

**REGULAR ANDOVER CITY COUNCIL MEETING – APRIL 19, 2016  
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, April 19, 2016, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and James Goodrich  
Councilmember absent: None  
Also present: City Administrator, Jim Dickinson  
Community Development Director, Dave Carlberg  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***MAYOR’S WATER CHALLENGE***

Mayor Trude introduced a video that was created by Andover High School students regarding the Wyland National Mayor’s Water Challenge. It is a program that encourages utilizing different ways to save water within a city. Currently Andover is ranked number 1 for cities of its size. Students have been promoting the program and prizes can be won for those participating. Staff will watch the City’s actual water consumption to see if the program actually makes a difference in water utilization. A Public Service Announcement was played that was prepared by the Mayor and QCTV. She encouraged residents and fellow Councilmembers to participate in the challenge.

***RESIDENT FORUM***

No one wished to address the Council.

***AGENDA APPROVAL***

***Motion*** by Holthus, Seconded by Knight, to approve the Agenda as presented above. Motion carried unanimously.

***APPROVAL OF MINUTES***

*April 5, 2016, Regular Meeting:* Correct as amended.

Councilmember Holthus requested a correction on page 8, line 13, to edit “sentiment” to the appropriate spelling, “sediment.”

**Motion** by Holthus, Seconded by Goodrich, to approve the minutes as indicated above. Motion carried unanimously.

***CONSENT ITEMS***

- Item 2 Approve Payment of Claims
- Item 3 Approve 2017 Budget Development Guidelines
- Item 4 Approve Amendment and Summary to City Code Title 5, Chapter 1, Animal Regulations (See Ordinance 459)
- Item 5 Approve Amendment and Summary to City Code Title 2, Boards and Commissions (See ordinance 460)
- Item 6 Approve Twin Cities Property Maintenance, Inc. – 2016 Abatement Contact
- Item 7 Award Bid/15-38/167<sup>th</sup> Ave NW Construction East of Hanson Blvd. NW (See Resolution R039-16)
- Item 8 Accept Petition/Order & Accept Feasibility Report/Waive Public Hearing/16-29/3160 Bunker Lake Blvd NW/WM (See Resolution R040)
- Item 9 Approve Therapeutic Massage Therapist License/1883 Station Parkway NW

**Motion** by Knight, Seconded by Bukkila, approval of the Consent Agenda as read. Motion carried unanimously.

***ANOKA COUNTY SHERIFF’S OFFICE MONTHLY REPORT***

Sergeant Derek Schuldt presented the April 2016 Anoka County Sheriff’s Department Monthly Report to the City Council.

***PUBLIC HEARING – VACATION OF EASEMENT – COUNTRY OAKS NORTH – SW LAND, LLC***

Mr. Carlberg explained SW Land, LLC, is seeking to vacate drainage and utility easements over, under, and across portions of Lots 1 - 13, Block 2, in Country Oaks North. The original Country Oaks North plat for Lots 1 - 13, Block 2 has the typical utility easements as required in City Code 11-3-4. City Code requires a five (5) foot utility easement along the side, front, and rear lot lines. As part of the grading plan for Country Oaks North 2nd Addition the developer also revised the grading plan for Country Oaks North. The revised grading plan provides storm water ponding for the Country Oaks North 2 Addition. The revised grading plan also changes the type of home to be constructed on the lots from look-outs to walk-outs. The changes meet the Lower Rum River Watershed Management Organization requirements. Mr. Carlberg reviewed the staff report with the Council. Staff recommended the Council hold a public hearing and approve the proposed vacation of easements.

**Motion** by Knight, Seconded by Bukkila, to open the public hearing at 7:18 p.m. Motion carried unanimously.

There were no residents present that wished to make comment for the public hearing.

**Motion** by Goodrich, Seconded by Bukkila, to close the public hearing at 7:20 p.m. Motion carried unanimously.

**Motion** by Bukkila, Seconded by Knight, to approve Resolution No. R041-16 approving vacation of easements. Motion carried unanimously.

***CONSIDER PRELIMINARY PLAT – BOULDER ESTATES – 35xx 134<sup>TH</sup> AVENUE NW – BOULDER CONTRACTING, LLC***

Mr. Carlberg stated the City Council was being asked to consider the preliminary plat for Boulder Estates. The proposed preliminary plat contains three urban residential lots, as proposed by Boulder Contracting, LLC. The 1.26-acre parcel abuts 134<sup>th</sup> Avenue NW. The sanitary sewer and water services are already available to each of the lots. Water and sewer stubs were constructed as part of the 1986 street upgrade of 134<sup>th</sup> Avenue NW. Each of the three (3) lots meet the minimum lot requirements of the R-4 Zoning District. New structures will meet code requirements for required setbacks. There is an existing structure on the site that will need to be removed prior to the issuance of building permits and tree removal will occur in the building pad areas. A permit is not required from the Lower Rum River Watershed Management Organization because the disturbed area of the site is less than one (1) acre. The Park and Recreation Commission reviewed the preliminary plat on April 7, 2016, and made the recommendation to City Council to require a cash dedication in lieu of land.

The Planning and Zoning Commission held a public hearing on April 12, 2016. Upon receiving public comment, the Commission recommended approval of the preliminary plat on a 6 - 0 vote.

Mr. Carlberg reviewed the staff report with the Council. The City Council is requested to approve the preliminary plat subject to the conditions in the resolution of approval.

Councilmember Goodrich asked about the sewer stubs, which are 30 years old. Mr. Carlberg responded that the stubs should be in good condition.

Jim Cormier, of Boulder Contracting, stated these homes will likely be first-time home buyer. The homes are planned to have 2-3 bedrooms. He indicated that a lot of interest has already been expressed by potential homebuyers and he expects them to be sold quickly as there is a shortage in the market right now of this type of home.

Mayor Trude stated she believes the homes would be at a good price point, with good amenities in the area, a park nearby, and good access to Highway 10.

Mr. Cormier stated the homes would not be dissimilar to homes currently in the neighborhood. They will be split entry homes with three stall garages.

Motion by Goodrich, Seconded by Knight, to approve Resolution No. R042-16 approving the preliminary plat of Boulder Estates subject to the conditions in the resolution. Motion carried unanimously.

***CONSIDER FINAL PLAT – BOULDER ESTATES – 35xx 134<sup>TH</sup> AVENUE NW – BOULDER CONTRACTING, LLC***

Mr. Carlberg stated it is unusual to have a final plat come forward the same night as the preliminary plat. This is due to the limited size of the plat. Mr. Carlberg briefly reviewed the staff report.

Motion by Bukkila, Seconded by Holthus, to approve Resolution No. R043-16 approving the final plat of Boulder Estates with conditions. Motion carried unanimously.

***SCHEDULE MAY EDA MEETING***

Mr. Dickinson requested the Council schedule a May EDA Meeting to discuss topics as detailed in the staff report.

There will be a 6:00 p.m. dedication/grand opening at Rose Park that same evening that will precede the meeting.

The Council discussed the draft agenda and available dates.

Motion by Holthus, Seconded by Goodrich, to schedule the Rose Park grand opening at 6:00 p.m. and a EDA Meeting on May 3, 2016, immediately following the Rose Park grand opening. Motion carried unanimously.

***SCHEDULE MAY COUNCIL WORKSHOP MEETING***

Mr. Dickinson requested the Council schedule a May Council Workshop Meeting to discuss topics as detailed in the staff report.

The Council discussed the draft agenda and available dates.

Motion by Bukkila, Seconded by Holthus, to schedule a May Council Workshop Meeting on May 24, 2016, at 6:00 p.m. Motion carried unanimously.

***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.

**(Board of Review)** Mr. Dickinson stated the annual Board of Review met the previous night. There were no residents present to speak about their residential property and three commercial property owners are working through the process.

**(Capital Improvement Planning Process)** Mr. Dickinson stated the Capital Improvement planning process is starting. The first steps are reviewing maintenance records and determine what the equipment needs are in the next five years. This will be discussed at the next Council workshop meeting along with budget preparation. There will also be preliminary numbers on market value increases for both residential and commercial properties for discussion.

**(Woodland Creek Golf Course)** Mr. Dickinson updated the Council on Woodland Creek Golf Course which has been closed since 2008. Since then efforts have been made to try to repurpose the property and now there are plans for wetland restoration and an easement is being finalized. A check has been received from the State for \$358,974. The property was originally purchased for \$389,000, a portion was sold for development for \$130,000. There has been a lot of work since 2008, along with some demolition costs. The excess revenue will be used to maintain the area long-term.

**(New Homes)** Mr. Dickinson reported permits have been granted to date for just short of 30 new homes. A few more are currently under review. It is expected that the City will meet projected budgets this year.

**(Commercial Construction)** Mr. Carlberg stated developers for the ReMax building received their permit and they will begin moving dirt. This is an exciting development for the City and is a two-story, 13,000-square foot building. The Shoppes at Andover is going to be a 13,000 square foot retail center. Silt and chain link fencing is now being installed in preparation for demolition to begin within the next week. Also Andover Animal Hospital is still looking at building this summer.

**(Legislative Update)** Topics relevant to the City, currently under consideration at the legislature, include hazardous waste pit clean-up and Metropolitan Council governance reform. Mr. Dickinson will continue to monitor activity. The matter of “drop homes” went to committee, but it was not well received and he does not believe it will see a vote this session. Cell towers in right-of-ways are also being reviewed by the legislature. It is anticipated that this issue will come back in a future session as cell phone companies are pushing for an easier process and cities will need to participate with them in order to get their networks improved because the conducting of business depends upon it.

#### **MAYOR/COUNCIL INPUT**

**(Heart Safe)** Mayor Trude stated students at St. Francis High School recently received Heart Safe training from the East Bethel Fire Department. Mayor Trude added that all 9<sup>th</sup> graders

received training in class at Coon Rapids High School. Hopefully this training will also happen in the future at Andover High School.

**(QCTV Survey)** Mayor Trude highlighted some of the results from the QCTV subscriber survey and directed staff to provide the results to Councilmembers. She noted that one-third of those who watch Channel 16 focus on City Council meetings and that these were strong numbers for the Metro market. Results also showed that many still prefer print media.

***ADJOURNMENT***

Motion by Bukkila, Seconded by Knight, to adjourn. Motion carried unanimously. The meeting adjourned at 7:47 p.m.

Respectfully submitted,

Marlene White, Recording Secretary

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