

Mayor:
David Grant

Councilmembers:
Brenda Holden
Fran Holmes
Dave McClung
Jonathan Wicklund



**Regular City Council
Agenda
October 10, 2016
7:00 p.m.
City Hall**

Address:
1245 W Highway 96
Arden Hills MN 55112

Phone:
651-792-7800

Website:
www.cityofardenhills.org

City Vision

Arden Hills is a strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

CALL TO ORDER - *Declare October 10, 2016, a Non-Holiday to Conduct City Business*

1. APPROVAL OF AGENDA

2. PUBLIC INQUIRIES/INFORMATIONAL

Public inquiries/informational is an opportunity for citizens to bring to the Council's attention any items not currently on the agenda. In addressing the Council, please state your name and address for the record, and a brief summary of the specific item being addressed to the Council. To allow adequate time for each person wishing to address the Council, we ask that individuals limit their comments to three (3) minutes. Written documents may be distributed to the Council prior to the meeting, or as bench copies, to allow a more timely presentation.

3. STAFF COMMENTS

3.A. Rice Creek Commons (TCAAP) And Joint Development Authority (JDA) Update

Matthew Bachler, Senior Planner

Documents:

[MEMO.PDF](#)

3.B. Transportation Update

Andy Brotzler, Interim Public Works Director/City Engineer

Documents:

[MEMO.PDF](#)

4. APPROVAL OF MINUTES

4.A. September 13, 2016, Special City Council Work Session

Documents:

[09-13-16-SWS.PDF](#)

4.B. September 19, 2016, City Council Work Session

Documents:

[09-19-16-WS.PDF](#)

4.C. September 26, 2016, Special City Council Work Session

Documents:

[09-26-16-SWS.PDF](#)

4.D. September 26, 2016, City Council

Documents:

[09-26-16-R.PDF](#)

5. CONSENT CALENDAR

Those items listed under the Consent Calendar are considered to be routine by the City Council and will be enacted by one motion under a Consent Calendar format. There will be no separate discussion of these items, unless a Councilmember so requests, in which event, the item will be removed from the general order of business and considered separately in its normal sequence on the agenda.

5.A. Motion To Approve Claims And Payroll

Sue Iverson, Interim City Administrator/Director of Finance and
Administrative Services

Documents:

[MEMO.PDF](#)

5.B. Motion To Approve Lake Johanna Fire Department Capital Expenditures

Dave Perrault, Finance Analyst

Documents:

[MEMO.PDF](#)
[ATTACHMENT A.PDF](#)

5.C. Motion To Approve Ordinance No. 2016-008 An Interim Ordinance Temporarily Prohibiting Land Use Applications And Reviews For Higher Education Uses In Residential, Business, Industrial And Other Zones

Matthew Bachler, Senior Planner

Documents:

[MEMO.PDF](#)

[ATTACHMENT A.PDF](#)

6. PULLED CONSENT ITEMS

Those items that are pulled from the Consent Calendar will be removed from the general order of business and considered separately in its normal sequence on the agenda.

7. PUBLIC HEARINGS

Under this Public Hearing section, citizens have an opportunity to discuss ideas regarding Rice Creek Commons (TCAAP) development. Please be sure to complete a "Request to Appear before City Council" form (available at the back table). Completed forms may be given to the City Clerk.

7.A. Rice Creek Commons (TCAAP) Development Discussion Opportunity For Residents

Mayor Grant

Documents:

[MEMO.PDF](#)

8. NEW BUSINESS

9. UNFINISHED BUSINESS

10. COUNCIL COMMENTS

ADJOURN



DATE: October 10, 2016

TO: Honorable Mayor and City Councilmembers

FROM: Matthew Bachler, Senior Planner

SUBJECT: Rice Creek Commons (TCAAP) and Joint Development Authority (JDA) Update

There have been no Rice Creek Commons (TCAAP) meetings in the last two weeks.

Mayor Grant and Councilmember Holden met with the developer, Alatus, on Thursday, October 6, 2016.



DATE: October 10, 2016

TO: Honorable Mayor and City Councilmembers
Sue Iverson, Interim City Administrator

FROM: Andy Brotzler, Interim Public Works Director/City Engineer

SUBJECT: Transportation Update

Background

A brief oral update will be provided at the meeting regarding road construction/transportation in the City of Arden Hills.



DRAFT

Approved: October 10, 2016

**CITY OF ARDEN HILLS, MINNESOTA
SPECIAL CITY COUNCIL WORK SESSION
SEPTEMBER 13, 2016
6:00 P.M. - ARDEN HILLS CITY HALL**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor David Grant called to order the Special City Council Work Session at 6:00 p.m.

Present: Mayor David Grant, Councilmembers Fran Holmes, Jonathan Wicklund and Dave McClung

Excused: Councilmember Brenda Holden

Also present: Bill Joynes, Midwest Government Advisors; Interim City Administrator Sue Iverson

1. AGENDA ITEMS

A. City Administrator Interviews

ADJOURN

Mayor Grant adjourned the Special City Council Work Session at 8:30 p.m.

Sue Iverson
Interim City Administrator

David Grant
Mayor



DRAFT

Approved: October 10, 2016

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
SEPTEMBER 19, 2016
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Grant called to order the City Council Work Session at 5:02 p.m.

Present: Mayor David Grant; Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Jonathan Wicklund

Absent: None

Also present: Interim City Administrator Sue Iverson; City Attorney Joel Jamnik; Interim Public Works Director/City Engineer Andy Brotzler; Stacie Kvilvang, Ehlers & Associates; Senior Planner Matthew Bachler; and Deputy Clerk Jolene Trauba

1. AGENDA ITEMS

A. University of Northwestern – 1265 Grey Fox Road

Senior Planner Bachler stated the University of Northwestern has requested to meet with the City Council to discuss the property at 1265 Grey Fox Road. Smiths Medical previously occupied the site and it includes approximately 165,000 square feet of office and lab space. Northwestern plans to acquire the property and remodel the existing facilities for classrooms, labs, and administrative offices for their engineering, biology, and health services programs. Higher education schools are currently not a permitted use in the I-Flex District and a Zoning Code amendment would be required for Northwestern to proceed with their proposal.

Al Cureton, President of University of Northwestern, thanked the Council for their time and for considering his presentation. He discussed the three major functions of a University, noting the focus should be teaching, research and community service. He explained Northwestern was working to advance the needs of the State and was proposing to purchase the property at 1265 Grey Fox Road in order to enhance the college and its engineering/technological programming. He commented on the number of baby boomers that would be retiring in the next five years and the growing need for highly trained individuals. He indicated Northwestern was interested in creating an incubator type environment that would attract and retain talent in the community.

Jay Lindgren, Dorsey & Whitney, thanked the Council for their consideration. He discussed the project details and how Northwestern planned to utilize the Smiths Medical facility. He commented on the location of Smiths Medical, noting it was within the I-Flex District but was directly adjacent to the B-4 District. He explained this was a 14.5-acre site with 165,000 square feet available between two buildings with 583 parking spaces. He reviewed a two-phase approach that Northwestern has devised for this property, noting this site would be used for STEM purposes. He believed this was a compatible use with the neighboring uses. He encouraged the Council to consider allowing an Institutional Use as a Conditional Use in the I-Flex zoning district, or consider rezoning the property to B-4.

Mayor Grant understood the City and Northwestern have participated in a restructuring of the campus. He also knew the focus of the college was evolving and changing over time. He thanked Northwestern for providing the Council with a better idea on where the University's focus was at this time. He stated the question before the Council was the I-Flex district and the proposed use. He asked the Councilmembers for comments on this matter.

Councilmember Holden stated she has always been supportive of Northwestern. She indicated she would be supportive of the Northwestern's plan if the property was zoned B-4; however, the parcel was located in the I-Flex zoning district. She indicated the City does not allow education in the I-Flex for specific reasons. She did not believe the proposal from Northwestern worked given the fact they were proposing to locate in the I-Flex zoning district.

Councilmember Wicklund explained he was new to this process and asked why education was not allowed in I-Flex.

Councilmember Holden could not recall the specifics but stated this determination was made by the City Council within the Comprehensive Plan.

Mayor Grant provided further comment on the Comprehensive Planning process.

Councilmember Holmes stated the Smiths Medical property was in a transitional area and was zoned I-Flex due to the fact it abuts Heavy Industrial. She feared how students would be impacted by the amount of heavy truck traffic in the area. She agreed with Councilmember Holden and did not support changing the zoning of this property.

Councilmember McClung discussed the zoning of the properties and access points surrounding Smiths Medical. He reported he had access, traffic and density concerns with Northwestern's proposal. For this reason, he was not comfortable in making a change to the zoning for Smiths Medical.

Mayor Grant commented further on the intended purpose of the I-Flex zoning district. He appreciated the mission of Northwestern and understood that the technological/engineering fields were evolving. He encouraged Northwestern to consider expanding on their campus. He stated that he was not inclined to change the zoning for the Smiths Medical site at this time.

Councilmember Wicklund questioned when the I-Flex zoning district was created.

Senior Planner Bachler was uncertain when this zoning district was created.

Mayor Grant stated this zoning district has been around for quite some time.

Councilmember Wicklund believed that zoning districts were “lines in the sand”. He was inclined to continue the discussion with Northwestern based on the fact the institutional usage would be similar to the previous user.

Grover Sayre, University of Northwestern Chair, reported he grew up in Arden Hills. He commented on how the community has changed over the years. He believed that zoning and land use should also continue to evolve in order to meet the needs of the community.

Councilmember Holden reported the Council revisits the zoning and land uses every ten years in order to update its Comprehensive Plan. She stated uses and zoning districts are reevaluated on a regular basis.

Mayor Grant compared how the City planned for the future in the same manner as the University worked to meet the changing needs of its students.

Mr. Sayre explained there was a huge need for nurses in the community. He stated the expanded space at Smiths Medical would greatly assist Northwestern in providing skilled laborers for the area.

Mayor Grant did not doubt the mission of Northwestern and appreciated their vision toward the future. However, he was still not inclined to rezone the Smiths Medical property.

Councilmember McClung recalled the Council had a major discussion regarding the Smiths Medical property in 2007. He believed the I-Flex zoning district has been vibrant and was completing the City’s intended goal. The success within this district had him less inclined to make a zoning change.

Mayor Grant commented on the Comprehensive Planning process that had to be followed by the City.

Mr. Lindgren believed the Council could come to the reasonable conclusion that the conditional use of higher education as consistent with the Comprehensive Plan. The only question was if this was a zoning district the Council wanted to have. While he understood the concerns of the Council, he encouraged the Council to consider if higher education could be a positive use in a building that has been sitting vacant for the past year. It was his opinion the college would further the goals of economic development within the I-Flex zoning district for years to come.

Mr. Sayre stated Northwestern wanted to advance both the agendas of the City and the college. He explained Northwestern was not trying to misdirect but rather wanted to come alongside the City in order to meet its goals and objectives, while also meeting the school’s goals.

Mayor Grant appreciated the open discussion. He encouraged Northwestern to reconsider the expansion of their current campus as the general read of the Council was not to support the rezoning of the I-Flex property.

Mr. Sayre thanked the Council for their time and consideration.

B. Bremer Bank Redevelopment Concept PUD Review – 4061 Lexington Avenue

Senior Planner Bachler explained Frauenshuh and Bremer Bank are requesting a concept review of a possible Planned Unit Development (PUD) at the southwest corner of Lexington Avenue and County Road F. The applicant is seeking feedback from the City Council on the concept.

Senior Planner Bachler indicated the property at 4061 Lexington Avenue is comprised of 4.8 acres of land, 3 acres of which is forested and partially covered by wetlands. The existing Bremer Bank has a footprint of approximately 6,000 square feet and a gross floor area of approximately 18,000 square feet. The site includes a teller drive-up lane on the south side of the building and a drive-up ATM lane on the north side of the parking lot. There are two access points to the property: one on County Road F and the second on Lexington Avenue.

Senior Planner Bachler reported Frauenshuh, a commercial real estate firm, is working with Bremer Bank on a possible redevelopment plan for the site. The existing building would be demolished and replaced with a new 2,750 square-foot facility that would better meet the bank's current and long-term needs. In addition, the concept plan includes an 11,500 square foot daycare facility and a 7,500 square foot multi-tenant commercial building. The multi-tenant building would likely include office, health care, restaurant, retail, and other commercial uses. A drive-up lane is proposed for the bank and the multi-tenant building. A total of 108 parking stalls would be provided between the three buildings.

Senior Planner Bachler stated as part of the redevelopment proposal, the property would be subdivided to create individual parcels for each of the proposed buildings. However, since the site is being developed as a planned development it would function as a whole and have a reciprocal easement agreement between the parcels to govern access, parking, maintenance, and other items. A separate outlot would be created for stormwater management and drainage purposes. Bremer intends to complete the required project approvals in fall 2016 with construction on the bank building commencing in spring 2017. The daycare facility and multi-tenant building would be subsequent phases and would most likely be planned for 2017 and 2018.

Senior Planner Bachler explained the concept plan for the property creates what could be a dynamic and visually attractive new commercial area in Arden Hills. The site is within walking distance of two of the City's largest employers, Land O'Lakes and Boston Scientific, and would provide an alternative for employees in the area that now rely on automobiles to find community services.

Senior Planner Bachler indicated the property is located in the I-1 - Limited Industrial District and guided for Light Industrial and Office in the City's Comprehensive Plan. Financial institution and services, daycare facilities, medical clinics, and office are all permitted uses in the I-1 District. Restaurants are an allowed use with a Conditional Use Permit, which could be applied for

concurrently with the Master PUD. Retail is only permitted as an accessory use in the I-1 District. In this case, the developer would need to request flexibility through the PUD process to allow retail as a principal use on the property.

Senior Planner Bachler commented the I-1 District does not have architectural design standards like those adopted by the City for the B-2 and B-3 Districts. However, based on the preliminary renderings provided, the bank and multi-tenant buildings appear to be designed generally consistent with the standards for these other districts. Both buildings would have ample façade transparency and architectural details to add visual interest.

Senior Planner Bachler reported the proposed parking for the bank and multi-tenant buildings appear to meet the minimum off-street parking requirements included in the Zoning Code. Financial institutions are required to provide one stall per 250 square feet of gross floor area. In this case, 11 spaces would be required and 14 spaces are shown on the Site Plan. Since the mix of businesses in the multi-tenant buildings has not been finalized, staff determined that a conservative calculation would be to assume that all 7,500 square feet would be occupied by retail uses, which requires one parking stall per 150 square feet of sales floor area. A total of 50 spaces would be required and 54 are provided. Daycare facilities are required to provide parking based on the number of employees and individuals receiving care, which has not been determined at this point.

Staff has not analyzed the proposed structure and landscape coverage, setbacks, and other zoning requirements as part of the Concept PUD review. A detailed evaluation of the project would be part of a formal application and review for a Master PUD. A traffic study will also likely be required to look at the proposed traffic circulation on the site and the impacts of the development on the surrounding street network.

Councilmember Holden stated she did not understand what the request was before the City Council.

Senior Planner Bachler indicated the Concept PUD Review allowed the development team to present preliminary plans while providing a general overview of the request in order to gain feedback from the Council.

Carla Lawrence, Bremer Bank, commented on how the banking industry was evolving. She reported Bremer Bank was in need of a new building that was substantially smaller. She believed that Arden Hills was a great community in which to expand their business.

Dave Anderson, Frauenshuh, reviewed the Bremer Bank expansion in further detail with the Council. He noted the proposed site was just under five acres. He stated the existing building would be removed and a new multi-tenant building would be constructed. He expected the formal PUD process would assist with providing further information on how the properties would interrelate. He explained a drive-thru would be needed along with retail or food uses. He reviewed a proposed site plan with the Council.

Councilmember Holmes asked how far into the wooded area the new concept plan would go.

Mr. Anderson commented on the plans for the site and indicated a retaining wall would be needed on the southern portion of the site. He indicated he would have to cut into the site in order to make space for the new building.

Senior Planner Bachler explained a tree survey would be required and noted the applicant would have to follow the City's tree preservation Ordinance.

Councilmember Wicklund understood this was a very preliminary discussion. His initial response was to encourage the applicant to move forward.

Councilmember Holden believed the landscaping for the site was very important. She thought the site had too much parking. She expressed concern with the flow of traffic on the site and anticipated the site would not be allowed to make a left hand turn out onto Lexington Avenue.

Mayor Grant supported the PUD moving forward. He agreed traffic flow would be an issue for this site. He understood that banks were moving to smaller models and believed it would make sense to construct a new building. He believed Bremer Bank had a good plan moving forward.

Ms. Lawrence thanked the Council for their time and feedback.

C. TCAAP Master Development Team Update

Stacie Kvilvang, Ehlers, stated on August 22, 2016, the City Council met in their second work session with the Master Development Team to overview:

1. Side-by-side color map outlining the requested land use changes
2. Chart outlining the housing type, number & density by single-family neighborhoods (including neighborhood transition area) and Town Center multi-family and difference in the number and type of units from the approved plan
3. Overall residential density
4. Building height increases within Town Center and the "Thumb"
5. Vertical mixed use and the Town Center development plans
6. Overview of parks plan and chart outlining the difference in park acreage per the Regulating Map and the proposed plan, along with their thoughts on the anticipated programing, development and maintenance responsibility
7. Possible locations for the water tower

Ms. Kvilvang stated based upon feedback from the Council, the Master Development Team has prepared the following additional information for the City Council to review:

1. Overview of the Master Developer's housing market study completed by Maxfield for the site
2. Updated site plan and residential unit count to address previous concerns over number of units and density
3. Revisions/changes in the single-family neighborhoods due to 66' lots and 3-car garage concern
4. Change in Town Center zoning into three (3) districts to allow for different building heights
5. Overview of retail space within Town Center and public vs. private space use issues
6. Overview of updated park plan and comparison of park elements within each park in comparison to elements requested by the PTRC
7. Overview of office land use designation change to retail and how office is still incorporated as a viable use within this designation

Ms. Kvilvang reported the Master Developer Team has additional information on an updated Master Development Plan that the Council can be comfortable moving forward with (however, minor changes can be incorporated as requested). Based upon this, at the October 3, 2016, work session, staff will provide the Council with a redline draft of the TRC document that incorporates the required changes to achieve the updated Master Plan. After review of that document on October 3, the Council will have an opportunity to complete a final review of any additional changes/clarifications they requested on October 17, 2016.

Ms. Kvilvang explained once this is completed, the TRC document, inclusive of the updated Master Plan, would be placed on the November 9, 2016 Planning Commission agenda for the required public hearing and then placed on the November 28, 2016 City Council meeting for formal approval. After this, the updated TRC and Regulating Plan would be submitted to the Metropolitan Council for an amendment to the Comprehensive Plan, which could take an additional 60 to 90 days for approval.

Mayor Grant addressed the proposed approval schedule for the TRC. He understood the schedule was time sensitive but wanted to be assured the City was doing things right the first time.

Bob Lux, Alatus, thanked the Council for the time they have taken to review his proposal.

Tom Shaver, Inland Development Partners, reviewed the proposed changes to the TRC in further detail with the Council. He spoke to the four areas of changes that impacted the residential, town center, parks and trails, and commercial areas of the development. The final results of the Maxfield study was commented on.

Todd Stutz, Robert Thomas Homes, commented on the wide variety of housing product types that would be used throughout this development. He reviewed photographs and described a

development that was completed by Robert Thomas Homes in Lakeville that was similar to Rice Creek Commons. He discussed the changes he would make to improve the Rice Creek Commons neighborhoods.

Councilmember Wicklund questioned who would be maintaining the parks within TCAAP.

Mr. Stutz reported the majority of the parks would be maintained by homeowner's associations, while one park in the Creek neighborhood would be maintained by the City.

Mr. Lux explained he has driven through this neighborhood in Lakeville and he found it to be unique and well laid out. He believed there was an impressive attention to detail which has made the development highly successful.

Councilmember McClung asked what percentage of the homes were completed by builders other than Robert Thomas Homes.

Mr. Stutz estimated 20% of the homes were built by outside builders.

Councilmember McClung inquired what percentage split Robert Thomas Homes as anticipating for the TCAAP site.

Mr. Stutz believed there would be a 50/50 split between Robert Thomas Homes and other builders for this development. He stated this would provide the neighborhoods with an ideal mix of housing. He explained the challenge would be to have builders follow the TRC and vision for the site.

Mr. Shaver shifted the conversation to the Town Center portion of the development.

Mr. Lux indicated Alatus was requesting the Council allow for 10 and 12 story buildings within the Town Center for apartments and condominiums. He recommended the condominium units be constructed with concrete in order to provide high quality units that minimize noise and attract higher end clientele. He provided further comment on the proposed density within Town Center.

Councilmember Wicklund questioned if Alatus has been limiting the Town Center based on what may get approved or what would fit the site.

Mr. Lux explained he was proposing buildings and density levels that were perfect for the site. He commented that buildings over 13 stories required different mechanical systems and he was not interested in pursuing this.

Councilmember Holmes requested clarification on the Town Center plan.

Mr. Lux reviewed the placement of each of the buildings within the Town Center and noted the theater had yet to be placed.

Councilmember Holden noted TCAAP had the highest elevation in Ramsey County and requested the developer keep this in mind when developing the property. She reported that many

of her neighbors have expressed concern with the fact that tall buildings would be constructed on TCAAP.

Further discussion ensued regarding the sight lines on TCAAP from Highway 96 and Highway 10.

Councilmember Wicklund supported the new plans as proposed by Alatus.

Councilmember Holden expressed concern with the loss of parking in the civic block within the new plans.

Mr. Lux believed that additional parking would be drawn back into the plan and described the location of all underground parking. He provided further comment on his vision for the civic block.

Mr. Shaver discussed several potential fits for the civic block noting a library and licensing center would nice elements to integrate into this area of the development.

Mr. Lux added that a museum on the history of the site would be another great fit for the civic block.

Councilmember Holden discussed the importance of public parks to Arden Hills and their residents.

Mr. Lux stated he was working to make this project the best it could be and understood the concerns of the Council regarding parks.

Councilmember Holden asked where the restaurants were located in the Town Center area.

Mr. Shaver reviewed the location of the restaurants.

Councilmember Holmes expressed concern that larger restaurants were not being proposed for the Town Center.

Mr. Lux described his reasoning behind proposing locally sourced eateries and cafes rather than large scale restaurants.

Councilmember McClung had hoped to see two clusters of retail on TCAAP in order to create vitality within the development that would draw Arden Hills' residents to the site. He requested the developer consider bringing back a large-scale restaurant.

Mr. Lux appreciated this comment and then provided further information on the proposed design for the retail area. He suggested the Council consider how a pizzeria, wine bar, breakfast café and coffee shop would fit into this area.

Councilmember Holden reiterated the fact that the whole reason for requesting more density was to be able to support the four restaurants.

Councilmember McClung stated because of the high density in the Town Center, a number of walkable restaurant options would need to be available.

Mr. Shaver explained Alatus has been working to create an amenity rich environment within Town Center. He appreciated the comments raised by the Council and stated he would consider the restaurant mix further.

Councilmember McClung supported the level of vibrancy being created within the Town Center. He anticipated that if more restaurants were added to this area of the development, they would be supported given the level of density being requested.

Mr. Lux stated he would rework the Town Center plan and would take into consideration the comments provided by the Council.

Councilmember Holden commented she still had concerns with the 12 story buildings being proposed in Town Center.

Mayor Grant asked where the Council had areas of agreement within the proposed plans. He requested the comments be focused on the Creek at this time. The Council had no concerns with the Creek neighborhood.

Councilmember Holden asked where the water tower would be placed within the Hill neighborhood.

Mr. Stutz reviewed the location being proposed for the water tower.

Mr. Shaver turned the Council's attention to parks and trails within the development.

Mr. Stutz clarified on the ownership of each of the parks.

Councilmember McClung recommended the first park from the south side of the development be made a publicly owned space and not private.

Mayor Grant agreed this park should allow for public access.

Councilmember Holden questioned if the water feature would have prairie grasses surrounding the water.

Mr. Stutz was open to this and anticipated the area would be landscaped.

Councilmember Holmes believed that once the parks were set, it would be hard to make any changes. She questioned if a full sized adult soccer field was necessary.

Mr. Shaver stated due to the grade changes on the property, the site did not have an area that would accommodate a full sized adult soccer field.

Councilmember Holmes did not want to see the City or developer skimp on the parks.

Ms. Kvilvang reviewed the Council's wants and needs regarding the parks within TCAAP.

Councilmember Wicklund recommended that staff provide the Council with further information on the funds that are available to assist with developing the TCAAP parks.

Ms. Stutz commented on his plans for the park phasing.

Councilmember Wicklund wanted the City to pursue the timeline provided by Ms. Kvilvang including the 12 story buildings, having further dialogue on the cost of the parks.

Councilmember McClung reviewed the amenities that have not been provided through the current park plan stating the only items that have been removed were the basketball court and full sized soccer field. He did appreciate the addition of a splash pad.

Councilmember Holden suggested the park buildings be further evaluated to see if several could be combined.

Mayor Grant believed the architectural details of the park shelters would have to be discussed in the future, along with building materials and design. He requested further comment from the Council regarding the Hill neighborhood.

Councilmember Wicklund and **Councilmember Holmes** supported the Hill neighborhood as presented.

The consensus of the Council was to support the Hill neighborhood as presented.

Mayor Grant requested additional feedback from the Council on Town Center.

Mr. Lux asked that the Council allow for the proposed density within Town Center. He provided further comment on the condominium units noting there would be five units or less per story. He recommended the condominium building be 12 stories in height in order to be differentiated in height from the apartments.

Councilmember McClung supported the density and building heights being proposed for Town Center. His only concerns were with the restaurants.

Councilmember Holmes and **Councilmember Wicklund** agreed with these statements.

Councilmember Holden did not support Town Center as presented.

Mayor Grant stated he had an issue with the building height and proposed Civic area.

Councilmember McClung supported the Civic area in theory and understood this topic would have to be further discussed by the Council.

Mayor Grant reported approval of the Master Plan and TRC would take four affirmative votes from the Council.

Ms. Kvilvang questioned what Councilmember Holden and Mayor Grant could support.

Councilmember Holden explained she could support a building that was 10 stories in height. She believed that the added height did not add value through additional greenspace.

Councilmember Wicklund saw value in the proposed building heights as being a design and architectural issue.

Councilmember Holden stated she has spoken to many of her neighbors and all had concerns with buildings higher than 10 stories.

Councilmember Wicklund encouraged the residents of Arden Hills to not have the “not in my backyard” syndrome as he believed that Alatus’ vision for the TCAAP site was phenomenal.

Councilmember Holden noted that this property also had the highest point in Ramsey County.

Ms. Kvilvang reported if the building were only 10 stories, the penthouse units would be eliminated.

Mr. Lux appreciated Councilmember Holden’s concerns and asked where Mayor Grant stood on building height.

Mayor Grant agreed residents were appalled by the thought of having 12 stories. He understood the value of concrete construction and appreciated all of the information Alatus has provided to the Council regarding this matter. He discussed his history with the project and indicated 10- and 12-story buildings had never been considered for this project.

Mr. Lux stated he wanted to be respectful to the many years of work that have gone into this project. He stated he wanted to be responsive to the Council and their needs.

Ms. Kvilvang commented on how building trends had changed over the past 10 years.

Councilmember Holden feared that the 12-story building would look out of place. She noted the Council very recently approved the TRC.

Councilmember Holmes stated she has been in communication with many residents and none had voiced concerns about the building heights. She believed the proposed building heights were the trend for the future and she wanted to see Arden Hills be a part of the future. She heard that residents did not want TCAAP to reflect the original portion of the City because it was 50 years old.

Councilmember McClung provided further comment on the residents that he has spoken with. He heard from residents that both support and oppose the 10- and 12-story buildings. However, one common concern was that TCAAP be a high-class development with lots of restaurants. He stated he could support two 12-story buildings and two 10-story buildings. He believed that the proposed level of density would provide the City a great water feature and restaurants.

Councilmember Wicklund did not want to see the City sacrifice 20 feet off the buildings when this was the critical element to the development. He recommended that the building height remain as proposed by the developer.

Councilmember Holden did not understand how the additional two stories would affect the development and its restaurants.

Mayor Grant requested the developer consider a connection from TCAAP to the opposite side of Highway 96.

Councilmember Holmes did not believe a tunnel or bridge over Highway 96 was necessary.

Mr. Lux asked if the Council would support the condominium towers being limited to 12,000 feet with a smaller floor plan. It was his opinion this would be necessary in order to differentiate between the condominium and apartment buildings.

Councilmember Holmes did not like this idea. She supported the condominiums as previously presented by Alatus.

Mayor Grant stated he talked with the Fire Chief and he has no problem with the 12 stories.

Councilmember Holden indicated she would be willing to meet with Mr. Lux to discuss this further.

Mr. Lux was available to meet with Councilmember Holden on Wednesday afternoon.

Mayor Grant requested Alatus provide the Council with information on the financial impact if the buildings were limited to ten and eight stories.

Mr. Lux stated he would provide the Council with a price per foot for the top two floors of the condominium units.

Mayor Grant encouraged the Council to work through the issues and concerns being voiced in order to reach a consensus. It was his hope that the Council could provide a 5-0 vote for the TRC and Master Plan amendments.

Councilmember McClung agreed it would be important to have five supportive votes.

Councilmember Wicklund understood he was late entering this entire process. However, he also knew that the composition of the City Council could change again come January.

Ms. Kvilvang recommended the October 3 City Council worksession address plan refinement with the final reading of the document on October 17. Further discussion ensued regarding the corporate campus and office/retail space.

Councilmember Holden noted that the thumb property could go as high as 15 stories.

Councilmember Holmes supported this height within the thumb.

Mayor Grant commented he would be available to meet with Mr. Lux on Tuesday afternoon in order to go over the projection numbers.

Mr. Lux stated this worked for his schedule. He thanked the Council for their input.

D. City Newsletter

Councilmember Wicklund recommended this item be postponed to the October 3 meeting.

E. Personnel Committee Update

Interim City Administrator Iverson reported the receptionist would be starting on October 3 and the Public Works Supervisor would begin on October 10. She indicated background checks were being completed for the City Administrator candidates.

2. COUNCIL COMMENTS AND STAFF UPDATES

Councilmember Holden asked if a letter was sent to Blake Huffman regarding the “Right Turn on Red” sign.

Interim City Administrator Iverson stated Interim Public Works Director/City Engineer Brotzler wanted to meet with a staff member from the County prior to a letter being sent.

Mayor Grant commented on the light pole that was knocked over on County Road E. He requested staff contact Xcel and have this light pole reinstalled.

Councilmember Holden questioned if the Goodwill would be addressing the window issue.

Senior Planner Bachler understood that Goodwill was waiting to address the windows until they received their final certificate of occupancy. He explained he would follow up on the status of the final certificate of occupancy.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 9:17 p.m.

Jolene Trauba
Deputy Clerk

David Grant
Mayor



DRAFT

Approved: October 10, 2016

**CITY OF ARDEN HILLS, MINNESOTA
SPECIAL CITY COUNCIL WORK SESSION
SEPTEMBER 26, 2016
6:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Grant called to order the City Council Work Session meeting at 6:00 p.m.

Present: Mayor David Grant; Councilmembers Brenda Holden, Fran Holmes, Dave McClung (arrived at 6:32 p.m.) and Jonathan Wicklund

Absent: None

Also present: Interim City Administrator Sue Iverson; Interim Public Works Director/City Engineer Andy Brotzler; Finance Analyst Dave Perrault and City Clerk Julie Hanson

1. AGENDA ITEMS

A. 2017 Budget

Interim City Administrator and Director of Finance and Administrative Services Iverson reviewed the 2017 preliminary budget with the Council. She provided the Council with a recap on Ramsey County residential property values. She described how the budget would be impacted by the proposed staffing levels and appropriate salaries. The proposed increases within the budget were described along with the General Fund expenditures. She reported the proposed tax levy increase was 4.7% at this time. Further discussion ensued regarding the budget transfer that could occur to assist with balancing the budget.

Councilmember Holmes asked what the budget shortfall would be if a 4.7% levy increase were to be approved by the Council.

Interim City Administrator and Director of Finance and Administrative Services Iverson explained the budget shortfall would be \$238,324.

Councilmember Holmes understood the City had savings from 2015 in the General Fund that amounted to \$565,000 which could be used to cover the shortfall.

Interim City Administrator and Director of Finance and Administrative Services Iverson reported this was the case, but would not correct ongoing operating shortages.

Councilmember Holden asked if the City would have any additional savings in 2016.

Interim City Administrator and Director of Finance and Administrative Services Iverson anticipated the City would have additional savings due to reduced salaries.

Councilmember Holden understood these overages could be placed in the PIR fund.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated this has been the practice of the Council. She cautioned the Council about depending on the PIR fund to balance the budget.

Further discussion ensued regarding the PIR Fund and budget transfers.

Councilmember Wicklund understood the City had \$565,000 in reserves that could be transferred to balance the budget. He believed the budget was very conservative and asked how staff felt about covering more of their own health care expenses.

Interim City Administrator and Director of Finance and Administrative Services Iverson discussed the comments she has received from staff regarding health care expenses and noted there were some bitter feelings about the past changes over the last two years.

Councilmember Wicklund asked how much the budget would be impacted by returning to the 50/50 split in the increase over the previous years' premium for the healthcare expenses.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated this would not be a significant increase.

Councilmember Wicklund did not support the 60/40 split and believed this action would only deteriorate morale. He wanted to see the City take care of its employees. He commented he did not want to dip into reserves and stated he would therefore gravitate towards a 7.6% tax levy.

Councilmember Holmes agreed.

Mayor Grant did not support this high of an increase. He commented on the proposed budget increases noting he wanted the City to be cautious that costs were not being raised too high. He stated he could support a 4.7% tax levy increase and felt this was a balanced approach to the budget.

Councilmember Holden asked how long Interim City Administrator and Director of Finance and Administrative Services Iverson had been with the City.

Interim City Administrator and Director of Finance and Administrative Services Iverson reported she has been with the City for 10 years.

Councilmember Holden supported a PIR Fund transfer to balance the budget. She did not believe the City should be raising taxes when this fund was available to assist with buying the levy down.

Councilmember McClung stated he could not support a 7.6% tax levy. He hoped to have the levy amount closer to 4.7% with the hopes of reducing this amount between September and December.

Councilmember Holmes reported the City would have another \$226,000 in surplus for 2016 that should be going into the PIR Fund.

Mayor Grant commented that the City currently had a surplus of \$791,000.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated the surplus was only available to the City because of salary savings and unforeseen increased permit fees.

Councilmember McClung did not believe the PIR Fund had to be returned to its original condition. He understood the City had a policy in place regarding the General Fund surplus to fund capital reserves. However, he supported a portion of the surplus being used to buy down a portion of the levy.

Councilmember Holden anticipated that the City had even more than \$791,000 in surplus given the fact the City did not complete a lot of road improvements and permit fees were higher than expected again in 2016. She discussed how the City had reduced its street improvement expenses for Thom Drive and Sandeen. She explained she could support a 4.7% tax levy increase at this time, but hoped this could be reduced prior to December.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated it was not a good practice to use reserves to balance the budget. She wanted to make the Council aware of this and noted this practice could also affect the City's bond rating.

Mayor Grant did not believe this to be a concern for the Council noting this has not been a regular practice.

Councilmember Holmes did not believe the PIR Fund was artificially high. She understood the residents of Arden Hills wanted trails and believed the Council should be planning accordingly.

Mayor Grant supported trail projects being completed. He asked for final comments from the Council.

Councilmember Wicklund was of the opinion the tax levy should be approved at the 4.7% level and believed this amount could be reduced over the coming months.

2. COUNCIL COMMENTS AND STAFF UPDATES

Interim City Administrator and Director of Finance and Administrative Services Iverson explained she had been approached by the City of Vadnais Heights noting they were in need of assistance with building inspection services. She reported this would be a temporary, three-week situation. She explained she spoke with Dave Scherbel about this scenario and had agreed, if he has time available. It was noted the time spent on inspections would be billed out to Vadnais Heights on an hourly basis.

Councilmember Holden requested staff provide the Council with a list of outstanding permits prior to this matter moving forward.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 6:56 p.m.

Julie Hanson
City Clerk

David Grant
Mayor



DRAFT

Approved: October 10, 2016

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
SEPTEMBER 26, 2016
7:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor David Grant called to order the regular City Council meeting at 7:00 p.m.

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Jonathan Wicklund

Absent: None

Also present: Interim City Administrator and Director of Finance and Administrative Services Sue Iverson; Interim Public Works Director/City Engineer Andy Brotzler; Senior Planner Matthew Bachler; Finance Analyst Dave Perrault and City Clerk Julie Hanson

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the meeting agenda as presented. The motion carried unanimously (5-0).

2. PUBLIC INQUIRIES/INFORMATIONAL

Gregg Larson, 3377 North Snelling Avenue, noted it was the one-year anniversary of the resignation of the former City Administrator and Public Works Director. He questioned why both of these positions were still vacant and why the City Council was not trying to hire new employees. He anticipated the new City Administrator would want to hire the new Public Works Director; however, it was noted the City has also lost its Community Development Director, City Planner, Public Works Superintendent, and Acting Public Works Director/Assistant City Engineer in recent months.

Mr. Larson explained that the numerous vacancies have led the City to hire Ehlers and WSB to serve as consultants on behalf of the City. He believed the City had a real staffing issue and questioned who was responsible for this situation. It was his opinion that the City Council was at

fault. He feared that the Personnel Committee, made of Mayor Grant and Councilmember Holden, were also to blame. He believed that the staffing situation at City Hall was a mess that was damaging the morale of the remaining staff. He feared the City would have a hard time hanging onto its valued employees. He took his hat off to Interim City Administrator Sue Iverson and former Acting Public Works Director John Anderson for their efforts on behalf of the City. He believed the City Council has failed to follow through with its hiring responsibilities. He anticipated that excuses would be offered and no fault would be accepted. He encouraged the City Council to provide better leadership on behalf of the residents of Arden Hills.

3. STAFF COMMENTS

A. Rice Creek Commons (TCAAP) and Joint Development Authority (JDA) Update

Interim City Administrator and Director of Finance and Administrative Services Iverson provided the Council with an update on TCAAP and JDA noting the following information:

Meetings

- On September 19, the City Council met with the Master Developer team to review updated site plans.
- On September 20, Bob Lux of Alatus met with the Mayor and Council Member Holden to discuss their concerns regarding development in Town Center.
- Another meeting with the Master Developer was be scheduled for October 10 at 6:00 p.m.

Communications/Media

- On September 14, the Mayor, along with County representatives and the Developer spoke at a Twin Cities North Chamber event regarding TCAAP.

B. Transportation Update

Interim Public Works Director/City Engineer Brotzler reported work on westbound I-694 would continue through November. He noted a portion of the roadway would be closed for bridge painting September 30 through October 3.

Interim Public Works Director/City Engineer Brotzler stated work continues on I-35W at County Road H. Ramps for County Road H would be closed through late fall.

Interim Public Works Director/City Engineer Brotzler explained the bridge lighting on County Road E was being reviewed and staff was waiting to hear back from MnDOT on the lighting options.

Councilmember Holden requested an update from staff on the intersection of Lexington Avenue and Red Fox Road.

Interim Public Works Director/City Engineer Brotzler indicated he would investigate this and would report back to the City Council.

Mayor Grant requested the light pole and sign that was hit near the E-Street Flats be replaced by Xcel.

Councilmember Holmes asked if the temporary stop signs at County Road E2 and Old Snelling had become permanent.

Councilmember Holmes requested the cones and barrels be removed at the intersection of Highway 10 and County Road H.

C. State of the City Update

Senior Planner Bachler stated the State of the City event would be held on Thursday, September 29, 7:30 to 9:00 a.m. at Flaherty's Arden Bowl. Representatives from the TCAAP Master Development Team, Land O'Lakes, and MnDOT would be providing updates to the community. There would also be time for questions and networking following the presentations. Arden Hills businesses and residents were encouraged to attend the event. An evening State of the City event will be scheduled for a future date.

D. Fall 2016 Community Cleanup Day Update

Senior Planner Bachler explained the Fall Cleanup Day event is scheduled for Saturday, October 8 from 7:00 a.m. to 12:00 p.m. It will be held at the Ramsey County Public Works Facility at 1425 Paul Kirkwood Drive. The event is co-sponsored by Arden Hills and Shoreview and open to residents of both cities.

Senior Planner Bachler reported residents that participate in the event would pay a small fee based on vehicle type and load. Car loads would be charged \$10; trucks, sport utility vehicles, and vans would be charged \$25; and small trailers would be charged \$35. Oversized loads, such as U-Haul trucks, would be subject to extra charges.

Senior Planner Bachler stated proof of residency, such as a driver's license or utility bill, would be required. Payment would only be accepted in the form of cash or check. No credit cards are accepted. Notice of the Fall Cleanup Day was advertised on the City's website and Facebook page, and a flyer was mailed to all City residents.

4. APPROVAL OF MINUTES

- A. September 12, 2016, City Council

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the September 12, 2016, Regular City Council meeting minutes as presented. The motion carried unanimously (5-0).

5. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
B. Motion to Approve Planning Case 16-019 Holiday Station PUD and CUP

- C. Motion to Approve Resolution 2016-030 Authorizing the Application for Recycling SCORE Grant Funds from Ramsey County
- D. Motion to Approve Planning Case 16-022 Variance – 1500 Arden Place
- E. Motion to Adopt Snowplowing, Snow Removal and Ice Control Policy
- F. Motion to Accept Proposal for Engineering Services – Bethel Trail

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the Consent Calendar as presented and to authorize execution of all necessary documents contained therein. The motion carried unanimously (5-0).

6. PULLED CONSENT ITEMS

None.

7. PUBLIC HEARINGS

None.

8. NEW BUSINESS

- A. **Set Preliminary Levy and Establish Truth-In-Taxation Public Hearing Date for Proposed Hearing Date for Proposed Taxes Payable in 2017**

Interim City Administrator and Director of Finance and Administrative Services Iverson reviewed the preliminary tax levy with the City Council. She noted the preliminary levy had to be adopted by the Council in September of each year. She discussed the median value of homes in Arden Hills and how these properties would be impacted by the proposed tax levy. The City's tax capacity and tax rate was reviewed along with the proposed operating budget for 2017. It was noted a tax levy of 4.7% was being proposed. Staff recommended the Council set the preliminary levy and truth-in-taxation public hearing.

Councilmember McClung asked when the City would start seeing tax revenue from the TCAAP redevelopment.

Interim City Administrator and Director of Finance and Administrative Services Iverson explained it would take two years after the property was sold in order for revenues to be seen on the tax rolls.

Mayor Grant discussed the raw value of land versus developed land. It was noted the entire TCAAP site would not come onto the tax roles as the same time.

Councilmember Holden addressed the consulting engineering expenses projected for 2017 and reported the City would actually be saving money by staying with an engineering firm versus hiring another City Engineer.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated this was the case. She explained it was unusual for a City the size of Arden Hills to have their own City Engineer and Public Works Director.

Councilmember Holmes indicated if the Council were to approve the 4.7% tax levy, the City would have a budget deficit in the amount of \$238,324. It was noted this amount would have to be covered by reserves.

Interim City Administrator and Director of Finance and Administrative Services Iverson stated that a 7.6% levy increase would be needed to cover the ongoing operating costs.

Councilmember McClung asked how much budget savings the City realized in 2015.

Interim City Administrator and Director of Finance and Administrative Services Iverson reported after the 2015 audit was completed it was determined the City had a 62.9% fund balance which meant there was an excess of \$565,121 in the General Fund that could be transferred over to the PIR Fund.

Councilmember Holmes questioned why excess funds should be transferred to the PIR Fund.

Interim City Administrator and Director of Finance and Administrative Services Iverson explained the purpose for this transfer would be to assist with building up the City's capital funds.

Councilmember McClung commented a portion of the transfer could also be used to buy down the 2017 tax levy in order to reduce the impact on Arden Hills' residents.

Councilmember Wicklund supported a 4.7% preliminary tax levy increase knowing this number could be reduced by December.

Mayor Grant explained that some of the extra expenses budgeted for 2017 were related to the Comprehensive Plan and should be covered by the PIR Fund.

Councilmember Holden supported the 4.7% preliminary tax levy and hoped the Council would be able to reduce this percentage before final approval is granted in December.

Councilmember McClung stated he could support 4.7% this evening and looked forward to further discussions on how to reduce this percentage in the coming months.

MOTION: **Councilmember McClung moved and Councilmember Wicklund seconded a motion to Adopt Resolution #2016-031 – Setting the Preliminary Levy for Taxes Payable in 2017.**

Mayor Grant believed the 4.7% tax levy was too high and stated he would not be supporting a 4.7% tax levy in December.

Councilmember Holmes was of the opinion the City should be approving a higher tax levy in order to cover the City's expenses. She recommended the Council listen to the residents and have more work completed on the City's trails.

The motion carried 4-1 (Holmes opposed).

MOTION: **Councilmember McClung moved and Councilmember Holmes seconded a motion to Adopt Resolution #2016-032 – Adopting Truth In Taxation Public Hearing Date for Proposed Taxes Payable in 2017. The motion carried (5-0).**

9. UNFINISHED BUSINESS

A. Shorewood Drive Bituminous Mill and Overlay

Interim Public Works Director/City Engineer Brotzler stated while Shorewood Drive has existing bituminous curb along most of the roadway, there are portions of curb that are missing or damaged. The initial proposal included a unit price to remove and replace curb, the specific areas were not identified and the total cost of the replacement was not included in the proposal. In addition, there was a concern that milling the pavement in close proximity to the bituminous curb would create additional damage to the already deteriorating curbing.

Interim Public Works Director/City Engineer Brotzler explained after visiting the site with the Contractor, staff requested a revised proposal to include curb removal and replacement, including site restoration and driveway tie-ins that were not included in the initial proposal. The revised proposal is in the amount of \$79,694.30.

Interim Public Works Director/City Engineer Brotzler reported as presented at the August 29 Council meeting, the City has budgeted \$150,000 for this type of work in 2016. To date the City has spent \$68,471 of this budget. The work on Thom Drive totaled \$30,159 and \$33,519 was spent on the Sandeen Road mill and overlay. The remaining budget for Street Maintenance / sealcoat and resurfacing was \$81,529. Staff had worked with Midwest Asphalt in the past and found their work to be acceptable and recommend accepting their proposal.

Councilmember Holden questioned how long the mill and overlay project would take to complete.

Interim Public Works Director/City Engineer Brotzler anticipated the project would take one or two weeks to complete.

Councilmember Holden requested further information on the life expectancy of a mill and overlay project.

Interim Public Works Director/City Engineer Brotzler stated generally a mill and overlay roadway would have a 10- to 15-year lifespan.

Councilmember Holmes asked if this project would have to be rebid given the fact it came in over what was expected.

Interim Public Works Director/City Engineer Brotzler reported typically projects under \$100,000 were not required to be bid. He explained the City initially solicited bids and four bids were received.

Councilmember Holmes inquired if the project would be completed yet in 2016.

Interim Public Works Director/City Engineer Brotzler stated this was the case.

Mayor Grant understood this project would be completed in conjunction with work required at County Road D. He supported the project as presented.

Councilmember Wicklund questioned why the bid amount came in at almost double the engineer's estimate.

Interim Public Works Director/City Engineer Brotzler explained the original RFP did not include the full replacement of the bituminous curb and gutter.

MOTION: **Councilmember Wicklund moved and Councilmember McClung seconded a motion to Accept the Proposal from Midwest Asphalt Corporation for the Bituminous Mill and Overlay in the Amount of \$79,694.30. The motion carried (5-0).**

10. COUNCIL COMMENTS

Councilmember Holden encouraged the Council to read the memo in an email provided by staff on August 4 regarding "Openness of Government".

Councilmember Holden requested staff follow up with the individual that has a TCAAP cartridge in Europe.

Councilmember Holden recommended the Council have a recap discussion on State Fair parking at an upcoming work session meeting.

Councilmember Holden understood the Lake Lane PMP warranty was up this fall. She requested staff investigate this neighborhood to see if any cracks needed to be filled.

Councilmember Holden provided a Personnel Committee update and noted City Administrator candidates were recently interviewed. She reported background checks were being completed at this time. It was noted the Public Works Superintendent would be starting with the City of Arden Hills on October 10.

Councilmember Holden requested the Council discuss the City's engineering situation at an upcoming work session meeting.

Councilmember Holden explained Arden Hills was featured in the July issue of Top Doctors.

Mayor Grant indicated the City has had a City Engineer and Public Works Director in recent years. However, looking back the City of Arden Hills hired a consultant for these services. As

stated previously by staff, it was not uncommon for a City of Arden Hills' size to consult these services.

Mayor Grant reported the customer service specialist would begin working for the City on October 3.

Mayor Grant asked if any road patching would be done prior to winter. He requested that the proper mix be used.

Mayor Grant explained the “No Parking” signs were posted during the State Fair to improve safety in these areas of the City. He understood that a bus sideswiped several vehicles and the Council was hoping to improve this situation.

Mayor Grant invited the public to attend the Youth and Family Services Taste of Northeast Event on Thursday, October 6.

Mayor Grant discussed the number of staff vacancies and noted the Council was working through the situation in order to bring the right members on board with the City. He explained all work was getting done and City Hall was running well.

ADJOURN

MOTION: Councilmember McClung moved and Councilmember Holmes seconded a motion to adjourn. The motion carried unanimously (5-0).

Mayor Grant adjourned the Regular City Council Meeting at 8:15 p.m.

Julie Hanson
City Clerk

David Grant
Mayor


MEMORANDUM

DATE: October 10, 2016
TO: Honorable Mayor and City Council Members
FROM: Sue Iverson, Director of Finance and Administrative Services,
Ashley Bertrand, Accounting Analyst
SUBJECT: Claims & Payroll

Requested Action:

- 1. Motion to Approve Consent Agenda Item – Claims and Payroll

Supporting Documents:

Payroll

2016 Payroll #20	\$	74,371.25
Total Payroll	\$	74,371.25

Accounts Payable Claims Through 10/07/2016

Paid Claims (Check No 46067-Check No 46096)	\$	290,135.47
Paid Claims (Check No 46097-Check No 46099)	\$	39,110.00
Total Accounts Payable	\$	329,245.47
Total Claims	\$	403,616.72

CITY OF ARDEN HILLS

PAYROLL # 20

CHECKS DATED: 10/07/16

Biweekly: 09/17/16 - 09/30/16

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	4,638.54		EFT
SIT	1,965.23		EFT
FICA Oasdi	2,985.09	2,985.09	EFT
FICA Medicare	698.12	698.12	EFT
TOTAL TAXES	10,286.98	3,683.21	
Health Premium	2,041.10	12,418.31	A/P Check*
Dental Premium		962.98	A/P Check*
FSA Dependent Care Reimb.	208.33		A/P Check*
FSA Health Care Reimb.	133.33		A/P Check*
TOTAL FLEXIBLE SPENDING	2,382.76	13,381.29	
HSA Health Saving	724.64	1,183.34	
Health Care Savings Plan			EFT
Health Care Savings Plan-2%	208.54		EFT
Health Care Savings Plan-4%	568.96		EFT
TOTAL HEALTH SAVINGS	1,502.14	1,183.34	
PERA	3,313.13	3,822.85	EFT
ICMA	772.92		EFT
Central Pension Fund-Union	691.20		A/P Check*
MN State Retirement System	709.86		EFT
TOTAL RETIREMENT	5,487.11	3,822.85	
IUOE 49 Dues (Union)	153.00		A/P Check*
LTD/STD Insurance	948.87		A/P Check*
PERA Life Insurance	32.00		A/P Check*
Life/Addl/Dep Life	175.23	77.70	A/P Check*
UNUM	42.55		A/P Check*
AFLAC	191.58		EFT
Avesis-Vision Care	5.43		A/P Check*
TOTAL VOLUNTARY	1,548.66	77.70	
Total Employee Deductions	21,207.65		
Net Payroll			
Direct Deposit	31,015.21		EFT
Gross Payroll Tie-Out	52,222.86		
STD/LTD Gross - Up			
Plus City Paid Benefit	22,148.39		
ICMA Benefit Held	0.00		
TOTAL PAYROLL COST	74,371.25		

FICA TIE-OUT	
Gross Payroll	52,222.86
Less Total FSA	2,382.76
Plus Employer Match ICMA	0.00
Plus ICMA Benefit Held	0.00
Net P/R Subject to FICA	49,840.10
FICA Oasdi @ 6.20%	2,985.09
FICA Medicare @ 1.45%	698.12

Note: Federal and State Payroll Tax obligations are satisfied by means of utilizing the "Taxtel" Electronic Tax Deposit Service. Transfers are typically made two business days after the payroll date.

* A/P Checks can be found on the *ACCOUNTS PAYABLE Check Approval* report. Checks may be paid this week or the following week.

Accounts Payable

Checks by Date - Detail by Check Date

User: ashley.bertrand
 Printed: 10/6/2016 11:49 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0225	Lillie Suburban Newspapers	09/29/2016	
	08312016-LSN	August 2016 Publications	August 2016 Publications	41.58
	08312016-LSN	August 2016 Publications	August 2016 Publications	9.24
	08312016-LSN	August 2016 Publications	August 2016 Publications	9.24
	08312016-LSN	August 2016 Publications	August 2016 Publications	41.58
	08312016-LSN	August 2016 Publications	August 2016 Publications	38.12
	08312016-LSN	August 2016 Publications	August 2016 Publications	9.24
Total for this ACH Check for Vendor 0225:				149.00
ACH	0285	Xcel Energy	09/29/2016	
	516727418	Aug/Sept Expenses	Aug/Sept Expenses	63.84
Total for this ACH Check for Vendor 0285:				63.84
ACH	0922	North Suburban Access Corporation	09/29/2016	
	16-090	August 2016 Contracted Services	August 2016 Contracted Servi	257.40
Total for this ACH Check for Vendor 0922:				257.40
ACH	1183	Bauer Built Inc.	09/29/2016	
	180196197	PW Parts	PW Parts	161.20
Total for this ACH Check for Vendor 1183:				161.20
ACH	1223	Adam's Pest Control, Inc.	09/29/2016	
	2451017	September 2016 Pest Control	September 2016 Pest Control	62.54
Total for this ACH Check for Vendor 1223:				62.54
ACH	1330	MN CLN SERVICES LLC	09/29/2016	
	0916NN01	Aug 2016 Cleaning Services	Aug 2016 Cleaning Services	1,478.75
Total for this ACH Check for Vendor 1330:				1,478.75
ACH	6129	Fast Signs	09/29/2016	
	204-43268	Name Tags: New Positions	Name Tags: New Positions	75.00
Total for this ACH Check for Vendor 6129:				75.00
ACH	7501	Kelly & Lemmons, P.A.	09/29/2016	
	45653	August 2016 Prosecution	August 2016 Prosecution	1,715.35
Total for this ACH Check for Vendor 7501:				1,715.35
ACH	MNLI	Minnesota Native Landscapes, Inc	09/29/2016	
	14090	Weed Control Services	Weed Control Services	215.00
Total for this ACH Check for Vendor MNLI:				215.00
46067	3194	Kathleen Fohren Kamm	09/29/2016	
	09192016-KF	Class Refund-Sports Sampler	Class Refund-Sports Sampler	40.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 46067:	40.00
46068	8050 08252016-IIMC	International Institute of Municipal Clerks Annual Membership Dues	09/29/2016 Annual Membership Dues	60.00
			Total for Check Number 46068:	60.00
46069	1895 09192016-KI	Iwen, Kyra Class Refund: Sports Sampler	09/29/2016 Class Refund: Sports Sampler	40.00
			Total for Check Number 46069:	40.00
46070	8081 8201852	Kimley-Horn and Associates, Inc MVHS Trail July Expenses	09/29/2016 August 2016 Asphalt Expense	1,897.13
			Total for Check Number 46070:	1,897.13
46071	5712 942	Midwest Concrete Services, Inc. Curb Repair	09/29/2016 Curb Repair	4,070.00
			Total for Check Number 46071:	4,070.00
46072	1074 5972	Precision Landscape & Tree Cottonwood Tree Removal	09/29/2016 Cottonwood Tree Removal	4,500.00
			Total for Check Number 46072:	4,500.00
46073	0811 EMCOM-005407 EMCOM-005452 EMCOM-005467	Ramsey County Aug 2016 Fleet Support Fee Aug 2016 CAD Services Aug 2016 911 Dispatch	09/29/2016 Aug 2016 Fleet Support Fee Aug 2016 CAD Services Aug 2016 911 Dispatch	24.96 929.23 4,719.13
			Total for Check Number 46073:	5,673.32
46074	0576 M22331	TimeSaver Off Site Secretarial 8/15-8/22 CC Mtgs	09/29/2016 8/15-8/22 CC Mtgs	607.00
			Total for Check Number 46074:	607.00
46075	3099 A26371 E19364	Tri-State Bobcat, Inc.-Little Canada PW Parts PW Rental	09/29/2016 PW Parts PW Rental	120.25 275.00
			Total for Check Number 46075:	395.25
46076	9755 OSV000000466717	Verizon Networkfleet Inc August 2016 GPS Expenses	09/29/2016 August 2016 GPS Expenses	360.05
			Total for Check Number 46076:	360.05
46077	4709 159441	Warning Lites PW Signs	09/29/2016 PW Signs	2,851.90
			Total for Check Number 46077:	2,851.90
			Total for 9/29/2016:	24,672.73
ACH	0602 Arvidson-080916 Christof-080916	US BANK Aug/Sept CC Expenses Aug/Sept CC Expenses	10/05/2016 Aug/Sept CC Expenses Aug/Sept CC Expenses	34.93 77.07

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Christof-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	10.24
	Christof-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	20.99
	Christof-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	381.38
	DSchifsk-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	64.56
	DSchifsk-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	35.86
	Frid-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	20.99
	Grant-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	340.00
	Grant-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	53.55
	Hanson-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	24.69
	Mikacevi-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	13.62
	Mooney-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	294.38
	MSchifsk-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	262.97
	Nowlan-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	27.00
	Nowlan-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	36.00
	Nowlan-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	49.85
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-18.23
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-6.40
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-35.48
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-2.45
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-21.12
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-67.41
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-8.92
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-8.43
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-2.86
	Rebate-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	-89.97
	Scherbel-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	9.63
	Scherbel-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	90.00
	Scherbel-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	85.00
	Scherbel-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	9.63
	Scherbel-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	9.63
	Thelen-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	213.06
	Thelen-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	87.90
	Thelen-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	13.47
	Thelen-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	340.00
	Thelen-080916	Aug/Sept CC Expenses	Aug/Sept CC Expenses	28.98
			Total for this ACH Check for Vendor 0602:	2,374.11
			Total for 10/5/2016:	2,374.11
ACH	0214 204937 204967	LTG Power Equipment Parks Supplies Parks Supplies	10/06/2016 Parks Supplies Parks Supplies	68.04 157.01
			Total for this ACH Check for Vendor 0214:	225.05
ACH	0285 517576300	Xcel Energy Aug/Sept 16 Expenses	10/06/2016 Aug/Sept 16 Expenses	1,402.43
			Total for this ACH Check for Vendor 0285:	1,402.43
ACH	0292 03350768	Oxygen Service Company, Inc. August 2016 Rental Expenses	10/06/2016 August 2016 Rental Expenses	19.22
			Total for this ACH Check for Vendor 0292:	19.22
ACH	0298 3100568315	Pitney Bowes-Meter Service Aug-Oct 16 Postage Lease	10/06/2016 Aug-Oct 16 Postage Lease	1,241.34

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 0298:				1,241.34
ACH	0320	Health Partners	10/06/2016	
	68006369	Oct 16 Dental Premium	Oct 16 Dental Premium	1,006.74
	68006369	Oct 16 Dental Premium	Oct 16 Dental Premium	91.25
Total for this ACH Check for Vendor 0320:				1,097.99
ACH	0339	Ferguson Waterworks 2516	10/06/2016	
	0214674	Water Supplies	PW Parts	135.18
	0215585	Water Supplies	Water Supplies	135.90
Total for this ACH Check for Vendor 0339:				271.08
ACH	0387	ICMA Retirement Trust- #302482	10/06/2016	
		PR Batch 00100.10.2016 ICMA Employee Dedu	PR Batch 00100.10.2016 ICM	25.00
		PR Batch 00100.10.2016 ICMA Employee Perce	PR Batch 00100.10.2016 ICM	747.92
Total for this ACH Check for Vendor 0387:				772.92
ACH	0731	MIDWAY FORD	10/06/2016	
	258518	PW Supplies	PW Supplies	247.20
	259447	PW Supplies	PW Supplies	42.55
Total for this ACH Check for Vendor 0731:				289.75
ACH	0750	Verizon Wireless	10/06/2016	
	9771599036	Aug/Sept 16 Expenses	Aug/Sept 16 Expenses	120.06
	9771813500	Aug/Sept 16 Expenses	Aug/Sept 16 Expenses	964.38
Total for this ACH Check for Vendor 0750:				1,084.44
ACH	0772	ESS Brothers & Sons, Inc.	10/06/2016	
	VV6798	Water Supplies	Water Supplies	297.00
Total for this ACH Check for Vendor 0772:				297.00
ACH	1001	Sprint/Nextel Communications	10/06/2016	
	196110738-040	Aug/Sept Cell Phone Charges	Aug/Sept Cell Phone Charges	169.25
Total for this ACH Check for Vendor 1001:				169.25
ACH	1041	Aaron Thelen	10/06/2016	
	09302016-AT	9/19-9/30 Mieage Expenses	9/19-9/30 Mieage Expenses	51.84
Total for this ACH Check for Vendor 1041:				51.84
ACH	1110	Pitney Bowes	10/06/2016	
	09232016-PB	Sept 16 Postage	Sept 16 Postage	1,042.26
	09232016-PB	Sept 16 Postage	Sept 16 Postage	590.65
Total for this ACH Check for Vendor 1110:				1,632.91
ACH	1125	Bolton & Menk, Inc.	10/06/2016	
	0194427	July/Aug 2016 LS #11	July/Aug 2016 LS #11	984.28
Total for this ACH Check for Vendor 1125:				984.28
ACH	1782	Willie McCray	10/06/2016	
	219	9/6-9/20 Umpiring Services	9/6-9/20 Umpiring Services	386.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 1782:	386.00
ACH	4889 10052016-CF	Community Footworks October Foot Clinic	10/06/2016 October Foot Clinic	244.80
			Total for this ACH Check for Vendor 4889:	244.80
ACH	5025 10042016-SG	Sara Grant 7/25-8/31 Mileage Report	10/06/2016 7/25-8/31 Mileage Report	116.10
			Total for this ACH Check for Vendor 5025:	116.10
ACH	5648 10042016-MB	Matthew Bachler September Mileage Report	10/06/2016 September Mileage Report	73.44
			Total for this ACH Check for Vendor 5648:	73.44
ACH	5712 925	Midwest Concrete Services, Inc. Catch Basin Repair	10/06/2016 Catch Basin Repair	5,650.00
			Total for this ACH Check for Vendor 5712:	5,650.00
ACH	6060 028-471872	Batteries Plus PW Parts	10/06/2016 PW Parts	10.95
			Total for this ACH Check for Vendor 6060:	10.95
ACH	6129 204-43427	Fast Signs PW Signage	10/06/2016 PW Signage	37.50
			Total for this ACH Check for Vendor 6129:	37.50
ACH	6239 2168281	Har Mar Lock & Service Center Lock Repair	10/06/2016 Lock Repair	708.90
			Total for this ACH Check for Vendor 6239:	708.90
ACH	8032 12160897	Pace Analytical Field Svc August 2016 Drinking Water Testing	10/06/2016 August 2016 Drinking Water Testing	701.75
			Total for this ACH Check for Vendor 8032:	701.75
ACH	ALPI 148643	Allegra Print & Imaging State of the City Postcard	10/06/2016 State of the City Postcard	289.91
			Total for this ACH Check for Vendor ALPI:	289.91
46078	0600 31581016	315800-NCPERS Minnesota Sept 16 Payroll Deductions	10/06/2016 Sept 16 Payroll Deductions	64.00
			Total for Check Number 46078:	64.00
46079	1502 2016-00685	Arvig Enterprises, Inc. ROW 2016-00685 Escrow Release	10/06/2016 ROW 2016-00685 Escrow Re	1,000.00
			Total for Check Number 46079:	1,000.00
46080	6047 1469994	Avesis Third Party Administrators, Inc Oct 16 Vision Premium	10/06/2016 Oct 16 Vision Premium	10.86
			Total for Check Number 46080:	10.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
46081	CANA 2000130830	Canadian Pacific Railway Co. Rental Fee	10/06/2016 Rental Fee	100.00
Total for Check Number 46081:				100.00
46082	CANON 16475118 16475118	Canon Financial Services Oct 16 Copier Lease Oct 16 Copier Lease	10/06/2016 Oct 16 Copier Lease Oct 16 Copier Lease	214.42 1,215.08
Total for Check Number 46082:				1,429.50
46083	CPF1 09302016-CPF	Central Pension Fund Sept 16 Contributions	10/06/2016 Sept 16 Contributions	1,382.40
Total for Check Number 46083:				1,382.40
46084	SHORE 09262016-CSPR	City of Shoreview-Parks & Recreation Island Lake/Turtle Lake Instructors	10/06/2016 Island Lake/Turtle Lake Instru	625.50
Total for Check Number 46084:				625.50
46085	0841 71464	Ehlers & Associates, Inc. Aug 16 CD Director Work	10/06/2016 Aug 16 CD Director Work	2,925.00
Total for Check Number 46085:				2,925.00
46086	5649 09292016-GP	Galles Painting & Drywall, LLC. City Hall Repair	10/06/2016 City Hall Repair	2,895.00
Total for Check Number 46086:				2,895.00
46087	5668 PC 16-015	Stephen Jytyla PC 16-015 Escrow Release	10/06/2016 PC 16-015 Escrow Release	758.00
Total for Check Number 46087:				758.00
46088	5138 20085	League of MN Cities Ins. Trust Claim Number 20085: Veronia Merrill	10/06/2016 Claim Number 20085: Veroni	2,967.27
Total for Check Number 46088:				2,967.27
46089	1143 10062016-BP	Office of the Secretary of State - Notary Pease Notary Application	10/06/2016 Pease Notary Application	120.00
Total for Check Number 46089:				120.00
46090	7025 313616	On Site Sanitation 9/10-10/7 Rental	10/06/2016 9/10-10/7 Rental	505.00
Total for Check Number 46090:				505.00
46091	0811 PRREL-000495	Ramsey County Q4 2016 Election Contract	10/06/2016 Q4 2016 Election Contract	4,682.00
Total for Check Number 46091:				4,682.00
46092	6748 GL154938-1016	Reliance Standard October 16 Premium	10/06/2016 October 16 Premium	1,321.94
Total for Check Number 46092:				1,321.94
46093	18510 PC14-036SI	Roberts Managment Group LLC PC 14-036 Red Fox Site Imporvements	10/06/2016 PC 14-036 Red Fox Site Impo	223,840.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 46093:	223,840.50
46094	1193 1159810	SelectAccount Sept 16 Participant Fee	10/06/2016 Sept 16 Participant Fee	33.76
			Total for Check Number 46094:	33.76
46095	0327 3314259905 3314340034 3314340035 3314340036	Staples Business Advantage Office Supplies Office Supplies Office Supplies Office Supplies	10/06/2016 Office Supplies Office Supplies Office Supplies Office Supplies	23.98 460.80 72.74 10.79
			Total for Check Number 46095:	568.31
46096	1300 090 0324300	UniFirst Corporation Sept 16 Mat Service	10/06/2016 Sept 16 Mat Service	100.74
			Total for Check Number 46096:	100.74
46097	0841 71462	Ehlers & Associates, Inc. TCAAP Expenses-Aug 16	10/06/2016 TCAAP Expenses-Aug 16	15,540.00
			Total for Check Number 46097:	15,540.00
46098	0447 10152016-IUOE	I.U.O.E Local 49 Benefit Fund-Insurance Nov 16 Premium	10/06/2016 Nov 16 Premium	9,990.00
			Total for Check Number 46098:	9,990.00
46099	5663 16-1640	Nova-Frost Incorporated Sewer Repair	10/06/2016 Sewer Repair	13,580.00
			Total for Check Number 46099:	13,580.00
			Total for 10/6/2016:	302,198.63
			Report Total (67 checks):	329,245.47



ARDEN HILLS
MEMORANDUM

DATE: October 10, 2016

TO: Honorable Mayor and City Councilmembers
Sue Iverson, Interim City Administrator/Director of Finance and Admin Services

FROM: Dave Perrault, Finance Analyst

SUBJECT: Lake Johanna Fire Department Capital Expenditures

Budgeted Amount:
\$16,415

Actual Amount:
\$16,415

Funding Source:
Public Safety Capital

Background

The City has received one invoice from the Lake Johanna Fire Department (LJFD) for a capital expenditure in 2016 (Attachment A). This invoice relates to capital equipment expenditures which was included and approved in the 2016 budget.

The total LJFD budgeted cost for this item was \$67,000 and the actual cost is \$67,000. Arden Hills' budget share for this item in the Public Safety Capital account was \$16,415 (or 24.5%) and the actual cost is \$16,415.

Invoice #568 is for a Portable Radio Replacement (General Equipment Capital). The Arden Hills budget for this expenditure was \$16,415. Our actual expenditure is \$16,415.

Council Action Requested

1. Motion to approve a payment in the amount of \$16,415 to the Lake Johanna Fire Department, which is the City's share of the capital expenditures for the replacement of portable radio equipment.

Attachment

Attachment A: Invoice #568



LAKE JOHANNA FIRE DEPARTMENT

5545 LEXINGTON AVENUE NORTH
SHOREVIEW, MN 55126

Office: (651) 481-7024 Fax: (651) 486-8826

Attachment A

Invoice

Date	Invoice #
9/23/2016	568

Bill To
City of Arden Hills 1245 West Highway 96 Arden Hills, MN 55112

RECEIVED
SEP 26 2016
City of Arden Hills

P.O. No.	Terms	Project
Per Capitol Budget	DUE UPON RECIEPT	

Quantity	Description	Rate	Amount
1	Reimbursement of Capital Expense 2016 General Equipment Capital Budget - Line 3 Portable Radio Replacement This is 24.5% of \$67,000. <i>0495</i> <i>2016 Capital Budget:</i> <i>Portable Radio Replacement</i> <i>412.48120.45800</i>	16,415.00	16,415.00
	THANK YOU!	Total	\$16,415.00



DATE: October 10, 2016

TO: Honorable Mayor and City Councilmembers
Sue Iverson, Interim City Administrator

FROM: Matthew Bachler, Senior Planner

SUBJECT: Planning Case #16-030
Applicant: City of Arden Hills
Request: Ordinance No. 2016-008: An Interim Ordinance Temporarily
Prohibiting Land Use Applications and Reviews for Higher Education Uses in
Residential, Business, Industrial and Other Zones.

Requested Action

Motion to adopt Ordinance No. 2016-008: An Interim Ordinance Temporarily Prohibiting Land Use Applications and Reviews for Higher Education Uses in Residential, Business, Industrial and Other Zones.

Background

Over the last several years, both Bethel University and the University of Northwestern have requested higher educational facilities to be located off of their traditional campuses. These previous requests were both in residential and business zoning districts. The City Council discussed the compatibility of higher education uses in industrial districts at its work session on August 15, 2016. At the September 19, 2016 work session, the City Council reviewed a concept plan from the University of Northwestern for the former Smiths Medical facility and expressed a number of concerns about the proposal.

Staff desires to study the concerns raised by the City Council concerning higher education uses in industrial zones, but also study concerns about the location of higher education uses within residential zones (such as dormitories) and commercial zone (such as the conditional uses now allowed in the B-4 zoning district). To allow time for the City to study the impacts of locating higher education uses off campus, staff recommends that the City Council adopt the attached Ordinance placing a temporary moratorium on higher education land use actions for a period of one year for all zones within the City.

Staff intends to conduct the study over the next 6 to 12 months, but due to other large scale development issues, staff transitions, etc., the proposed Ordinance will have a one-year term. Staff will bring forward a detailed study proposal for City Council authorization at a future meeting.

Recommendation

City Staff recommends that the City Council adopt Ordinance No. 2016-008: An Interim Ordinance Temporarily Prohibiting Land Use Applications and Reviews for Higher Education Uses in Residential, Business, Industrial and Other Zones.

Options

1. Adopt the Ordinance.
2. Deny the Ordinance.
3. Table for additional information.

Notice

The Ordinance does not require a Public Hearing and therefore no published notice has been provided.

Resident Comments

Since there was no publish notice was provided, no residents have provided any comment to City staff.

Deadline for Agency Actions

The City of Arden Hills staff has initiated this Ordinance request and therefore there is no deadline for action.

Attachments

- A. Ordinance No. 2016-008: An Interim Ordinance Temporarily Prohibiting Land Use Applications and Reviews for Higher Education Uses in Residential, Business, Industrial and Other Zones.

ORDINANCE NO. 2016-008

**CITY OF ARDEN HILLS
RAMSEY COUNTY, MINNESOTA**

**AN INTERIM ORDINANCE TEMPORARILY PROHIBITING
LAND USE APPLICATIONS AND REVIEWS FOR HIGHER EDUCATION USES
IN RESIDENTIAL, BUSINESS, INDUSTRIAL AND OTHER ZONES**

THE CITY COUNCIL OF ARDEN HILLS ORDAINS:

SECTION 1. INTENT: It is the intent of this ordinance to allow the City of Arden Hills time to complete an in-depth study concerning current provisions and changes in official controls for higher education (college and university) uses in residential, business, industrial, and other zoning districts, and in the interim to protect the planning process and the health, safety, and welfare of the citizens of the community.

SECTION 2. TEMPORARY PROHIBITION: Pending the completion of the above referenced study and the modification or adoption of appropriate official controls, no comprehensive plan amendment, zoning code amendment or any permits for higher education uses shall be processed or approved and no application for such approvals shall be accepted, except for building permits on existing higher education facilities.

SECTION 3 . EFFECTIVE DATE: This ordinance shall take effect from and after its passage and shall remain in effect until the date of the adoption of the official controls contemplated hereunder or for one year from the date of the enactment of this ordinance whichever occurs first.

ADOPTED this _____ day of _____, 2016, by the City Council of Arden Hills, Minnesota.

CITY OF ARDEN HILLS

By _____
David Grant, Mayor

ATTEST:

Julie Hanson, City Clerk

Published in the Shoreview-Arden Hills Bulletin on _____.



DATE: October 10, 2016

TO: City Councilmembers
Sue Iverson, Interim City Administrator

FROM: Mayor Grant

SUBJECT: Rice Creek Commons (TCAAP) Development Discussion Opportunity for Residents

Discussion

Under this Public Hearing, citizens have an opportunity to discuss ideas regarding Rice Creek Commons (TCAAP) development.