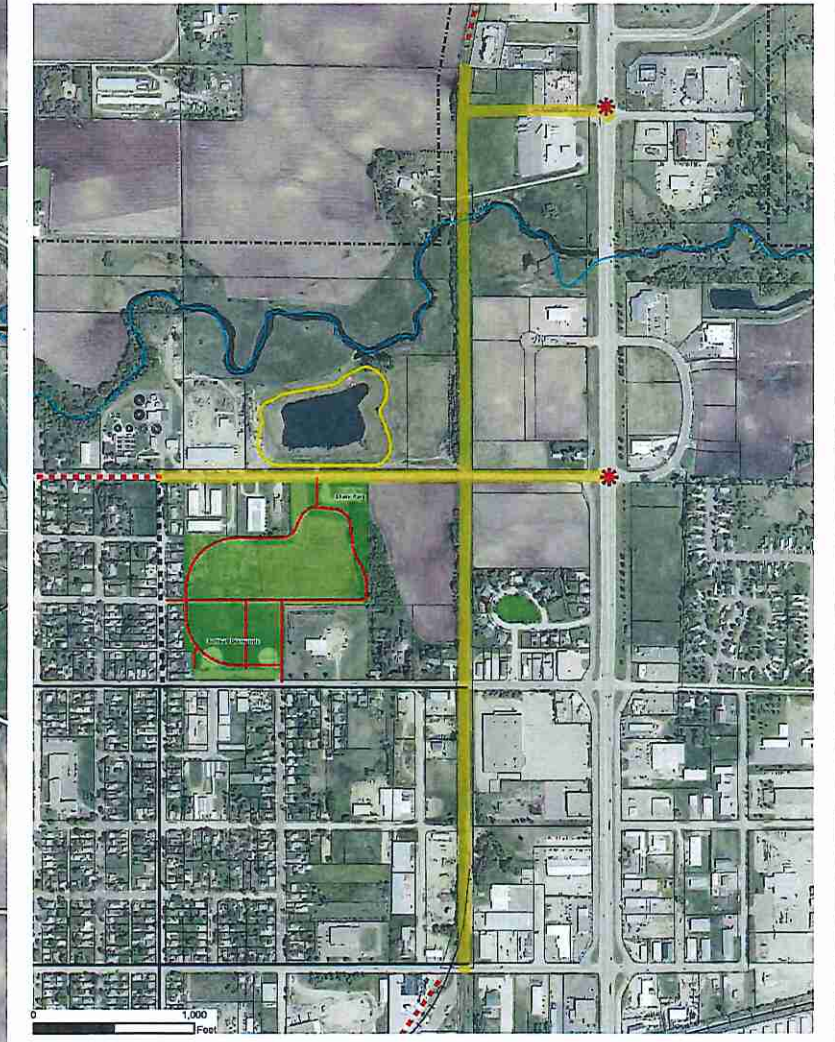
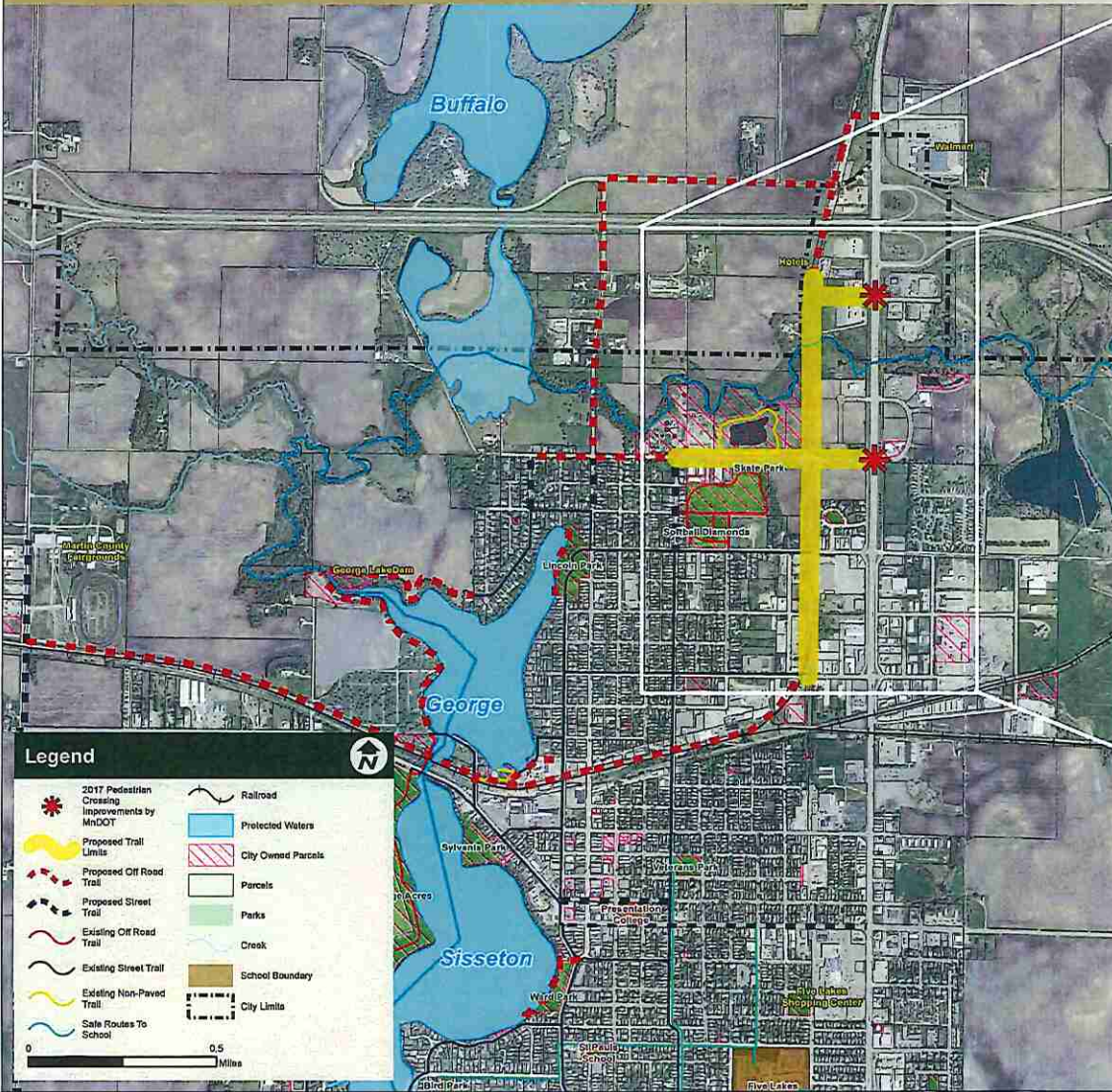
PASSED, APPROVED AND ADOPTED this 14th day of December, 2015.

Randy J. Quiring, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

Map Document: \\c:\server\19\FAIRMONT\42105912\VE\SRIMaps\105912.PMT Proposed Off-Road Trails Projects_24x36_JULI_092815.mxd
Date Saved: 9/28/2015 2:59:07 PM



MEETING DATE: December 14, 2015

SUBJECT: DNR Proposal to stock Muskie in the Fairmont Chain of Lakes

REVIEWED BY: Mike Humpal, CEcD, City Administrator

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input checked="" type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input checked="" type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The DNR has held a public hearing to take citizen comment concerning their proposal to stock Muskies in Fairmont’s Chain of Lakes. Several citizens have asked individual council members for the city council to discuss the issue at a city council meeting. The DNR comment period ends before our first council meeting in January. Two councilors have asked for the topic to be placed on the agenda to determine if the council as a whole would like to take a position on the issue.

MOTION: To direct staff to develop a letter expressing the city councils concerns for the DNR Muskie stocking proposal for the mayor to sign under the city’s official seal. Or take no council position at all.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

- 1.
- 2.

Council Action: _____ Date: _____

Fairmont Airport Advisory Board Minutes
November 10, 2015
5:30 p.m.

DRAFT

Board Members Present:

- Kate Hawkins
- Jeff Militello
- Dennis Turner
- Dustin Wiederhoeft
- Tim McConnell

Council Liaison

Terry Anderson

Staff Present:

- Troy Nemmers, P.E., Public Works Director
- Lee Steinkamp, Airport Manager
- Marcus Watson, KLJ

Others:

Mark Craven

The meeting was called to order at 5:35 pm.

The minutes from the October 13, 2015 board meeting were approved as presented on a motion by Dustin Wiederhoeft, seconded by Kate Hawkins and carried.

Airport consultant update was provided by Marcus Watson, KLJ. Mr. Watson informed the Board that Matt Johnson is no longer with Clark and KLJ will absorb all consultant duties in house.

The Airport Manager's report and update on current activities at the airport were provided by Lee Steinkamp.

Old Business: Discussed Airport Advisory Board participation at the October Bureau 14 meeting.

New Business:

Tim McConnell made the motion to approve the Airport 2016 CIP with the change of flip-flopping #3 and #5 in the schedule. The motion was seconded by Dustin Wiederhoeft and carried.

The Board directed staff to explore options with regular gas tanks located on airport property and research the liability.

No further business for the board, a motion by Dustin Wiederhoeft to adjourn the meeting at 6:38 pm. The motion was seconded by Kate Hawkins and carried.

Respectfully submitted:

Troy Nemmers
Public Works Director/City Engineer

CITY OF FAIRMONT SAFETY COUNCIL MINUTES

DRAFT

MEETING DATE: November 16, 2015

5:30 PM

City Hall Council Chambers

Chr.	Stephen Roesner	<u>A</u>	VChr.	Sandee Nelson	<u>P</u>
Mbr.	Paul Carlson	<u>P</u>	Mbr.	Jim Utermarck	<u>P</u>
Mbr.	Rick Schaefer	<u>P</u>	Mbr.	Randy Rowan	<u>A</u>
CC.	Jim Zarling	<u>P</u>	PD	Police Dept	—
Stf.	Troy Nemmers	<u>P</u>	Others:		

The meeting was called to order at 5:31 p.m.

The minutes of the September 21, 2015 were approved as presented on a motion by Sandee Nelson, seconded by Rick Schaefer. The motion carried.

OLD BUSINESS:

- A. Gave an update on the visibility at 9th Street & Lake George Place. This is a code violation and the enforcement officer has addressed and will monitor in the future.
- B. Handed out the summary of 2013-2014 sheriff's report for boat and water safety. Discussed briefly and will request to have a member of the sheriff's department attend one of the spring meetings to view 2015 results and answer questions.
- C. Discussed locations for driver feedback signs. First location will likely be on Lake Aires Road depending on the findings of the County Board regarding speed limit between Albion and Cedar Park Road. The Safety Council requested that staff investigate other future locations.

NEW BUSINESS: None

There being no other business it was moved by Rick Schaefer, seconded by Paul Carlson and carried to adjourn the meeting at 5:38 PM

Troy Nemmers, PE
Public Works Director/City Engineer

PARK BOARD MEETING

Meeting Minutes
Tuesday, November 17, 2015
5:00 p.m.

DRAFT

Board Members Present:

Vicki Schulte
 Jodie Whitmore
 Craig Nelson
 Nancy Johnson
 Mary Don Kislingbury
 Tracy Meadows

Council Member Present:

Jim Zarling

Staff Present:

Troy Nemmers, Public Works
Director/City Engineer
 Nick Lardy, Streets/Parks Superintendent

Others Present:

Roni Dauer
 Rod Halverson (KSUM)
 Judy Bryan (Sentinel)

Mary Don Kislingbury called the meeting to order at 5:00 p.m.

A motion was made by Nancy Johnson approve the minutes of October 20, 2015. The motion was seconded by Tracy Meadows and carried.

Monthly update: Nick Lardy provided comments regarding the current status of the parks, Christmas lighting and winter park closures.

CER update: Roni Dauer provided an update from CER regarding all the activities that are currently being offered.

Old Business: None

New Business:

- a. Discussed the possibility of promoting tree donations. Can we establish a memorial "grove" for tree memorials? Staff responded that a policy for donations should be developed for all items donated within the parks before a big promotion event. Staff currently responds to each donation/memorial on an as requested basis.
- b. Staff provided update regarding a potential grant application to the MN TAP. These grant application will be presented to the City Council for potential funding in FY 2020. The application is for a trail connection from 10th Street to WASC to I-90 hotels.

Other discussion:

- a. MaryDon Kislingbury expressed gratitude and appreciation to the Park Department employees for their work this summer.

A motion was made by Craig Nelson to adjourn the meeting at 5:30 p.m. The motion was seconded by Tracy Meadows and carried.

Respectfully submitted,

Troy Nemmers, PE
Public Works Director/City Engineer

Minutes of the Board of Zoning Appeals

DRAFT

Regular Meeting

December 1, 2015

4:30 p.m. – Fairmont City Hall Council Chambers

Board Members Present: Kent Unke, Ron Davison, Ralph McMillan and Ken Harris
Board Members Absent: Mark Westcott and Mike Riley
Others Present: Councilor Wes Clerc and Mike Humpal, City Administrator

The meeting of the Board of Zoning Appeals was convened at 4:30 p.m. in the City Hall Council Chambers by Vice Chair McMillan.

Minutes: On a motion by Unke, seconded by Davison it was unanimously decided to approve the minutes of the October 5, 2015 meeting as presented.

Vice Chair McMillan introduced the variance request by **Danny Klous at 803 E. 12th Street**. Mr. Klous is requesting a front yard variance of thirty (30) feet in lieu of the forty (40) feet for a front yard for a proposed storage building development. Humpal reviewed the request noting that Mr. Klous purchased the property to the south of 1250 N Dewey Street and combined the two lots. Doing this changed the definition of the front yard. The two variances granted by the Board October 5th for 1250 N Dewey Street would carry over to this lot. Granting the variance would not alter the essential character of the light industrial area, would not impair adequate supply of the air and light to the adjacent property, diminish property values or impair the public health, safety or welfare of our residents. The rear yard abuts vacated railroad property and the front yard request is larger than some front yards in the area. Granting this variance would not set a precedent since numerous front and rear yard variances have been granted. Staff recommends approval. Harris made the motion to grant the variance as presented. The motion was seconded by Davison.

There being no other business to come before the Board, Unke made the motion to adjourn the meeting at 4:35 p.m. The motion was seconded by Davison and carried.

Respectfully submitted:

Mike Humpal, CEcD
City Administrator