

**ANDOVER CITY COUNCIL WORKSHOP MEETING – MAY 19, 2020  
MINUTES**

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, May 19, 2020 at 8:05 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Sheri Bukkila, Valerie Holthus, Jamie Barthel, and Ted Butler

Councilmember absent: None

Also present: City Administrator, Jim Dickinson  
Director of Public Works/City Engineer, David Berkowitz  
Recreational Facilities Manager, Erick Sutherland  
Others

***REVIEW VETERANS MEMORIAL POLICY AND BROCHURE***

Mr. Berkowitz reviewed the process that led to the Veterans Memorial Wall. He stated the Memorial will hold 940 plaques and he believes there will be a high demand. He explained the task force took a detailed look at the eligibility and decided on the following qualifications for people to purchase a plaque:

- Currently lives or lived in Andover and any of their family members
- Works or has worked for the City and any of their relatives

Councilmember Barthel asked if there was a limit to family or if it includes any relative. Mr. Berkowitz replied the task force decided it is any relative at this time. Council concurred on leaving the eligibility as the task force recommended and will review it in the future if needed.

Mayor Trude referred to the first page in the policy and asked for the word “shrine” to be removed as it suggests the veterans have passed away.

Mr. Berkowitz stated the memorial is a black wall with plaques. He is hoping donations will come in to purchase statues to enhance the memorial. Mr. Berkowitz said the wall will be finished with black stucco and there will be black concrete around the flag. He indicated events can be held at the location.

Mayor Trude stated her concern for where people would place flowers. Mr. Berkowitz replied the memorial grounds would be between the wall and the flag. He explained the task force identified a number of dates where people would be allowed to place flowers: the day the plaque

is installed, Memorial Day, July 4<sup>th</sup>, and Veterans Day. He said Public Works will clean up the site after a reasonable time. Mayor Trude asked if the information would be stated clearly and given to the people purchasing the plaque. Mr. Berkowitz replied that it is in the packet they get after purchasing a plaque.

Councilmember Holthus asked how the brochure would be distributed. Mr. Berkowitz replied it will be at City Hall, VFW, and marketed with help from Anoka County Veteran Services. Mr. Berkowitz said staff will take Council's feedback, make changes, and bring it back for final approval.

Mayor Trude asked how people could get a plaque for a WWI Veteran and the resident did not have any paperwork. Mr. Berkowitz replied the committee will meet and use their best judgement in determining authenticity.

Councilmember Butler asked if the wall would be able to be expanded. Mr. Berkowitz replied the design has already been expanded from 500 to 940. He stated plaques could also go on the back and there is the possibility of adding another wall.

Councilmember Butler asked if the \$300 price was reasonable. Mr. Berkowitz replied the task force believes the cost is reasonable and the fees from the sales will go back into the memorial.

### ***DISCUSSION/ACC - WALKING TRACK***

Mr. Sutherland explained staff conducted a lot of research on walking tracks and presented the information to the Council. He indicated his research showed that most cities do not charge for their walking track unless they have a controlled access. He stated there are three entrances to get on the track. Mr. Sutherland stated he is concerned that it will take a lot of staff time to charge non-residents to use the track.

Councilmember Butler stated there should be a charge for non-residents. He sees it as a benefit for residents for paying for it. Councilmember Butler indicated he would leave the process up to the staff. He suggested a non-resident annual pass, signing in, posting signs, and not tightly enforcing the charge. He would like the perception to be that residents get priority and benefit.

Councilmember Bukkila stated she agrees with Councilmember Butler that the walking track should be a benefit for residents and is concerned that non-residents will take advantage of it. She is concerned it is going to be popular, crowded, and worried that kids will be running around on it. She would like to see some mechanism for controlling access.

Councilmember Barthel stated he agrees with Councilmembers Butler and Bukkila. He believes many things in the Community Center should be free for residents. He stated he does not want to see an amenity that Andover residents are paying for with their property taxes used by people from other communities for free. He stated the City is doing a huge disservice if they allow it. He believes the Community Center can come up with something to charge non-residents.

Councilmember Holthus suggested a free key card that people could pick up at the front desk after proving they are a resident and requiring non-residents to pay for the card.

Councilmember Barthel stated in the winter it will be busy and would like to see staff come up with a plan.

Mayor Trude reiterated Mr. Sutherland's concern with three entry points. Mr. Sutherland stated the dryland training area, meeting rooms, and activity viewing are only accessible from the walking track. He stated it will be nearly impossible to determine why people are on the track and if they will need to be charged.

Councilmember Bukkila stated she is surprised no one thought of this issue in the design plan and it should have been discussed during the design phase.

Councilmember Butler replied there could be signs stating free for Andover residents and giving them a key fob.

Mr. Sutherland stated it would be tens of thousands of dollars to implement a system with equipment, staff, and time to monitor the track.

Mayor Trude stated Mr. Sutherland did the research and the Council saw the design. She suggested placing signs "open to Andover residents" and having a lock box for depositing money.

Mr. Sutherland showed Council a punch card sold for Community Center use. He stated he did not understand when the non-resident charge became an issue. The Community Center does not charge non-resident fees anywhere else. Mr. Sutherland suggested mailing punch cards to every resident so they can use the facility at no charge. He stated it would be much easier than implementing a non-resident fee for the use of the walking track.

Mr. Dickinson stated during the design phase and his presentations, it was determined the walking track would be free. He stated Park Dedication money was used for the track for it to be considered a park amenity. He explained the City does not pursue resident non-resident fees for programs or facilities. He stated non-residents can use the City's parks and trails. Mr. Dickinson stated he does not believe the walking track will be packed.

Councilmember Bukkila stated she always thought there was going to be a fee for non-residents to use the walking track. She said she is shocked hearing that it was always intended to be free. Mr. Dickinson stated if Council gives direction to charge, staff will come up with a plan.

Councilmember Bukkila stated she is willing to go for a season to see how it works out. Mayor Trude stated there will be lighter usage this year due to COVID-19.

Mayor Trude stated the City is not going to make any money off the track as it will cost more to

staff it and Mr. Sutherland is struggling finding staff already. Councilmember Bukkila stated she would like objective research presented to the Council. Mayor Trude replied Mr. Sutherland did extensive research. Councilmember Butler suggested looking at a system to make the entire facility operate more efficiently.

Mr. Dickinson stated it is the purpose of the Advisory Committee to look at these details. Councilmember Barthel stated he would like to see options and costs. He stated he wanted to see free amenities for Andover residents when the expansion was approved.

Council asked staff to take it to the Advisory Committee and come back with a recommendation and a detailed plan including costs.

Councilmember Butler asked if there were going to be lane markings and a side for runners and walkers. Mr. Sutherland replied he is not concerned about the striping for the first year. He would like to see how the track operates and add the striping if necessary. Councilmember Butler replied the lane markings give people a visual cue and if the track is busy, signs can direct walkers to the inside lane and runners to the outside. Council directed staff to complete the striping with installation.

Councilmember Butler commented the Community Center Advisory Committee was asked by email for their opinion of charging for the walking track and that it was not a formal recommendation. He stated fees have never been discussed by the committee and he has tried to bring it up several times.

### ***2021-2025 CIP DEVELOPMENT EQUIPMENT DISCUSSION***

Mr. Dickinson stated staff is not proposing a street reconstruction project for 2021. He said the funds would be shifted into a mill and overlay program. He explained staff are evaluating streets at this time to determine the worst streets. Mr. Dickinson stated there is a 25% assessment for the mill and overlay program to bring revenue into the fund and that staff are still patching and maintaining streets. Councilmember Barthel asked about the cost a resident would pay for a mill and overlay in the denser neighborhoods. Mr. Dickinson stated based on current projects \$700-\$1,000 per property.

Mr. Dickinson detailed each item in the equipment plan for 2021-2025.

### ***OTHER BUSINESS***

Mayor Trude noted other cities are giving credits for on-sale liquor licenses for the months that the businesses were closed down. Mr. Dickinson replied the item will be brought before Council and it would be about a \$1,000 refund for each business.

Council consensus was to refund the fee and directed staff to begin the process.

***ADJOURNMENT***

***Motion*** by Bukkila, Seconded by Barthel, to adjourn. Motion carried unanimously. The meeting adjourned at 9:27 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary