



Approved: June 13, 2016

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
APRIL 25, 2016
7:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

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

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

Absent: None

Also present: Interim City Administrator Sue Iverson; Community Development Director Jill Hutmacher; Acting Public Works Director John Anderson; City Planner Ryan Streff; Senior Planner Matthew Bachler; Finance Analyst Dave Perrault; Accounting Analyst Ashley Bertrand; and City Clerk Amy Dietl

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

Mayor Grant requested the addition of Item 2A a Police Week Proclamation.

Acting Public Works Director Anderson requested Items 8B and 8C be switched.

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

2. PUBLIC INQUIRIES/INFORMATIONAL

Ann Marie Hoelscher, 1750 Gramsie Road, explained that she represents 120 residents in Valentine Hills. She expressed concern with the quality of the work conducted during the 2015 street restoration project in her neighborhood. She reviewed the streets that were reconstructed and questioned when the lawns would be replaced. She indicated that a great deal of soil was missing and that the replacement sub soil/crab grass was unsatisfactory. She noted that the

subsoil had glass and plastic in it. She stated that the topsoil needs to be removed, along with the crab grass and that the contractor needs to try again. She requested further information from the City regarding the plan to address this concern.

Mayor Grant stated that he toured the site and he understood that the current situation was inadequate. He thanked Ms. Hoelscher for bring this concern before the Council. He requested comment from staff regarding the status of this project.

Acting Public Works Director Anderson explained that the houses in this neighborhood were restored at various times throughout the project and that the grass growth was in different stages. He indicated that staff has had multiple communications with the neighborhood last fall and this spring. He reported that staff has not signed off on the turf work and that this would not be signed off until the City was satisfied with the work.

Councilmember Holden commented that she has only received two calls regarding the turf in this neighborhood. She asked if crab grass seed was planted in the boulevard.

Acting Public Works Director Anderson stated that this did not occur, but that the crab grass seed may have been imported in the topsoil.

Councilmember Holden requested further information regarding the substandard topsoil.

Acting Public Works Director Anderson explained that this was the first time he had heard that the topsoil contained glass and plastic.

Mayor Grant stated that he believed that the contractor needed to come forward and address this issue. He suggested that the fill height be addressed and be made even on properties and that proper seed be planted where necessary.

Councilmember Holmes stated that she lives on Venus Avenue and that her grass was planted early. She indicated that she has no complaints regarding the situation but understood that the streets that were planted in late October were still waiting for their grass to germinate. She discussed the letters that were sent from the City to the residents within the project area. She understood that staff is aware of this situation and encouraged the homeowners to be patient.

Mayor Grant requested that staff review the soil grades and conditions.

Acting Public Works Director Anderson explained that staff had a punch list that addressed the concerns of residents. He noted that Valley Paving would have to address these items this spring before the City would sign off on the contract.

A. Police Week Proclamation

Mayor Grant read a Proclamation in full for the record declaring May 15 through May 21, 2016, to be Police Week in the City of Arden Hills.

3. STAFF COMMENTS

A. Rice Creek Commons (TCAAP) Update

Community Development Director Hutmacher stated that on Tuesday, April 19, the JDA interviewed Alatus, LLC and the Opus/Pulte Homes team for the TCAAP Master Developer. The final interview with the Ryan Corporation/Lennar team is scheduled for Tuesday, April 26 at 5:00 pm at Arden Hills City Hall. Agendas for all JDA meetings are posted on the City's website. The JDA is scheduled to select a master developer at its regular meeting on Monday, May 2 at 5:30 pm at Arden Hills City Hall.

B. Transportation Update

Acting Public Works Director Anderson discussed the I-694 traffic shift noting that work has begun on this project.

Acting Public Works Director Anderson stated that work continues on Lexington Avenue from I-694 to County Road F. He described the utility work that would be completed through this project.

Acting Public Works Director Anderson indicated that the County Road E2 bridge was closed today and would be demolished this weekend. He noted that I-35W would be closed overnight during the bridge demolition. Traffic along I-35W would have to use the ramps during the overnight hours.

Acting Public Works Director Anderson explained that the contractor was working to complete the concrete trail on the County Road 96 bridge. He anticipated that this project would be finished soon.

Acting Public Works Director Anderson commented that staff met with Valley Paving and a punch list from the PMP was delivered. He stated that the rainy weather this spring has led to delays.

Mayor Grant questioned why the County Road E2 bridge was already closed.

Acting Public Works Director Anderson explained that this would allow the contractor time to relocate utilities and cable lines prior to the bridge being demolished.

Councilmember McClung asked how long the County Road 96 ramp would be closed.

Acting Public Works Director Anderson stated that he would check with MnDOT and report back to the City Council.

Councilmember Holden noted that Fairview Avenue south of Lydia was closed. She questioned how long this would occur and requested staff to discuss this matter with MnDOT.

C. Clean-Up Day Event Update

City Planner Streff stated that the Spring Cleanup Day event is scheduled for Saturday, May 21, from 7 am to 12 pm. It will be held at the Ramsey County Public Works Facility at 1425 Paul Kirkwold Drive. The event is co-sponsored by the cities of Arden Hills and Shoreview and would be open to residents of both cities.

City Planner Streff explained that residents who participate in the event will pay a nominal fee based on the vehicle type and load they bring. Car loads will be charged \$10; trucks, sport utility vehicles and vans will be charged \$25; and trailers will be charged \$35. Oversized loads and large trailers will be subject to additional charges. Residents must remember to bring their ID and payment in the form of cash or check only. No credit cards will be accepted during the Cleanup Day event.

City Planner Streff indicated that notice of the Spring Cleanup Day has been included in the April issue of the Arden Hills Notes and that it will also be in the May edition. The event will be advertised on the City's website, placed on the TV Bulletin Board, and a flyer will be mailed to every resident in the City.

4. APPROVAL OF MINUTES

- A. March 14, 2016, Regular City Council
- B. March 28, 2016, Regular City Council
- C. March 28, 2016, Special City Council Work Session
- D. April 11, 2016, Regular City Council

MOTION: Councilmember McClung moved and Councilmember Holden seconded a motion to approve the March 14, 2016, regular City Council meeting minutes, the March 28, 2016, regular City Council meeting minutes, March 28, 2016, special City Council work session minutes; and the April 11, 2016, regular City Council meeting minutes as presented. The motion carried unanimously (5-0).

5. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
- B. Motion to Approve Summer Hours
- C. Motion to Approve 2017 Budget Calendar
- D. Motion to Accept 2016 1st Quarter Actuals
- E. Motion to Approve Ordinance 2016-006 in Planning Case 16-009 (Mixed Business & Mixed Residential Districts) and a Motion to Approve Publishing a Summary of Ordinance 2016-006
- F. Motion to Approve Planning Case 16-006 – Sign Standard Adjustment – Scherer Brothers Lumber Company
- G. Motion to Approve Planning Case 16-008 – Variance – 1865 County Road D
- H. Motion to Approve Handbook for Public Works Seasonal Employees
- I. Motion to Support becoming a GreenStep City
- J. Motion to Approve Toro Workman Purchase
- K. Motion for the Cancellation of May 9, 2016 City Council Meeting

- L. Motion for Authorization to Appoint Seasonal Maintenance Workers
- M. Motion for Authorization to Appoint Public Works Maintenance Worker Position

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

6. PULLED CONSENT ITEMS

None.

7. PUBLIC HEARINGS

None.

8. NEW BUSINESS

A. PC 16-003 – Master and Final PUD – 1160 County Road E (Arden Square)

Senior Planner Bachler stated that the property at 1160 County Road E was first developed as a seasonal ski and golf shop in the early 1970s. In 1992, the Commers Company completed site modifications to accommodate a new bank user, including the removal of a portion of the west side of the building for five drive-up lanes under the existing building roof. Today, the 4,500 square foot space that was occupied by TCF Bank is vacant and the roof over the drive-up lanes has been removed. American Red Cross is the only tenant in the building and occupies approximately 5,000 square feet of space.

Senior Planner Bachler indicated that the proposed site modifications are part of a broader reinvestment in the property being undertaken by Arden Square in an effort to attract a new tenant to the building. In conjunction with the County Road E improvements completed in 2015, the property owner agreed to close off two driveways that were replaced with one, 24-foot wide driveway. Arden Square also recently completed renovations to the front façade of the building. These improvements included the removal of the mansard and gable roof on the west side of the building, increasing window and brick masonry coverage, and adding awnings and decorative lighting.

Senior Planner Bachler explained that the proposed site improvements would modify the property's drive lanes and parking stalls for a more efficient use of space. The existing parking area on the north side of the building would be rearranged to include two one-way drive aisles and angled parking stalls. One drive-up lane on the west side of the building would be retained while the remaining lanes would be removed and replaced with parking. As a result of the project, the overall parking lot area would expand by 2,182 square feet and 21 additional parking stalls would be constructed. Other site modifications would include a new monument sign, a trash enclosure constructed with decorative rock face concrete block, bicycle racks, and updated pavement and sidewalk surfaces. Landscaping on the property would be enhanced as well with additional tree

and perennial plantings at the County Road E entrance driveway and new parking lot landscape islands.

Senior Planner Bachler reported that the project will require a separate permit from the Rice Creek Watershed District (RCWD) because of the increase in impervious surface coverage. Arden Square will improve existing stormwater management on the site to comply with RCWD regulations on rate control and water quality. This would be accomplished with a new subsurface basin and EcoStorm Plus structure that will capture the majority of the runoff from the property and allow for a slower release of stormwater into the City's sewer system. Currently, the property does not include any rate control or water quality facilities to manage runoff.

Senior Planner Bachler stated that the Special Requirements for the B-2 General Business District in Section 1320.085 of the Zoning Code state that Site Plans approved for properties before November 24, 2008, will remain in effect, but that the PUD process will be used for any future site amendments. In this case, a Master and Final PUD are required for the proposed site modifications.

Senior Planner Bachler noted that the PUD process is a tool that provides additional flexibility for development that an underlying zoning district would not otherwise allow. For example, a PUD may make exceptions to setbacks, lot coverage, parking requirements, signage, building materials, or landscaping requirements. It is intended to overcome the limitations of zoning regulations and improve the overall design of a project. While the PUD process allows the City to negotiate certain aspects of the development, any conditions imposed on the PUD must have a rational basis related to the expected impact of the development.

Senior Planner Bachler reviewed the Plan Evaluation and offered the following Findings of Fact:

1. The property at 1160 County Road E West is located in the B-2 - General Business Zoning District and in Sign District 4.
2. Section 1320.085 of the Zoning Code states that Site Plans approved for properties in the B-2 District before November 24, 2008 will remain in effect, but that the PUD process will be used for any future site amendments.
3. Arden Square, LLC has requested a Master and Final PUD at 1160 County Road E West to amend the Site Plan approved for the property in Planning Case 92-016.
4. The proposed Master and Final PUD includes expanding and rearranging the property's drive lanes and parking spaces, and installing a new monument sign, trash enclosure, bicycle racks, and stormwater management system on the property.
5. The City has adopted the Guiding Plan for the B-2 District that outlines future development principals for the area.
6. The City has adopted Design Standards for the B-2 District within the Zoning Code.
7. The proposed Master and Final PUD is in substantial conformance with the requirements of the City's Zoning Code. The applicant has requested flexibility for landscape lot coverage of 14.6 percent where the zoning regulations require a minimum of 20 percent coverage.
8. The proposed Master and Final PUD is in conformance with the Guiding Plan for the B-2 District.

9. The proposed Master and Final PUD is in substantial conformance with the requirements of the City's Sign Code. The applicant has requested flexibility to install a monument sign that exceeds the height, sign copy area, and total sign area requirements for Sign District 4.
10. The proposed Master and Final PUD is in conformance with the City's Comprehensive Plan.
11. The PUD process allows for flexibility within the City's regulations through a negotiated process with a developer. Where the plan is not in conformance with the City's Zoning or Sign Code, flexibility has been requested by the applicant and/or conditions have been placed on an approval that would mitigate the nonconformity.
12. The proposed Master and Final PUD is not anticipated to create a negative impact on the immediate area or the community as a whole.

Senior Planner Bachler stated that the Planning Commission was supportive of the request to reduce landscape coverage on the property to 14.6 percent. The Commissioners discussed the challenges associated with redeveloping commercial properties in order to provide sufficient parking and meet RCWD requirements for stormwater management. It was the consensus of the Planning Commission that the proposed subsurface basin and treatment system would be an improvement to the existing conditions on the site and beneficial to the City.

Senior Planner Bachler indicated that the Planning Commission was concerned that the location of the monument sign on the opposite side of the property from where the driveway is located could result in confusion for drivers. Several of the Commissioners did not support the request for a larger sign. The applicant noted that the main purpose of the sign was to provide advertising for the building tenants and not to indicate the entrance to the site.

Senior Planner Bachler noted that as a condition of their recommendation for approval, the Planning Commission directed staff to evaluate the location and size of the monument sign with the applicant prior to City Council review. The applicant has provided an addendum to the project narrative describing this evaluation process and an alternative location for the sign along the eastern edge of the entrance drive. To address their concerns about the visibility of the sign from Lexington Avenue, the applicant believes that the sign height and size in the original proposal is necessary. Staff is requesting that the City Council review the proposal and make a final determination regarding the location and size of the monument sign in their motion language.

Senior Planner Bachler explained that the Planning Commission recommends approval (6-1, Zimmerman) of Planning Case 16-003 for a Master and Final PUD at 1160 County Road E West, based on the Findings of Fact and the submitted plans in the April 25, 2016, Report to the City Council, as amended by the following nine (9) conditions:

1. The project shall be completed in accordance with the submitted plans as amended by the conditions of approval. Any significant changes to these plans, as determined by the City Planner, shall require review and approval by the Planning Commission and the City Council.
2. The Developer shall obtain the required development permits within one year of the approval date or the approval shall expire, unless extended by the City Council prior to the approval's expiration date. Extension requests must be submitted in writing to the City at least 45 days prior to the expiration date.

3. A PUD Agreement shall be prepared by the City Attorney and subject to City Council approval. The Agreement shall be executed prior to the issuance of any development permits.
4. The Developer shall submit a financial surety in the amount of 125 percent of the estimated costs of landscaping prior to the issuance of any development permits. The financial surety shall be in the form of a letter of credit issued by a FDIC-insured Minnesota bank. The purpose of the letter of credit is to ensure that landscaping is completed in the event that the developer defaults on the Development Agreement. The City will hold the letter of credit for two years after the installation of landscaping. The letter of credit should not expire during the two-year period.
5. The Developer shall provide the City with a copy of the Rice Creek Watershed District permit for the project prior to the issuance of any development permits.
6. Final grading, drainage, utility, and site plans shall be subject to approval by the City Engineer, Building Official, City Planner, and Fire Marshall prior to the issuance of a Grading and Erosion Control Permit or other development permits.
7. The Developer shall maintain a minimum drive aisle width of twenty (20) feet along the west side of the building between the drive-up lane and parking stalls at all times.
8. No certificate of occupancy will be issued or remain in effect for tenant or business space using the existing drive-up window on the west side of the building for a fast food restaurant use. In the event that the Developer or subsequent owner sells or leases building space or otherwise proposes to use the drive-up window on the west side of the building for a fast food restaurant use, the Developer or subsequent owner shall submit a PUD Amendment application proposing modifications to the Site Plan that provides the minimum vehicle stacking spaces required as specified by the City Code, conform to the additional minimum requirements included in Section 1325.04 of the City Code, and satisfies any conditions of approval imposed by the Council.
9. A Sign Permit shall be required for the monument sign on County Road E.

Councilmember McClung understood that the Fire Marshal recommended a 20-foot width be maintained for the drive aisle. He indicated that this had been made a Finding of Fact but asked if this should also be written into the conditions for approval.

Senior Planner Bachler stated that this recommendation was made by the Lake Johanna Fire Department and explained that as the site was currently designed, a 20-foot drive aisle was being provided. He noted that the matter would be addressed by Condition 7.

Councilmember Holden questioned how many parking spaces were required for the building.

Senior Planner Bachler indicated that the Zoning Code requires 35 parking spaces for the existing Red Cross use, and that up to 30 spaces may be required for the remaining space if used for retail. He reported that the site plan shows 67 parking spaces, which meets the City's minimum parking requirements.

Councilmember Holden inquired if the extra two parking stalls should be eliminated and that the applicant be required to put more landscaping on the site. She stated that she was not thrilled with the fact the site would have only 14.6% landscaping coverage, noting that this did not align with the vision for the B2 Zoning District.

Senior Planner Bachler explained that if these two parking spaces were replaced with a landscaped area, this would assist in increasing the percentage of the lot covered by landscaping.

Community Development Director Hutmacher reported that the landscaping coverage would be increased to 15.3% if the two parking spaces were converted.

Councilmember Holden feared that this property was not properly connected to the adjacent properties. She questioned if a sidewalk connection should be made.

Senior Planner Bachler suggested that the applicant respond to this question.

Councilmember Holden asked if the drive-up window was already agreed to.

Senior Planner Bachler indicated that the previous tenant, TCF Bank, had a drive-up window with five lanes on the west side of the building. The drive-up window and one lane would be retained to allow the property owner more flexibility in attracting a tenant to this space. Further discussion ensued regarding the City's car stacking requirements. He explained that the future use of the drive-up window was further addressed by Condition 8, which was drafted by the City Attorney.

Mayor Grant questioned if the City had a limit on the number of drive-up windows and asked if Walgreens was considered to have a drive-up.

Senior Planner Bachler stated that drive-up windows were required to be spaced at least 1,320 feet apart from one another. He noted that Walgreens and Goodwill had drive-up facilities.

Councilmember Wicklund inquired if the City had made other variances for monument signs along County Road E.

Senior Planner Bachler indicated that E Street Flats was granted a PUD amendment for their two monument signs. He explained that flexibility was requested to allow this property to have two signs on their County Road E frontage when only one was allowed. Staff noted that both of these signs were 10 feet in height with a sign copy area of 51.2 square feet.

Councilmember Wicklund questioned if there was a plan to remove any of the trees along County Road E where the monument sign would be placed.

Senior Planner Bachler reviewed the landscape plan with the Council and stated that the original location of the monument sign would not impact any of the existing trees. He commented the alternative location may impact the trees.

Councilmember Holmes expressed concern with the fact that 50% of the greenspace by the sidewalk would be eliminated by the extra parking. She requested further information from staff on the number of trees currently on the site.

Senior Planner Bachler discussed the landscaping plan further and noted the location of existing trees.

Councilmember Holden was in favor of moving some of the trees to allow better sight lines for the monument sign along with having additional perennial plantings.

Mayor Grant commented that a very small variance was approved for E Street Flats but noted that this was done due to the fact that the property had multiple tenants.

Senior Planner Bachler added that the City also allowed flexibility in that both signs fronted County Road E. Staff noted that the second monument sign was only to be 25 square feet based on the sign code requirement and was allowed to be 51.2 square feet in size.

Mayor Grant provided further comment on the monument sign location discussion that was held by the Planning Commission. He did not support this site having a larger monument sign in an effort to attract traffic from Lexington Avenue. He stated that the building was where the building was. He did not believe the Sign Code should be disregarded because of the building's location.

Councilmember McClung feared that even at the sign size requested by the applicant, the sign would not be seen from Lexington Avenue.

Mayor Grant agreed.

Councilmember Holmes understood that Now Bike & Fitness believed that their sign was too small.

Councilmember Holden appreciated the renovations that would be put into the building. She recommended that the applicant consider a sidewalk or safe passageway connection from this property to Arden Plaza. She requested further comment from the applicant regarding the landscaping plan.

Andrew Commers, Commers Property Development, appreciated the Council's consideration. He explained that his small family-owned company has a 25 year history with this building. He was happy to be working with the City on the planned renovations for this property. He discussed the proposed landscaping noting the site was currently under parked. For this reason, additional parking was being proposed. He highlighted the plantings that would be added and noted that the property would only have one entrance to County Road E after the project was completed. He reported that he was willing to make a pedestrian connection to the neighboring property.

Councilmember Wicklund did not object to the percentage of landscaping coverage. He recommended that the Council address the proper placement of the monument sign and trees in exchange for the monument sign size.

Councilmember Holmes further discussed the landscape plan. She understood that the three trees to be planted by the monument sign would be new. She wanted to see more perennial plantings along County Road E versus the trees. She feared that the monument sign would be hidden by all of the trees.

Mr. Commers supported the perennial beds along County Road E being expanded and enhanced.

Councilmember Holmes believed a pedestrian connection was a good idea.

Mr. Commers explained that he would be happy to create a connection to the adjacent property but noted that this would reduce the landscaping on the property slightly. He added that the connection would run only to his property line.

Mayor Grant asked if the building would have signage.

Senior Planner Bachler stated that each tenant would be allowed up to 50 square feet of wall signage. He reported the American Red Cross sign conformed with City Code.

MOTION: **Councilmember Wicklund moved and Councilmember McClung seconded a motion to approve Planning Case 16-003 for a Master and Final PUD at 1160 County Road E West, based on the findings of fact and submitted plans, as amended by the nine (9) conditions in the April 25, 2016, Report to the City Council.**

AMENDMENT: **Councilmember Holden moved and Councilmember Holmes seconded a motion to add Condition 10 requiring the landowner to work with City staff to create a three or four foot sidewalk or trail connection for safe pedestrian passage to the property line.**

Councilmember McClung stated that he would be supporting this amendment.

Councilmember Holmes asked if the applicant supported this recommendation.

Mr. Commers believed that he would be able to work with staff to make a pedestrian pathway on the property.

Senior Planner Bachler asked if the connection had to be made at the southeast corner.

Councilmember Holden stated that she was not making that determination on the connection location but rather, wanted the safe pedestrian passage location to be worked out between the applicant and staff.

Mayor Grant stated that he would be supporting the amendment.

The amendment carried 4-1 (Wicklund opposed).

AMENDMENT: **Councilmember McClung moved and Councilmember Wicklund seconded a motion to amend Condition 9 to include language that would limit the freestanding sign to the size permitted in Sign District 4.**

Mr. Commers understood the Council's concern with the sign size and the precedent that could be set. He discussed the sign that was approved by the City 25 years ago and hoped the Council

could support the larger sign as this would improve visibility of the site from Lexington Avenue. He commented on the importance of gaining a high quality tenant for this space.

Councilmember Holden asked if sign height included the base of the monument sign.

Senior Planner Bachler reported that this was the case.

Mayor Grant questioned if the sign would sit in a valley from the general view of the roadway.

Senior Planner Bachler indicated that there was a slight grade change from the roadway to the proposed monument sign location.

Councilmember Holden estimated the grade change to be two feet.

Councilmember Holmes understood that the applicant wanted the monument sign on the east side of the property for visibility reasons. She asked if the applicant would support moving the sign to the entrance.

Mr. Commers supported the sign remaining at the east corner of the property. However, after speaking with local real estate brokers, he would rather have a 13-foot monument sign and explained that he would be willing to move the sign.

Councilmember Holden suggested that the sign be located in the middle of the property versus to one end or the other.

Mr. Commers indicated that the original monument sign location was proposed based on viewshed with respect to the existing trees on the property.

Councilmember Wicklund inquired how the sign height would be measured on a sloping hill.

Senior Planner Bachler stated that he believed the City would measure the height based on the lowest elevation point to the highest point of the sign.

Councilmember Wicklund recommended that the sign be moved to the alternative location and that the sign height be measured from the tallest point on the sloping hill.

AMENDMENT TO

THE AMENDMENT: Councilmember Wicklund moved and Councilmember McClung seconded a motion to amend the amendment requiring the monument sign to be moved to the alternative location and that the sign height be measured from the tallest point on the sloping hill.

Councilmember Holden did not support the amendment. She believed it would be difficult for staff to properly measure the height of the sign on the slope.

Senior Planner Bachler reviewed the City Code language regarding sign height and sign height measurements. He explained that this language would address how staff would measure the height of the monument sign.

Mayor Grant requested that Councilmember Wicklund withdraw the second portion of his amendment to the amendment.

Councilmember Wicklund withdrew the second portion of his amendment to the amendment.

AMENDMENT TO

THE AMENDMENT: Councilmember Wicklund moved and Councilmember McClung seconded a motion to amend the amendment requiring the monument sign to be moved to the alternative location.

The amendment to the amendment carried 4-1 (Holmes opposed).

The amendment carried 4-1 (Holmes opposed).

Councilmember Holden questioned why there was no handicap parking in front of the new tenant space.

Mr. Commers reviewed the location of the handicap parking stalls in front of the building noting they would serve both tenants.

Mayor Grant questioned if the site had adequate handicap parking.

Senior Planner Bachler reported that the Building Inspector reviewed the plans and verified that the number of handicap parking stalls met ADA requirements.

AMENDMENT: Councilmember Holden and Mayor Grant seconded a motion to add Condition 11 requiring 320 square feet or two parking spaces be used for additional landscaping to bring the landscaping coverage to 15.3%.

Councilmember Holden believed the City consistently had too much parking for its retail sites. She believed it would be advantageous to convert two parking spaces into additional landscaping for this site.

Councilmember Holmes did not believe this site was over parked. She recommended that the parking remain as is. She indicated that she would not be supporting this amendment.

Further discussion ensued regarding the City's retail parking requirements.

The amendment carried 3-2 (Holmes and Wicklund opposed).

Councilmember Holmes asked if the three new trees would hurt the applicant's sign visibility.

Mr. Commers stated that this would be the case.

Councilmember Holmes recommended only one new tree be planted on the property at the previously requested sign location. All other trees will not be required, but instead the City will require additional perennial plantings on the site.

Mr. Commers supported this recommendation.

Councilmember Holden suggested another tree species be selected in order to keep more trees on the site. She supported the applicant further working on the landscaping plan with staff.

Senior Planner Bachler believed that staff had enough direction from the City Council regarding this matter to work through the landscaping plan with the applicant. He noted the plan could be modified and would then be reviewed by the Council in the PUD Amendment Agreement.

AMENDMENT: **Councilmember Holmes and Councilmember Holden seconded a motion requiring the applicant to amend the landscaping plan to accommodate the change in the monument sign location.**

The amendment carried (5-0).

Mayor Grant called the question for the original motion with the amendments.

The amended motion carried (5-0).

C. Lift Station 11 Reconstruction Bids

Acting Public Works Director Anderson stated that the 2016 Capital Improvement Plan (CIP) included a sanitary sewer item to rebuild lift stations 11. Lift Station #11 is located at 1861 Highway 96 which was the main entrance to the manufactured home park prior to the County Road 96 reconstruction. The CIP programmed \$235,000 for the reconstruction of this lift station.

Acting Public Works Director Anderson reported that Seth Peterson of Bolton and Menk was hired to provide engineering services for the reconstruction. The project was bid on Tuesday, April 19, 2016. There were a total of two bids received. The following table contains the bidder and their base bid for the reconstruction of lift station #11.

BIDDER	AMOUNT
Pember Companies Inc.	\$ 214,250.00
Geislinger and Sons, Inc.	\$ 301,709.75

Acting Public Works Director Anderson indicated that the lowest responsive/responsible bidder is Pember Companies, Inc. of Menomonie, WI in the amount of \$214,250.00. Staff reviewed a memo from Bolton & Menk recommending award to Pember Companies, Inc. It was noted that the contract includes installation of both contractor supplied equipment and city purchased equipment. The city has been working to standardize lift station components with upgrades over the last 5 years. As part of this process, lift stations 1, 12 and 13 have been reconstructed with this model of city supplied pumps and controls. Staff is recommending that the same process be utilized in this reconstruction. The next item on the council agenda this evening is approval of a

quote from Electric Pump for the pumps and control panel that will be installed by this contractor. The total cost of this lift station rehabilitation, \$276,279.00 is the amount of this contact, \$214,250.00 plus the cost of the city supplied equipment \$62,029.00. Bolton & Menk had estimated a construction cost of this project to fall in the range of \$250,000 to \$300,000, the combined total cost of construction and owner supplied equipment falls right in the middle of this range. The project will be funded by the Sanitary Sewer Utility Fund

Councilmember Holden questioned why the City only received two bids for this project.

Acting Public Works Director Anderson commented that the vendors were busy and the City only received two quotes for this project. Staff believed the bids were competitive.

Councilmember Holmes asked if this project would cost more than what was set aside within the CIP.

Acting Public Works Director Anderson stated that this was correct. He indicated that the project would cost approximately \$31,000 more than was budgeted. He reported that Bolton & Menk had estimated the project would cost between \$250,000 and \$300,000. He noted that the project cost came in within this range.

Further discussion ensued regarding the proposed transfer switch.

MOTION: **Councilmember Holden moved and Councilmember Holmes seconded a motion to adopt Resolution 2016-014, Awarding the Reconstruction of Lift Station #11 to Pember Companies, Inc. of Menomonie, WI, in the amount of \$214,250.00. The motion carried (5-0).**

B. Lift Station 11 Equipment Procurement

Acting Public Works Director Anderson stated that back in 2010, Public Works undertook a process to standardize 14 lift stations. Up until that time, the City had several different types of pumps, different controllers and different software operating the controller. Through several months of evaluating different pump and controller manufacturers, including site visits to two repair facilities, the Public Works Department developed a standard for all lift stations.

Acting Public Works Director Anderson explained that since that process was completed, the City totally rebuilt three of our oldest lift stations (#1, #12 and #13) and retrofitted six others (#2, #4, #5, #7, #8 and #9). In addition, the City changed the way the lift stations are monitored by converting all 14 stations to the Omni System.

Acting Public Works Director Anderson reported that the proposal includes an optional piece of equipment that will sense a power failure and automatically start a generator. Staff believes that this is an important option to include and is most economical to incorporate this with the initial construction as the control cabinet size needs to accommodate room for the automatic transfer switch.

Mayor Grant asked if other vendors could provide these pumps.

Acting Public Works Director Anderson commented that the pumps were proprietary.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to authorize the acceptance of the proposal from Electric Pump Company in the amount of \$62,029.00 for the pumps and control panel for the reconstruction of Lift Station 11. The motion carried (5-0).

9. UNFINISHED BUSINESS

None.

10. COUNCIL COMMENTS

Mayor Grant noted that the JDA would be meeting on Tuesday, April 26th to interview the Ryan/Lennar team at 5:00 p.m. at the Arden Hills City Hall.

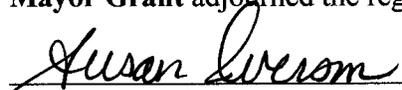
Councilmember Holden requested an update on Round Lake and the Goodwill. She wanted to see the City follow-up with Walgreens regarding their windows.

Mayor Grant discussed an upcoming Beyond the Yellow Ribbon event.

ADJOURN

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

Mayor Grant adjourned the regular City Council meeting at 9:38 p.m.


~~Amy Dietl~~ Susan Iversen
~~City Clerk~~ Interim City Administrator



David Grant
Mayor