

## **MINUTES OF THE REGULAR COUNCIL MEETING**

**July 11, 2013**

The Council Meeting was called to order at 7: 01 by Mayor John Schaaf at the Community Meeting Room, 100 Village Center Drive, Suite 150, City of North Oaks, Minnesota. Present were Council Members Bruce Ackerman, Mike Egelston, Marty Long, Gregg Nelson and Mayor John Schaaf. Also present were City Administrator Melinda Coleman, City Attorney David Magnuson, Recording Secretary Linda Hanson and Videographer Kevin Scattum.

### **Pledge of Allegiance**

### **Approval of Agenda**

The Mayor stated the changes to the agenda which included removing the Minutes for the June 13, 2013 Council Meeting so changes could be reviewed and adding the following items: a permit for charitable gambling requested by the Northern Star Council, the Public Hearing under New Business for the MS4 MCPA Permit, five approvals requested for the Final Plat and PUD Zoning by Pentom, the Preliminary Status of the 2014 Budget and Preliminary Levy Request under Administrator Reports and the request for an Executive Session to follow the Meeting to discuss the departure of City Administrator Melinda Coleman and the procedure to replace her.

Council Member Bruce Ackerman made a motion to approve the Agenda and Council Member Nelson seconded the motion. It passed unanimously.

### **Citizen Comments**

None

### **Consent Agenda**

1. Minutes of the Natural Resource Commission Meeting of June 6, 2013 for approval
2. Licenses for Approval:  
**Mechanical Contractors:** Hoffman Corner Heating & Air; Larson Plumbing & Heating  
**Arborists:**  
**Sewer/Water Installation:** D.S.M. Excavating
3. Administrative Variance 13-05, 7 Wood Hill Lane, Septic Setback
4. Claims for Approval: Check numbers 10557-10589
5. Charitable Gambling Permit- Northern Star Council

### **Petitions, Requests, & Communications**

#### **1. Proclamation Night to Unite 2013**

The Council was asked to approve the Ramsey County Sheriff's Proclamation declaring Tuesday, August 6, 2013 the "Night to Unite".

The motion to approve the Proclamation declaring August 6, 2013 as the Night to Unite was made by Council Member Nelson and seconded by Council Member Mike Egelston. The motion carried unanimously.

## **Unfinished Business**

None

## **New Business**

### **1. Public Hearing 2013 MS4 MCPA Permit**

Mayor Schaaf opened the Public Hearing at 7:08 PM.

The City must do an annual renewal for the MS4 Permit which is a program administered by the MN Pollution Control Agency to prevent water pollution in the storm sewer and drainage systems. Paul Pearson from MFRA reviewed the acronyms used and the details of this document. Currently this is Phase 2 which was instituted in 2003 to reduce and control the amount of storm water run-off. To do this, three things need to take place: improve the water quality in ponds, maintain the drainage swales, and control the rate of flow from the ponds. The City is required to prepare a Storm Water Pollution Prevention Program plan and submit an annual report. This is a non-funded mandate. The MPCA does hold workshops to help cities comply and MRFA representatives will be attending the workshop. The document will include best management practices and be available in the City offices.

The 2012 plan was reviewed. Part of the annual report gives details on any illicit or illegal discharges and in the City of North Oaks none were found in 2012.

Mayor Schaaf closed the Public Hearing at 7:15.

Council Member Ackerman made the motion to accept the 2012 Annual Storm Water Report with Council Member Nelson seconding the report. It passed unanimously.

### **2. Approval of Joint Powers Agreement with White Bear Township for the Maintenance of Water and Sewer Utilities in Charley Lake Preserve**

For the Charley Lake Preserve, City water services will be provided by the City of Shoreview and the Metropolitan Council will provide the sewer system. The City of Shoreview has no interest in providing maintenance. White Bear Township who already provides maintenance to some of the developments in North Oaks is willing to do so for the Charley Lake Preserve. This agreement will be done as an addendum (1H) to the Master Agreement done in 1999. It will cover the 63 hook ups, billing, and monitoring of the lift station. White Bear Township is asking for as-built drawings and consent from the owners. The signed document from White Bear Township has not been delivered to the City yet. White Bear Township will flush the fire hydrants and MFRA will handle the Gopher 1 calls.

City Administrator Melinda Coleman mentioned that White Bear Township has been very easy to work with and stated that this is in the best interest of the City to approve this document.

Council Member Ackerman asked if there would be any differences now that would not be the same as in 1999 when the original master agreement was made. Ms. Coleman explained that no action was being done on the master agreement, but that only the addendum needed action. Council Member Ackerman also asked about what would happen if an additional hook up was needed for a common space or bathroom in the future. Ms. Coleman explained that all parties agreed that they would have no problems with that and that they did not want to go back to the City Council to add conditions. The City of Shoreview's overall concern is that the City of North Oaks does not go outside the boundaries stated in the agreement. Council Member Ackerman also asked about the cost of the lift station monitoring. Ms. Coleman explained the responsibility is part of the Development Agreement with Mr. Herbst.

Council Member Nelson made the motion to approve Addendum 1H for the Joint Powers Agreement with White Bear Township for maintenance of the water and sewer systems. The motion was seconded by Council Member Long and passed unanimously.

### **3. 13-02 Charley Lake Preserve/Pemtom Land Company: Final Plat and PUD Zoning Approval**

City Administrator Coleman explained that the Staff, Legal Staff, Developer, Consulting Engineers and Planners have all been working hard to finish all supporting documentation to get the Development Agreement done. The documents presented at this meeting are very common and the major work now will be done by the Building Inspector, City Forester, and engineers. Ms. Coleman explained that Document A gives approval of the ordinance to change the rezoning classification and if this is not done, there would be no reason to go on to the other documents as this is needed to proceed. She stated that both MFRA and City Attorney David Magnuson have worked hard to prepare the documents.

Dan Herbst was asked to come to the podium to give his comments and to answer any questions. Mr. Herbst stated that he has been working hard the last few years with the School District, the City of Shoreview, Ramsey County, the Metropolitan Council, the Lake Johanna Fire Department and NOHOA.

He stated that the document may need some final tweaking but that the documents have been given to the City Attorney, the NOHOA board, City Staff and MFRA and others for input. There should be no major changes.

Mr. Herbst introduced Ryan Bloom, engineer from Westwood, who attended the meeting to answer any questions. City Attorney Magnuson stated that not all details can be nailed down, but that this is a very thorough document. The first

document presented was Ordinance No. 109 that changes the zoning from Residential Single Family Medium Density District to Residential Single Family Medium Density District Planned Unit Development. Ms. Coleman pointed out one of the key concerns dealt with maximum square footage of any home. In the document this is addressed and it will be the City's responsibility to have the Building Inspector oversee all building to make sure homes do not exceed this floor area ratio. The document also addresses the number of required parking spaces, driveway standards, and entrance monuments. This is an amendment to the zoning ordinance. Two phases are planned but this is the legal document that rezones the property.

Council Member Ackerman had questions about some of the specific terms used and Ms. Colman explained that the document mimics the current zoning code and applies the terms to this project. Not all terms in this document will apply to this project.

Mr. Ackerman asked why the document stated that only one enclosed space was needed for a garage. He would like to see two stated since he doubted anyone would build a home with only one enclosed space. He also questioned why the document stated that there might be shared driveways as it was his understanding that this would not be the case. His final concern was the wording for the entrance monuments that stated there would be no exposed neon lighting. He would like to see the document read that there would be no neon lighting, so he is suggesting that the word "exposed" be removed. Ms. Coleman again explained that the document is mimicking the current code in an attempt to apply uniform standards. Ms. Coleman stated that they could consider these changes. He summarized the three changes he would like to see: include a minimum of two enclosed spaces for garages, allow no shared driveways, and take out the word "exposed" and state no neon lighting allowed. The Mayor agreed with two of the conditions, but stated that sometimes shared driveways are needed for the best use of the land. Mr. Herbst explained that no single garages would be allowed, but that shared driveways may be better in some cases especially when preserving trees. The two changes agreed were to make two enclosed garages required instead of one and to remove the word "exposed" and state no neon lighting.

Council Member Ackerman made the motion to adopt Ordinance #109 to rezone the land to Residential Single Family Medium Density District Planned Unit Development with the change to two enclosed garage spaces minimum and to strike the word "enclosed" to state no neon lighting at entrance monuments. Council Member Long seconded the motion and it passed unanimously.

The second document presented was the approval of the Final Plat for Charley Lake Preserve. Ms. Coleman stated that this document must fit the unique characteristics of street ownership and the easements needed to keep the roads private. Once this document is completed, it will go to Ramsey County for their final approval, so some tweaking may take place at that time.

City Attorney David Magnuson explained that 95% of the plats in North Oaks are done with a Registered Land Survey, but that 99% of the plats in the state and metro area use what is called a 505 plat. When using a 505 plat, the street dedication occurs giving easements of five feet on either side of a line that separates two lots for drainage, cable networks etc. However, in this document using RSL the easements are not on the document so that these easements will not happen. This keeps the streets and easements privately owned. The final result included a 505 plat which City Attorney Magnuson believes is a better approach at this time, but the document still keeps the privately owned approach.

Ryan Bloom explained that the City Staff, engineers from Westwood and MFRA, the City Attorney and the Pentom attorney all worked on this document to get it into final form.

Council Member Ackerman asked if this agreement included the landscape plan. Ms. Coleman explained that this document is to create individual lots only and that the landscape plan was part of the preliminary plan already approved by the Council and last revised on 6/26/2013. The City Forester will now be in charge to see that the landscape plan is followed. Ms. Coleman stated that the landscape plan is a Gold Standard and very generous. Mr. Ackerman stated that he thought he would have a chance to give input on this plan. His concern is that the original plan stated that the trees would be six feet tall. He would like to see taller trees considered. Ryan Bloom stated that in the final plan the spruces will be eight feet tall, not six and that the deciduous trees will be 3 inches in diameter. Council Member Ackerman was pleased with this revision.

Council Member Long made the motion and Council Member Nelson seconded it to approve the Final Plat for the Charley Lake Preserve. The motion carried unanimously.

The third document was an approval for the Common Community Interest for the Charley Lake Preserve.

City Administrator Coleman explained that this document took some time and was done by City Staff, the Developer, and the attorneys representing both. The document is a declaration that stated what the Developer will provide to those who purchase lots and is meant to protect the community. The NOHOA attorney has also been part of the process and steps are clearly identified if the community decides to join NOHOA at some point.

An important part of this document is the architectural control aspect that was strengthened in this document. If the community does not become part of NOHOA, architectural standards would still exist and the City Building Inspector would need to approve any plans.

City Attorney Magnuson worked on this document with the Pemtom attorney and followed about 90% of what can be found in the State statute of the Common Interest Ownership Act established about 20 years ago. However, he and the City Administrator did go through the document page by page to make suggestions which were added to the document. One change was to add an annual assessment covering the common elements of sewer, water, streets etc. for maintenance, repair and replacement as needed. This item would then create reserves that could later be used.

The document does address the possibility that the community would later join NOHOA and if so this document would not hinder that process. It also is set up to allow for the re-plat of phase two at a later time. Paul Pearson from MFRA also reviewed the document and made some adjustments to the footage for the easements and streets to assure that they are set up to be private from the beginning and remain private in the future.

Also in the document it addresses what would happen if the homeowner's association collapsed. At that point the City would have the right to step in to protect the public welfare.

Council Member Egelston suggested that the architectural control is very good and in compliance with NOHOA, but that maybe it should be reviewed by the Architectural Committee as well.

Council Member Ackerman had some questions regarding this document. He asked about the two exhibits (A and C) and that Pemtom has the option to add the second phase. He questions if this is an option. Mr. Herbst stated that he will have to bring in the documents to plat when Phase 2 is ready to be started. On the question of access to a public street he questioned why it said public and not private. Mr. Magnuson explained that the homeowners will need to get to a public street and this could be a title issue if there was not access to a public street. He also questioned the transfer of common elements. Mr. Magnuson explained that this language is found in all of the documents and protects the homeowners in an event of a catastrophe and allows for the City to step in to protect the welfare of the citizens if needed. He was also concerned that some of the elements in the document do not apply such as things like common walls. Mr. Magnuson explained that much of the language comes from the Act itself and it contains provisions that cover all developments in North Oaks including those that do have common walls. An additional concern of Council Member Ackerman was the language referring to subdividing properties. He would like the document to state no subdivisions allowed. He stated that there appears to be many items in the document that are inapplicable. Mayor Schaaf explained that the document is following State statute and is a stronger document with our additions rather than one the City crafts. Mr. Herbst explained that a subdivision would be nearly impossible since all owners, secured parties holding first mortgages, and the City would need to approve any subdivision.

Council Member Nelson asked if architectural control is not part of the State statute and Mr. Magnuson stated that it was not. This item was added by Mr. Herbst with input from the City Attorney and Administrator. Mr. Nelson also asked if this document then was more restrictive than what is currently in North Oaks and he was told it is. Ms. Coleman also stated that this document would be shared with the ASC. Mr. Nelson also asked if the restrictions set up in the Countrymen Deed would also apply. Mr. Magnuson stated they would because the Deed existed before the land was conveyed to the Sisters.

Council Member Ackerman had further questions about a provision about encroachment on other units and how it would apply to this development. Ms. Coleman explained that this is part of the State statute and the details she and Mr. Magnuson added deal mostly with dwelling design. She explained that this item has little significance to the City. Mr. Ackerman was also concerned about the item that states that architectural approval must take place within three days or it is deemed approved. It was explained that if the Development became part of NOHOA it would not apply. If not, the City would still have to give final approval of any plan. The document does spell out the architectural standards set by the City. Mayor Schaaf added that the Developer would have to follow the plan, then the request would go to an architectural committee, and then to the City. City Attorney Magnuson stated that the City cannot control architectural aesthetics but because of the covenants an architectural committee can go beyond. The City can control the floor area ratio only. Mr. Herbst will set up the architectural committee and the owners will take over this committee once they are in place.

Mr. Ackerman asked about the wording used for positioning and types of garages and asked if this language applies to the City. Mr. Magnuson stated that it does as the elements of design are important to emphasize the house and not the garage. The designs listed are meant to make the Development look better and are similar to ones used in Liberty Village in Stillwater.

Mr. Ackerman pointed out a typo and the word Woodbury was changed to the City of North Oaks.

Under the rights of Mr. Herbst, Mr. Ackerman asked about the relocation of boundaries. It was explained that this is meant for when the 2<sup>nd</sup> phase is added and at that time a lot line adjustment would be made. This follows the City's Subdivision Ordinance and at that time, the Developer would have to come to the City to do this. His next question referred to adding lots and the time period allowed to do this. The document states ten years. Mr. Herbst stated that he would hope to complete the Development in three years and that this section protects those living there that they will not be adding units after ten years. Lastly, Mr. Ackerman asked about the wording for the rights of eligible mortgagees. This protects the mortgage company in the event that they become the owner.

With no further questions, Council Member Nelson made the motion to approve the Common Community Interest Document with the correction of adding the City of North Oaks. Council Member Egelston seconded the motion and it passed unanimously.

The fourth document considered was the Development Contract. The purpose of this contract is to ensure that the proposed Development will do all maintenance responsibilities of the streets, trails, sanitary sewer and water and all other utilities. The document mimics similar Development contracts. This document spells out how property will be transferred and has references to the Floor Area Ratio, the Chapter 505 process for filing a plat, the physical work that will be done, the engineering that will take place, and the homeowner's association that will be required. In addition it spells out the surety bond that will be provided to the City to make sure all work is completed in Phase One. This bond will be 125% (or 2.5 million) of the cost of the project. A resolution will later need to be approved by the Council when it is time to release the funds back to the Developer. The Staff is comfortable with the amount of the surety deposit.

City Attorney Magnuson stated that when the PDA was negotiated with the North Oaks Company in 1999 the Development Agreement was part of this Agreement. Ninety percent of what is in this Development Contract is what was established and been used since 1999. This allows for consistency.

Council Member Nelson asked where the numbers came from for the budgeted amounts. Mr. Herbst explained that he based it on what is currently going on in the industry and worked with Westwood engineers to come up with their best estimate. Mr. Pearson from MFRA also was able to review the numbers. Mr. Herbst hopes that the numbers come in lower.

Council Member Long asked if it was Mr. Herbst's responsibility to ask builders or contractors to follow the Development Contract. Mr. Herbst explained that he would hire a general contractor who would sub out as needed, but that the general contractor would have to follow the contract. MFRA will monitor the progress and do all inspections. Builders will get drawings showing all aspects of the lots.

Council Member Ackerman asked if there would be more than one builder. Mr. Herbst stated that there would be and Mr. Ackerman was pleased with this response. Mr. Ackerman asked about language items. One was that the City could approve changes. Mr. Magnuson stated this would be for minor changes and would also involve Mr. Pearson's input. The City Administrator would be held accountable. A question about the street warranty was also a concern. Once the streets are completed and Mr. Pearson has signed off on them, the streets still have a one year warranty. If there are defects in the water, sewer, and drainage systems there is a longer warranty period. Mr. Ackerman's next question was about the 125% retained by the City and if the City is limited to this amount in the event that the costs exceeded this amount. City Attorney stated that an extra 25% is collected and

if a major item came up the homeowners would be obligated to maintain, repair, and replace the utilities.

Mr. Ackerman's final concern was that the final approval and acceptance needs the recommendation of the City Administrator. His question is that if Ms. Coleman has left the City position who would step in to do this. The City engineer would more than likely take this role. Mayor Schaaf stated that the City Council can appoint others and the City Council will make the final determination.

Council Member Egelston made the motion to approve the Development Contract seconded by Council Member Nelson and carried unanimously.

The final document requested approval on Resolution 1271 Authorizing a Summary Publication of Ordinance 109. City Administrator Coleman stated that the State law allows a city to publish a summary of ordinances. This is a large cost savings to cities. Ms. Coleman recommended that the Resolution be approved.

Council Member Egelston made a motion to approve Resolution 1271 to authorize publication of a summary of Ordinance 109. Council Member Nelson seconded the motion and it passed unanimously.

#### **4. Contract Renewal for Financial Services with Sue Iverson**

City Administrator Coleman explained that the contract with Sue Iverson expired in March. Ms. Coleman is asking for an amendment to continue this contract. Ms. Iverson has been helpful in preparing cash flow analysis, the 2013 Budget, and pre-audit information and provides awareness of changes in the State law and salary data for administration. She has answered calls without an additional cost to the City. The City has spent \$1,000 to date with Ms. Iverson. Ms. Coleman believes she has a lot of finance talent and would be an asset to keep on retainer when Ms. Coleman leaves her position. Ms. Iverson is asking for an increase from \$45 an hour to \$50.

Ms. Coleman encouraged the Council to approve the renewal of a one year contract.

Council Member Ackerman agreed that the contract should be approved, but he questioned the 10% increase. Ms. Coleman explained that she is much less expensive than the auditor that has been used in the past and that she is very skilled and underpaid. In the past, she has billed the City for 20 hours. Ms. Coleman stated that the contract would not exceed 24 hours a month for a total of 288 hours. Mr. Ackerman questioned why the additional hours this year. Ms. Coleman stated that this gives the City flexibility and protection. This item is currently in the budget.

Council Member Nelson agreed that the rate was reasonable and that continuing the contract is good for continuity.

Council Member Ackerman made a motion to approve the renewal of the Contract for Financial Services with Sue Iverson for one year and Council Member Nelson seconded it. The motion carried unanimously.

### **Council Member Reports**

#### **1. Council Member Mike Egelston**

##### **NOHOA**

No report as they did not meet in July.

#### **2. Council Member Bruce Ackerman**

##### **VLAWMO**

Council Member Ackerman attended the meeting which dealt mostly with routine matters. An upcoming meeting is scheduled to discuss the White Bear Lake situation. Mr. Ackerman stated the concern that more water may be needed from the Mississippi River and could have an impact on Pleasant Lake if more water was to flow through it. The Mayor stated that he and Council Member Egelston had a discussion regarding this matter and it appears that the water pipe would be too small. The water would need to come upstream of Pleasant Lake and it would take an enormous amount of water.

#### **3. Council Member Marty Long**

##### **Planning Commission**

The Planning Commission did not meet in June.

Council Member Long stated that the road project to reduce the noise on Highway 96 has been delayed due to the late start of construction and delays of State and Federal funding. It appears the project will be postponed until next year as construction companies may not be available this late in the summer.

#### **4. Council Member Gregg Nelson**

##### **Finance Committee**

A discussion took place on the process to use to find Ms. Coleman's replacement. The new levy limit was also discussed. The form for the Lake Gilfillan bond submitted to the Department of Revenue also needed to be adjusted and Ms. Iverson helped with this. It does not have to be reported to the Dept. of Revenue.

##### **NRC**

Council Member Nelson attended the July NRC meeting in place of Council Member Long. The Emerald Ash Borer plan on how to deal with this problem was discussed. Goals were also set for 2013.

##### **Lake Johanna Fire Department**

The LJFD did not meet this month.

## **Mayor John Schaaf's Report**

St. Paul Regional Water is fencing off the area for the oxygenation system that will go in this year.

Council Member Nelson mentioned that he attended the League of Cities Annual Conference and he found it very interesting and enjoyable. Garrison Keillor was part of this event.

## **Administrative Report**

### **1. Acceptance of 2013 Deer Reduction/MNDNR Permit Final Report**

At the June Council meeting the 2013 Deer Reduction Report was given and Ms. Coleman is asking for the Council to accept this report.

Council Member Egelston made the motion to approve the 2013 Deer Reduction Report with a second by Council Member Nelson. The motion passed unanimously.

### **2. Traffic Analysis for the Intersection of North Oaks Road and East Pleasant Lake Road**

City Administrator Coleman reported that at the June meeting where this intersection was discussed it was decided that further investigation was needed. Ms. Coleman did speak with the Staff at the North Oaks Golf Club and they reported that they have not noticed any problems. Ms. Coleman drove this section of the road and reported that perhaps a warning sign could be added going south on East Pleasant Lake Road before the intersection to East Oaks Road. Mel's service would be able to make the sign. MFRA stated that State standards are met for this intersection. The Mayor has the authority to add traffic signs. The traffic report inaccurately reported the streets. Council Member Ackerman stated that he believed the sign should be on East Pleasant before the Golf Club. The Mayor stated that a warning sign should be considered. Council Member Nelson agreed. Council Member Ackerman stated he would want to make sure the sign would not be intrusive.

Council Member Nelson made the motion with a second from Council Member Egelston to direct City Staff to work with the City engineers and NOHOA to look at installing a warning sign. The motion carried unanimously.

### **3. 2013 Planned vs. Expenditures**

Ms. Coleman stated that the first half of the property taxes are now in and amount to \$726,000 which was more than expected. There may have been a misrepresentation made by Ramsey County, so Ms. Coleman is looking into this.

Due to the construction in Rapp Farm, building revenue is up. The City is ahead of projections on the income side. On the expense side, Ms. Iverson, ABDO, and

Stephanie Marty worked out the accounting details for the Charley Lake Preserve. Currently there is now a fund with total expenditures at \$36,579 which will be paid by the Developer.

#### **4. Preliminary Status of the 2014 Budget**

This year the City will be limited by the State on the increase amount of the levy to 3% which amounts to \$37,600. The maximum the City will be able to levy is \$1,291,062. Income projections are not done at this time. NOHOA and City rent will go up June 1<sup>st</sup> by \$500. Insurance premiums will go up an additional \$500. A reduction of \$1,700 is expected from Roseville IT due to more cities joining. ABDO has asked for almost a \$4,000 increase in their contract from \$8,500 to \$12,450. Ms. Coleman is suggesting the City look at other options. The Ramsey County Sheriff Department is projected to have a \$1,800 increase, but Ms. Coleman feels hesitant about this number. Vadnais Heights received notification of a much higher amount, so she will check this out when she meets with the Ramsey County. The Lake Johanna Fire Department is increasing staff and has presented three scenarios for increases: a 6.4%, 6.1%, or a 5.4% increase. Ms. Coleman used 6.1% in the preliminary numbers which would be a \$4,000 increase to the City. The Fire Board will be voting on this at their next meeting. Council Member Nelson will be asked to vote and Ms. Coleman recommends that he vote for the least expensive staffing plan. Capital expenses are less next year and there is money in the budget for this. An increase of \$1,300 for 911 Dispatch has also been submitted to the City. The League of MN Cities annual payment is going up \$132 and the Northwest Sports Center has a \$66 increase. The known increases for 2014 are now at \$20,856 with about 16-17 thousand left to work with. Ms. Coleman stated that this was not a lot of money to work with.

Council Member Egelston asked if a reason was given for the large increase from the auditors and Ms. Coleman stated that they did not give a reason.

#### **5. Update on Pool Fence Violations**

Seven homeowners who were not in compliance for a pool fence were given until June to complete this work. Three homeowners sued the City and lost. Currently six are now installed with one needing a gate. One owner has been difficult to contact. Building Inspector Schmit is working on locating the owner.

### **City Attorney Reports**

1. Mr. Magnuson stated that there is a 100 page document on the changes in the laws that pertain to cities. The document was given to Council Member Ackerman with the suggestion to pass it around once he is done.

### **Miscellaneous**

**Nest Regularly Scheduled Planning Commission Meeting July 25, 2013 @ 7:00 pm in the Community Meeting Room**

**Next Natural Resource Commission Meeting August 6, 2013 @ 7:00 pm in the Community Meeting Room**

**Next Regularly Scheduled Council Meeting August 7, 2013 @ 7:00 pm in the Community Meeting Room Note change: Wednesday**

An executive session followed the meeting to discuss hiring of a new administrator.

**Adjournment**

On motion duly made by Council Member Ackerman, seconded by Council Member Nelson and carried unanimously, the meeting was adjourned at 9:20 pm.

Attest:

Respectfully Submitted

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Mayor John Schaaf

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Linda M. Hanson  
Recording Secretary