



Approved: April 23, 2018

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
MARCH 19, 2018
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

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

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Steve Scott

Absent: None

Also present: City Administrator Dave Perrault, Public Works Director/City Engineer Sue Polka, City Planner Matthew Bachler, Deputy Clerk Jolene Trauba, Public Works Superintendent Jeff Frid, WSB & Associates Senior Associate Justin Hansen, Ehlers Senior Municipal Advisor Stacie Kvilvang, Ehlers Senior Financial Specialist Jeanne Vogt and WSB & Associates Senior Planner Eric Zweber

1. AGENDA ITEMS

A. WSB & Associates GIS Services Proposal

Mayor David Grant asked what we are currently paying for our GIS contract.

Public Works Director/City Engineer Sue Polka said we are paying \$3,500 for 3 ESRI licenses. She noted that we were also paying about \$10,000 a year for the Mobile 311 application that takes our GIS data and makes it accessible for the staff in the field, but the use was limited so she didn't renew the contract.

City Planner Matthew Bachler said his department uses GIS to create zoning, land use and other regulatory maps. The Parks Department uses it to create Parks and Trails maps, Public Works uses it to map utility and public infrastructure lines and to track maintenance history. There is currently no one on staff managing the overall system. In recent years there have been many advancements with GIS and we are currently not able to take advantage of the new applications. He felt there would not be a need for a full time staff person to work with GIS, but felt we would benefit from having an outside consulting services to assess our current system and take advantage of the new applications that are available. Staff recently met with WSB & Associates and they

have provided a proposal that would include assessing our existing GIS system, launching the web based product DataLink, provide staff training and ongoing annual services.

WSB & Associates Senior Associate Justin Hansen gave a presentation explaining the services WSB could provide, what DataLink is and the ways it would be beneficial to the City. He noted that DataLink is web based and will work in the field as well as the office. DataLink is in use by approximately 50 organizations. It will provide the ability to map GIS data and combine the City GIS data with data from Ramsey County.

City Administrator Dave Perrault mentioned that after the implementation, the increase to have this system is about \$2000 a year above the previous contract.

Mayor Grant instructed staff to add the contract to the next City Council meeting agenda.

B. R-1 and R-2 Zoning Districts

It was decided to discuss this item at the May work session.

C. 2018 Truck Purchases

Public Works Director/City Engineer Sue Polka noted that an F-350 pick-up and an F-450 one-ton truck were both scheduled for replacement and budgeted for in the 2018 Capital Improvement Plan. The F-350 replacement quote came in just below the estimated budget, and the F-450 replacement cost is approximately \$600 over budget.

Public Works Superintendent Jeff Frid mentioned that older trucks are used for Parks, and new trucks are used for plowing. He said that every plow route uses a wing truck and an F-450.

Councilmember Holden suggested keeping the F-350 due to the low trade in value.

Mayor Grant concurred that the F-350 could be kept or sold at auction, and a new F-350 could be purchased along with a new F-450. He directed staff to put the item on the next Council meeting agenda.

D. Cooperative Agreement with Ramsey County – Traffic Study at County Road E, Lake Johanna Boulevard, and Old Snelling Avenue

Public Works Director/City Engineer Polka stated that this item was to approve a Cooperative Agreement with Ramsey County for a traffic study which would determine what improvements would be viable at the intersection. The City would pay $\frac{1}{4}$ of the cost of the study. One of the designs Ramsey County is considering is a roundabout. There is a project in the CIP to reconstruct Old Snelling south of County Road E in 2019 and the intersection improvements could be added to that project. Also, the MNPass project will be under construction so construction in Arden Hills would help reduce cut-through traffic.

Mayor Grant reminded Council that the cost of the study is inexpensive compared to what the potential cost of the project.

Councilmember Fran Holmes wondered why the intersection couldn't remain a four-way stop.

Councilmember Holden felt a roundabout wouldn't function properly with the traffic coming from Bethel College.

Councilmember Holmes stated her opposition to a traffic study.

Public Works Director/City Engineer Polka noted part of the problem is the turn lanes do not line up properly and there isn't enough pavement width to correct them.

Councilmember Scott sided with staff on the need for the study because of the trail work going on at the same time.

Councilmember Dave McClung said he is leery of spending the money on the study but is also leery of reconstructing the street without also doing the intersection.

Mayor Grant and Councilmember Holmes would be agreeable to the study if they take the possibility of a roundabout out.

Mayor Grant asked Public Works Director/City Engineer Polka to discuss with Ramsey County if the City could disagree with a roundabout if the study points to one.

E. Utility Rate Study

Ehlers Senior Municipal Advisor Stacie Kvilvang discussed changes to the utility rates based on feedback from the Council Work Session in January, 2018. There are no decreases in rates, but bills could decrease.

Councilmember Holmes wondered if the increases could be less drastic from year to year.

Ehlers Senior Municipal Advisor Kvilvang recommended that City establish a fund balance policy. She then reviewed the proposed residential and commercial water rates, and sewer utility rates. Two options were presented, Option One was recommended which would eliminate the 15,000 gallon minimum, incorporate base charges for all accounts and increase water rates by six percent in 2018, ten percent in 2019 and six percent in 2020. Option Two was to stay with the exiting rate structure.

After discussion, **Councilmembers McClung and Scott** voiced support for Option One. **Councilmember Holden** agreed with Option One but would like to have the sewer base charge be set at \$50.00. **Councilmember Holmes** would like to see the percentage increase stay the same each year.

Ehlers Senior Municipal Advisor Kvilvang made note that they would bring more information back using Option One with a \$50.00 sewer base, they will even out the yearly increase percentage as much as possible and keep the bonding rate amount as low as possible.

Further discussion ensued regarding the Utility Rate Study as it relates to TCAAP.

F. Draft 2040 Comprehensive Plan

City Planner Bachler reminded the Council of the background for the 2040 Comprehensive Plan Update and upcoming meeting schedule. Revisions were made to the draft based on the Work Session on February 20, 2018. He noted that because the City did not use tools to help support the development of Affordable Housing for three to six units per acre in the past ten years, they could not meet the Metropolitan Council's housing requirements by guiding sufficient land in the three to six unit per acre range.

WSB & Associates Senior Planner Eric Zweber explained the options available to meet the Metropolitan Council requirements based on the projects currently in Arden Hills and potential projects in TCAAP. He noted the land uses could stay the same as in the 2030 Comprehensive Plan and that the City only has to show the land is available for future projects.

Councilmember Holden asked that several line changes be made to the draft plan.

WSB & Associates Senior Planner Zweber discussed three changes that were made to the draft plan based on the last work session.

2. COUNCIL COMMENTS AND STAFF UPDATES

Councilmember Holden asked if we could put a speed trailer on New Brighton Road during the traffic speed study.

Public Works Director/City Engineer Polka said if there is room they could move the trailer to that portion of the road.

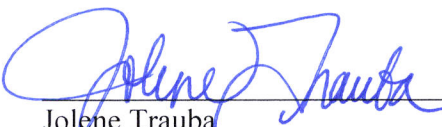
Mayor Grant noted the bid opening for the new County Road E2 trail and water main is Thursday at 10:00 and the bid opening for the PMP will be March 29.

City Planner Bachler said he will bring the R-1 and R-2 Zoning District item to the May work session, along with more information on lot splits.

Mayor Grant mentioned that Lyngblomsten contacted him and they are still interested in the property at North Heights Lutheran Church.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 8:35 p.m.



Jolene Trauba
Deputy Clerk



David Grant
Mayor