

***ANDOVER CITY COUNCIL WORKSHOP MEETING – MAY 24, 2016
MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, May 24, 2016, 6:04 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
Public Works Director/City Engineer, David Berkowitz
Assistant Public Works Director, Todd Haas
Anoka County Sheriff, James Stuart
Anoka County Commander, Kevin Halweg
Others

***ANOKA COUNTY SHERIFF’S UPDATE AND LAW ENFORCEMENT CONTRACT
DISCUSSION***

Sheriff Stuart presented the terms of the 2016 Anoka County Sheriff Contract, noting it includes 80 hours per day of patrol service, 6 hours per day of service provided by a Community Service Officer, School Liaison Officers in the middle school and high school, two Patrol Investigators, and 50% of the Crime Watch Program’s coordinator position. He said the cost of living increase will likely be about 2%. There are higher costs in squads and associated maintenance. He pointed out there is a push to get smart phones in the hands of deputies to replace old flip phones, recorders and cameras.

Commander Halweg explained they are trying to get the employees up to speed with technology. He said they would get the phones through the State bid and get the best price possible.

Sheriff Stuart reviewed the calls for service via the Public Safety Data System. He noted the numbers are higher than last year. He said he is assured by the Central Communications Director that these numbers are more accurate than ever.

Councilmember Bukkila inquired about the number of future liquor licenses. Mr. Dickinson responded the Shops at Andover may apply for one. He is not forecasting another liquor license this year. There is a possibility of one application for next year.

Mayor Trude noted last year the drug situation was discussed.

Councilmember Holthus asked what the percentage of the budget is spent on law enforcement. Mr. Dickinson answered close to 28%.

Sheriff Stuart noted that is substantially lower than many other cities in comparison.

Councilmember Holthus suggested more effort be put into the Drug Task Force (DTF). She said she works with high school students every day and hears about this constantly. She stated she would approve using more hours for the Drug Task Force even if it means taking some hours away from patrol.

Sheriff Stuart replied he has some flexibility within the numbers, and Andover is poised to where the money could be shifted as she is requesting. He noted they have added another DTF person in the office. This person will go where the tips take them and where they are needed. The County wanted to provide this position. He stated there will be some emphasis in Andover, but not all the time. His office will do it as needed and necessary.

Councilmember Bukkila questioned how it works when suspicious behavior is reported. Commander Halweg explained he received a call from a resident that knew of drugs in the neighborhood. She had a lot of details. He assigned the case to a deputy. This is how suspicious behavior is usually reported and handled. Sometimes a call may come in of reports of the neighbors coming and going at all hours of the day and night. He said he knows the deputies have been using their investigative tactics in some suspicious cases. He said there are deputies that handle the Andover area.

Councilmember Holthus questioned the amount of cases in Andover. Commander Halweg responded there is something going on much of the time. Because this is the northern most part of the metro area, there is more activity here than further out.

Councilmember Knight asked if there is success with the deputies in the schools. Commander Halweg answered there is.

Councilmember Holthus noted there were 19 students cited for distracted driving at Andover High School, before dismissal. Sheriff Stuart explained there was a plain clothed deputy standing near the school, and was able to cite the students as soon as they started driving.

Discussion took place regarding the Task Force duties and the Patrol duties. Sheriff Stuart stated the Patrols are effective. The Task Force and the Patrol complement each other well.

Councilmember Bukkila asked if the data is staying the same as far as drug stops, or if there is an increase in stops. Commander Halweg explained the drug incidents have only been tracked the last two years. He noted there have been repeat incidents. He said the Patrols are in close communication with the Drug Task Force, and some of the known drug houses are watched closely by both.

Councilmember Bukkila asked about tracking cases. Sheriff Stuart said there are many factors

that go into a case and tracking it. The Task Force will take over a case if they can build on it.

Councilmember Bukkila inquired whether the City of Andover is where it is expected it would be with the amount of cases and law enforcement, compared to the population.

Sheriff Stuart stated he would like to see the addition of a Drug Task Force person for the City. If that cannot happen within the budget, then he said he thought the City was contractually in a good place.

Councilmember Holthus asked what she could tell a person that comes to her and asks what to do after calling on a suspicious house several times. Sheriff Stuart answered more often than not, a house like that is already being watched. Compared to the other cases on the deputy's desk, this could be the least active, and possibly that is why the caller is not seeing much activity. It can take months to years to get an investigation off the ground. He encouraged residents to be the squeaky wheel. He said if they can't find anything in response to one call, they may not have need to go back to check. If suspicious activity continues, the residents should call to check and make sure it is being checked.

Councilmember Goodrich suggested the person could ask for extra patrol. However, if the deputies are working a large case, they may not want to patrol more often and be noticed.

Mr. Dickinson noted Chief Deputy Tom Wells will be leaving July 28th. He stated the best replacement for him is Commander Halweg.

Mr. Dickinson stated he will continue to work with the Sheriff's Office and provide a few costing options at a future workshop.

COON CREEK WATERSHED DISTRICT PRESENTATION

Mr. Berkowitz introduced Bryon Westlund, Coon Creek Watershed Board President, and Tim Kelly, Coon Creek Watershed District Administrator.

Mr. Kelly reviewed the presentation. He noted permits are up. He said they are working with the Rice Creek Watershed District. It can be frustrating if a plat is put on hold until the DNR makes decisions. He said they drafted a letter to the DNR to ask a lot of clarifying questions. He reviewed the roles of the Drainage Authority, Water Management Organization, and Watershed District.

DISCUSS KELSEY ROUND LAKE PARK MASTER PLAN / 15-11, CONT.

Mr. Haas explained the Council is requested to continue discussion of the Kelsey Round Lake Park Master Plan, noting the Councilmembers and Park and Recreation Commissioners had walked the proposed trail location on the west side of the park. He asked the Council to determine whether the plan is acceptable as recommended or if revisions are needed before the

Kelsey Round Lake Master Plan is brought forward for final Council approval.

Mayor Trude said one of the issues is whether the loops are going to go into the Master Plan.

Mr. Haas reviewed the trails on the proposed Master Plan.

Mayor Trude asked the Council if they supported the trail connecting to the east. It was unanimously decided the Council supports the trail connecting east.

Councilmember Holthus asked if the trail that goes into the clay pits and dead ends would go anywhere, as it could be expensive to connect to it at some point.

Mayor Trude noted there are residents that have concerns regarding the trail off 151st Avenue and going south. That trail made a loop around the wetland. She indicated she would like to hear from the residents again.

Ken Jacobson, 15121 Eldorado Street NW, explained he lives north of the cul-de-sac. He said his concern is that someone paid to create the prairie restoration, and now a paved trail could potentially go through it. He suggested going east along the tree line, and therefore, not damaging the prairie restoration on either end. Mayor Trude responded the property owner contacted the Council. The people in the cul-de-sac north of Mr. Jacobson feel left out, and they want a trail. They came out to talk to the Councilmembers when they walked around the park.

Mr. Berkowitz stated that would be a challenge to build and would have to be a boardwalk. He explained where a smaller loop could be built.

Mayor Trude explained the City did receive money for that prairie restoration, and asked if putting a path there would break any rules, or compromise grant money. Mr. Berkowitz responded there is a large area, and the City will still maintain it. There would not be any changes to our current process and maintenance to that property.

Mr. Haas noted there is a small ditch that needed a little culvert, which has already been fixed.

Clinton Trousil, 3940-149th Avenue NW, expressed concern with the area from the high point to the dock. He is concerned with the mowed trail that goes out to the lake. He said it would destroy a lot of habitat in the area. He said there is a lot of activity on the high point by the possible Native American Burial Mound.

Mr. Stenzel spoke to the issue of the wildlife in the park. In the metro area there are a lot of nature parks. He said by putting a trail in there it will not displace the wildlife. Their patterns may change a little, but they will not be displaced. We have open space in this community that we don't put bituminous trails in. With this being Andover's largest park to see wildlife and make it accessible is key. He said we have been at this process for over a year and we'd like to get people used to the park and to use it. Loops are something that has been discussed in this

process. He said he thought they had taken resident suggestions, and incorporated what people said they wanted into the plan.

Ben Shaw, 4050 147th Avenue NW, stated he appreciates that the original plan was scaled back. This is one of the few natural areas left, as an actual nature park in Andover. He pointed out the cattails are very thick, and the view of the lake is minimal at the high ridge. The only way to see the lake is to cut down some trees.

Councilmember Knight asked why the Native American Burial Mound is labeled potential. Councilmember Holthus explained the bones have not been verified. There is a cost to verify the bones. Discussion took place regarding the burial mound and where a trail could go.

Mr. Stenzel noted there was discussion of adding a trail on the ridge on the east side. The City would need to pay for the archaeological study.

Mayor Trude questioned whether this is where the trail would go, if this plan was adopted. She pointed out that wetlands need to be considered.

Discussion took place regarding vegetation and what could be eliminated in order to move the trail.

Mr. Berkowitz pointed out the area still needs to be surveyed to see where a trail could go.

Councilmember Knight suggested adding interpretive signs. Mr. Berkowitz replied signs are in the plan. The exact placing of the signs is not determined.

Councilmember Goodrich commented he is comfortable with the Master Plan. He said he felt more comfortable after walking the trail. He said it seems to make good sense, so he will support it.

Jeff Kieffer, 3975 149th Avenue NW, stated he would like to have the trail go farther east. He said he can see who is on the trail from his property. He said there is a road already and he has learned to cope with that. He cannot work with a trail around the north and east side of his property.

Mayor Trude suggested trees could be added to shield Mr. Kiefer's property. Mr. Haas said that would not be a problem.

Councilmember Holthus pointed out the first priority is loops. She said she likes that there are priorities listed on the costing sheet. She said she is in favor of interpretive signs.

Councilmember Bukkila noted subsequent Councils could determine other priorities, and it could all change before this project is complete.

Mayor Trude said she would be content if the play structures were omitted completely. The neighborhood wanted repair of the structures that were there first.

Mr. Stenzel commented the neighbors asked if the existing boardwalks could be fixed, so that would be put as a priority.

Mayor Trude asked if anyone wanted to change the plan, or if it could be left as it is. The funds may not be available for this plan now, but there are grants we could apply for. Mr. Stenzel commented there are a lot of grants, and many of them are matching grants. Any grant we would apply for would be included in a plan that would be public information, and residents could speak to that issue.

Mayor Trude asked if the plan could be changed once it is approved. Mr. Stenzel pointed out there has been a lot of opportunity for residents to come and speak at meetings. As a Commission, we have met with the Council two or three times on this plan.

Mayor Trude stated since the Council went out to tour the park, she did not feel they could change the plan anymore, and still meet the community goals. There will no longer be play structures; there is one play structure and it is now moved to the bottom of the list. Looking at the community and the demand we have for other parks, this won't get the demand other parks get.

Mr. Kiefer stated there are two dead-end trails that should be addressed. The trail at the north part of the park should be addressed first.

Councilmember Bukkila commented she does not agree with everything in the plan, however, she said she is on board enough to say she is satisfied with the trails. The purpose and intent was to pursue grant funding.

Consensus was reached to support the Plan and move forward with formal approval at the next council meeting. This will move forward as a plan, but not as a final design. Mr. Stenzel added this is not a plan that the Park and Recreation Commission needs done in five years, for example. It is a plan to give options.

The Council adjourned for recess at 8:13 p.m.

The Council reconvened at 8:20 p.m.

DISCUSS 2017-2021 TRAIL CIP

Mr. Berkowitz reviewed the process in which these trails became the top three the Commission chose. He stated the Council is requested to discuss the 2017-2021 Trail Capital Improvement Plan (CIP). It was noted the Park and Recreation Commission had reviewed the City's trail map and ranked the top three trail projects the Council should consider as part of the 2017-2021 CIP:

1. Crosstown Boulevard NW between Bunker Lake Boulevard NW and 140th Avenue NW (currently in 2018 CIP).
2. Andover Boulevard NW between Bluebird Street NW and Vale Street NW (currently in 2017 CIP).
3. Andover Station North Trail between Kensington Estates 7th Addition and Andover Station North Ballfield Facility (currently in 2019 CIP).

Mr. Berkowitz stated three other trail segments discussed in the past are:

1. West side of Verdin Street from 161st Avenue to 163rd Lane.
2. South side of 161st Avenue from Sycamore Street to Vale Street (railroad crossing required).
3. East side of Crosstown Boulevard from 159th Avenue to 157th Avenue (currently in 2019 CIP).

Mr. Berkowitz advised that specific funding for the trail projects has not been identified for 2017-2021 so the Council will need to determine what year the trail segments should be constructed and how to fund the trail improvements.

Mayor Trude questioned whether there are sufficient funds to complete the Crosstown Boulevard trail. Mr. Dickinson answered there will be sufficient money at the end of the year. The most recent cash flow analysis shows \$250,000 was just transferred in. The trail is currently budgeted at \$175,000. He said the next trail will cost \$460,000 and that will be in 2018. He noted if the Andover Boulevard Trail was delayed, the Crosstown Boulevard trail could possibly be moved up and completed.

Mayor Trude suggested working on the design and plans for the more complex Crosstown Boulevard trail at the same time as revising plans for the small Andover Boulevard trail. This would allow prep work for the big trail to get done and keep the projects flowing. Mr. Berkowitz stated he liked the idea of planning over winter.

Councilmember Goodrich pointed out there will be long-term maintenance costs and expressed concern at the potential of the City getting into a bind. Mr. Berkowitz stated the question is sustainability. He said staff is beginning to fall behind because a lot of the trails were built at the same time. He said it will jump to \$100,000 for annual maintenance in the CIP next year. Bunker Lake Boulevard will be reconstructed, so most of that trail that is the City's responsibility will be reconstructed as part of that project. The same situation will happen on Hanson Boulevard. There are segments north of Crosstown Boulevard and in Kelsey Park that are at the point of needing some significant dollars for maintenance.

Mayor Trude suggested getting the Crosstown Boulevard trail done if there are sufficient funds. There are more businesses and activity near that one. Mr. Stenzel commented the biggest issue is the access.

Mr. Berkowitz suggested staff put together a design for both the Crosstown Boulevard trail and

the Andover Boulevard trail. Mr. Dickinson said he will watch the budget and see what there is money for, and plans to finance can be made along the way.

Mr. Berkowitz stated he has looked into the other trails further. The trail on the west side of Verdin Street is about 75% impacted by the flood plain. That will take significant funds to mitigate. He said he could put a cost estimate to it, but wanted direction before going that far. He noted the concern with the Miller's Woods Development trail is the railroad crossing. That cost alone will be about \$100,000. He questioned whether it would be used by residents in that development. Mayor Trude responded people do use it. She said she attended National Night Out in that area, and it was the number one issue that residents brought up. They want to find a safe way to get ice cream. There is a way to safely get to that area, but it is not easy. A trail would be safer.

Mr. Berkowitz suggested building that segment by segment.

Consensus was reached to build this trail segment by segment.

Mr. Berkowitz stated he will add that trail to the CIP for about 2020.

Mayor Trude recapped the discussion stating the Crosstown Boulevard trail should be done first, and as soon as possible. The Andover Boulevard trail would be next. The Andover Station North trail project has not secured any grant money, so that will be low priority.

Councilmember Holthus commented we are considering an expensive trail for the Miller's Woods Development. She pointed out the kids east of Round Lake go to Rum River Elementary. There are ways to get to Rum River, except for one area. This area does not have shoulders on the roads, and is super dangerous. She said she knows people would like to ride their bikes, and it is not safe. She said she also wanted to talk about Andover Boulevard. She expressed concern with the value of that trail. The neighborhood does have a way of getting to the trail system. She questioned whether this trail segment should be constructed as they have options.

Discussion took place regarding the neighborhood and area around Verdin Street. Councilmember Bukkila asked if a cost estimate could be done. Mr. Berkowitz stated a general cost estimate could be done. This is a difficult project to forecast because of the mitigation. He said it could take about a day to do a rough cost estimate.

Councilmember Bukkila commented it would be fair to analyze the costs, and go from there.

Mayor Trude pointed out it is part of long term road construction to add trails at 161st Avenue. As the community moves north, there are people that would use the trails.

Mr. Berkowitz questioned whether to leave the trail segment on the east side of Crosstown Boulevard on the list. Mayor Trude responded it can stay on the list for now.

Consensus was reached to keep the top three trail projects ranked as they are with the Park and Recreation Commission's recommendation: Crosstown Boulevard then Andover Boulevard, and then the Andover Station North Trail.

DISCUSS PROPOSED HANSON BOULEVARD NW IMPROVEMENTS FROM JAY STREET NW TO CROSSTOWN BOULEVARD NW / 15-16

Mr. Berkowitz stated the design process has begun for the reconstruction of Hanson Boulevard from Jay Street NW to north of Crosstown Boulevard. He presented a preliminary layout, noting the cost estimate is \$12.5 million. He noted \$7 million will be in Federal funds. He said a pedestrian bridge is being recommended. The City has recommended to the County to keep the trail as far off the road as possible. He said there was discussion of whether the City would be interested in an underpass parallel to Coon Creek. This is not feasible. If there is going to be one, it should be closer to the elementary school. The County asked the City if there should be a right turn lane at Andover Boulevard. He stated in his opinion, a right turn lane on Andover Boulevard is needed. It will also have a through or left lane. This intersection will be evaluated for a yellow flashing light. There is no trail on the east side of the road. He said he thought the trail would be redundant on the east side.

Mayor Trude commented it would be a big shortcoming because the growth is to the east of this area. If we do not build a trail now, this neighborhood could feel disenfranchised. Discussion took place regarding places a trail could go at Andover Boulevard and Hanson Boulevard.

Councilmember Goodrich questioned how much money is available to build a trail. Mr. Berkowitz replied a trail will be replaced if it already exists. It is funded through state aid and not through the trail fund.

Councilmember Bukkila pointed out when Nightingale Street was being reconstructed, a trail went in then. It couldn't be added later because of the design restrictions. She expressed concern there may be only one chance to put in a trail along Hanson Boulevard.

Consensus was reached to build the trail from Andover Boulevard to 150th Avenue on the east side of Hanson Boulevard as proposed.

Mr. Berkowitz stated there will be noise walls. This would mean some of the fences will need to be moved.

Mr. Berkowitz indicated there will be a full intersection at 148th Avenue and Hanson Boulevard. It will not be an underpass.

Mayor Trude asked if the intersection would be straightened out at Crosstown Boulevard and Hanson Boulevard. Mr. Berkowitz said it would not be. There will be further discussions regarding this intersection.

Informational; no action required at this time.

DISCUSS / REVIEW SOCIAL MEDIA POLICY

The consensus of the City Council was to move this item to the June workshop agenda.

APRIL 2016 BUDGET PROGRESS REPORTS

Mr. Dickinson stated the 2016 General Fund Budget contains total revenues of \$10,390,411 and total expenditures of \$10,753,788, including \$56,000 of 2015 budget carry forwards primarily for elections and facility management. A decrease in fund balance is planned. He stated from a revenue perspective, the City is right where it should be. One of the big differences in the budget is the Special Elections which cost \$16,000 this year.

Mayor Trude pointed out licenses and permits are at 40% of budget and there are still big ones coming in. Mr. Dickinson commented the City should still meet the budget. There are big licenses that come at the end of every year. For the most part, it will be very close to budget. The economy has had a little boost, and the Fed is talking about a potential increase on mortgage rates. If there is an increase, our numbers could go higher.

Mr. Dickinson noted the City has not funded outside agencies. The Charitable Gambling Fund has income higher than anticipated.

Informational; no action required at this time.

APRIL 2016 CITY INVESTMENTS REVIEW

Mr. Dickinson presented a summary of the City's investment portfolio, noting by having \$3 million in cash, we are ready for construction season.

Informational; no action required at this time.

OTHER TOPICS

There was none.

ADJOURNMENT

Motion by Councilmember Bukkila, Seconded by Councilmember Goodrich, to adjourn. Motion carried unanimously. The meeting adjourned at 9:19 p.m.

Respectfully submitted,

Chris Moksnes, Recording Secretary