

***ANDOVER CITY COUNCIL WORKSHOP MEETING – OCTOBER 1, 2019  
MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, October 1, 2019 7:22 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and Jamie Barthel

Councilmember absent: None

Also present: City Administrator, Jim Dickinson  
Others

***CARRY OVER FROM 9/24/19 WORKSHOP 2020-2024 DRAFT CIP DISTRIBUTION/  
DISCUSSION***

City Administrator Dickinson presented the information in the staff report detailing the 2020-2024 CIP. Mr. Dickinson stated items over \$10,000 will be brought back to the Council for approval before proceeding. Mr. Dickinson reviewed the purpose of a Capital Improvement Plan (CIP) regarding planning, budgeting, and financing.

Mr. Dickinson reviewed CIP dollars by department and years stating the average is \$7 - \$10 million per year with 2019 being an exception to the norm due to the Public Works and Community Center projects. Mr. Dickinson stated the majority of CIP funds go to streets and highways.

Mayor Trude asked for confirmation that developers installed the streets in the new developments. Mr. Dickinson confirmed. Mr. Dickinson stated some developments have petitioned for improvement, however, the City works with the developer and neighborhood to explore other options prior to the City taking a project.

Mayor Trude asked about the railroad underpass accessing the Lennar development and if \$12,000 was enough. Mr. Dickinson stated the City has an agreement with Lennar giving the City 2 years to determine if that is the right location. Mayor Trude stated the \$12,000 was for engineering and Mr. Dickinson concurred and the only time they would do the underpass is if there is development on the east side of the tracks. Mr. Dickinson stated that sewer and water pipes will be drilled under the tracks and the City is taking lead and billing Lennar. Mr. Dickinson stated that Lennar is covering most of the cost.

Mr. Dickinson pointed out that there is more revenue in the Parks Improvement Fund than previously reported due to assessment agreement payments of park dedication fees. This increase indicates that the Parks Improvement Fund can pay their contribution to the Community Center expansion project earlier than expected and the fund may be able to provide for paving the north parking lot at Prairie Knoll Park in 2020. Mr. Dickinson pointed out the Trail Fund is in a deficit and will need a transfer to accommodate a grant match project in 2020.

Councilmember Bukkila asked about the \$180,000 item for ballpark lighting coming before Council. Mr. Dickinson indicated the item will come before the Council formally for approval, the project was recommended by the Park and Recreation Commission. Mayor Trude asked about the donation to offset the cost and Mr. Dickinson stated the donations are listed in the revenue section at \$90,000.

Councilmember Holthus asked about the trail extension for Kelsey Round Lake Park and if the grant is a definite. Mr. Dickinson stated we received the grant and it needs to be used by June 2020. Councilmember Holthus asked about historical placards for Kelsey Round Lake Park. Mr. Dickinson stated the topic of interpretive elements at Kelsey Round Lake Park will be on the list for the joint meeting between Council and Park and Recreation Commission.

Commissioner Holthus asked if mowing will be on the agenda for the joint meeting as well. Mr. Dickinson stated mowing will be part of the Council Workshop as well for the joint workshop.

Mr. Dickinson reviewed the Capital Equipment Reserve Fund. Mayor Trude asked how the program was going where the City paid \$60,000 for the schedule for repairing City facilities. Mr. Dickinson stated the items are listed in the repair plan outlined in the CIP. Mr. Dickinson stated the City assesses each item regarding if the City can do it in-house, be contracted out, or be pushed off in the future. Mr. Dickinson will provide a report at the next meeting.

Mr. Dickinson reviewed the 1% increase in water rates, no increase in sanitary sewer, and 5% increase in storm sewer.

***CARRY OVER FROM 9/24/19 WORKSHOP 2020 SPECIAL REVENUE, DEBT SERVICE, CAPITAL PROJECTS, ENTERPRISE & INTERNAL SERVICE FUNDS BUDGET DISTRIBUTION & DISCUSSION***

Mr. Dickinson reviewed the items in the Special Revenue Fund and Debt Service Fund.

Mr. Dickinson explained the Capital Project Fund contains Water and Sewer Trunk. Mr. Dickinson stated if a sewer pipe needs to be extended to the north, it will be a large cost. Councilmember Holthus asked when that extension would happen. Mr. Dickinson stated the Comprehensive Plan has it for further in the future, but if a large developer comes in, it may happen sooner.

Mr. Dickinson stated the Storm Sewer Capital Project Fund is closing out and is now closed to the Utility Fund.

Mr. Dickinson stated the Road and Bridge Fund contains \$3 million in roads with \$1 million in overlays.

Mr. Dickinson explained the Capital Equipment Reserve holds a reserve in case of a large storm.

Mr. Dickinson stated the Tax Increment Project has not been spent in 2019 which was allocated to purchase property along Bunker Lake Boulevard. Mr. Dickinson explained the TIF districts to the Council.

Councilmember Holthus asked about the DSTI property and if it was part of a TIF District. Mr. Dickinson stated it was not and indicated the lot was up for sale. Councilmember Holthus asked if it was conducive for a restaurant or bar. Mr. Dickinson stated yes, a portion of the property.

Mr. Dickinson explained the Permanent Improvement Revolving Fund can be used for improvement projects and can be replaced with assessment dollars. Expenditures from this account requires a 4/5 vote of the Council.

### ***OTHER BUSINESS***

Mr. Dickinson informed the Council that Ham Lake has a petition, including one Andover resident, to pave University Avenue north of 177<sup>th</sup> Avenue. Mr. Dickinson replied to Ham Lake that Andover wouldn't present this to Council unless the City received 50-100% of its effected residents asking for it. Staff will contact the residents prior to bringing it to Council.

Mr. Dickinson stated staff was contacted by the Riverdale Assembly of God wanting to install a paint ball course on their property which is zoned residential. Mr. Dickinson informed Council that paint ball guns are considered firearms and outside recreation areas are not allowed in residential areas. Mr. Dickinson told the Church no; however, the Church may apply for a variance. The Council consensus was to not promote this type of use.

Mr. Dickinson was approached by the owners at 15921 Dakota Street who currently operate a CSA asking if they can sell product on site, install a pick your own section, and a build demonstration garden. Mr. Dickinson explained that this property currently falls under urban agriculture and does not allow sale of produce on the property. The Council consensus was to not expand the code for this type of use. Mr. Dickinson will contact the property owner and recommend other property in Andover that would permit this type of use.

Mr. Dickinson reviewed photos of the WDE site.

Mr. Dickinson informed the Council that the owner at 2975 161<sup>st</sup> Avenue wants to sell the back half of their property. The City indicated the owner needs to identify an easement that shows the road connecting from the cul-de-sac to 161<sup>st</sup> Avenue. Mr. Dickinson indicated the neighboring property may be selling soon as well. Mr. Dickinson elaborated on the impact this may have to the neighbors surrounding the business area.

Mr. Dickinson indicated that 3098 162<sup>nd</sup> Lane has been purchased by a landscape company. The company will use the building and part of the land and be asking for a Conditional Use Permit as the company is interested in leasing part of their property to store towed vehicles. The company indicated all vehicles would be operable and held temporarily until they were picked up or moved to auction. Mr. Dickinson stated this will come before the Planning and Zoning Commission prior to Council.

Councilmember Holthus asked for an update on the deaf child sign. Mr. Dickinson stated staff will be meeting with the resident and that a new sign with a post will need to be installed.

***ADJOURNMENT***

***Motion*** by Bukkila, Seconded by Barthel, to adjourn. Motion carried unanimously. The meeting adjourned at 8:24 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary