



Approved: May 31, 2016

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**CITY OF ARDEN HILLS, MINNESOTA  
CITY COUNCIL WORK SESSION  
APRIL 25, 2016  
6:15 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

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**CALL TO ORDER/ROLL CALL**

Pursuant to due call and notice thereof, Mayor Grant called to order the City Council work session at 6:15 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; Finance Analyst Dave Perrault; and City Clerk Amy Dietl

**1. AGENDA ITEMS**

**A. Departmental Goals Discussion**

**Interim City Administrator/Director of Finance and Administrative Services Iverson** reviewed a chart of departmental goals for the City for the next three to five years. She indicated that these goals could be used by the Council at their upcoming retreat to assist in setting goals for the City. She asked if the Council had any questions or comments regarding the goals.

**Mayor Grant** understood that the administration and finance goals were for 2016-2018. He requested further comment on the Community Development goals and priorities.

**Community Development Director Hutmacher** provided further comment on the Community Development medium and high priority goals.

**Mayor Grant** believed it would be helpful to have the goals in similar formats with approximate dates.

**Councilmember Holden** thought it would be important for administration to complete a 360-degree analysis on staff performance. She suggested rental licensing be added as a priority for the City prior to TCAAP coming on board.

**Mayor Grant** indicated that he would like more information from the Finance Department on the financing of TCAAP.

**Interim City Administrator/Director of Finance and Administrative Services Iverson** said this was related to the TCAAP goals and normal workload for the Finance Department but could add it to the goals list.

**Community Development Director Hutmacher** commented on the specific goals for TCAAP.

**Mayor Grant** questioned what the City's plans were for the old City Hall property.

**Interim City Administrator/Director of Finance and Administrative Services Iverson** stated that if this was one of the Council's priorities, each department could go back and evaluate this property.

Further discussion ensued regarding the old City Hall property.

**Councilmember Holden** wanted to see a gateway sign at Lexington Avenue and County Road 96.

**Mayor Grant** commented that this was not in the 2016 budget but that the priority should be noted by staff. He recommended that the parks maintenance policy be further reviewed and updated by staff.

#### **B. City Population Signs on 35W**

**Mayor Grant** discussed the location of the City's population signs throughout the community. He recommended population signs be placed on southbound 35W.

**Councilmember Wicklund** agreed that signage on Lexington Avenue and County Road 96 should be considered. He was interested in the Council further discussing identification and gateway signage throughout the City.

**Interim City Administrator/Director of Finance and Administrative Services Iverson** stated that she could provide Councilmember Wicklund with information on the Council's gateway sign plans.

**Acting Public Works Director Anderson** described further the location of the signs and noted that MnDOT determines the location of population signs.

**Mayor Grant** believed that the sign on Cleveland Avenue should be removed and a sign should be posted on 35W. It was his opinion that Arden Hills needed further visibility given the upcoming development that would occur on TCAAP.

**Councilmember McClung** suggested that the Mayor on behalf of the entire Council send a letter to MnDOT regarding this sign. He recommended that the JDA, the County Representative and local Senator be copied on the letter.

**Councilmember Holmes** indicated that the population sign on Cleveland Avenue was currently defaced.

**Mayor Grant** commented that he would make MnDOT aware of this issue. He directed staff to draft a letter addressing the Council's concerns regarding the lack of a population sign on 35W.

### C. TCAAP Letter for RCLLG

**Councilmember Wicklund** indicated that this was brought up at the last City Council meeting under Council Comments. He questioned if the Council wanted to submit an article to RCLLG regarding the TCAAP Master Developer selection. He noted that the deadline for this would be May 15<sup>th</sup>.

**Councilmember Holden** suggested a one paragraph article being written regarding the Master Developer for TCAAP.

**Community Development Director Hutmacher** believed staff could draft an article regarding the Master Developer process after the packet for the May 2, 2016, JDA meeting was complete.

**Councilmember Holden** supported staff proceeding in this manner.

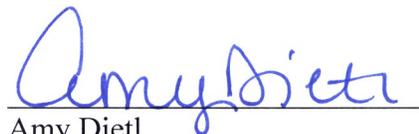
The Council was in agreement.

## 2. COUNCIL COMMENTS AND STAFF UPDATES

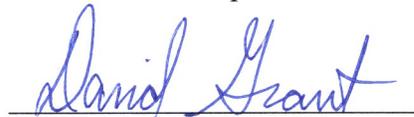
None.

### ADJOURN

Mayor Grant adjourned the special City Council work session at 6:54 p.m.



Amy Dietl  
City Clerk



David Grant  
Mayor



Request for Special City Council Work Session

A special meeting may be called by the Mayor or by any two Councilmembers.

Reason for meeting: 1. Departmental Goals Discussion  
2. City Population Signs on 35W  
3. TCAAP Letter for RCLLG

Requested Date: 4/25/16

Requested time: 6:15 pm

Open meeting

Closed meeting

Signature of person(s) making request:

David Grant  
Mayor or Council Member

4, 19, 16  
Date

\_\_\_\_\_  
Council Member

/ /  
Date

-This section to be completed by City staff-

Date received: 4 / 19 / 16

Date meeting to be held: 4/25/16

Time of meeting: 6:15 pm

Location: City Hall

All necessary posting and notices have been completed.

Amy Dietz  
Signature of City Clerk

4, 19, 16  
Date