

**REGULAR ANDOVER CITY COUNCIL MEETING – JANUARY 4, 2022
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Sheri Bukkila, January 4, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Ted Butler, Valerie Holthus, and Randy Nelson

Councilmembers absent: Jamie Barthel

Also present: City Administrator, Jim Dickinson
Community Development Director, Joe Janish
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one appeared before the Council.

AGENDA APPROVAL

City Administrator Dickinson announced supplemental information for Item 8, Item 9, and Item 10. Mr. Dickinson requested the addition of Item 10A: Schedule Advisory Commission Interviews.

Motion by Butler, Seconded by Nelson, to approve the Agenda as amended. Motion carries 4 ayes, 1 absent (Barthel).

APPROVAL OF MINUTES

December 21, 2021 Regular Meeting Minutes

Motion by Holthus, Seconded by Butler, to approve the December 21, 2021 Regular Meeting minutes as presented. Motion carries 4 ayes, 1 absent (Barthel).

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Approve Plans & Specs/Order Advertisement for Bids/22-2/2022 Street Reconstruction (See Resolution R001-22)
- Item 4 Accept Resignation of Lorri Bye, Public Works Administrative Assistant
- Item 5 Approve Wine License/White Rabbit Kitchen

Motion by Nelson, Seconded by Holthus, to approve the Consent Agenda as read. Motion carries 4 ayes, 1 absent (Barthel).

APPROVE OFFICIAL DEPOSITORIES AND BANKS

Each year the City Council is required by State law to approve a resolution designating the City’s official depositories, supplemental depositories of investments and designating an individual as the approval authority for collateral transactions. City Administrator Dickinson stated the Andover offices of Wells Fargo and US Bank are the City’s official depositories. He identified Wells Fargo Investment Services Inc. and Wells Fargo Institutional Trust; US. Bank Institutional Trust; the Minnesota Municipal Money Market Fund (4M); Premier Bank of Andover; Northland Securities; Comerica Securities Inc.; and Raymond James as additional depositories for 2021 for investment and cash management purposes only. Mr. Dickinson identified the City Administrator or Finance Director are the approval authority for release and acceptance of all collateral with the authorized institutions.

Motion by Buttler, Seconded by Nelson, to approve Resolution No. R001-22 Designating Depositories of City Funds and Supplemental Depositories of City Funds for Investment Purposes Only and Designating the Approval Authority. Motion carries 4 ayes, 1 absent (Barthel).

DESIGNATE OFFICIAL NEWSPAPER

The City Council is requested to designate the official newspaper of the City where publication of official notices is made. City Administrator Dickinson presented a proposal from the *Anoka County Union*.

Motion by Holthus, Seconded by Nelson, to designate the *Anoka County Union* as the City’s official newspaper. Motion carries 4 ayes, 1 absent (Barthel).

APPOINT VICE-MAYOR

Mr. Dickinson announced the supplemental document for this item. Mayor Bukkila nominated Councilmember Barthel as Vice-Mayor.

Motion by Butler, Seconded by Nelson, to appoint Councilmember Barthel as Vice-Mayor.

Motion carries 4 ayes, 1 absent (Barthel).

APPOINT COMMITTEES AND COMMISSIONS AND SET WORKSHOP DATES

The City Council is requested to appoint standing Committees and Commission members for 2022 based on the Mayor’s recommendations. Mayor Bukkila presented supplemental documents for this item.

Mayor Bukkila recommended the following appointments for 2022:

Special Committees

Public Works Committee: Councilmember Barthel (Chair) & Councilmember Butler

Newsletter Committee: Councilmember Holthus (Chair) & Councilmember Nelson

Standing Committee

Finance & Personnel Committee: Entire Council

City Appointed Representatives in 2022

Fire Relief Association: Mayor Bukkila & Finance Manager Lee Brezinka

Anoka County Fire Protection Council: Mayor Bukkila & Councilmember Holthus as alternate

Anoka-Hennepin Community Education Advisory Board: to be determined

QCTV Commission: Councilmember Barthel & City Administrator Jim Dickinson

Lower Rum River Watershed Management Organization: Councilmember Holthus & alternate to be determined

Anoka County Joint Law Enforcement Council: Mayor Bukkila (Anoka County appointment) & City Administrator Jim Dickinson as alternate

North Metro Mayors Board of Directors: Mayor Bukkila & City Administrator Jim Dickinson

Motion by Holthus, Seconded by Butler, to appoint Committees and Commissions as presented. Motion carries 4 ayes, 1 absent (Barthel).

Motion by Nelson, Seconded by Butler, to designate the 4th Tuesday of the month for a Council Workshop Meeting, except for the months of July and December. Motion carries 4 ayes, 1 absent (Barthel).

CONSIDER CONDITIONAL USE PERMIT(CUP)/PLANNED UNIT DEVELOPMENT (PUD) REQUEST – PIN 30-32-24-43-0018; UNADDRESSED PARCEL – BLAINE

WATERS, QUEST DEVELOPMENT (APPLICANT – LGA ANDOVER LLC)

The City Council is requested to consider a CUP/PUD for the development presented as Andover Crossings. Community Development Director Janish identified the location of the development and explained the area is guided commercial and residential with a density of 12-20 units per acre. Mr. Janish presented the proposed layout of the parcel and addressed the access points. He identified the utility connections and wetland areas. Mr. Janish presented the proposed PUD standards requesting deviations from lot area, number of parking stalls, setback from a County road, parking lot width, shared access, parking setbacks, and building height. Mr. Janish explained the details of the proposed PUD standards as written in the staff report.

Mr. Janish summarized the discussion of the Planning and Zoning Commission. He noted they discussed:

- Proof of parking for the assisted living facility; has been addressed by the applicant with supplemental information
- What happens if assisted living facility changes use? Will parking be analyzed? Parking will be analyzed through a building permit
- 9-foot-wide underground parking stalls
- Size of elevators in the market rate apartment building
- If any commercial users have been identified
- Traffic impacts to 7th Avenue and Bunker Lake Boulevard
- Pedestrian traffic and access to the public library
- School bus service to the site
- Location of the dog park
- Access locations to the development and any traffic concerns
- Electronic vehicle charging stations at the market rate apartment building

Mr. Janish stated that the Planning and Zoning Commission recommended approval (7 to 0) after a thorough analysis. Mr. Janish presented the next steps in the process for this development.

Della Kolpin with DK Design and Development Group, 2880 Jewel Lane North, Plymouth, came forward and gave an overview of the multi-family development team. She stated the group will be the developer, owner, and asset manager. Ms. Kolpin presented the objectives of a high-quality designed housing, attractive community-oriented development, affordable market rate housing, and walkability. Ms. Kolpin explained the multi-family project will be a 3-story building with 150 residential homes and 2 parking stalls per unit. She highlighted resident amenities and noted there is 42% greenspace. Ms. Kolpin displayed the site plan and identified key components. She presented the main level floor plan and explained how it connects to the outside amenities. Ms. Kolpin displayed a 3D rendering of the multi-family unit and addressed the materials that will be used in the exterior design.

Councilmember Holthus asked what the typical rent is for a market rate apartment. Ms. Kolpin stated they are currently conducting a 2022 market assessment. She stated the average is \$1,000 for a studio and then higher for 2 bedrooms, depending on the market. Ms. Kolpin explained

there are a lot of changes occurring in the rental market at this time. She stated they are trying to stay at the lower end of the market.

Motion by Holthus, Seconded by Butler, to adopt Resolution No. R003-22 approving the Conditional Use Permit/Planned Unit Development requested by LGA Andover and presented as Andover Crossings and accept the proof of parking for the assisted living facility.

Mayor Bukkila explained this project has been evaluated at several meetings, including workshops, to gather city feedback. She stated she received comments that Andover residents do not want apartment buildings, however, the Met Council sets density requirements, and the City must meet them. Mayor Bukkila stated the Council had many discussions about where to place higher density housing and how it impacts the surrounding community. She explained she was willing to compromise on building height to accommodate underground parking. Mayor Bukkila noted the developer listened to feedback from the Council and Commissions and made adjustments. She said the developer has listened and given the City the best product they could ask for.

Councilmember Butler stated the most important aspect for him was producing a quality product. He noted that there wasn't much discussion tonight, however, there were many discussions prior to this with the Council and the Planning and Zoning Commission. He thanked the applicants for listening to city feedback and the Planning and Zoning Commission for a thorough review.

Councilmember Nelson stated aesthetically the apartment building looks beautiful. He stated emergency access is important and noted there is a slight increase of lightening strikes due to the gabled roof versus a flat roof. Councilmember Nelson gave kudos to the developer for their work.

Motion carries 4 ayes, 1 absent (Barthel).

SET ADVISORY COMMISSION INTERVIEW DATES

The City Council is requested to set dates for Advisory Commission interviews. City Administrator Dickinson noted the supplemental information provided to the Council at the meeting. He stated there are currently 9 applicants for 8 seats.

Motion by Butler, Seconded by Nelson, to schedule Commission interviews on Wednesday, January 19th beginning at 6:00 p.m. Motion carries 4 ayes, 1 absent (Barthel).

ADMINISTRATOR'S REPORT

City Staff updated the Council on the administration and city department activities, legislative updates, updates on development/CIP projects, and meeting reminders/community events.

(Administration) – Mr. Dickinson stated there were 140 new home starts in 2021. The City

handled several snow events without incident. The outdoor rinks are heavily used, however, staffing them is difficult. The Community Center was extremely busy over the holidays and the staff are looking for a break. Mr. Dickinson stated that open gym and open skate was popular, and the Community Center had a boost of help from college students who returned to work temporarily. Indoor soccer and basketball programs will begin mid-January. Turf rentals are going well. Mr. Dickinson stated the Fire Department had double digit fire calls each day this past week. Tasty Taco is expected to open this week.

Councilmember Nelson asked for the population of Andover based on the 2020 census. Mr. Dickinson said the City is around 33,000. He stated there will be redistricting from the State Legislature in the next month and the City may have to change precinct boundaries and polling locations.

MAYOR/COUNCIL INPUT

(Lower Rum River Water Management) – Councilmember Holthus stated she is on the Lower Rum River Water Management group, and the DNR is interested in removing dams in certain waterways. The LRRWM sent a letter to the DNR stating they do not want the Anoka dam removed. She explained it serves as a barrier to invasive species, a quality-of-life issue, and impacts parks and recreation along the Rum River.

ADJOURNMENT

Motion by Holthus, Seconded by Nelson, to adjourn. Motion carries 4 ayes, 1 absent (Barthel). The meeting adjourned at 8:06 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary
TimeSaver Off Site Secretarial, Inc.

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