



Approved: June 13, 2016

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
MAY 16, 2016
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Pro-Tem Holden called to order the City Council Work Session at 5:00 p.m.

Present: Mayor David Grant (arrived at 5:01 p.m.); Councilmembers Brenda Holden, Fran Holmes, and Dave McClung

Absent: Councilmember Jonathan Wicklund (excused)

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; and Deputy Clerk Julie Hanson

Councilmember McClung recommended that discussion on Item 1L be tabled.

1. AGENDA ITEMS

A. Strategic Planning Discussion for CTV North Suburbs

Interim City Administrator/Director of Finance and Administrative Services Iverson stated that as part of its strategic planning process, the Board of Directors of CTV North Suburbs is looking at the services it provides. CTV North Suburbs also wants to ensure that, over the next few years, it is meeting the needs of its constituents as effectively and efficiently as possible. She reported Barbara Raye, Executive Director of the Center for Policy, Planning and Performance was present to provide information on the video programming and technical services provided to the City and to the residents of Arden Hills. CTV North Suburbs is also seeking input from the Councils of the other member cities, from the three school boards and from the community organizations and agencies that CTV works with.

Barbara Raye, Executive Director of the Center for Policy, Planning and Performance, serving as facilitator for CTV North Suburbs, introduced herself to the Council. She explained she was visiting the member cities and organizations to gather information on their priorities for the next four to five years. She provided an overview of the last year and shared a video with the Council. She then described the programming currently being provided to Arden Hills' residents.

Councilmember Holden understood that a number of residents were eliminating cable and opting to have online streaming services such as Netflix. She questioned how residents could still view the local cable programming.

Ms. Raye explained this would require residents to have a separate box for the local cable programs. She knew this was a growing trend and had heard this from other municipal partners.

Mayor Grant understood that PEG fees would be changing in the future. He requested CTV keep the City in the loop on how these change in the future.

Ms. Raye commented on how PEG fees were used to assist in covering CTV expenses, while providing residents with access to local governmental meetings and school events.

Councilmember Holmes wanted to see the City maintain full coverage for its governmental meetings. This was important to her.

Mayor Grant recommended CTV dive deeper when covering local school events by providing a feature story. He suggested a program be completed on TCAAP/Rice Creek Commons as this was a regional asset. He wanted to see additional programming created that would assist in building community.

Further discussion ensued regarding local cable broadcasting.

Councilmember McClung believed that the Planning Commission meetings should continue to be cablecast.

Ms. Raye questioned if the City would be interested in staff generating earned revenue through contracted services. She stated CTV was non-profit, but questioned if this should be further explored in order to allow staff to assist other entities in creating cable programming.

Councilmember Holden supported this suggestion and believed this would assist the City in completing more focused programming on Arden Hills.

Councilmember McClung questioned how many hours the City typically used per year.

Ms. Raye was uncertain of this number.

Community Development Director Hutmacher understood some hours were used to upgrade the City Council Chambers and to assist in creating the City tour video.

Ms. Raye asked if there was anything else the Board should consider as it continues to plan for the future.

Councilmember Holden supported a video being created on the Lake Johanna Fire Department. However, she questioned if the City of Shoreview would have to pay to use this production. She asked if CTV had any idea how many households in Arden Hills had cable.

Ms. Raye understood this would be a valuable statistic to have. She would look into this further and thanked the Council for their input.

B. TCAAP Organized Collection

Community Development Director Hutmacher stated that at the March 21, 2016, Work Session, the City Council directed staff to begin researching the necessary steps in order to pursue an organized solid waste collection system for TCAAP. The City Council was clear that the City would not be implementing organized collection for the remainder of Arden Hills south of Highway 96. Minnesota Statute 115A.94 outlines the requirements for cities pursuing organized collection.

City Planner Streff commented that while the Minnesota Organized Collection Statute (M.S. 115A.94) outlines five basic steps for planning and implementing an organized collection system, other cities that have considered this process have utilized a variety of different tools in order to arrive at their final decision. Cities engaged in this process spend a significant amount of time conducting research; gathering data from the public; hosting hauler meetings; preparing meeting minutes, agendas and meeting schedules; and organizing public engagement to determine the best approach to organized collection for their City. In addition, because of the complexities associated with hauler contract negotiations, drafting any Request for Proposals (RFP) and final contract, coordinating the Organized Collection Options Committee (OCOC), and evaluating proposals, many cities have found it necessary to engage a consultant along with their City Attorney to assist in the process. The five basic steps for implementing organized collection are listed below:

1. Notice to public and to licensed haulers
2. 60-day negotiation period with licensed haulers
3. Organized Collection Options Committee (OCOC)
4. Public notice and public hearing
5. Approval of contract and implementation

City Planner Streff stated that while the list of basic steps mentioned above may seem fairly straightforward, each step has multiple sub-steps that may require separate actions by the Council. For example, the City will need to provide a notice to the licensed haulers in Arden Hills that outlines the vision of the Council, and establishes the City's priorities and goals to be referenced during the negotiation period. If the negotiation period with the haulers does not result in a suitable agreement, the City would then be required to create the OCOC. During this process, the Council would be asked to provide direction on the composition, schedule, and scope of this committee. The OCOC would then hold a series of meetings that are open to the public to determine the best proposal to bring forward to the Council for consideration.

Community Development Director Hutmacher indicated to the best of our knowledge, no other open trash hauling municipality in the State has used the Minnesota Organized Collection Statute (M.S. 115A.94) as the planning process for an undeveloped area such as TCAAP. The Minnesota Organized Collection Statute has been used by other cities to organize residential solid waste where open collection services previously existed.

City Planner Streff reported staff has conducted initial research on the cost to contract professional services to assist in the organized collection process depending on the scope and level of consultant effort requested. If a full consultant services scope is required for all five organized collection steps itemized above, these professional services could range from \$100,000 to \$220,000 on the high end of the range. The City Attorney has stated that the cost associated with legal review could range from \$5,000 to \$10,000. Other variables that would affect the cost of consultant services include:

- The length of the negotiation period
- Efficiency of hauler negotiations
- Creation and execution of a final collection contract
- Formation of the OCOC (if needed)
- Development of an RFP for collection services (if needed)
- Drafting a Code amendment for solid waste collection services on TCAAP
- Creation and execution of an implementation plan
- Organized collection for commercial establishments

City Planner Streff stated based on the research staff conducted, the City can expect the process under the Minnesota Organized Collection Statute for TCAAP to take anywhere from 9 months to 2 years to complete, again depending on the length of the negotiation period and the possible formation of the OCOC. The preliminary timeline estimate has been provided below; however, a more refined timeline would be created once the extent of the City's process is more defined. He requested the Council discuss this matter and provide staff with direction on how to proceed.

Mayor Grant questioned if staff understood if the legislative moratorium on organized collection would be passed.

Community Development Director Hutmacher did not believe this bill would pass in 2016. However, the legislation could return in 2017.

Further discussion ensued regarding organized collection on TCAAP, along with the data gathering process.

Attorney Monge described the 60-day notification process that must be followed by the City in order to gather data from the local trash haulers in order to begin the organized trash collection process.

Mayor Grant believed that some of this process could be streamlined given the fact the TCAAP parcel was currently vacant.

Councilmember Holmes suggested the City consider hiring an intern to complete the organized collection process versus hiring a consultant.

Community Development Director Hutmacher stated that after speaking with several City representatives, she has learned that this was a very challenging process and could generate opposition from local haulers. She believed it would be greatly beneficial to staff to have

assistance from a consultant that has already completed this process given the level of conflict that could arise.

Mayor Grant questioned if the Hill or Creek neighborhood HOA could opt to have organized collection.

Community Development Director Hutmacher indicated this could be one way for the City to proceed.

Councilmember Holmes believed that the State Statute did not apply to TCAAP given the fact the area was vacant and had no haulers.

Councilmember McClung clarified that the State Statute would still have to be followed for the data gathering and hauler selection process.

Attorney Monge reported this was the case.

Councilmember Holmes suggested a consultant and an intern be used given the fact TCAAP was a different situation. She was in favor of only spending \$50,000 on a consultant and that an intern could handle calls that come in.

Community Development Director Hutmacher stated the City would have to discuss if they were interested in providing organized collection for multi-family units or only for single-family units.

Councilmember McClung reported his townhome association organizes their trash collection and stated that it is paid through association fees.

Councilmember Holden supported the City organizing trash collection for all single-family residential units on TCAAP. She believed this would assist the City in protecting its streets while also being environmentally friendly.

Mayor Grant agreed this would assist in making the TCAAP site a unique and environmentally friendly project.

Councilmember McClung anticipated this would be a contentious issue; however, this project was unique given the fact there were no residents already on the site. He reiterated the fact that the Council was not looking to provide organized collection for the entire City of Arden Hills, but rather, strictly for TCAAP. He was in favor of the City beginning the process of pursuing organized collection for single-family residential units on TCAAP.

Councilmember Holden did not support the City spending \$220,000 on a consultant and wanted to better understand the expense for this project.

Community Development Director Hutmacher explained staff could further revise the scope of work involved in this project and could report back to the City Council.

Councilmember McClung believed this process might be more contentious given the fact that services would not be offered to all residents.

Mayor Grant encouraged staff to find a way to do this project for less than was previously estimated.

City Planner Streff indicated the cost for the project has already decreased given the fact City staff would not have to be pursue contracts for multi-family and commercial properties.

C. 2040 Comprehensive Plan Update

City Planner Streff stated that all cities in the seven county metropolitan area are required by the Metropolitan Land Planning Act to update their comprehensive plan every ten years to ensure consistency with the Metropolitan Council's regional development plan. The current plan is Thrive MSP 2040 and was adopted in May 2014. Local comprehensive plans must also conform to the metropolitan system plans for transportation, water resources, housing, and regional parks and trails. The last Comprehensive Plan update was completed in 2008 and approved by the City Council and the Metropolitan Council in 2009. Although the next update to the City's Comprehensive Plan is not due until December of 2018, staff will begin working on the update in 2016, in order to prepare for the Metropolitan Council submittal deadline. The Metropolitan Council and State Statutes require the Comprehensive Plan to address land use, transportation, water resources, parks & trails, housing, resilience, economic competitiveness, and implementation.

City Planner Streff explained that the comprehensive planning process is an opportunity for the City to review the goals, policies, and strategies from the 2008 Comprehensive Plan; evaluate the progress the City has made; determine what policies should continue; and address new issues and concerns. This process is not meant to solve every problem in the City or prescribe a specific strategy for every issue; however, it will help the City set and prioritize policies and projects as well as inform the overall term decision-making process for the City. The planning process for this update will involve public meetings, workshops, and the review of all plan components, which will require involvement from the Planning Commission and the City Council.

City Planner Streff reported that the majority of the work on the 2040 Comprehensive Plan would need to be completed by April of 2018, in order to provide a six-month review period by adjacent and affected jurisdictions before the December 2018 submittal deadline. Staff has provided a general draft timeline that outlines the work to be completed in each of the following years.

- 2016
 - Define scope of work for professional services
 - Consider and approve professional services contract
 - Define and implement the public engagement strategy
 - Organize, define, and prepare data
 - Review the City's vision
- 2017
 - Develop draft Comprehensive Plan
 - Determine implementation strategies

- 2018
 - Seek approvals and finalize the Plan
 - Adjacent governmental review
 - Submit to the Metropolitan Council

City Planner Streff stated that the 2040 Comprehensive Planning process is scheduled to begin in the summer of 2016, with work continuing through 2018. City staff will be very involved with all aspects of the 2018 update and will draft many of the Plan's components. However, consultant services will still be required for the more technical components of the Plan such as protected resources, transportation, resiliency, and infrastructure planning.

City Planner Streff indicated that City staff has completed preliminary research on the cost to contract professional services to assist in the Comprehensive Plan update and has found that these services could range from \$80,000 - \$150,000, depending on the defined scope of services and the elements of the Plan that can be completed in-house. The work is expected to include updates to specific technical plan elements, helping plan and implement a public engagement strategy, and providing general project management services to ensure the update is completed on schedule and complies with Metropolitan Council requirements. At this time, the City is not eligible for grant funding for planning assistance through the Metropolitan Council and staff is not aware of any other funding sources for 2016. The City has budgeted \$20,000 for professional services in the Community Development Department budget for 2016. Staff is expecting the majority of the additional consultant costs needed to complete the update to be paid out during 2017.

City Planner Streff reported that for the 2008 Comprehensive Plan update, the City approved two consultant contracts to assist with the planning process. The City contracted with HKGi for professional planning services to prepare most of the components within the Plan. For transportation related components, the City contracted with Bolton & Menk. Between the two contracts, the City spent approximately \$55,000 for the services provided. However, the City did receive two grants that totaled \$44,193.80 to help offset these costs. The City received an Active Community Living Grant from Blue Cross Blue Shield of Minnesota in the amount of \$24,193.80 to incorporate active living principals into the Plan. A grant from the Metropolitan Council was also received in the amount of \$20,000 for planning assistance. Staff is recommending the following next steps for work on the 2040 Comprehensive Plan:

1. Staff reviews the Metropolitan Council submittal requirements and prepares a scope of work for professional services. Staff expects consultant services to include at a minimum the following:
 - a) Updates to specific technical plan elements
 - b) Community engagement planning and implementation
 - c) General project management services
2. Staff drafts RFP based on the defined scope of work.
3. City Council approves resolution to release RFP.
4. Staff reviews submittals and prepares a summary memo for City Council consideration.
5. City Council selects a consultant and awards the contract.

Councilmember Holden asked if staff would be applying for any grants.

City Planner Streff explained there were no grants available to the City of Arden Hills. He indicated staff would continue to monitor the grants available.

Councilmember Holmes understood the Comprehensive Plan Update was a requirement. However, she believed the Comp Plan was a huge waste of staff time and resources. She supported only the minimum amount of staff time and consultants being used for the update.

Councilmember McClung and **Councilmember Holden** agreed especially given the level of changes that would be coming to the City as TCAAP develops.

City Planner Streff commented that because the City has made many adjustments to the Comp Plan for TCAAP, less work would be required in the end.

Community Development Director Hutmacher discussed the budgeting process for the Comp Plan. She explained that staff would do as much of the text changes in house as possible, but understood that parts of the Comp Plan would require assistance. She indicated staff would begin a scope of work and would request proposals. Staff would report back to the Council at a future work session meeting.

D. Exterior Lighting Design Standards

Senior Planner Bachler stated the 2016 Planning Commission Work Plan was adopted at the City Council Work Session on January 19, 2016. One of the items on the Work Plan was to research and amend the exterior lighting design standards included in the Zoning Code. The Planning Commission and staff previously completed work on this item in 2014, which included researching exterior lighting ordinances adopted by other cities in the metro and identifying best practices, and discussing possible updates to the Zoning Code. Staff has gone back and reviewed this work and drafted an Amendment to Section 1325.05, Subd. 3 of the Zoning Code.

Senior Planner Bachler explained Sections 1320 and 1325 of the Zoning Code include additional requirements on exterior lighting for specific districts. For example, the Special Requirements for the Neighborhood Business District in Section 1320.08 restricts security and parking lot lights to no more than 14 feet in height. Properties would be required to meet the general design standards for exterior lighting in Section 1325.05, Subd. 3 as well as any additional standards included elsewhere in the Zoning Code.

Senior Planner Bachler indicated the Planning Commission's discussion on exterior lighting in 2014 focused on requirements that would limit light trespass across property lines, reduce glare, and restrict high-luminosity light fixtures. The draft amendment would achieve these goals through prescriptive standards on lighting design and mounting height. A lighting plan would be required for any new development, redevelopment, or addition for a commercial, industrial, or multi-family use, which would allow the City to evaluate conformance with the design standards.

Senior Planner Bachler stated based on direction previously provided by the City Council, staff has included language in the amendment that prohibits architectural accent lighting used to advertise buildings or properties. This would include LED illuminated accent lighting increasingly seen on gas station canopies and fast food restaurant buildings. Lighting of architectural features

would only be permitted where the intent is to provide accent or interest, or to help identify building entrances.

Senior Planner Bachler commented based on the feedback provided by the City Council, staff will complete revisions to the draft amendment to Section 1325.05, Subd. 3. The Planning Commission will be required to hold a public hearing on the proposed amendment prior to formal action by the City Council on this item.

Councilmember Holmes expressed concern with the fact the footcandle language was still within the draft amendment. She recommended the amendment further address LED lighting and include standards for lumens and nits. She noted she did not agree with the accent lighting provision. She wanted to see the language be more technologically savvy.

Senior Planner Bachler defined nit and lumen for the Council. He explained LED was new lighting technology that was more energy efficient. He recommended that any language addressing LED lighting be broad in nature.

Councilmember Holden expressed concern with the brightness of the Presbyterian Homes sign and how this had to be addressed.

Further discussion ensued regarding LED lighting requirements.

Councilmember Holmes questioned if the proposed language would address the concerns at Mounds View High School.

Senior Planner Bachler commented the sign at the Mounds View High School was an exception, since it was a non-commercial sign used for sporting events. He discussed how the City's lighting code was consistent with the surrounding communities.

Councilmember Holmes believed that the language within G1 and G2 were too vague. She thought that F1 should be prohibited. She stated she was hoping for more within the proposed lighting design standards.

The consensus of the Council was for F1 to proceed as written.

Councilmember Holden requested that staff insert additional language regarding holiday lights. She recommended this language refer to special events.

Mayor Grant questioned the next steps for this document.

Senior Planner Bachler reported the Planning Commission would review this document and hold a Public Hearing after which time it would return to the City Council.

Community Development Director Hutmacher asked if the Council wanted to see this document prior to it going before the Planning Commission.

The consensus of the Council was for the document to proceed to the Planning Commission.

E. Questions for Metropolitan Council Member Marie McCarthy

Community Development Director Hutmacher stated Metropolitan Council Member Marie McCarthy would be attending the June 20, 2016, City Council Work Session. Metropolitan Council staff has requested that the City submit its questions in advance so that Council Member McCarthy can be fully prepared to discuss issues of interest to the City Council.

Mayor Grant suggested a question be formulated regarding grants for the Comprehensive Planning process. He also wanted to receive an update on the BRT extension.

Councilmember Holden requested an update from Met Council on I&I along with if there would be any Met Council requirement changes. She would also like know why Arden Hills did not qualify for numerous grants.

Councilmember McClung recommended the City receive comment from Met Council on unfunded mandates. He also wanted to learn how the City could get itself properly aligned regional funding for trail connections.

Mayor Grant thanked the Council for their input and recommended that any additional comments or questions be forwarded to staff.

F. State of the City

Community Development Director Hutmacher stated that the State of the City event has been held in four of the previous five years. During the last two years, two separate events were held: one at Flaherty’s Arden Bowl on a weekday morning to be convenient for the business community, and the second at City Hall on a weekday evening to be more convenient for residents. Feedback for State of the City events has been positive, although 2015 attendance was less than in previous years.

	Flaherty’s	City Hall	Total
2013	75	--	75
2014	70	60	130
2015	40	35	75

Community Development Director Hutmacher explained the total cost of the 2015 events including advertising, food, and beverages was \$2,261. Funds are budgeted for a 2016 State of the City in the EDA budget. The EDC recommends that the State of the City be held again in 2016, but that the event format be changed. For the business-focused morning event, the EDC suggested that the City ask Land O’Lakes, Boston Scientific, the TCAAP Master Developer, and MnDOT to each provide a short presentation. The EDC felt that local businesses are interested in hearing about business plans for large business – both because it could affect their own business plans and as inspiration for small businesses with growth ambitions. In the past, the morning event has been held on a Wednesday or Thursday in the second or third week of September. The EDC recommended that the morning event be held at Flaherty’s again. Potential dates for the morning event include:

- Wednesday, September 14
- Thursday, September 22
- Wednesday, September 28
- Thursday, September 29

Community Development Director Hutmacher explained staff and the EDC discussed having the evening event focus on the TCAAP redevelopment project and inviting the Master Developer to attend. This would allow the City to provide residents with an update on the project and give the Master Developer an opportunity to introduce themselves to the community. The EDC recommended that the event have an open house format that would allow for interaction and be convenient for families to attend. Staff recommends that the open house be scheduled for August or September, depending on when Alatus could be ready.

Councilmember Holden reported the EDC was excited about the new proposed approach for the State of the City. She hoped the Council would encourage the EDC to proceed as recommended.

Mayor Grant supported trying something different for the State of the City. He suggested the resident focused event have four or five stations for the public to view regarding City events, streets, TCAAP, local businesses, etc.

Community Development Director Hutmacher believed it would be good to focus on items of interest within the City for the resident State of the City event.

Councilmember McClung recommended the resident focused event focus on introducing the TCAAP master developer with stations focused on future TCAAP development.

Councilmember Holden agreed and stated the Councilmembers could be available for questions.

Community Development Director Hutmacher asked if the Council supported public engagement for the Comprehensive Plan.

The Council supported this recommendation.

G. 2015 PMP Restoration Update

Acting Public Works Director Anderson commented on the comments made by a resident at a recent Council meeting regarding the restoration work that had yet to be completed for the 2015 PMP. He reported all restoration work was completed for the Grant and Noble neighborhoods last August. He explained he met with Duane Stenlund from MnDOT and discussed the grasses growing in the Grant and Noble neighborhoods. Mr. Stenlund found that the grass growing in these areas were acceptable. He reported the new grasses might require additional fertilizer in order to match the color of the existing sod.

Acting Public Works Director Anderson reported he and Mr. Stenlund then viewed the Venus and Crystal neighborhoods. It was noted the restoration work for the Venus and Crystal neighborhoods was done at differing times throughout last summer. He explained he visited the property at 1750 Gramsie Road. Mr. Stenlund suspected that because the seeding was done late in

the year, the grass did not germinate. It was recommended the City complete a hydro-seeding application on the topsoil. He reported staff had the topsoil analyzed by the University of Minnesota and all requirements were being met. He understood that some rocks need to be removed from the topsoil and the contractor would complete this work.

Mayor Grant reviewed an email he received from a resident raising concerns with the fact that Grant and Noble were hydro-seeded while Crystal and Venus were not.

Acting Public Works Director Anderson reported all neighborhoods were hydro-seeded.

Councilmember Holden asked if the punch list for the 2015 PMP was longer than usual.

Acting Public Works Director Anderson believed the list length and cleanup work were typical.

Councilmember Holden questioned if the sump pump situation had been resolved. She questioned if a date should be set for this project.

Acting Public Works Director Anderson stated a temporary fix has been put in place to keep the water off the street. He indicated a letter could be sent from the City regarding the residents need to create a permanent solution for this sump pump connection.

Mayor Grant questioned when the punch list would be completed.

Acting Public Works Director Anderson wanted to see the punch list completed in the next month, but noted this would be weather dependent.

Kristie Elfering, Elfering and Associates, reported the concrete work would not be completed until September due to the fact the work had a one-year warranty.

H. State Fair Parking

Acting Public Works Director Anderson explained the City Council previously discussed this item and asked that Public Works look into a more rigid sign for marking temporary no parking areas during the Minnesota State Fair. Additionally, it was suggested that the signs indicate the consequences for disregarding the signs. He stated he reviewed the Manual on Uniform Traffic Control Devices and found the manual does cover a "Tow Away" symbol but does not have any accepted wording related to fines. He said he also researched materials to be used that would include a corrugated plastic sign that can be printed with whatever sign image desired and a medium weight 6-foot fence post. Public Works will need to secure the materials and have them on hand for the end of August. Staff requested feedback on the sign image and materials proposed to be used.

Councilmember Holden asked if the signs were re-useable.

Acting Public Works Director Anderson stated this was the case, unless a sign were to be damaged when removing from the ground.

Mayor Grant questioned if the City had the authority to tow.

Councilmember Holden reported the City did have the right to tow. She supported the signs having the “Tow Away” language. She questioned the spacing on the signs.

Acting Public Works Director Anderson explained the signs would be posted about one per lot depending on the visibility.

Councilmember McClung recommended the Sheriff’s Department be put on notice in August to enforce these No Parking signs.

I. Arden View Court Storm Sewer Repair

Acting Public Works Director Anderson explained a segment of storm sewer pipe in the Arden View Court Area has developed a crack and separated joint. As result of the separated joint and crack, sinkholes are forming in the rear yard above the pipe. Public Works had looked at various options to repair this pipe and found that lining would be the most cost effective means. Two quotes were obtained for this repair and Hydro-Klean is the lowest at \$13,353.00. The funding for this repair will be from the surface water management fund.

The Council supported adding this to the next Council meeting as a Consent item.

J. Lakeshore Place Landscaping Project with Ramsey County

Acting Public Works Director Anderson explained in 2011 along with the discussion related to municipal consent for the County Rd 96 / TH 10 grade separation project there was a commitment made to provide visual screening for Lakeshore Place residents. The details of this screening was to be provided in two parts. The first a tall poured concrete wall on top of the retaining wall that separates Lakeshore place from the interchange. The second part discussed involved plantings to help screen the highway from the residences.

Acting Public Works Director Anderson stated Ramsey County has worked with MnDOT landscape partnership to develop a plan to provide both landscape amenities and screening. The funding for this work is proposed to be provided through a number of sources. Generally, the following is the concept of funding for funding this work. Long-term maintenance of the planting on Lakeshore Place would be up to the City of Arden Hills. Ramsey County would be responsible for maintenance on the other plantings.

<u>Component</u>	<u>Funding Source</u>
Plant materials in MnDOT ROW	Ramsey County to be reimbursed by grant
Plant materials in Lakeshore Place ROW	City of Arden Hills
Labor in MnDOT ROW	Ramsey County
Labor in Lakeshore Place	Ramsey County

Acting Public Works Director Anderson estimated the City’s portion of the project would cost \$8,000-10,000. He hoped to have these numbers back from the County prior to the next Council meeting for approval on the Consent Agenda.

Councilmember Holden recalled that a berm was to be created on Lakeshore by MnDOT.

Mayor Grant believed the Black Hills Spruce were the most important trees within the plan.

Acting Public Works Director Anderson noted MnDOT funding is scheduled to provide these trees.

The Council supported the proposed landscaping plan and requested the item be added to the Consent agenda for the next meeting.

K. Johanna Marsh Tennis Court

Acting Public Works Director Anderson explained rehabilitation of the Johanna Marsh Tennis court is programmed for 2017 in the current Capital Improvement Plan. This court is showing signs of major settlement and shifting in the pavement surface. The Parks Trails and Recreation Committee indicated to the City Council that rehabilitation of this court was identified as a priority and had recommended a survey of the neighborhood be done to get public input. The City Council commented they would like to discuss the item before a survey is done. Staff has received comments from residents concerning the schedule for repairs. With the general condition of the court, it is possible the court could be closed as there could be some liability from tripping hazards.

Councilmember Holden stated someone had looked at the tennis court previously and believed the court was beyond repair. She did not oppose spending \$40,000; however, she recalled it was the responsibility of the neighborhood to maintain the tennis court. She anticipated a new tennis court would cost over \$100,000 and feared a new court would at this location would never be level due to the fact it was built on a marsh.

Councilmember Holmes indicated the tennis court was being used as a mini dog park at this time. She stated in her conversations with residents they understood the court was beyond repair.

Mayor Grant suggested the clay court be removed and that the area be turned into grass.

Councilmember Holden believed the tennis court should be closed for safety reasons.

Councilmember Holmes asked if a playground could be placed in the tennis court area.

Acting Public Works Director Anderson stated this would be possible.

Councilmember McClung supported programming this portion of the park but did not see this area becoming a tennis court again.

Councilmember Holden questioned how regularly the homeowners' association met.

Acting Public Works Director Anderson believed the association met on a regular basis.

Councilmember Holmes suggested a survey be sent to the neighborhood asking them what they would like to see in this space, besides a tennis court, given the fact this would be impossible to replace.

Mayor Grant indicated he visited the tennis court and believed it had settled over time. He stated he did not want people playing on the tennis court at this time.

The Council supported staff investigating the possibility of closing the tennis court and acting on closing it if recommended by the City's insurance carrier.

Mayor Grant requested a letter be sent to the homeowners' association regarding the future plans for the tennis court.

Councilmember Holmes recommended the PTRC discuss the future plans for this tennis court.

L. Trail Priorities

Action on this item was tabled.

M. Personnel Committee Discussion

Mayor Grant explained the Personnel Committee has been working on a number of items of importance. He requested comment from staff regarding these matters.

Interim City Administrator/Director of Finance and Administrative Services discussed the conversation she had with Harry Brull regarding the City Administrator recruitment contract. It was her understanding that Harry believed he had fulfilled the terms of the contract and was expecting full payment from the City. She recommended the Personnel Committee meet in the near future in order to draft a response to Mr. Brull.

Councilmember Holmes believed the City should take a closer look at the contract in order to understand the terms. She recommended the City Attorney review the contract to see where the City stands. She wanted clarification if Harry Brull was responsible or his former company.

Councilmember Holden recalled a conversation with Harry Brull where he stated the terms had not been fulfilled and that he was responsible for the costs.

Mayor Grant commented there were terms within the contract that had not been fulfilled and could not be fulfilled.

2. COUNCIL COMMENTS AND STAFF UPDATES

Councilmember Holden asked if the Council would be reviewing the application for the member interested in serving on the EDC.

Mayor Grant updated the Council on a meeting he attended with the Star Tribune editorial board regarding TCAAP.

Mayor Grant noted he attended the CTV awards banquet at Flaherty's.

Interim City Administrator/Director of Finance and Administrative Services reported the Council retreat would be held on Saturday, May 21. She explained she was having a difficult time finding a location for the retreat. She recommended the retreat be held at City Hall and be catered in.

The Council supported this recommendation.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 8:36 p.m.


Julie Hanson
Deputy Clerk


David Grant
Mayor