Mayor:
David Grant

Councilmembers:
Brenda Holden
Fran Holmes
Dave McClung
Jonathan Wicklund

City Council Work Session Agenda
April 18, 2016
5:00 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

1. AGENDA ITEMS

1.A. Red Fox Road/Lexington Avenue Intersection

John Anderson, Acting Public Works Director

Documents: MEMO.PDF, ATTACHMENT A.PDF

1.B. GreenStep City

Sara Grant, Recreation Coordinator

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF

1.C. State Fair Parking (Temporary Parking Regulations)

John Anderson, Acting Public Works Director
Ryan Streff, City Planner

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF

1.D. Interstate 694 Non-Motorized Crossing Study

John Anderson, Acting Public Works Director

Documents: MEMO.PDF, ATTACHEMNT A.PDF, ATTACHMENT B.PDF, ATTACHMENT C.PDF

1.E. Engineering Contracts

John Anderson, Acting Public Works Director

Documents: MEMO.PDF, ATTACHMENT A.PDF

1.F. Toro Workman Purchase

John Anderson, Acting Public Works Director

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF, ATTACHMENT C.PDF

1.G. Play Structure Discussion

John Anderson, Acting Public Works Director

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF, ATTACHMENT C.PDF

1.H. Start By Believing Initiative Details And Dates

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

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF, ATTACHMENT C.PDF, ATTACHMENT D.PDF

1.I. Metropolitan Council Reform Principles

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

Documents: MEMO.PDF, ATTACHMENT A.PDF, ATTACHMENT B.PDF, ATTACHMENT C.PDF, ATTACHMENT D.PDF, ATTACHMENT E.PDF

1.J. Summer Hours

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

Documents: MEMO.PDF

1.K. Personnel Committee Update

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

Documents: MEMO.PDF

2. COUNCIL/STAFF COMMENTS

ADJOURN

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

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

FROM: John Anderson, Acting Public Works Director

SUBJECT: Red Fox Road / Lexington Avenue Intersection

Background

Joe Lux, Transportation Planner with Ramsey County, was at the December 21, 2015 and February 16, 2016 City Council work sessions to discuss Lexington Avenue and Red Fox intersection operations and possible improvements to deal with congestion. As agreed in February, Ramsey County is providing a mid-April update on the topic. Attached is a memo from Joe Lux outling Ramsey County's observations, short-term and long-term plans related to this intersection.

Attachments

Attachment A – Ramsey County 4/11/16 Memo

RAMSEY COUNTY
Public Works

Attachment A

MEMORANDUM

To: John Anderson, City of Arden Hills

From: Joe Lux

Date: April 11, 2016

Subject: **Traffic Control Changes at Red Fox Road and Lexington Avenue**

We have observed traffic several times and at different times of day at the Red Fox Road/Lexington Avenue intersection, both before and during the current construction traffic control was installed. Congestion is, as the City Council has told us, significant, especially during the noon hour and afternoon peak times. The construction zone will be problematic until the work is completed, so our analysis will ignore the current situation and focus on the "normal" operations.

There are many factors contributing to the delays, including the following:

- The approximately 500 foot spacing between the south I-694 ramp and Red Fox Road is simply too short a distance to accommodate the weaving and merging vehicles. The addition of right-turn lanes at both the north and south ramps will alleviate this to some degree, but it will still be an issue.
- Drivers are running red lights. We've seen drivers on all approaches simply ignore red lights and continue into the intersection, sometimes several seconds after the light has changed. This takes away from the overall operation of the intersection and often they end up blocking lanes because there is not enough room for them after they have forced their way into the intersection. Unfortunately, there is no way for efficient enforcement because there is simply no place for officers to stop drivers who do this.
- A coordinated traffic signal timing plan is needed for the Lexington Avenue corridor. We have SEH, Inc. under contract to perform construction engineering duties on the current project and have discussed a contract addendum to include engineering services for the corridor between County Roads E and F. Significant improvements in performance could be gained through coordination.

In the short term, we are open to installing signs prohibiting right turns at some times. We would consider electronic signs that prohibit westbound right turns when eastbound traffic has a green left-turn arrow. We would not want to install these signs until the temporary traffic control is removed, as the current conditions overload drivers with information and we feel things are already too confusing without adding another, unfamiliar, sign.

In the long range development plan for the west side of the intersection, Roberts Development Company proposed closing four access points on Lexington Avenue and opening another, controlled by a traffic signal, opposite the south Target access. Roberts has expressed a willingness to pay their share of the road improvements necessary to accommodate this proposal. Ramsey County prepared a traffic study that confirmed that this proposal would work at the proposed location and would contribute to some operational improvements at the Red Fox Road intersection. Ramsey County has arranged two meetings among the principals to discuss this, with no consensus on moving forward. We have proposed a County-led

1425 Paul Kirkwold Drive
Arden Hills, MN 55112
Phone: (651) 266-7100
www.co.ramsey.mn.us

project, funded by the benefitting properties through assessments and design and construction engineering costs borne by the County.

Lacking agreement between the Cities of Arden Hills and Shoreview on whether to proceed with this plan, and after evaluating the pavement condition on Lexington Avenue, we propose to submit an application for federal Surface Transportation Program funding to reconstruct Lexington Avenue between County Roads E and I-694. If we are successful in obtaining STP funding, approximately 80% of the cost would be covered by the federal funding.

Conceptually, the project would add right-turn lanes where needed and replace the bituminous pavement with concrete. The road base is structurally sound and would be preserved. This proposal would result in another construction season of delays, but the long-term traffic improvements would could offset that. In addition, replacing the pavement with concrete would reduce its tendency to rut and significantly reduce the need for repaving and other maintenance projects in the area. It would also be an opportunity to add other amenities, such as lighting, trail or sidewalk improvements, or landscaping. The next federal funding solicitation is coming up later this spring and is for 2020 and 2021 funding, though we could advance the project by a year or two, if we are successful.

AGENDA ITEM – 1B

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

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

FROM: Sara Grant, Parks and Recreation Coordinator

SUBJECT: GreenStep City

Action Requested

Provide staff with direction on becoming a GreenStep City.

Background

During fall 2007, Minnesota's Clean Energy Resource Teams (CERTs) held regional listening sessions around the state to discuss community-based energy opportunities and the state's Next Generation Energy Act of 2007. The idea was raised of creating a sustainable cities program, free to cities, that would challenge, assist and recognize cities that were "green stars." This idea was taken up by the 2008 Legislature, which directed the MPCA, the Division of Energy Resources at the Minnesota Department of Commerce, and CERTs to recommend actions cities could take on a voluntary basis.

Those recommendations are contained in the report Minnesota GreenStep Cities. Representatives from dozens of cities, non-profit organizations, businesses and state government agencies provided the outline for what has been developed as the Minnesota GreenStep Cities program, which began in June 2010.

In May 2012 the GreenStep Cities program received awards in the categories of Sustainable Communities and 2012 Partnership of the Year from the Minnesota organization Environmental Initiative. The awards honor partnerships, inspire other organizations to create similar projects, and encourage collaborative approaches to environmental problem solving. Over 340 attendees at the awards dinner voted among the 15 finalists nominated for the 2012 Partnership of the Year.

Discussion

The City Council requested staff look into the GreenStep and report back. The City of Arden Hills has already implemented a lot of initiatives that would be considered GreenStep City Best Practices. Staff is in support of Arden Hills becoming a GreenStep City as many of the components in the program do not require a large investment of staff time, and the program is voluntary so Arden Hills can participate in those areas that we choose.

Attachments

Attachment A: Minnesota Green Step Cities
Attachment B: Organizing Steps to Becoming Recognized as a GreenStep City

Attachment A

GreenStep Cities

City	Joined	Current step (date achieved)
Aitkin	Mar 2016	STEP 1
Apple Valley	Jun 2011	STEP 3 (6/23/15)
Arlington	Mar 2011	STEP 1
Austin	Jul 2011	STEP 2 (6/10/12)
Barnum	Mar 2016	STEP 1
Belle Plaine	Feb 2016	STEP 1
Bemidji	Feb 2012	STEP 3 (6/23/15)
Big Lake	Mar 2016	STEP 1
Blackduck	Oct 2010	STEP 1
Brainerd	Apr 2013	STEP 2 (6/23/15)
Brooklyn Center	Jan 2015	STEP 2 (6/23/15)
Burnsville	Apr 2012	STEP 3 (6/20/13)
Chisholm	Feb 2015	STEP 1
Cologne	Jul 2015	STEP 1
Columbia Heights	Feb 2013	STEP 2 (6/23/15)
Coon Rapids	Mar 2014	STEP 2 (6/23/15)
Cottage Grove	Dec 2010	STEP 2 (6/20/13)
Crookston	Feb 2015	STEP 1
Crystal	Nov 2014	STEP 2 (6/23/15)
Delano	Jun 2011	STEP 1
Duluth	May 2014	STEP 2 (6/23/15)
Eagan	Aug 2010	STEP 3 (6/10/12)
Eden Prairie	Jun 2011	STEP 3 (6/20/14)
Edina	Jan 2011	STEP 3 (6/10/12)
Elk River	Oct 2010	STEP 3 (6/20/13)
Elko New Market	Nov 2013	STEP 1
Ely	Jan 2014	STEP 1
Falcon Heights	Jan 2011	STEP 3 (6/10/12)
Faribault	Mar 2016	STEP 1
Farmington	May 2011	STEP 2 (6/10/12)
Fergus Falls	Sep 2015	STEP 1
Forest Lake	Jun 2014	STEP 1
Fridley	Aug 2014	STEP 1
Gilbert	Jan 2015	STEP 1
Grand Marais	Jan 2014	STEP 1

Grand Rapids	May 2012	STEP 2 (6/20/13)
Hermantown	Mar 2015	STEP 2 (6/23/15)
Hewitt	Mar 2016	STEP 1
Hoffman	Dec 2010	STEP 2 (6/20/13)
Hopkins	Nov 2010	STEP 3 (6/20/13)
Hutchinson	Apr 2015	STEP 2 (6/23/15)
Inver Grove Heights	Mar 2016	STEP 1
Isanti	Aug 2015	STEP 1
Jordan	Oct 2015	STEP 1
Kasson	Feb 2011	STEP 2 (6/20/14)
La Crescent	Oct 2015	STEP 1
La Prairie	Sep 2010	STEP 2 (6/20/13)
Lake Crystal	Apr 2013	STEP 2 (6/20/14)
Lake Elmo	May 2012	STEP 2 (6/20/13)
Lauderdale	Mar 2015	STEP 1
Leech Lake Band of Ojibwe	Aug 2014	STEP 2 (6/23/15)
Lexington	Aug 2015	STEP 1
Luverne	Jun 2011	STEP 1
Mahtomedi	Oct 2010	STEP 3 (6/20/14)
Mankato	Aug 2010	STEP 2 (6/20/13)
Maple Grove	Dec 2012	STEP 2 (6/23/15)
Maplewood	Dec 2010	STEP 3 (6/20/13)
Marine on Saint Croix	Dec 2014	STEP 1
Marshall	Mar 2012	STEP 2 (6/20/13)
Mayer	Oct 2015	STEP 1
Milan	Jun 2011	STEP 1
Minnetonka	Dec 2013	STEP 2 (6/20/14)
Mounds View	Feb 2016	STEP 1
Mountain Iron	May 2012	STEP 1
New Brighton	Feb 2016	STEP 1
New Hope	Jan 2015	STEP 2 (6/23/15)
Newport	Apr 2012	STEP 3 (6/20/13)
Nisswa	Oct 2012	STEP 1
North Saint Paul	Jul 2012	STEP 2 (6/20/13)
Northfield	Jun 2010	STEP 3 (6/23/15)
Oakdale	Mar 2011	STEP 3 (6/23/15)
Pierz	Sep 2014	STEP 1
Pine City	Mar 2014	STEP 1

Pine River	May 2010	STEP 2 (6/20/14)
Red Lake Band of Chippewa	Jun 2015	STEP 1
Red Wing	Feb 2011	STEP 2 (6/20/13)
Richfield	Jan 2012	STEP 1
Rochester	Dec 2010	STEP 3 (6/20/13)
Rogers	Dec 2011	STEP 3 (6/20/14)
Rosemount	Dec 2011	STEP 2 (6/10/12)
Roseville	Jul 2014	STEP 2 (6/23/15)
Royalton	Sep 2010	STEP 2 (6/10/12)
Saint Anthony	Feb 2011	STEP 3 (6/10/12)
Saint Cloud	Jun 2011	STEP 2 (6/13/11)
Saint Louis Park	Jun 2012	STEP 1
Saint Paul	Jun 2014	STEP 2 (6/23/15)
Saint Paul Park	Feb 2013	STEP 1
Sartell	Jan 2014	STEP 1
Sauk Rapids	Jul 2012	STEP 2 (6/20/13)
Scandia	May 2014	STEP 1
Sherburn	Sep 2014	STEP 1
Shoreview	Jan 2013	STEP 3 (6/20/14)
Shorewood	Jun 2011	STEP 1
Silver Bay	Jan 2014	STEP 2 (6/20/14)
Stacy	Feb 2016	STEP 1
Two Harbors	Mar 2015	STEP 2 (6/23/15)
Victoria	Jan 2012	STEP 3 (6/23/15)
Warren	Sep 2011	STEP 2 (6/20/14)
White Bear Lake	Dec 2011	STEP 3 (6/20/14)
Willmar	Mar 2012	STEP 2 (6/20/13)
Winthrop	Nov 2015	STEP 1
Woodbury	Jan 2013	STEP 3 (6/20/13)

Attachment B

Organizing steps to becoming recognized as a GreenStep City

Of Minnesota's 855 cities, approximately 500 are under 1,000 in population, 83% are under 5,000 in population, and 35 have a population over 25,000. With such a diversity of cities, no one set of process steps will fit all cities in organizing work to become a GreenStep City. Depending on your city, work may start mostly at the city staff, city council or citizen commission level and fit well into existing plans and efforts, moving later to incorporate and leverage work efforts by civic organizations. Or the impetus for implementing GreenStep best practices may start with a civic group and be mostly done by community members and community organizations, with the city council in a supportive and active role as needed.

Adapt this guide as best fits your city and the individuals who are working to make your city a GreenStep City.

1. **Build community knowledge and interest**.
    - Anyone can start this: a city staff person, an interested citizen, a city commission or task force member, a mayor, city council member, business association member, civic association member, environmental or public health group, renewable energy advocate, etc.
    - Determine into which category your city fits. Cities with greater capacity for making civic improvements are able and challenged to implement more best practices and "harder" actions. Answer 11 simple questions to determine whether your city is in category A, B or C.
    - Become familiar with GreenStep best practices and which of them other cities in Minnesota have implemented. Determine your city category so you know the minimum number of best practices your city must have implemented to be recognized as a GreenStep City, Step Two and Step Three.
    - Talk with key people and organizations in your city, discuss at existing meetings, and convene special meetings to discuss as appropriate.
    - Invite, as needed, a GreenStep program representative to come visit your city and talk about GreenStep. Contact the MPCA's GreenStep Cities program coordinator to find out who might be available to visit your citizen's group, or city staff, city commission, or city council.
    - Inventory completed, planned and desired best practices. Some cities find it important to prepare this inventory, at a very simple summary level or at a detailed level, before seeking a city council resolution. Consider using a student intern or community volunteer to do this, or, for a more detailed inventory, contact the MPCA's GreenStep Cities program coordinator to see if a RETAP member can help you.
    - Discuss with an official city body. This could be a city council, a council committee, a city commission or task force, or some other group charged by city government to work on civic improvement.

2. **Approve a city council resolution to work toward GreenStep Cities recognition.**
    - Use the sample resolution and modify it as needed in discussion with city council members or in a city council committee meeting.
    - Introduce a resolution to the city council. Depending on the practice in your city, more or less detail will have to be spelled out in the proposed resolution.
    - Specify in the resolution – or direct city staff to determine later – (1) a GreenStep coordinator for your city (the coordinator could be an existing city staff person or entity, or task force, or an appointed community member), and (2) a short list of which GreenStep best practices the city initially plans to implement (to help the GreenStep program better understand city interests).

- E-mail your resolution/contact information. This will allow the MPCA to set up a web account on the GreenStep Cities web site for your city. If your resolution names a city entity, please include a contact person's name, phone, e-mail and postal address, which will appear on the public web site.

➢ *Congratulations! You are now recognized as a **Step One GreenStep City**! Use Step One recognition artwork/materials located on your city log-in page to let others know of your accomplishment.*

3. Post initial information on the GreenStep Cities web site.

- Enter simple information: city population, approximate number of city staff, city category, city web site address, names of any participating township(s) / school district(s), and contact information for one person who will serve as your city's GreenStep contact.
- Provide brief detail on best practices previously implemented. For example, if you check off the action *Promote biking, walking and transit* under the *Mobility Options* best practice, tell us:
  - How many, for example, bike racks the city/the city and its partners installed
  - A web address on your city web site (if any) that talks about your efforts (or upload a planning document you may have used, such as an area bike plan)
  - Any success measures (such as: bike path use increased 20% during 2005)
  - Any key partner(s) you may have worked with (for example, a local bike rack company)
  - The name and e-mail of the person most knowledgeable about this accomplishment so that other cities seeking to replicate your success can learn from it.

  Some cities may find it easier/cheaper to use a student intern to gather and post this information. Contact the MPCA's GreenStep Cities program coordinator to see if a RETAP member can help you with the inventory and posting.

4. Get organized to begin work on implementing best practices.

- As needed, educate city staff and officials about sustainability. Sustainability may not be the term used by your city, but current actions the city may be taking to increase city resiliency to financial pressures, to increase livability and to prevent future environmental costs certainly fall under the sustainability focus of GreenStep Cities and should be understood by elected and appointed officials and staff.
- Convene a small working group. The GreenStep contact/coordinator for the city should call together key people within city government (and outside of city government as appropriate at this stage) to make decisions such as the following. This group might be an existing or new city staff green team or an existing or new citizen commission or task force:
  - How to work with existing city/civic groups and initiatives to implement best practices
  - Who should be on a GreenStep steering committee (which could be an existing group), what this committee needs to do (e.g., review progress on implementing best practices), and how often it needs to meet
  - How often the GreenStep steering committee should report back what to the city council
- Specify implementation action(s) and a few lead people. A GreenStep steering committee – which could be the initial small working group or a city commission – should take the short list of best practices the city identified in its resolution for implementation, and identify:
  - Which specific action(s) under each best practice will be investigated/worked on
  - Which people - "best practice leads" - should prepare a simple work plan for how to implement the action(s)
- Prepare a simple work plan for implementing selected best practice. Have best practice leads – these could be non-paid community members, or members of a city environmental commission -

draft a simple work plan. The work plan should specify exactly (1) *who* would do (2) *what* and (3) *when* using (4) *what* types of resources (money, volunteers, county help, utility funds, etc.). Be alert to how *proposing slight changes in what a city is already planning to do can accomplish a best practice action*. GreenSteps is mostly about doing things smarter and spending money that returns multiple benefits, not about spending more money or finding grant money. The following should make preparing the work plan easier:

- Review implementation tools on the GreenStep web site for each selected best practice action, which often include case studies, to refine how you will implement the best practice action in your city
- Talk with city staff/officials
- Talk with others from the community
- Talk with trusted resource organizations, including consultants and utilities
- Contact the MN GreenStep Cities best practice advisor for the relevant best practice as needed
- Read on the GreenStep web site how other cities have implemented a selected best practice action, and contact the people listed there to learn more information

- Present the best practice plans to your GreenStep steering committee and to a city body or to the city council as appropriate.

5. Begin working to implement best practices.

- Keep everyone moving and celebrate success. At periodic meetings of your GreenStep steering committee, have best practice leads report on accomplishments, barriers, and next steps. Work together to overcome barriers, change plans as needed, and find ways to accomplish multiple actions through a common strategy.
- Clarify, as needed, what constitutes completing an action with the MPCA GreenStep program coordinator. For example, an administrative directive is probably substantially equivalent to a city council-adopted policy, but feel free to make a phone call to clarify an issue such as this.
- Briefly describe completed best practice actions on the GreenStep web site as you did in step 3 above when first entering information onto the GreenStep Cities web site.

➢ *Congratulations! When you have implemented any 4, 6 or 8 best practices (depending on your city category) you are now recognized as a* ***Step Two GreenStep City****!*

6. Keep on working and be recognized for higher steps.

- Implementing a particular best practice action may take months or years. The GreenStep Cities program requirements have been set with the expectation that any city can implement 8, 12 or 16 best practices (depending on city category) and become a Step Three GreenStep City within three years. But implementing the required best practices and the minimum number of optional best practices might take some cities longer or shorter than three years, depending on the different assets and capabilities of each city. Program requirements will be reviewed and adjusted carefully each year to keep the implementation actions for best practices challenging yet doable.
- Be alert to rare opportunities. Projects like street repaving, waste water plant breakdowns, or receiving a grant for housing loans each afford a city the chance to complete multiple best practice actions at once. Be ready with plans for making the most of these opportunities.
- Check back with the city council as needed. Ongoing or planned best practice implementation may fit in with new city efforts and can be shaped in discussion with the council.

- Report yearly to community members on GreenStep accomplishments. This is a required action for all cities under Best Practice #24. Use various media, sample reporting forms on your city's log-in page, and existing communication vehicles and venues.
- As your work proceeds, give us feedback on the program. Let us know how we can make the program materials aide you better in implementing actions.

➢ *Congratulations! When you have implemented 8, 12 or 16 best practices (depending on your city category, and including a few required best practices) you are now recognized as a* ***Step Three GreenStep City****!*

7. **GreenStep Cities Step Four**.
    - Program requirements will be developed during 2012, as we learn from cities during 2010 and 2011, to challenge recognized GreenStep Cities to implement more actions and be recognized for these accomplishments. We think GreenStep best practices will result in multiple benefits for your city and that you'll want to continuously work on best practices that make your city more sustainable.

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

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

FROM: John Anderson, Acting Public Works Director
Ryan Streff, City Planner

SUBJECT: State Fair Parking (Temporary Parking Regulations)

Requested Action

Discuss and provide feedback on State Fair parking restrictions.

Background

During the City Council meeting on June 29, 2015, the Council approved Ordinance 2015-005 in Planning Case 15-011 for an amendment to Chapter 8 – Traffic and Motor Vehicles, Section 800.03 of the City Code, in order to include temporary parking restrictions. The amendment permitted the City Administrator or designee to restrict parking on City streets for up to thirty (30) days. The approved temporary parking restrictions include, but are not limited to, no parking, 2 hour parking, and parking on one side of the street. The amendment to the Code assists the City's Public Works Department and the County Sheriff when addressing parking concerns identified in residential areas for special events such as the State Fair.

Discussion

At the direction of the city administrator public works posted the state fair parking restrictions in 2015 as shown on Attachment 2. The signs were placed in two neighborhoods. The first neighborhood was Harriet Avenue and Benton Way. No parking was posted at both intersections of Harriet Avenue and Benton Way. The second neighborhood that had temporary no parking signs posted in 2015 was the Beckman Avenue / Jerold Avenue area. In this area no parking was posted along the north side of Beckman Avenue from Lake Johanna Boulevard to New Brighton Road. No parking was also posted at the intersections where Jerrold Avenue, Edgewater Avenue and Glen Paul Avenue intersect with Prior Avenue. Also the east end of

Jerrold Avenue, Edgewater Avenue and Glen Paul Avenue were marked with no parking where they intersect with New Brighton Road. The north side of Edgewater Avenue from New Brighton Road to the west end was posted no parking. The south side of Jerrold Avenue from New Brighton Road to Prior Avenue was also posted no parking.

Attachments

A. Temporary Parking Restrictions (Chapter 8 - Section 800.03 - Subd. 12)
B. Exhibit – 2015 state fair parking restrictions

Attachment A

Chapter 8 – Traffic and Motor Vehicles

Section 800 - Traffic and Parking Regulations*

800.01 Highway Traffic Regulation Act Adopted. M.S. Ch. 169, as amended from time to time, is hereby adopted by reference and made a part of this code as if set out here in full.

800.02 Penalty. Any violation of M.S. Ch. 169, commonly referred to as the Highway Traffic Regulation Act, which occurs within the limits of the City shall be a violation of this chapter. Any person violating any provision thereof shall be punished by a fine or imprisonment not to exceed the maximum penalty authorized by state law.

800.03 Parking Regulations. ***(revised 2/23/12)***

Subd. 1 Winter Parking Regulations. Except in compliance with the directions of a law enforcement officer or in compliance with regulatory parking signs, no vehicle shall be parked on the improved portion of any street or highway in the City immediately after the accumulation of two or more inches of snow and until snow removal or plowing has been completed.

Subd. 2 Overnight Parking. No vehicle shall be parked on any street between the hours of 2:00 a.m. and 6:00 a.m.

Subd. 3 Prohibited Parking Areas. In all residential districts, parking shall be prohibited on any area of private property except on designated driveways or parking lots.

Subd. 4 Parking in Driveways. In all residential districts, there shall be no more than four vehicles parked on a driveway.

Subd. 5 Parking on Public Streets. Parking on public streets shall not exceed six hours.

Subd. 6 Vehicles over 12,000 Pounds. No motor vehicle or trailer with a rated gross weight exceeding 12,000 pounds shall be parked or stored in a residential zone except when loading, unloading or rendering a service.

Subd. 7 Parking on Boulevard Prohibited. No motor vehicle shall park upon the boulevard of any public street.

Subd. 8 Setback from Intersections. Parking shall be set back from street intersections as follows:

A. Twenty (20) feet from crosswalk of any uncontrolled intersection;

B. Thirty (30) feet from crosswalk of any controlled intersection; and

C. Twenty (20) feet from any intersection without a marked crosswalk.

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*State law references - Abandoned motor vehicles, M.S. Ch. 168B; highway traffic regulations, M.S. Ch. 169

Subd. 9 Administrative Procedures. The city administrator shall adopt, from time to time, procedures to provide for the safe and consistent application of the parking regulations. The city administrator may grant variances from the application of parking regulations provided that the variances can be allowed without creating a safety hazard. Administrative variances shall be in writing and shall state the specific time limits during which the variation will be allowed to occur.

Subd. 10 Impoundment.

A. Any vehicle parked in violation of this subsection is hereby declared to be a traffic safety hazard and nuisance, and the same may be summarily abated by removing and towing away such vehicle by or under the direction or at the request of any member of the City's designated law enforcement provider. Such vehicle shall be stored at such place within or without the City as may be directed by the City's designated law enforcement provider; and within fourteen (14) days of such impounding, the City's designated law enforcement provider shall mail written notice thereof to the owner at his or her last known address according to the vehicle registration records of the state. Before the owner or his or her agent shall be permitted to remove the vehicle from the custody of the City's designated law enforcement provider, he or she shall furnish satisfactory evidence of identity and ownership of the vehicle, pay all reasonable charges for the towing and storage of the vehicle and sign a written receipt for the vehicle.

B. As an alternative to the foregoing, the officer may require the owner of an illegally parked vehicle to remove said vehicle from the subject street or highway during the times limited above.

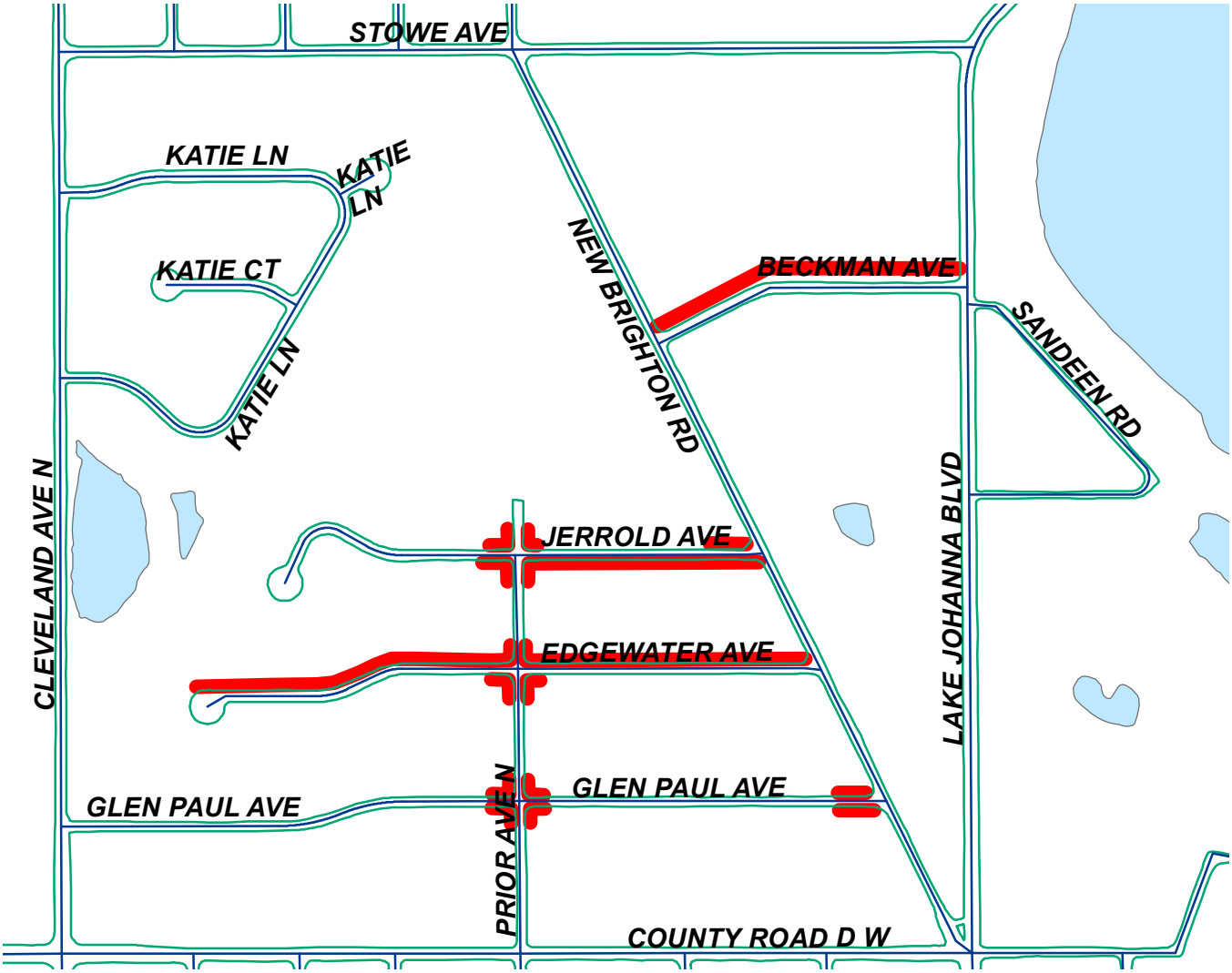
Subd. 11 Prima Facie Evidence of Violation. The operation, use or parking of a motor vehicle in violation of this subsection shall be prima facie evidence that the motor vehicle was at the time of the violation controlled, operated and used by the owner thereof.

Subd. 12 Temporary Parking Restrictions. The City Administrator or designee may post temporary parking restrictions on City streets for up to thirty (30) days in duration. Temporary parking restrictions may include, but are not limited to, no parking, 2 hour parking, and parking on one side of the street.

Legend

Temporary No Parking

State Fair



ARDEN HILLS

Beckman / Jerrold Area

N
W E
S

Prepared by:
City of Arden Hills
4/14/16

Data Sources and Contacts:
* Ramsey County GIS Base Map (4/30/12)
* City of Arden Hills

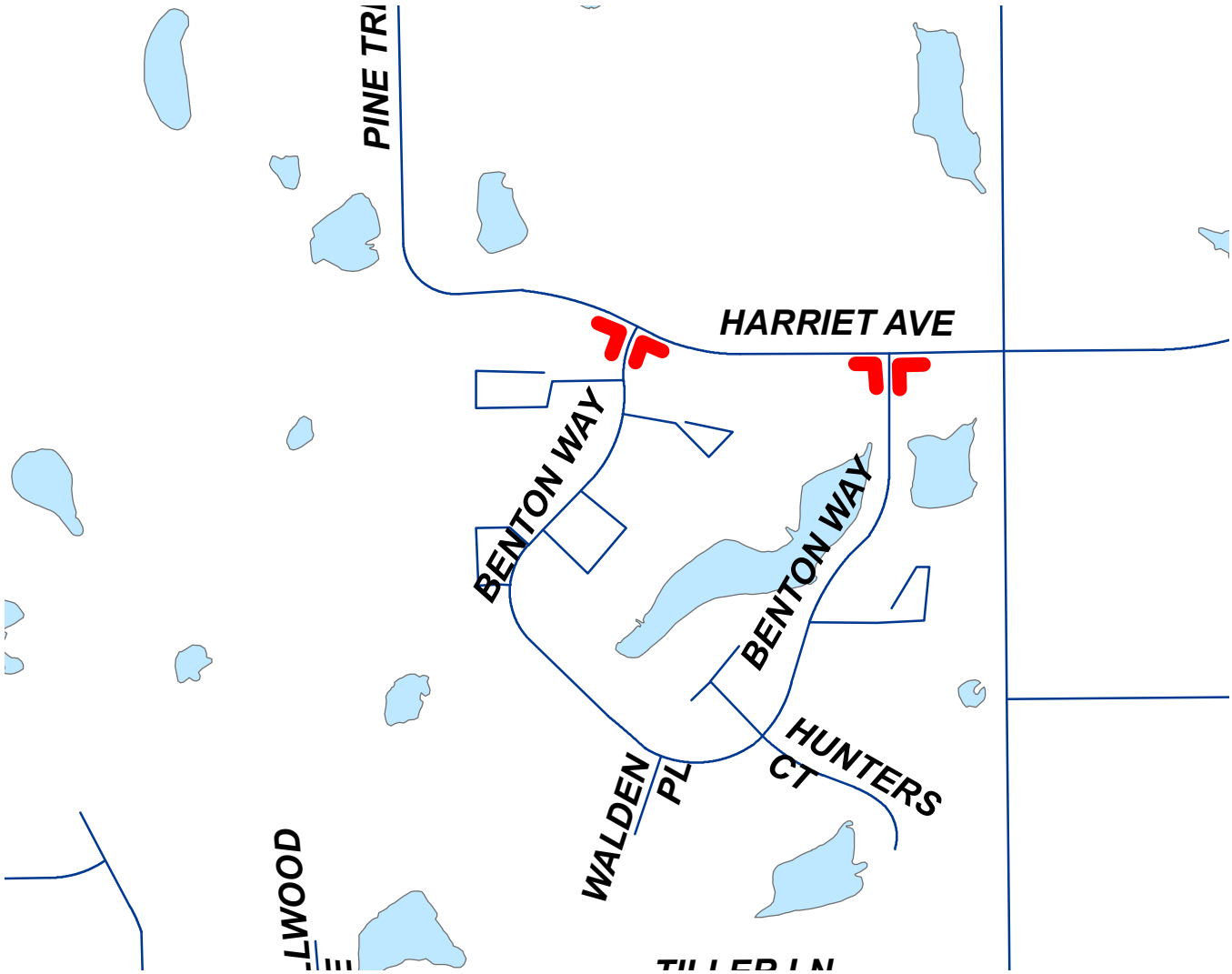
DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7044. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 185 370 740 Feet

Legend

Temporary No Parking

State Fair



ARDEN HILLS

Harriet / Benton Way Area

N
W E
S

Prepared by:
City of Arden Hills
4/14/16

Data Sources and Contacts:
* Ramsey County GIS Base Map (4/30/12)
* City of Arden Hills

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0 140 280 560 Feet

AGENDA ITEM – 1D

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Interstate 694 Non-Motorized Crossing Study

Requested Action

Provide Staff with feedback on the City Council's desired course of action.

Background

As MnDOT was preparing plans to reconstruct the I-694 and TH 51 interchange, the City of Arden Hills asked if a trail could be extended along the Hamline Avenue / TH 51 corridor. This proved to be not feasible for a number of reasons but lead to the larger question of where were logical locations for non-motorized crossings along the I-694 corridor in Arden Hills. MnDOT began a study to answer this question. Shortly after commencing the study, other neighboring communities were asking the same question which lead to expanding the study to include a larger area bounded by Silver Lake Road to the west and TH 120 to the east.

Discussion

The Study has been completed and representatives from MnDOT presented the report to the City Council at the March 21st City Council Worksession. The Council requested that staff look back at the details of the original Municipal consent agreement with MnDOT. Attached are documents related to the municipal consent.

Attachments

Attachment A: May5, 2011 Arden Hills Letter
Attachment B: May 5, 2011 MnDOT letter
Attachment C: June 2, 2011 Municipal Consent

Attachment A

ARDEN HILLS

May 5, 2011

Stan Harpstead
1277 Nursery Hill Lane
Arden Hills, MN 55112

James Hovland
Kraus & Hovland, Chartered
310 Groveland Avenue
Minneapolis, MN 55403

Greg Ous
Assistant Division Director for Operations
Mn/DOT
395 John Ireland Blvd, MS120
St. Paul, MN 55155

RE: I-694/TH 51 Appeal Process

Appeal Board Members:

In response to the Appeal Board directive, the City of Arden Hills and Mn/DOT have been working diligently the last two weeks to resolve the outstanding issues. Following is a summary of where City Staff stands on each of the issues:

1. Earth Berm Analysis

Mn/DOT has provided a plan sheet and cross sections detailing where they feel a berm could be built. We have asked Mn/DOT to supplement the plan sheets with a short written narrative discussing why the berm cannot be built further to the east or west, approximate number of trees to be removed, and whether or not there are any other costs to the City for having the berm built. Mn/DOT has agreed to provide this written summary in the next few days. Therefore, from a City staff perspective this issue is complete.

2. Peer Review of Noise Analysis

Mn/DOT has been very open and helpful in allowing the peer review to take place. Mn/DOT provided the City detailed information for our expert to review. Mn/DOT also accommodated City Staff and our expert with a three hour meeting to discuss and answer specific questions regarding the traffic forecasting model and noise analysis model. After this review it is City Staff's opinion that these models and their affect on potential City cost participation in the noise wall are correct. Therefore, from a City Staff perspective this issue is complete.

3. Bike/Pedestrian Crossing of I-694

A meeting was held at Arden Hills City Hall with Mn/DOT including their bike/pedestrian group, the City, Ramsey County and Bethel University. After discussion of the various issues regarding the City's request for bike/pedestrian facilities to be included in the Snelling/Hamline two bridges crossing I-694, Mn/DOT suggested a compromise. The compromise included two components. First, a suggestion that the Lexington Avenue bridge could be widened to construct an appropriate width bike/pedestrian crossing. The side of the bridge to build this would be determined by Mn/DOT, the cities of Shoreview and Arden Hills, and Ramsey County. The second component was that a regional task force would be formed and coordinated by appropriate Mn/DOT personnel to identify need for bike/pedestrian crossings at I-694 between I-35E and I-35W. This study would be completed within 18 months.

City Staff told Mn/DOT that with the first two issues complete, if they firmly committed to both components of the bike/pedestrian compromise, we would recommend approval of a Municipal Consent Resolution at the last Council meeting in May.

If you have any questions regarding the status of these issues, please contact me.

Sincerely,

Terry J. Maurer

Terry J. Maurer, P.E.
Public Works Director
City of Arden Hills

cc: Patrick Klaers
Wayne Norris
Mark Lindeberg

Minnesota Department of Transportation
Metropolitan District
1500 West County Road B-2
Roseville, MN 55113

Attachment B

May 5, 2011

James Hovland
KRAUSE & HOVLAND, Chartered
310 Groveland Avenue
Minneapolis, MN 55403
jhovland@krausehovland.com

Stan Harpstead
1277 Nursery Hills Lane
Arden Hills, MN 55122-5752
sjharpstead@comcast.net

Greg Ous
Asst. Division Director for Operations
Minnesota Department of Transportation
395 John Ireland Blvd. MS 120
St. Paul, MN 55155-1899
Greg.ous@state.mn.us

RE: I-694/TH 51/TH 10
Appeal Process

Dear Appeal Board Members:

On April 19, 2011, the Appeal Board held a hearing at which the Commissioner of Transportation and the City of Arden Hills presented their respective positions regarding the final layout for the I-694/TH 51/TH 10 project. At the conclusion of the testimony, there were three issues precluding City staff from making a recommendation to the City Council that Municipal Consent be granted. The three concerns that were set forth as part of the City's presentation are as follows:

WHAT DOES ARDEN HILLS WANT

- Earth berm analysis
- Review of Forecast Traffic Relative to Cost Share on Noise Wall
- Pedestrian Facility Crossing of I-694 at TH 51

With regard to the first concern, i.e., earth berm analysis, the City indicated it wanted to consider putting earth berms where feasible as part of the project. MnDOT, through its Metro District Engineer, Mr. Scott McBride, indicated MnDOT would provide the information regarding potentially

feasible earth berm locations on the final layout, including cost allocation for the same. Regarding the proposed berm south of I-694 between the bus garage and Valentine Lake, MnDOT agreed to provide the City with drawings of the proposed berm, including plan review and cross sections and finally, indicate the locations of the mature trees that would need to be removed should the City elect to construct this berm.

- Mn/DOT has provided the City with plan view and cross section plans regarding the proposed excess soil storage berm located between the bus garage and Valentine Lake. The plan view does show approximately 20-25 trees that will be directly affected by the berm and will need to be removed. There may be some additional trees that need to be removed due to the construction of the berm. Mn/DOT will contact its State Forester and have him review the site relative to the affected trees to determine if there are any trees that could be transplanted or trees that must be protected and not removed. Mn/DOT has agreed to pay any cost associated with the construction of the proposed berm.

With regard to issue number two, i.e., "Review of Forecast Traffic Relative to Cost Share on Noise Wall," the City explained its concern regarding its desire to have the City's experts review the MnDOT "modeling" information to verify the noise calculations made by MnDOT in order to determine appropriate allocation of noise wall costs between the City and the state. MnDOT, through Mr. McBride, agreed to allow the City's expert(s) to peer review the model inputs, including traffic forecast data and then re-run the noise model to see if the cost allocations for the noise wall between MnDOT and the City might change in any way. It was agreed MnDOT experts could participate in this peer review process.

- On Monday, May 2, 2011, Mn/DOT and the City of Arden Hills met at the Metropolitan District Office to fulfill the peer review of Mn/DOT's traffic forecasts and its noise modeling efforts. First, Arden Hills staff and experts and Mn/DOT staff discussed the traffic forecasts. Much of the discussion involved, but was not limited to, the Forecasting Methodology, Assumptions, Sensitivity Analysis, Adjustments, Peak Hour Conversions and 2030 Findings. Upon completion of the discussion on traffic forecasting, city experts agreed that the work completed by Mn/DOT was done in a manner that was understood and it was completed correctly. Next, City staff and expert and Mn/DOT staff met to discuss the Noise Modeling. Mn/DOT briefly explained the noise model for the noise wall that follows westbound TH 10 from Hamline Ave. For Daytime standards, the noise is reduced by >5dBA for 32 homes. A sensitivity analysis was completed for the noise wall using the current noise process, and in order for this wall to become cost effective, 23 additional homes will need to see a reduction of a minimum of 5dBA. Then, the soon-to-be adopted

new Mn/DOT Noise Policy for Type 1 Federal Aid Projects noise wall analysis process was reviewed. Using this process revealed that four additional homes would need to obtain a reduction of 5dBA in order for this process to determine that the wall was cost effective. This "new" process is not yet approved for use and should not even be considered as a possible option, but it was looked at just as a comparison as to what Mn/DOT's future noise wall policy will be. Next, Mn/DOT reviewed data that was prepared for the Noise Advisory Committee (NAC) regarding a varied length wall along TH 10. Mn/DOT presented the information that was previously shown at a NAC meeting that indicated the outcome of reducing the length of the noise wall under discussion. The cost effectiveness of a shorter wall increased in cost. After discussing this issue, Arden Hills experts agreed that the peer review had occurred and that they understood the noise modeling process.

Regarding issue number three, i.e., a pedestrian facility crossing at I-694 at TH 51, the City staff, in an explanatory conversation, stated that issue number three was not an absolute condition to a staff recommendation for Municipal Consent but instead, City staff indicated it was looking for a good faith effort at studying the feasibility of a pedestrian facility crossing of I-694 at TH 51.

In discussions between the parties it was determined that the City and MnDOT would contact Ramsey County, Bethel College and MnDOT Bike/Ped Unit and set a meeting to discuss studying any unmet non-motorized and pedestrian crossing needs along TH 51. Such a study would include safety, unmet demand, level of unmet demand, connecting trail facilities (existing or planned), estimated costs and the general feasibility of the same. A commitment to such a study and an actual meeting of the parties identified above was stated to be sufficient by City staff to be able to recommend approval of Municipal Consent to the City Council.

- On May 2, 2011, Arden Hills, Mn/DOT Bike/Pedestrian Unit, Bethel University, Ramsey County Parks and Mn/DOT staff met to discuss a pedestrian facility crossing of I-694 at TH 51. Mn/DOT and Arden Hills gave a brief overview of the project to start the meeting. Following the overview, discussion took place regarding the requested crossing.
    - Ramsey County Parks stated that a crossing should not be constructed now, as part of this project, but rather, a more regional look should be taken for the I-694 corridor from I-35E to I-35W. Taking a regional look at the existing regional trail system and how a crossing could be tied into the existing system made more sense than just constructing a trail at TH 51 in order to have a crossing.
    - Next, Bethel University stated support of a trail system in the area, but not of an unsecured entrance to their private University. It was acknowledged that the secured campus is a highly valued, unique benefit to the University campus.

- Mn/DOT Bike and Pedestrian Unit spoke next regarding the opportunity to look at the area with a regional overview. An evaluation of the existing system, identifying gaps in the system and analyzing appropriate connections is considered a better approach to addressing bike and pedestrian needs along the corridor.
- Mn/DOT staff again agreed to form and coordinate a study group to look at existing non-motorized/pedestrian facilities and if there are any unmet non-motorized/pedestrian opportunities along the I-694 corridor including TH 10 between I-35W and I-35E. This group will take into account trail plans identified in county and city 20 Year Comprehensive Plans. The group will then be able to document future locations along the I-694 corridor that would complete planned non-motorized/pedestrian connections across TH 10 or I-694 to either existing or planned facilities. Mn/DOT has started to make contact with the interested groups to establish a kick-off meeting regarding this issue.
- Mn/DOT is committed to upgrading the non-motorized/pedestrian crossing on the Lexington Avenue bridge to provide for an improved 12' wide paved surface. Mn/DOT will be scheduling a meeting with Arden Hills, Shoreview and Ramsey County Parks to determine the appropriate location on the Lexington Avenue bridge for this non-motorized/pedestrian crossing.

Thank you again for your continued participation in the Municipal Consent Appeal process.

Sincerely,

Mark J. Lindeberg P.E.
North Area Engineer
Metropolitan District

cc: Mayor David Grant
Patrick Klaers
Terry Maurer
Scott McBride
Tom O'Keefe
Wayne Norris

Attachment C

ARDEN HILLS

June 2, 2011

Mr. Mark Lindeberg
North Area Engineer
Mn/DOT – Metro District
1500 West County Road B2
Roseville, MN 55113

RE: I-694/TH 51
Municipal Consent Resolution

Dear Mr. Lindeberg:

Attached is a fully executed copy of City Council Resolution 2011-024, Approving the Final Layout (2A) of I-694/TH 51. This resolution was adopted unanimously at last night's City Council meeting. In addition, the City Council passed a motion requesting that the berming discussed in your May 5, 2011, letter be included in the project and elected not to fund the noise wall.

If you have any questions regarding either Council action, please contact me.

Sincerely,

Terry J. Maurer

Terry J. Maurer, P.E.
Public Works Director

City of Arden Hills ♦ 1245 West Highway 96 ♦ Arden Hills, MN ♦ 55112-5743
Phone 651.792.7800 ♦ Fax 651.634.5137 ♦ www.ci.arden-hills.mn.us

ARDEN HILLS

CITY OF ARDEN HILLS
COUNTY OF RAMSEY
STATE OF MINNESOTA

RESOLUTION NO. 2011-024

RESOLUTION APPROVING THE FINAL LAYOUT (2A) OF I-694/TH 51

WHEREAS, Mn/DOT is proposing to undertake an improvement to I-694 and is requesting Municipal Consent approving the final layout (2A); and

WHEREAS, the City of Arden Hills is concerned about the effects the improvement will have on the City and provided 14 conditions to Mn/DOT expressing those concerns; and

WHEREAS, after presentations to the Appeal Board on April 19, 2011, and continued negotiation with the City, Mn/DOT provided letters dated May 5, 2011, to the Appeal Board and May 5, 2011, to the City further addressing the City's concerns; and

THEREFORE, BE IT RESOLVED by the Mayor and the City Council that:

1. The City approves final layout 2A of the I-694/TH 51 improvement.

2. Resolution 2010-052, adopted October 25, 2010, is hereby rescinded.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ARDEN HILLS THIS 1st DAY OF JUNE, 2011.

David Grant

David Grant, Mayor

ATTEST:

Patrick Klaers

Patrick Klaers, City Administrator

AGENDA ITEM – 1E

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Engineering Contracts

Requested Action

Provide Staff with feedback on the City Council's a desired course of action.

Background

In 2007 the City went through a process to identify engineering consultants to be placed in a pool to draw from for specific areas of expertise. This process was led by Deb Bloom and Kris Giga who were the City's engineering staff at the time.

Discussion

As you know since that time the City has seen the departure of Roseville staff supplying engineering services to Arden Hills and the hiring of City staff to fill the Assistant City Engineer position and Public Works director position. Public works approach to engineering projects since the departure of Roseville staff has been to accomplish as much with city staff as time allows and supplement that with consultants as necessary.

The City Council has voiced some concern with the way in which engineering consulting services are selected and with the need to initiate engineering projects in the near future, staff would like feedback from the City Council on how they wish to proceed with selection of engineering consultants in the future.

Attachments

Attachment A: 2007 approval of consultant pool

Attachment A

ARDEN HILLS

Request for Council Action

ORIGINAL

Prepared By: **Kristine Giga**
Dept.: **Engineering**
Council Mtg. Date: **8/27/07**
Final Action Needed By: **8/27/07**

Agenda Item: **7.A.**

Budgeted Amount: N/A
Actual Amount: N/A
Funding Source: **N/A**

Council Action Request:

Motion to Approve the Municipal Engineering Consultant Pool.

Staff Recommendation:

Approve the Municipal Engineering Consultant Pool.

Advisory Commission Action:

Commission	*Date*	*Action*
Planning:		
PTRC:		

Supporting Documents: (attached)

x	Memo/Letter:	**Dated August 23, 2007 from Kristine Giga, Deb Bloom and Greg Hoag**
	Resolution No.:	
	Ordinance No.:	
	Engineering Recommendation:	
	Attorney Recommendation:	
x	Other:	**Excerpts from proposals submitted by firms in the recommended pool.**

Financial Implications:

Administrator/Staff Comments:

ARDEN HILLS

MEMORANDUM

DATE: August 23, 2007 **AGENDA ITEM 7.A.**

TO: Mayor and City Council
Michelle Wolfe, City Administrator

FROM: Kristine Giga, Civil Engineer KG
Deb Bloom, City Engineer
Greg Hoag, Public Works Director

SUBJECT: **Municipal Engineering Consultant Pool**

BACKGROUND

The City of Arden Hills has contracted with URS, Inc. (formerly BRW, Inc.) for engineering services since 1998. Until 2006, URS served as the City Engineer. In 2006, the City entered into a Joint Powers Agreement (JPA) with the City of Roseville for engineering services, designating the City of Roseville as the City Engineer. The intent of the JPA was to provide the City with an on-site staff member to conduct day to day engineering activities and manage engineering related projects. It was anticipated that the use of consultants would still be needed for more specialized projects or projects that Roseville did not have the capacity to accommodate.

At the March 26, 2007, meeting, the City Council authorized staff to conduct a request for qualification (RFQ) process for engineering services. The RFQ was sent to 25 civil engineering firms in the Metro area on May 25, 2007. The RFQ was also posted on the City's website, as well as the League of Minnesota Cities' website, where several other firms also learned of the opportunity. The City accepted submittals until June 25, 2007; 22 proposals were received.

DISCUSSION

Five categories of service were established for the RFQ. Staff felt by separating out some of the different divisions of civil engineering, we would also interest smaller or more specialty firms to apply. The following briefly describes each category of service.

Planning

- Prepare, review, update and revise comprehensive water, sanitary sewer, storm sewer, water quality, storm water management, transportation, and park system plans for the City of Arden Hills.

Design of Municipal Projects

- All components of public improvement projects, including feasibility reports, if needed; pre-design; final design; construction management; assessments.

Miscellaneous Engineering

- Perform other related duties as requested.
- Environmental work as it relates to the development of the Twin Cities Army Ammunition Plant (TCAAP)- working in Brownfields, environmental document review, review of remediation plans, as well as providing on-site field inspection during the remediation process.

Traffic and Transportation Engineering

- Traffic forecasting, capacity analysis, traffic impact studies/mitigation analysis, etc.
- Review of Traffic Impact Studies prepared by developers
- Environmental documentation

Surface Water Resources Engineering

- Compliance review with Stormwater Management Plan
- Storm water modeling, storm sewer design and analysis, wetland delineation and mitigation analysis
- Storm water Best Management Practice (BMP) design and maintenance

The evaluation panel consisted of the following staff: Greg Hoag, Kris Giga and Deb Bloom. Assistant City Administrator Schawn Johnson was also to be on the panel; with his departure, staff then asked Stacie Kvilvang of Ehlers and Associates to assist with the evaluation. The panel reviewed and evaluated the written submittals, based on the following criteria:

Technical Qualifications

- Organizational structure/approach of firm.
- Availability of technical staff.
- Firm resources/integration of technology.
- Problem solving/innovation/client representatives.

Experience

- Qualifications and expertise/experience of key personnel.
- Demonstrated success/quality of firm's previous and current projects with other cities.

Personnel

- Size of company and availability of experienced/qualified staff.
- Recognized experts/specialty key personnel.
- Longevity and continuity of key staff.

Firm References

- Proven ability to lead and/or work together as a team on projects.

Previous Experience

- Experience with City staff/operations.
- Ability to work with Mn/DOT and Ramsey County, other agencies.
- Proven ability to meet or exceed needs/expectations.

The evaluation panel felt that 11 firms met the requirements the City was looking for in an engineering consultant. Staff interviewed these 11 firms and recommends the following firms for the City of Arden Hills' Municipal Engineering Consultant Pool.

Planning
Kimley-Horn and Associates, Inc.
SRF Consulting Group, Inc.
URS Corporation
WSB and Associates, Inc.

Municipal Projects
Bolton and Menk, Inc.
Kimley-Horn and Associates, Inc.
McCombs, Frank, Roos Associates, Inc.
WSB and Associates, Inc.

Miscellaneous Engineering
Barr Engineering
Bonestroo
URS Corporation

Traffic and Transportation Engineering
Bolton and Menk, Inc.
Jacobs, Edwards and Kelcey, Inc.
SRF Consulting Group, Inc.

Surface Water Resources Engineering
Barr Engineering
Kimley-Horn and Associates, Inc.
WSB and Associates, Inc.

Staff had originally anticipated selecting five firms per category; this was reduced to three to four firms after analyzing the projected work in each category. Staff felt that a larger pool could not be justified for some of the categories, as we do not anticipate many projects over the next several years. We felt comfortable increasing the pool to four for the Planning and Municipal Projects categories, because these are the areas where the City would likely generate more projects that may need to be hired out to consultants.

Staff felt that the interview process went extremely well. We were pleased with the quality of the consultant teams; it was difficult to narrow the fields. The firms in each category were selected based on experience that would prove beneficial to Arden Hills. For example, the firms selected for the Surface Water Resources Engineering category showed extensive experience and a good working relationship with the Rice Creek Watershed District (RCWD), which is important to Arden Hills, as the entire City is under RCWD jurisdiction.

The firms selected for planning all had extensive experience with overall water and sanitary sewer system plan review, including water tower and lift station design. In addition to this, SRF is currently working on the AUAR for the TCAAP site. Representatives from WSB worked on the TCAAP groundwater treatment system when it was installed in the 1970s.

The firms in the proposed Municipal Projects pool all showed strengths in preparing and completing public improvement projects, realizing the importance of communication with City staff and affected property owners.

The firms in the Miscellaneous Engineering category have significant experience in dealing with Brownfields, as well as knowledge about the contamination on the TCAAP site. Barr Engineering has worked with the City of New Brighton extensively on TCAAP related contamination, and representatives from Bonestroo have worked on the site itself during employment at previous firms.

The firms selected for Traffic and Transportation Engineering have worked with Mn/DOT and Ramsey County, and have the capabilities of performing regional modeling/review as well as more localized analysis.

As projects arise that will need to utilize a consultant's services, City staff will determine the appropriate category, and ask those firms for a proposal. Staff will review the proposals and select a consultant to complete the project.

Attached are excerpts from the proposals submitted by the firms recommended in the pool. If any of the City Council members would like to review the entire proposals, staff has copies available.

RECOMMENDED COUNCIL ACTION

Motion to Approve the Municipal Engineering Consultant Pool.

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Toro Workman Purchase

Budgeted Amount:	Actual Amount:	Funding Sources:
$26,000	$23,933.27	Equipment/Building Replacement Fund

Requested Action

Provide Staff with feedback related to the purchase of this piece of equipment.

Discussion

Public Works currently has 3 Toro Workman in the equipment fleet. These three units are used for three distinct tasks. One of these units is used for painting lines on athletic fields and is outfitted with a paint tank, pump and spray boom. The second is used for ball field maintenance and is equipped with a drag. The third Workman is used for garden maintenance and a backup for the ball field drag unit should there be a breakdown. Since the field drag unit and gardening unit are used daily in the summer, reliability is a key factor for public works with this equipment.

The 2016 Capital Improvement Plan (CIP) includes an item for the replacement of the 1997 Toro Workman (Unit 410). A copy of the detailed sheet from the CIP is attached. The Equipment Replacement Guidelines recommend replacement of these units every 13 to 15 years, this unit is 19 years old.

The 2016 CIP has an estimated budget for the purchase of the new Toro Workman of $28,000 and a trade in value of $2,000 for a net budget of $26,000 for this purchase. The total purchase price of this unit is $23,933.27, well below the estimated budget for this unit. The pricing provided in this quote is as listed in GSA government pricing.

The Table below shows the model year, hours, expected replacement year, and programmed replacement year of the three Workmen we have in our fleet.

Equip No.	Equipment Description	Year	Hours	Expected Replacement Year	Estimated Life	2016 CIP programmed replacement year
85410	Workman W/Ball field Drag	1997	1589	2012	13-15	2016
85411	Workman W/Field Paint Tank	2001	1741	2016	13-15	n/a
85445	Workman	2012	445	2027	13-15	n/a

Finally, the 1997 Toro Workman (Unit 410) that this new unit is replacing would be sent to auction after we take delivery of the new workman.

Attachments

Attachment A: Equipment CIP
Attachment B: Copy of the quote MTI Distributing
Attachment C: Photos of 1997 Toro Workman (unit 410)

Attachment A

Capital Improvement Plan
City of Arden Hills, Minnesota

2016 *thru* 2020

Department	Equipment
Contact	Public Works Director
Type	Equipment
Useful Life	13-15
Category	Equipment: Public Works
Priority	3 Important

Project #	**16-Eqp-002**
Project Name	**Replace 1997 Workman (Unit 410)**

Total Project Cost: **$26,000**

Description

Replace the 1997 Toro Workman (unit 410)
Hours
1588 (2015)

Justification

The workman will be 19 years old in 2016 and is used almost every day during the summer. It is reaching its useful (dependable) life.
2014 $514
2015 $125

Expenditures	2016	2017	2018	2019	2020	Total
Equip/Vehicles/Furnishings	28,000					28,000
Estimated Trade-In Value	-2,000					-2,000
Total	**26,000**					**26,000**

Funding Sources	2016	2017	2018	2019	2020	Total
Equipment/Building Replacement Fund	26,000					26,000
Total	**26,000**					**26,000**

Budget Impact/Other

Attachment B

MTI Distributing
Equipment Proposal
March 8th, 2016

Joe Mooney
City of Arden Hills
1450 W. Hwy 96
Arden Hills, MN 55112

Expiration Date 30 days

GSA Pricing

Qty	Model Number	Description	GSA Pricing	Price Extension
1	07390	Workman HDX Auto	$21,352.27	$21,352.27
1	127-8750	HOOD ASM-CVT INTAKE		
1	117-4825	ROPS SIGNAL KIT-HD WORKMAN		
1	TS GL 650 K-7(	Rahn Infield Groomer w/both Scarifier and Spring Tine	$2,581.00	$2,581.00

Quote is valid for 30 days
New Toro commercial equipment comes with a two-year manufacturer warranty
Equipment delivery at no additional charge

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Bob Frank, SCPS
Outside Sales Representative
612-877-0837

Mandi Prinsen
Inside Sales Representative
763-592-5641

MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429

Attachment C

1997 Toro Workman (Unit 410)

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

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

FROM: John Anderson, Acting Public Works Director

SUBJECT: Playground Structure Replacement

Requested Action

Provide Staff with feedback on playground structure replacement programmed in the Capital Improvement plan (CIP).

Background

The City has established a playground structure replacement policy in the Parks Maintenance plan Approved November 15, 2010. (Attachment A) This plan projects the need for structure replacement every 20 years. The city has a number of structures that are approaching the end of their life on this schedule. We have programmed those playground structures for replacement in the CIP (Attachment B).

Discussion

Before staff begins acting on those plans we wanted to check in the City Council and see if it is the Council's desire to proceed on the replacement programmed for 2016 at Perry Park. Pictures of the existing playground structure are attached (Attachment B). This particular structure is in need of updates from a staff perspective. The updates include elimination of barriers such as the wood retaining walls. Elimination of the walls is important from a number of perspectives, access, maintenance and safety to name a few. There is a large sand play area we would recommend removing. The playstructure has a mulch surface under the structure; with a mulch base it is important to install draintile and sand below to provide proper drainage. The Playground structure itself could be reduced in size. The structure appearance is showing signs of its age with fading powder coating, and rusting steel where the powder coating has cracked.

Attachments

Attachment A: Park Maintenance Plan
Attachment B: Capital Improvement Plan – Playground Structure Replacement
Attachment C: Perry Park Playground Structure Photos

Attachment A

Playground Equipment and Mulch Replacement Schedule

ARDEN HILLS PARKS & RECREATION
PLAY STRUCTURE REPLACEMENT DATES

Park	Manufacturer	Last Replacement Date	Future Replacement Date
Arden Manor	Miracle Recreation	1999	2019
Arden Oaks	Miracle Recreation	1999	2019
Cummings	Miracle Recreation	1998	2018
Freeway	Miracle Recreation	1998	2018
Floral	Miracle Recreation	2001	2021
Hazelnut	Landscape Structures	1997	2017
Ingerson	Miracle Recreation	2000	2020
Charles Perry	Landscape Structures	1996	2016
Royal Hills	Miracle Recreation	2002	2022
Sampson	Miracle Recreation	2001	2021
Valentine	Miracle Recreation	1990	2010

Replacement cycle is based on the following criteria:

1) **20 year pattern**
2) **Wear & tear; vandalism**
3) **Changes in code (i.e. safety, ADA)**

Playground Mulching Schedule

Park	Last Mulch Replacement	Next Scheduled Replacement
Arden Manor	July, 2010	2013
Arden Oaks	June, 2009	2012
Charles Perry	July, 2008	2011
Cummings	June, 2009	2011
Floral	June, 2009	2012
Freeway	May, 2010	2013
Hazelnut	July, 2010	2012
Ingerson	June, 2009	2012
Royal Hills	May, 2010	2013
Sampson	June, 2009	2012
Valentine	July, 2008	2011 with playground replacement

Attachment B

Capital Improvement Plan
City of Arden Hills, Minnesota

2016 *thru* 2020

Project # 11-Park-003
Project Name Playground Structure Replacement

Department Parks Department
Contact Park & Recreation Mgr
Type Improvement
Useful Life
Category Park Capital Equipment
Priority n/a

Total Project Cost: $430,000

Description

Play Structures are placed on a 20 year replacement pattern.

Justification

In order to maintain playground structures that meet current safety guidelines, require a minimum amount of maintanance, and have replacement parts available, a 20 year replacement schedule was established for play structures. The following is a list of play structures,the year they were constructed,the year they are scheduled to be replaced, and the anticipated replacement cost.

Perry Park - 2016. This structure was last replaced in 1996. ($75,000)
Hazelnut Park - 2017. This structure was last replaced in 1997. ($65,000)
Freeway Park ($45,000) & Cummings Park - 2018 ($80,000). These structures were last replaced in 1998.
Arden Manor ($75,000) & Arden Oaks ($45,000) - 2019, These structures were last replaced in 1999.
Ingerson Park ($45,000) - 2020, This structure was last replaced in 2000.

Includes removal of wood curbing and replacement with concrete curbing.

Expenditures	2016	2017	2018	2019	2020	Total
Construction/Maintenance	75,000	65,000	125,000	120,000	45,000	430,000
Total	**75,000**	**65,000**	**125,000**	**120,000**	**45,000**	**430,000**

Funding Sources	2016	2017	2018	2019	2020	Total
Capital Improvement Funds (PIR)	75,000	65,000	125,000	120,000	45,000	430,000
Total	**75,000**	**65,000**	**125,000**	**120,000**	**45,000**	**430,000**

Budget Impact/Other

Replacement Part Costs

Prior	Budget Items	2016	2017	2018	2019	2020	Total
-800	Maintenance of Parks and Trails	-200	-200				-400
Total	**Total**	**-200**	**-200**				**-400**

Attachment C

AGENDA ITEM – 1H

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Council

FROM: Sue Iverson, Interim City Administrator/Director of Finance and Admin Services

SUBJECT: Ramsey County Start by Believing Initiative

Background

All Council members received an email from Ramsey County Commissioner Jim McDonough about the County's Start by Believing Initiative. The email encouraged all cities in Ramsey County to pass a resolution of support at the first City Council meeting after the April 12, 2016. I have attached all the materials and the Ramsey County resolution for your information.

Discussion

Staff would like direction from the Council on whether or not they would like to proceed and adopt a resolution in support of this initiative.

Attachments

Attachment A: Ramsey County Board Item Memo
Attachment B: Ramsey County Resolution
Attachment C: Initiative Summary and Event Plan
Attachment D: Start by Believing Invite

RAMSEY COUNTY

Attachment A

REQUEST FOR ACTION
RAMSEY COUNTY BOARD OF COMMISSIONERS

Requesting Departments: Public Health and the Ramsey County Attorney's Office

Committee: Board of Commissioners Meeting Date: 4/12/2016

SUBJECT: Resolution in support of the "Ramsey County: A Start by Believing Community" Initiative

Presentation of a resolution about a new joint initiative by Saint Paul – Ramsey County Public Health and the Ramsey County Attorney's Office in support of the "Start by Believing" a national public awareness campaign designed to improve the response to sexual violence survivors.

Public Health Director Rina McManus and County Attorney John Choi will be present to discuss the local campaign, "Ramsey County: A Start by Believing Community" and plans for a community presentation and dialogue on April 13. The goal of the initiative is to partner with other county departments, local law enforcement, community groups and residents to provide education, training and outreach to reduce the disbelief, shame or blame sexual violence survivors encounter.

Attachment: Start by Believing Resolution

Attachment B

Ramsey County: A Start by Believing Community

Whereas, *The Centers for Disease Control and Prevention (CDC) reports 1 in 6 women and 1 in 33 men in the United States experience rape or attempted rape, at some point in their lives, and data from other sources report the rate for women is as high as 1 in 4; and*

Whereas, *according to a study by the University of Minnesota, the number of Minnesota women reporting a date-related sexual assault rises from 12 percent by the time they graduate from high school, 29 percent by age 23, to 33 percent by mid-life; and*

Whereas, *an analysis of the Minnesota Student Survey data by the University of Minnesota estimated 60 percent of teen first pregnancies in Minnesota are preceded by experiences of molestation, rape, or attempted rape; and*

Whereas, *188 cases of child sexual abuse in Ramsey County were identified among reported cases of maltreatment in 2011; and*

Whereas, *current estimates suggest no more than 20 percent of sexual assaults will be reported to law enforcement and less than 3 percent will result in the conviction and incarceration of the perpetrator; and*

Whereas, *research documents that victims are far more likely to disclose their sexual assault to a friend or family member, and when these loved ones respond with disbelief, shame, or blame, victims suffer additional negative effects on their physical and psychological well-being and do not report their assault to law enforcement; and*

Whereas, *the national public awareness campaign "Start by Believing" is designed to improve the initial responses of friends, family members, and community professionals, including law enforcement and prosecutors, so they can help victims to access supportive resources and report their assaults; and*

Whereas, *Ramsey County has worked collaboratively across departments and with community partners for many years to prevent and respond to sexual violence in the community; and*

Whereas, *public health and the criminal justice system have different roles and responsibilities, but are united in the goals to prevent and reduce sexual violence in our community, from children to vulnerable adults;*

Now Therefore, Be it Resolved *by the Ramsey County Board of Commissioners, that the County re-dedicate itself to addressing the continuing problem of sexual violence through its support of the Ramsey County: A Start by Believing Community Initiative and its goal for everyone to believe victims upon report.*

Now Therefore, Be it Resolved *by the Ramsey County Board of Commissioners that Ramsey County and its community partners will expand support for sexual violence survivors through training, education and outreach*

Now, Therefore, Be it Resolved *by the Ramsey County Board of Commissioners, that all municipal jurisdictions in Ramsey County are requested to join in this effort.*

Attachment C

Ramsey County: A Start by Believing Community Initiative Summary

Name of Event: *Ramsey County: A Start by Believing Community* initiative

Event Purpose Observe Sexual Awareness Month by introducing *Start by Believing Ramsey County* initiative

Executive Summary: By this initiative, Ramsey County is taking the lead in starting an important conversation in our community about sexual violence and why there is such a gap between National survey data on those who are victims of rape and those who are held accountable. It is estimated that 1 in 6 women and 1 and 33 men are the victims of sexual violence. Only a fraction of these cases are ever reported to law enforcement and subsequently prosecuted. *Ramsey County: A Start by Believing Community* is a community initiative to create a culture where victims feel more empowered to report their abuse and to develop an infrastructure of response that is properly informed and trained about trauma and eliminates unintentional human biases. *Ramsey County: A Start by Believing Community* is a combined initiative among the Ramsey County Attorney's Office, Ramsey County-St. Paul Public Health Department, local law enforcement agencies and community advocacy groups.

Desired Outcome - Victims

- Report abuse
  - Upon reporting, victims are met with compassion and an "I believe" culture by law enforcement agents, prosecutors, community groups and the community as a whole
  - The "I believe" culture encourages more victims to report
  - Additional victim reporters equate to holding more abusers accountable by the criminal justice system which increases public safety in our community
- Eliminate victim recantation as the "I believe" culture increases the awareness of community advocacy groups and their work to support victims through the legal process and beyond to heal their lives
- Increase victim connection with community advocacy groups. Such groups support victims from reporting to healing. Advocacy groups offer free and confidential services for victims of sexual violence, their partners, families, friends and other concerns persons and as well as basic life needs, housing, food, etc.

Desired Outcome – Law Enforcement Agencies – increase positive victim response

- officers assigned to sexual abuse cases, and new hires, to engage in training, provided by outside County source, as to how to respond and maintain desired interaction with victims
  - consider internal trainings (officers speaking to officers)
- practice the *Start by Believing Ramsey County* in all cases with sexual abuse victims
- write and adopt resolutions promising to continue believing victims, upon victim's report and throughout the process in which the Office is involved
  - Ramsey County Attorney's Office and Public Health will provide a template
  - display framed resolution in the Office
- communicate to the community the Office's dedication to increase officers' positive "I believe" response to sexual abuse victims, especially at the time of report.
  - Examples: discussing the *Start by Believing Ramsey County* initiative at community events such as speaking engagements national night out, etc.

    - consider creating print material to distribute at community events and/or distribution to sexual abuse victims (hopefully to reduce victim recantation)
        - Ramsey County Attorney's Office and Public Health can help with messaging and design of such printed materials
- add *Start by Start by Believing* Ramsey County specific initiative stickers to vehicles
- *add Start by Ramsey County: A Start by Believing Community* initiative to Office's websites and communication materials

Desired Outcome – Community – create a culture in which sexual abuse victims are respected not rejected

- Actively educate neighbors on the *Start by Believing Ramsey County* initiative
- Consider discussing the initiative at community meetings, events, church services
- Consider attending or volunteer at sexual abuse awareness events, press conferences, etc.
- Consider volunteering with an advocacy group dedicated to the *Start by Believing Ramsey County* initiative
- Consider submitting an editorial to your local newspaper, neighborhood or community groups' newsletters
- Just talk about it!

Start by Believing Ramsey County Initiative Event

DATE

- April 13, 7:00-9:00p

VENUE

- Hamline University, Sundin Music Hall (1531 Hewitt Ave, St. Paul, MN 55104)
- Parking: any surface lot, Visitor's Lot in the basement of the Anderson Center (enter on Englewood)
    - Is parking free?

AGENDA

- 7:00-7:30 – Reception in Lobby (easels displaying art work, sponsors' logos and cookies)
- 7:30-7:35 – Rina McManus speaks
    - Topic: reminds everyone that sexual violence as a public health problem??
    - introduces County Attorney Choi
- 7:35-7:40 - John Choi
    - Introduces initiative (change the culture in the way we respond and help sexual violence victims)
    - Introduces Cordelia Anderson
- 7:40-7:50 – Cordelia Anderson speaks
    - educates about sexual abuse victims' experiences)
    - Introduces Panel
- 7:50-8:45 – Group Discussion
    - "Panel" features four sexual abuse victims
    - Take community with questions
- 8:45-8:46 – Cordelia introduces Chief Schnell
- 8:46-9:00 – Maplewood Police Chief Paul Schnell (next steps, from us and for community)
    - Our Next Steps:
        - Training, municipal and law enforcement resolutions, training, education outreach
    - Community's next step:
        - Communicate the message, Start by Believing to everyone!

EVENT PIECES – For Discussion & Confirmation

- Coordinators:
    - Cordelia: obtain panel members, facilitate panel and speak for 20 minutes
    - RCAO
    - Public Health

- Partners: County law enforcement agencies, RCAO, County-City Public Health, Advocacy Groups
    - RCAO
    - Public Health
    - Law Enforcement Agencies

- County Sheriff
- Hamline University
- Advocacy Groups
    - MNCASA (Caroline Palmer and Laura)
    - SOS (Emily Huemann)
    - League of Women Voters (Mindy Greiling)
    - Regions
    - MDH
    - DPS
    - MCRA
    - CLUES

- Materials
    - Print
        - Poster at Event
        - Signage to Represent Sponsors
        - Pledge Poster?
        - Email sign-up forms?
            - To keep emails secure, write on paper and drop in box/bowl/etc?
    - Web
    - Designer (both
    - Distribution
    - Budget – who pays
    - Law Enforcement
    - Community Events (are there some before April 12th)
    - Logos
    - Other

- Invitation
    - Confirmed – Print and Email
    - Confirmed - Use same design for printed promotional materials, add vitals
    - Email lists (needed from partners)
    - Distribution – can Emily's volunteers help here?
    - Other

- Event Logistics
    - Lobby Reception
        - Artwork
            - From whom

            - Explanation of why the artwork is present
        - Cookies and beverages
        - Thank you to sponsors – print
        - Standing Tables
        - Framed Resolution/Proclamation
        - Small tables for advocacy organizations to display information
            - Public Health be a features table
        - Pledge Poster

    - Program
        - A/V Equipment
        - Ask Cordelia if she wants a podium
        - Stand or lav mics
        - Table & chairs (I would suggest a semi-circle of plush chairs for panel) (talk-show set up)
        - Community Pledge?

- Ushers
    - Emily's volunteers to simply wander, ask questions, remind people to give information, welcome as they enter the auditorium
- Handlers
    - Emily's volunteers can manage the panelists and speakers to make certain they are where they need to be on time
    - Suggest at least two

- Attendees contact information
    - Sign-up sheet (can clog up the area, unless we place one on each of the standing tables)
    - Container in which to drop business cards
    - Offer our email and ask that they email us
    - Offer phone number
    - Other

Attachment D

OFFICE OF THE RAMSEY COUNTY ATTORNEY · Minnesota · EST. 1849

START BY believing
startbybelieving.org

RAMSEY COUNTY
Saint Paul – Ramsey County Public Health

You're Invited

to a community dialogue on sexual violence in our community

Wednesday, April 13

Hamline University Sundin Music Hall
7:00-9:00 p.m.

- Hear voices of sexual violence survivors
- Help transform our community's response to sexual violence victims
- Pledge to build a community that starts by believing sexual violence survivors

Hosted and Presented by:

MNCASA Minnesota Coalition Against Sexual Assault

HAMLINE UNIVERSITY

LWV LEAGUE OF WOMEN VOTERS® MINNESOTA

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Council

FROM: Sue Iverson, Interim City Administrator/Director of Finance and Admin Services

SUBJECT: Metropolitan Council Reform Principles

Background

All Council members received an email concerning Metropolitan Council Reform. The email was sent on behalf of local government leaders in the metropolitan area who believe that the Metropolitan Council should be reformed in order to be more accountable to the region it serves. A transmittal letter is attached, as well as a copy of Principles for Metropolitan Council reform, a template resolution, some frequently asked questions, and a list of communities who have adopted this initiative.

Discussion

Staff would like direction from the Council on whether or not they would like to proceed and adopt a resolution in support of this initiative.

Attachments

Attachment A: Metropolitan Council Reform Letter
Attachment B: Metropolitan Governance Reform Principles
Attachment C: Template Resolution
Attachment D: Metropolitan Council Reform Frequently Asked Questions
Attachment E: Adoptee List

Attachment A

March 22, 2016

Dear Councilmember,

We are part of a coalition of County and City leaders from the suburban metropolitan area who have become increasingly concerned with a lack of accountability from the Metropolitan Council, especially as its scope of authority and involvement in regional issues continue to expand. It is our belief that an updated Metropolitan Council governance structure, one that makes the Council accountable to the regional constituency of those impacted by its decisions, would benefit this region greatly.

On February 8 of this year we sent out the attached principles for Metropolitan Council reform to every city and county in the metropolitan area, asking them to adopt the principles in the form of the attached template resolution (a list of adoptees is attached). We are sending them again today to ensure that every interested local elected official has an opportunity to participate in this initiative.

We ask that you adopt the attached resolution calling for substantive change to the Council to increase local participation and collaboration to help guide orderly growth and economic development in our region.

Structure Limits Local Representation
Metropolitan Council members are non-elected individuals answerable only to the Governor, an office that has often been elected without majority support from metropolitan-area voters. Thus, non-elected individuals preside over a budget of more than $1.5 billion per year (more than the budget of the City of Minneapolis), and collect over $80 million in property taxes. We believe an organization with this kind of taxing and spending authority should be answerable to the citizens and taxpayers of the area it represents rather than a single officeholder and should feature strong city and county representation. This call for reform echoes the 2011 conclusion of the nonpartisan Office of the Legislative Auditor. In the evaluation report *Governance of Transit in the Twin Cities Region*, Legislative Auditor Nobles recommended a Council with a mix of gubernatorial appointees and elected officials from the region.

Substantial Changes In Role of Council Since 1967
The Metropolitan Council was established in 1967 to provide regional planning services for the Twin Cities area. However, at the same time the Council's management of growth, in particular its coordination of regional services, has changed dramatically. The Council's scope has increased, but not its level of accountability to the local governments and citizens of the metropolitan area. Without the authority to appoint Council members, many citizens and local government officials feel disconnected from the present Metropolitan Council, undermining its credibility and preventing it from functioning as an effective regional governance body.

In closing, we hope you will join us in our call for reform by adopting the attached resolution with principles to strengthen regional planning and development. We welcome the opportunity to meet with you and your colleagues to present this and discuss further. Please contact Claire Pritchard at 651.438.4540 (or at Claire.Pritchard@co.dakota.mn.us) for more information or to schedule a presentation by an elected official to your Council or Board. We look forward to working with you in this effort to unite the region for continued growth and prosperity.

Please make every effort to return the adopted resolution to Claire.Pritchard@co.dakota.mn.us as early as possible given your approval process.

Regards,

Sincerely,

Rhonda Sivarajah
Anoka County Board of Commissioners

Matt Look
Anoka County Board of Commissioners

Scott Schulte
Anoka County Board of Commissioners

Randy Maluchnik
Carver County Board of Commissioners

Tom Workman
Carver County Board of Commissioners

Nancy Schouweiler
Dakota County Board of Commissioners

Liz Workman
Dakota County Board of Commissioners

Chris Gerlach
Dakota County Board of Commissioners

Mike Beard
Scott County Board of Commissioners

Jon Ulrich
Scott County Board of Commissioners

Attachment B

Metropolitan Governance Reform

Twin Cities' Local Government Coalition

-Statement of Objectives-

A coalition of local governments throughout the metropolitan area has joined together to develop a position statement and a set of principles for improving metropolitan governance in the Twin Cities.

The Coalition supports the need for regional planning, collaboration and coordination, but seeks to expand local government representation on the Metropolitan Council.

The Coalition's objectives for its collective effort to improved governance are:

1. To articulate a vision of responsive and effective metropolitan governance—as represented by a Statement of Belief and Principles for Reform of the Metropolitan Council

2. To align local government interests behind a reform effort—through formation of a broad coalition of metropolitan Cities and Counties —and a common position.

3. To be prepared for any efforts—legislative and otherwise—to reform the governance structure and functioning of the Metropolitan Council.

Attached is the Coalition's Statement of Belief and Principles for Reform.

Twin Cities' Local Government Coalition
Principles for Metropolitan Council Reform

The following principles were developed by a coalition of cities and counties in the metropolitan area, a coalition created to advocate for reform of the Metropolitan Council. The group believes that an effective Metropolitan Council should reflect the following principles, which were developed based on the group's core Statement of Belief (printed below).

STATEMENT OF BELIEF:

The Metropolitan Council, due to its taxing and policy authority, should be accountable to a regional constituency of those impacted by its decisions. It should not operate as a state agency—as it does in its current form—answerable to only one person, the Governor.

Principles for Metropolitan Council Reform:

I. A majority of the members of the Metropolitan Council shall be elected officials, appointed from cities and counties within the region.

II. Metropolitan cities shall directly control the appointment process for city representatives to the Metropolitan Council.

III. Metropolitan counties shall directly appoint their own representatives to the Metropolitan Council.

IV. The terms of office for any Metropolitan Council members appointed by the Governor shall be staggered and not coterminous with the Governor.

V. Membership on the Metropolitan Council shall include representation from every metropolitan county government.

VI. The Metropolitan Council shall represent the entire region, therefore voting shall be structured based on population and incorporate a system of checks and balances.

Background and Justification of Position

The Metropolitan Council was created to provide for the orderly and economic development of the Twin Cities metropolitan area. It has the responsibility and authority to guide the region's growth and to provide important regional services. The Counties of Anoka, Carver, Dakota, and Scott support the concept of a regional approach, and have no wish to abolish the Council or diminish the importance of regional collaboration.

However, the Council's management of growth, and in particular the coordination and delivery of regional services has changed dramatically. At the same time, the role of counties has evolved. Increasingly, Counties have undertaken direct provision of regional services including: hazardous and solid waste management, transit funding and transitway development, regional parks, regional highways, water resources planning and watershed management, greenway and bikeway development, farmland and open space preservation, the regional library system, fiber communications networks, and the 800 MHz radio network.

The Council's recent focus on reducing poverty and disparities makes it even more essential that within the governance structure there is understanding and improved coordination with county programs---which exclusively provide economic assistance, social services, workforce development/employment, counseling, public health, nutrition and family "home visiting" services, workforce and specialized housing programs and many other anti-poverty and human services. In these and many other circumstances, the State, Metropolitan Council and city governments have all looked to counties to provide both the financial and political leadership needed to address key regional issues.

Thus, while a strong regional approach is necessary for many issues, it is necessary for the regional governing body to feature strong county representation, as well as representation from other local elected officials. Currently, the members of the Council are non-elected individuals answerable only to the Governor, an office that has often been elected without majority support from metropolitan-area voters. The Council, which has the ability to levy taxes on metropolitan-area residents, should be answerable to the citizens and taxpayers of the area it represents rather than a single officeholder.

The best way to ensure that the interests of citizens of the metropolitan-area are represented is to have a preponderance of locally elected officials on the Council--individuals that do not serve exclusively at the pleasure of the Governor. This will have the added benefit of allowing the Council to meet federal guidelines to serve as the region's Metropolitan Planning Organization, a move encouraged by Federal Transit Administration (FTA) and Federal Highway Administration (FHA) to make the Council "more directly accountable to its public[1]."

Regional governance is vital to the metropolitan area's continued success. However, in order for a regional body to be effective it must be credible, meaning that regional citizens must feel that the body effectively represents their goals and values. Citizens currently feel disconnected from the Metropolitan Council, preventing it from functioning as an effective regional governance body. The coalition of suburban counties is working to join the Metropolitan Council with the people it represents, so the region as a whole can unite for continued growth and prosperity.

[1] Letter from representatives of FTA and FHA to Ann R. Goering of Ratwik, Roszak, & Maloney, P.A., Aug. 3 2015

Attachment C

TEMPLATE RESOLUTION: Supporting Principles for Reform of the Metropolitan Council

WHEREAS, regional planning and local government cooperation is vital to the continued success of the Minneapolis-St. Paul Metropolitan Area; and

WHEREAS, the Metropolitan Council is, by statute, the regional planning agency for the Minneapolis-St. Paul Metropolitan Area, with broad authority, including the ability to levy taxes, charge fees and set regional policy; and

WHEREAS, cities and counties are the entities most directly affected by policies and financial decisions of the Metropolitan Council, making them the primary constituents of the Metropolitan Council; and

WHEREAS, the Metropolitan Council's scope of authority and involvement in regional issues has expanded significantly over the years; and

WHEREAS, a governmental entity, particularly one with taxing authority, to be effective, must be credible, and responsive and accountable to those it represents; and

WHEREAS, the appointment of Metropolitan Council members resides solely with the Governor, effectively making the Governor the primary constituent of the Metropolitan Council; and

WHEREAS, many cities and counties believe that the Metropolitan Council lacks accountability and responsiveness to them as direct constituents; and

WHEREAS, many cities and counties believe that the authority to impose taxes and set regional policy should be the responsibility of local government elected officials; and

WHEREAS, reform is necessary to ensure that the Metropolitan Council is an effective, responsive, and accountable partner for regional development and progress.

NOW, THEREFORE, BE IT RESOLVED, That the Metropolitan Council, due to its taxing and policy authority, should be accountable to a regional constituency of those impacted by its decisions; and

BE IT FURTHER RESOLVED, That the Metropolitan Council should not operate as a state agency answerable to only one person, the Governor, as it does in its current form; and

BE IT FURTHER RESOLVED, That the _____ supports reform of the Metropolitan Council that adheres to the following principles:

I. A majority of the members of the Metropolitan Council shall be elected officials, appointed from cities and counties within the region;

II. Metropolitan cities shall directly control the appointment process for city representatives to the Metropolitan Council;

III. Metropolitan counties shall directly appoint their own representatives to the Metropolitan Council;

IV. The terms of office for any Metropolitan Council members appointed by the Governor shall be staggered and not coterminous with the Governor;

V. Membership on the Metropolitan Council shall include representation from every metropolitan county government;

VI. The Metropolitan Council shall represent the entire region, therefore voting shall be structured based on population and incorporate a system of checks and balances.

Attachment D

FREQUENTLY ASKED QUESTIONS: METROPOLITAN COUNCIL REFORM PRINCIPLES

1) Why now?

Over the years, the role of the Metropolitan Council has expanded from that of a regional planning agency to its now self-described role as "the regional policy-making body… and provider of essential services for the Twin Cities metropolitan region."

In no other major metropolitan region in the United States are duly elected representatives so divorced from policy-making and the provision of regional services.

Reform of the Metropolitan Council has been a growing concern of many local governments for many years, as the Council's responsibilities have expanded and the lack of accountability to metro-area residents has increased.

The release of ThriveMSP2040 reinvigorated the drive for reform in many cities and counties who were unhappy with aspects of the plan and the process by which it was produced. However, our call for change is not a reaction to the specifics of the plan, or to how it allocates resources. Instead, the experience drove home what little incentive the Council has to take into account the opinions of local governments. Councilmembers do not answer to the local constituency, but rather to a constituency of only one elected official: the Governor. We realized this was the core problem, and the release of Thrive2040 was the catalyst that renewed our efforts to build a coalition for governance reform.

2) Who makes up the coalition?

The coalition originated with elected officials from Anoka, Carver, Dakota, and Scott Counties, who share a collective opinion that the Metropolitan Council must be more accountable to the regional constituency. They made the decision to develop principles for reform, and, knowing it was important to have the perspective of cities represented as well, invited interested elected city officials to join the group. The city officials (listed in Attachment A) represent themselves alone, and do not necessarily represent the views of their entire councils. Together this group developed a mutually-agreed-upon set of principles for reform.

3) You're asking cities to adopt these principles, knowing that they go against the position of Metro Cities. Doesn't this undermine the work of the Metro Cities organization?

Metro Cities is a voluntary membership organization, representing 88 of the nearly 140 cities in the metro area. We believe that Metro Cities plays a vital role in advocating for city interests, and we did invite them to play a part in the development of the shared principles. However, they ultimately decided to withdraw from the group due the incompatibility of some of our

positions. We had hoped to work together toward reform, and we hope to work together in the future if the position of the organization changes.

However, in the meantime we are aware that many cities hold positions on Metropolitan Council reform that also contradict the official Metro Cities position, and we believe that these cities, along with counties, should have their voices heard in the Legislature.

4) What are the next steps?

These draft principles have been distributed to every city and county in the metropolitan area, and we hope as many as possible adopt these principles. We are eager to discuss the principles, along with our reasons for advocating reform, with any County Board or City Council in the area.

During the Legislative Session we will present these adopted resolutions to Legislators to illustrate how important reform is to local governments in the metro area, and we will work with Legislators to advance reform proposals that meet the adopted principles.

5) How do other metropolitan areas provide regional planning?

Every other major metropolitan area in the United States, as well as every other metropolitan area in Minnesota, has a metropolitan planning organization that is made up of a majority of local elected officials (Attachment B).

The Metropolitan Council does have a more expansive role than planning organizations in other metropolitan areas, and is involved in a wider array of metropolitan service operations. However, we believe this is an even stronger reason why elected officials should serve. The Council has more responsibility than other metropolitan planning organizations- it stands to reason that it should have *more* accountability to the electorate, not less.

6) Is this an effort to get rid of the Metropolitan Council?

Absolutely not. Regional governance is important, but it would be more effective and credible with local representation. In the current system, Metropolitan Council members are non-elected individuals answerable only to the Governor, an office that has often been elected without majority support from metropolitan-area voters. We believe that only elected officials who are directly accountable to the electorate should hold the responsibility to impose taxes.
The Council has a budget of over $1.5 billion in 2016 (more than that of the City of Minneapolis) and the authority to levy taxes on metropolitan-area residents ($82 million in 2016). We believe that the Council should be answerable to the citizens and taxpayers of the area it represents rather than a single officeholder and should feature strong representation from local elected officials.

7) Is this a reaction to the ThriveMSP2040 plan?

No. Many cities and counties were unhappy with aspects of the Council's plan. However, our call for reform is not a reaction to the specifics of the plan, or to how it allocates resources. Instead, the experience drove home to many what little incentive the Council has to take into account the opinions of local governments. The Council does not answer to the local constituency, but rather to a constituency of one- the Governor. We realized that this was the core problem, and the release of Thrive2040 was the catalyst to renew our efforts to build a coalition for governance reform.

8) Is there other support for this?

Yes, many other entities and organizations have come out in support for reform. In 2011, for example, the Office of the Legislative Auditor released a report recommending that the Metropolitan Council be composed of a majority elected officials, citing the Council's "limited credibility" due to a governance structure that limits accountability.

The City of Minneapolis also passed a resolution on January 14, 2011, asking the Legislature to reform the Council so that a "majority of council members shall be locally elected city and county officials."

Furthermore, representatives of the Federal Highway Administration and Federal Transit Administration, responsible for certifying the Council as eligible to receive federal transportation and transit funding, have encouraged reform of the Council to make it "more directly accountable to its public."

9) Would these principles turn the Metropolitan Council into a Council of Governments (COG)?

No. Councils of Governments have little authority beyond transportation planning and regional coordination of service. The level of authority that the Legislature has granted the Metropolitan Council, including the authority to levy taxes, is unique. None of the proposed principles diminish Council authority in any way, and will not transform the Council into a COG.

10) Is this a partisan issue?

No, this is not a partisan issue- we would feel the same way whether the Governor was a Republican or a Democrat. In fact, our reform efforts started in 2011, when the Governor was Republican. What troubles us is that the entire membership and focus of the Council can shift depending on who is in power. Many regional issues require very long-term, consistent approaches, which can be altered dramatically every four or eight years by a new Governor. The Council should represent the long-term interests of the region, not a single individual.

11) Is this about the suburbs complaining?

No. This is about ensuring that the entire region feels represented by the Metropolitan Council.

12) Is the Metropolitan Council accountable to their constituents?

No. Although the Council has the power to levy taxes on metropolitan area residents, it is not accountable to those residents and is instead solely accountable to the Office of the Governor, which over the last five election cycles was only once elected with majority support from metro-area voters.

QUESTIONS ABOUT THE PRINCIPLES THEMSELVES:

13) Aren't local elected officials too busy to serve on the Council?

There is a time commitment to serving on the Council, true, but it is only a part-time engagement. Many current Metropolitan Council members hold other full-time jobs. Furthermore, local elected officials serve on the metropolitan planning organizations of every other large city in the country.

If these principles are enacted it will be part of cities and counties' role to ensure that those appointed to the Council are comfortable with the time commitment. All elected officials must consider their availability and take responsibility for effective allocation of their time. There are 43 elected county officials and approximately 800 elected city officials in the metropolitan area; we are confident that a sufficient number within that pool would be ready, willing, and able to serve on the Council.

14) Some claim that local elected office and Met Council membership are "incompatible" offices. Is that true?

There is nothing in the state constitution or in statute that makes these offices incompatible. Reform legislation authorizing service on the Met Council by local elected officials would also resolve any such questions.

As a practical matter, incompatibility arises when an individual cannot discharge the duties of two offices with "fidelity and propriety." Holding a different point of view, or needing to represent the interest of a particular constituency on an issue, does not prohibit a member from fulfilling the responsibility with "fidelity and propriety." In fact, it is the problem-solving and resolution of diverse viewpoints and perspectives that gives strength to our elected bodies at every other level of government – including city councils, county boards, and the

legislature. Even some current appointed Met Council members have history, affiliations, and/or allegiances with /to other organizations.

15) Isn't it a conflict of interest to ask an official elected by one specific city or county to represent an entire region?

Local elected officials already serve in many capacities where they must consider regional interests. The Council's Transportation Advisory Board, for example, which recommends allocation of transportation and transit funding throughout the region, is made up of majority of local elected officials. In fact, the federal government requires all regional metropolitan planning organizations, which administer transportation and transit funding in metro areas (and are thus required to have a regional focus) to be made up of a majority of elected officials. Even the structure of County Boards and City Councils requires local elected officials to represent the interests of the entire city/county, rather than the specific district that elected them. There are hundreds of examples of local officials serving on regional boards and joint powers agreements where they collectively share authority in areas beyond each member's individual jurisdiction.

16) Wouldn't this make the Council more parochial, more politicized, and more beholden to special interest groups?

We believe that a fundamental principle of effective government is accountability to those impacted by its decisions. It is inherent in the nature of the political process, however, that increased input from stakeholders of all interests could raise concerns of increased politicization. However, this concern would be mitigated by the participation of a broad range of local elected officials who would strengthen the Council's accountability and increase its flexibility; these are necessary steps to increase the credibility of the Council with metro-area residents. Furthermore, we are confident that concerns about parochialism and politicization could be mitigated by a fair, regionally balanced, selection process that allows for advocacy, debate, and voting.

In addition, the Council would continue to be overseen by the Legislature to help ensure that it remains an effective regional tool. In fact, a Council composed of a majority of elected officials may have more legitimacy in the eyes of the Legislature, as it will be seen as an independent, responsive entity. A Council with a majority of local elected officials will be able to independently interact with the Legislature, rather than as a State agency under executive branch control.

17) Isn't there a potential for Council appointees to be geographically imbalanced?

We believe the most important issue is that of accountability; it is our goal to make the Council accountable to the entirety of the metropolitan area. These principles do not in and of themselves guarantee geographic balance, as they are purposely at a high level, but we would

are confident that an eventual nomination process would take pains to ensure geographic equity.

Furthermore, it is worth nothing that although current Council members do reside in Council districts they have no accountability to those districts. Their job security rests entirely in the hands of a single individual- the Governor. And even if one considers current Council members to be "representing" their districts, this does not guarantee geographic balance. For many years not a single Councilmember resided in Scott County, for example.

18) What about Metro Cities' argument that if local elected officials were on the Council they would serve as both "regulator" and the "regulated"?

The Council does have limited regulatory functions. However, they are structured to encourage regional compatibility and consistency, rather than setting standards to be measured against. Furthermore, for the things that are regulated by the Council (e.g. sewers) the collective public interest will outweigh the interests of single municipality.

Even when the Council does exercise its limited regulatory responsibilities, its members should have strong ties to the electorate so that stakeholders have input in the implementation of such regulations. Any issues with regulation can be addressed through targeted reform of the Council.

19) Isn't it important to the Council's effectiveness that it be a separate regional government, able to operate independently from local governments?

We support keeping the Metropolitan Council as its own separate entity. However, as an organization with a $1.5 billion budget and authority to levy taxes, it cannot and must not be truly independent- it must, of course, be subject to oversight.

That oversight is currently provided by the Governor and the Legislature; we are not asking to remove either entity from this process. The Governor and the Legislature will likely always play a role in shaping the future of the metropolitan area. All we are asking is that local governments, who have the greatest amount of expertise on the practical impact of the Council's policies, have a voice as well. The creation of a Council with a broad-based constituency will strengthen the regional government and make it more responsive to the needs of the region, thus strengthening its legitimacy.

20) Wouldn't having local elected officials serve reduce the amount of regional expertise on the Council?

This argument belittles the vast amount of knowledge and broad range of expertise of so many local elected officials. Local elected officials do not operate in a vacuum; they all must consider the region in which they operate and be aware of regional issues in order to be effective in their

positions. Local officials already serve in numerous regional organizations in which they have developed significant issue expertise.

Furthermore, current Council appointments are made by the Governor, resulting in significant turnover each time a new Governor is elected; this is not conducive to building up regional expertise.

21) What happens if an elected official leaves office in the middle of his/her Metropolitan Council appointment?

We purposely made these principles high-level. We do not want to get into the details of a specific plan; that is the responsibility of the Legislature. These issues can be considered as a plan develops.

22) What about the criticisms of the role of the Council? These principles don't address any of that.

True, and many of us do have thoughts on the role of the Council. However, we believe that the first step is to reform the governance of the Council. Once the Council is accountable to its metropolitan constituency the role that it should play in the region's future can be considered.

23) You mention a system of voting and checks and balances- can you elaborate?

We proposed principles which we believe are worthy of being embodied in a plan for reform. We chose not to present the details of a specific plan, which is ultimately the responsibility of the Legislature. However, we do believe that the Council should reflect all citizens in the area, balancing the interests of large and small, without allowing the areas with the largest populations to drive all decision-making.

ATTACHMENT A: PARTICIPANTS IN THE METROPOLITAN GOVERNANCE WORKING GROUP

Participating County Officials:

Anoka County:	Commissioner Matt Look Commissioner Scott Schulte Commissioner Rhonda Sivarajah County Administrator Jerry Soma
Carver County:	Commissioner Randy Maluchnik Commissioner Tom Workman County Administrator Dave Hemze
Dakota County:	Commissioner Chris Gerlach Commissioner Nancy Schouweiler Commissioner Liz Workman County Manager Brandt Richardson
Scott County:	Commissioner Mike Beard Commissioner Jon Ulrich County Administrator Gary Shelton

Participating City Officials:

Bethel:	Councilmember Brian Kirkham
Burnsville:	Councilmember Bill Coughlin
Chanhassen:	Mayor Denny Laufenburger
Elko New Market:	Mayor Bob Crawford
Jordan:	Councilmember Mike Franklin
Lino Lakes:	Mayor Jeff Reinert
Prior Lake:	Mayor Ken Hedberg
Rosemount:	Councilmember Jeff Weisensel
Shakopee:	Mayor Bill Mars

Attachment B

Metropolitan Planning Agencies in Large Metropolitan Areas

Name	Governance Structure
San Diego Association of Governments	The Board includes 20 local elected officials as well as non-voting members from various state and federal agencies and other organizations. **Summary: All voting members are local elected officials. There are no citizen members.**
Metropolitan Council	The Council consists of 16 citizens appointed by the Governor. **Summary: All voting members are citizens. There are no elected officials on the Council.**
North Jersey Transportation Planning Authority	The Board consists of 15 local elected officials, 4 other government representatives, and 1 citizen representative (position is currently vacant). The 3 other government representatives are from the Port Authority, the NJ Governor's Authorities Unit, NJ Department of Transportation, and NJ TRANSIT. **Summary: The majority of voting members are local elected officials. There is one citizen member.**
Metropolitan Transportation Commission (Oakland CA)	The Board consists of 16 local elected officials, 2 representatives of the federal government, 1 representative of state government, and 2 representatives of local organizations. The state representative is from the California State Transportation Agency. The 1 organizations are the San Francisco Bay Conservation and Development Commission and the Association of Bay Area Governments. **Summary: The majority of voting members are local elected officials. There are no citizen members.**
Houston-Galveston Area Council	The Board consists of 30 local elected officials, 6 judges, and 1 representative of the Independent School Districts. The local elected officials represent cities and counties in the metro area, although some cities and counties are represented by judges. **Summary: The majority of voting members are local elected officials. There are no citizen members.**

Attachment B

Metropolitan Planning Agencies in Large Metropolitan Areas

Name	Governance Structure
North Central Texas Council of Governments	The Board consists of 9 local elected officials, 3 judges, and a non-voting member of the Texas Legislature. The metro-area cities are represented by mayors or councilmembers; the counties are represented by judges. **Summary: The majority of voting members are local elected officials (although there are no county elected officials- counties are represented by judges). There are no citizen members.**
Boston Region MPO	The Board consists of 14 local elected officials, 8 representatives from other governments and organizations, and 2 nonvoting representatives from the federal government. The elected officials are all mayors and selectmen of local towns; there are no county representatives. There are 2 representatives from regional planning organizations, as well as representatives from regional transit and transportation authorities and the Massachusetts Department of Transportation. **Summary: The majority of the voting members are local elected officials. There are also no citizen members.**
Atlanta Regional Commission	The Board consists of 23 local elected officials, 15 citizens, and 1 non-voting representative from the Georgia Department of Community Affairs. There is 1 citizen representative from each of 15 districts in the metro area, elected by the 23 public officials. **Summary: All voting members are either local elected officials or are citizen members selected by local elected officials.**
Puget Sound Regional Council	The Council has a general assembly consisting of all elected officials from all member jurisdictions. The Assembly establishes the budget and elects representatives to the Executive Board. The Executive Board consists of 30 elected officials and 2 representatives from the Washington State Transportation Commission and the Washington State Department of Transportation. **Summary: All voting members are either local elected officials or are selected by local elected officials. There are no citizen members.**

Attachment B

Metropolitan Planning Agencies in Large Metropolitan Areas

Name	Governance Structure
National Capital Region Transportation Planning Board	The Board consists of 32 local elected officials and 2 representatives from state government. The 2 state representatives are legislators from the Maryland and Virginia General Assemblies. **Summary: The majority of voting members are elected officials. There are no citizen members.**
Maricopa Association of Governments	The Council consists of 32 local elected officials, 4 state representatives, and 1 member of a citizen organization. The elected officials are mayors, councilmembers, etc. from metro towns, cities, and reservations. There are also 2 representatives each from the State Transportation Board and the Arizona Department of Transportation. Finally, there is a representative from the Citizens Transportation Oversight Commission. **Summary: The majority of voting members are local elected officials. There is one citizen member, a representative of a citizen oversight commission.**
Southwestern Pennsylvania Commission	The Executive Committee consists of 11 local elected officials, 3 at-large members, and representatives from the Pennsylvania Department of Economic Development, Department of Transportation, and Governor's Office. **Summary: The majority of voting members are local elected officials. There are 3 at-large members.**
Delaware Valley Regional Planning Commission	The Board consists of 16 state government appointees, 24 local government elected officials and staff, and 2 attorneys. as well as a number of non-voting members. There are 4 representatives from the PA Department of Transportation and 3 from the NJ Department of Transportation. There are also 3 representatives from the PA Governor's Policy Office, 1 other PA Governor's appointee, 3 from the NJ Department of Community Affairs, and 2 appointees from the NJ Governor. **Summary: The majority of voting members are either local elected officials or local government staff members. There are no citizen members.**

Attachment B

Metropolitan Planning Agencies in Large Metropolitan Areas

Name	Governance Structure
New York Metropolitan Transportation Council	The Board consists of 5 local elected officials, 3 city representatives, 1 state representative, and 7 non-voting members from various federal and state agencies. The 5 local elected officials are the County Executives of the 5 metro counties. The city representatives are heads of the New York City Transportation Authority, Department of Transportation, and Department of City Planning. The state representative is from the New York State Department of Transportation. **Summary: The majority of voting members are local elected officials or representatives from city government. There are no citizen members.**
Baltimore Regional Transportation Board	The Board consists of 7 local elected officials and 4 representatives from state departments (3 non-voting). A representative from the Maryland Department of Transportation has voting privileges. **Summary: All voting members, except one, are local elected officials.**
Southeast Michigan Council of Governments	The Council has a general assembly consisting of delegates from all local governments in the region. The Executive Committee consists of local elected officials as well as representatives from community colleges and the Regional Transit Authority of Southeast Michigan. **Summary: The majority of voting members are local elected officials. There are no citizen members.**
Chicago Metropolitan Agency for Planning	The Board consists of appointments from each of the metro counties- the members are a combination of elected officials and representatives of nonprofits and private industry. There are also 2 non-voting Governor's appointees and a non-voting representative of the Regional Transportation Authority. **Summary: The majority of voting members are elected officials and all are appointed by local jurisdictions. There is a Citizens' Advisory Committee created by the Board.**
Southern California Association of Governments	The Regional Council consists of elected local officials representing 67 districts, all members of the Los Angeles City Council and the Mayor, as well as 1 elected representative from each of the 6 counties in the district, and representatives from regional transportation commissions and tribal governments. **Summary: The majority of voting members are local elected officials. There are no citizen members.**

Attachment B

Metropolitan Planning Agencies in Minnesota

Name	Governance Structure
Duluth-Superior Metropolitan Interstate Council	The Board consists of 15 local elected officials from Minnesota and Wisconsin, 2 citizens, and one representative from the Duluth Transit Authority. There are two citizen members, one representing the City of Duluth and one the City of Superior. **Summary: The majority of voting members are local elected officials. There are two citizen representatives.**
Grand Forks - East Grand Forks Metropolitan Planning Organization	The Board consists of 6 local elected officials as well as 2 representatives from the Planning Commissions of the City of Grand Forks and the City of East Grand Forks. **Summary: The majority of voting members are local elected officials. There are no citizen representatives.**
Fargo-Moorhead Metropolitan Council	The Board consists of 11 elected officials and 3 representatives from the Fargo and Moorhead Planning Commissions. **Summary: The majority of voting members are elected officials. There are no citizen representatives.**
St. Cloud Area Planning Organization	The Board consists of 11 local elected officials as well as representatives from the Central Minnesota Transportation Alliance and St. Cloud Metro Bus. **Summary: The majority of voting members are elected officials. There are no citizen representatives.**
Metropolitan Council	The Council consists of 16 citizens appointed by the Governor. **Summary: All voting members are citizens. There are no elected officials on the Council.**
Rochester-Olmsted Council of Governments	The Board consists of 16 local elected officials, including 2 representatives from school districts, and 2 citizen members. **Summary: The majority of voting members are elected officials. There are two citizen representatives.**
La Crosse Area Planning Committee	The Board consists of 10 local elected officials. **Summary: All voting members are elected officials. There are no citizen representatives.**
Mankato/North Mankato Area Planning Organization	The Board is made up of 6 local elected officials. **Summary: All voting members are elected officials. There are no citizen representatives.**

Attachment E

Principles on Metropolitan Council Reform: List of Adoptees

(as of March 22, 2016)

Cities

Blaine	Lino Lakes
Bethel	Loretto
Centerville	Mayer
Chanhassen	New Germany
Chaska	New Prague
Cologne	Norwood Young America
Columbus	Oak Grove
Elko New Market	Prior Lake
Farmington	St. Francis
Forest Lake	Shakopee
Hamburg	Victoria
Hampton	Watertown
Jordan	

Counties

Anoka	Dakota
Carver	Scott

AGENDA ITEM – 1J

ARDEN HILLS

MEMORANDUM

DATE: April 18, 2016

TO: Honorable Mayor and City Council

FROM: Sue Iverson, Interim City Administrator/Director of Finance and Admin Services

SUBJECT: Summer Hours 2016

Background

Annually the City Council makes a decision on whether or not to approve summer hours for the City. These hours generally run from Memorial Day until Labor Day each year, although there have been a few exceptions in the past. The City Hall hours change during this period to 7:30 a.m. – 5:00 p.m. Monday – Thursday and Friday 7:30 a.m. – 11:30 a.m. Public Works hours change during this period to 6:30 a.m. – 4:00 p.m. Monday – Thursday and Friday from 6:30 a.m. – 10:30 a.m.

Discussion

Staff would like direction from the Council on whether or not they would like to proceed and approve summer hours for 2016 at its next City Council meeting.

AGENDA ITEM – 1K

ARDEN HILLS

MEMORANDUM

DATE: April, 18, 2016

TO: Honorable Mayor and City Council

FROM: Sue Iverson, Interim City Administrator/Director of Finance and Admin Services

SUBJECT: Personnel Committee Update

Background/Discussion

The Personnel Committee would like to update the entire City Council on Personnel issues. Mayor Grant and Councilmember Holden will be speaking on this item.