

**CITY OF LAKE FOREST PARK
CITY COUNCIL STUDY SESSION MEETING MINUTES
September 13, 2007**

Councilmembers present: Roger Olstad, Mayor *pro tempore*; Alan Kiest, Ed Sterner (6:35 p.m.), Donovan Tracy, Stephen Plusch

Councilmembers excused: Don Fiene, Sandy Koppenol

Councilmember excused: Dwight Thompson (on military leave)

Staff present: David R. Hutchinson, Mayor; David Cline, City Administrator; John Hawley, Finance Director; Frank Zenk, Public Services Director; Neil Jensen, City Engineer; Stephen Bennett, Planning and Building Director; Susan Stine, City Clerk

Others present: Nine visitors

CALL TO ORDER

Mayor David Hutchinson called the September 13, 2007 council study session to order at 6:02 p.m.

ADOPTION OF AGENDA

Cmbr. Plusch moved adoption of the study session agenda as proposed. **Cmbr. Tracy seconded. The motion carried unanimously.**

AGENDA ITEMS/DISCUSSION

Council Retreat Priorities

City Administrator Cline reviewed information regarding the council vision, principles and priorities and noted council agreement with the vision statement, the summary and the core principles at the August 9, 2007 meeting.

Cline noted that items discussed at the August 9 meeting had been placed in the priorities list pending council agreement. Cline noted the proposed timeline was prepared in the interest of making judicious use of council time at a limited number of meetings. He said the assumption is that the schedule proposed for adoption in September would be reviewed on a quarterly basis to determine how well it is meeting the council's needs.

1 He asked for council's agreement to place the schedule on the September 27 consent
2 calendar for adoption.

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4 Discussion followed regarding the need for maintaining some flexibility within the
5 schedule so that new issues can be considered in a timely manner.

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7 Cline noted that the council should consider a process for reviewing and revising its
8 priorities as new issues are raised.

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10 In response to comments regarding the schedule format, Cline said that changes would be
11 made to reflect council priorities, and it would be placed on the September 27 consent
12 agenda.

13 14 15 **Surface Water Management—Scope**

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17 Public Works Director Frank Zenk provided information regarding accomplishments in
18 surface water management, ongoing maintenance, and legal requirements related to
19 NPDES II (National Pollutant Discharge Elimination System) permits and the
20 Endangered Species Act. Zenk also discussed surface water management goals and
21 available resources.

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23 Cmbr. Sterner arrived at the meeting at 6:35 p.m.

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25 Discussion followed regarding program development areas, various studies, culvert
26 projects, available funding, and options regarding use of consultants or staff for program
27 development. Councilmembers expressed concern regarding the option of hiring
28 dedicated staff to develop and manage a surface water management program and
29 discussed other solutions including the use of consultants.

30 31 32 **Home-Based Businesses—Proposed Code Amendments**

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34 Planning Director Stephen Bennett introduced Economic Development Commissioner
35 Rick Bungay to provide additional background information regarding the recommended
36 changes to the city code.

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38 Bungay said that the commission had been requested to review the city's current
39 regulations for home-based businesses. A survey of all such businesses was mailed
40 which prompted an excellent response from business owners. The major changes
41 proposed are 1) an increase in the size for the home office, 2) an increase from one to two
42 outside employees, and 3) storage of supplies or merchandise to be allowed in a garage,
43 as in the case of a distributorship.

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45 Following discussion, the council agreed that the proposed ordinance should be placed on
46 the next council regular meeting agenda.

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ADJOURNMENT

There being no objection, the council study session meeting was adjourned at 7:15 p.m.

Susan Stine, City Clerk

David R. Hutchinson, Mayor