

***ANDOVER CITY COUNCIL WORKSHOP MEETING – JULY 17, 2018
MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, July 17, 2018, 6:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila (arrived at 6:06 p.m.), and James Goodrich
Councilmember absent: Valerie Holthus
Also present: City Administrator, Jim Dickinson
Community Development Director, Joe Janish
Public Works Director/City Engineer, David Berkowitz
Others

2019-2023 CIP DISCUSSION – FOCUS ON EQUIPMENT

Mr. Dickinson explained in late March, Administration/Finance distributed baseline worksheets to Department Heads for the 2019-2023 CIP kick-off. Throughout the summer a significant amount of time will be spent on evaluating utility infrastructure, transportation improvements, building maintenance, equipment and park and recreation needs. Each of these items will be supported by a detailed fund balance analysis of funding sources. The Council is requested to provide direction to staff on Council priorities for the 2019-2023 CIP.

Mr. Dickinson reviewed the CIP projects with the City Council.

Councilmember Bukkila arrived at 6:06 p.m.

Mr. Dickinson stated regarding the Fire Department equipment they are starting to eliminate some of the tanker equipment they used to buy. Reduced the fleet in the last few years so they are not looking to expand the equipment.

Mr. Dickinson reviewed the Park & Recreation Operations with the Council.

Mayor Trude asked if the associations are doing any turf maintenance. Mr. Berkowitz indicated they did not. Mr. Dickinson stated the associations place money in escrow to cover seasonal staff. City Staff is doing the maintenance of the fields. Mr. Berkowitz stated the associations still need storage and will do their own field striping, so they do have some equipment.

Mayor Trude asked if the costs for fields have increased because of added fields. Mr. Berkowitz stated the big cost comes with field replacement, not maintenance.

2019 BUDGET DEVELOPMENT DISCUSSION

Mr. Dickinson explained City Administration/Finance along with the Department Heads continue to work on the 2019 Annual Operating Budget Development process and are looking to update the City Council on progress and seek direction as the preparation of the 2019 Annual Operating Budget proceeds.

Mr. Dickinson stated the City is looking at close to a 5.8% increase in total taxable market value. He thought this was going to go down due to the significant number of appeals they have seen on business properties in the City.

Mayor Trude asked if this could affect the people at The Farmstead. Mr. Dickinson stated it potentially could.

Mr. Dickinson reviewed staffing and new staffing requests with the Council.

Mr. Dickinson stated at the Community Center it is hard to hire part time help so the full-time employees are putting in a lot of extra hours to staff the hours needed. Mayor Trude wondered if they could hire park and recreation interns. Mr. Dickinson stated this is something they could look at but the only issue with that is by the time they are trained in then they leave.

Mr. Dickinson reviewed salary pay steps, cost of living adjustment, the Public Works contract and other service contracts with the Council.

JUNE 2018 GENERAL FUND BUDGET PROGRESS REPORT

This item was not discussed.

JUNE 2018 CITY INVESTMENT REPORT

This item was not discussed.

OTHER BUSINESS

Trail System Bid Overruns

Mr. Berkowitz explained they have two projects which they bid together. One project is the base trail for Crosstown Boulevard from 140th Avenue to Bunker Lake Boulevard. The trail project has been a challenge. He reviewed the project with the Council.

Mr. Berkowitz stated what they are seeing is that construction projects are coming in very high

right now. It is a combination of the time of year and not enough contractors out there to do all of the work. He did not see this changing a lot. They are going to start seeing pricing for projects going up. Bidding for projects has narrowed from seven or more bids to three or less bids per project.

Mr. Berkowitz reviewed some challenges with the project, including purchasing land and building boardwalks. Staff recommendation is to move forward because the cost will not go down and 2019 will have a lot of projects going on.

Mr. Dickinson stated there were add-ons to the Fire Station parking lot reconstruction project. He reviewed some of the additional requests with the Council.

Mayor Trude asked where the money will come from to take care of the trail. Mr. Dickinson indicated the money for the trail will come out of the trail fund and they have the original budget money set aside in the Capital Equipment Reserve. This may be one where he would recommend transferring some available General Fund Balance money eventually if they moved forward with the projects.

ADJOURNMENT

Motion by Bukkila, Seconded by Goodrich, to adjourn. Motion carried unanimously. The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Sue Osbeck, Recording Secretary
TimeSaver Off Site Secretarial, Inc.