

***ANDOVER CITY COUNCIL WORKSHOP MEETING – JULY 26, 2016  
MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, July 26, 2016, 6:00 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  
Public Works Director/City Engineer, David Berkowitz  
Others

***ROUND LAKE WATERSHED HIGH WATER STUDY***

Mr. Berkowitz explained the City Council is requested to discuss a Round Lake watershed study to update the high water level for the lake.

Mr. Berkowitz reviewed the information with the City Council.

Mayor Trude stated she is worried that the study might open a can of worms where people who never needed flood insurance may need it in the future. Mr. Berkowitz thought this was an obligation the City should do.

There was discussion regarding implications of flood insurance for homeowners if the high water study ended up showing homes that were not previously in need of flood insurance possibly becoming areas that would require it in the future.

Councilmember Bukkila asked if the study is done will the information get forwarded to FEMA to be used. Mr. Berkowitz stated FEMA uses the blue marks on the maps and not the water line and anything the study finds will be forwarded to FEMA and they will change their maps. He stated it would help some people and may impact others.

Councilmember Goodrich thought there are risks on both sides and he would not want to withhold any information if they have it. He thought they needed to put out accurate information. Councilmembers Holthus and Knight agreed.

Mayor Trude asked is it not a watershed district expense. She stated she does not want to see residents pay for another watershed district study thru the Storm Water Utility Fund if the resident already paid for a study in a different district. Mayor Trude asked about looking at funding for the study. Mr. Dickinson stated the City will pay for the study through the Lower

Rum River District funds and storm water management funds.

Councilmember Bukkila thought this was the right thing to do.

Mayor Trude thought they needed to explain the study in the newsletter before it is started to let residents know what is happening.

The Council was supportive of the study going forward.

Mr. Berkowitz stated they will start to budget for this and the study should start in 2017.

### ***DISCUSS MULTI-WAY STOP SIGNS***

Mr. Berkowitz explained the City Council is requested to discuss the removal of the existing stop signs for various locations in Zone 2 of the City.

Mr. Berkowitz reviewed the staff report with the Council.

Mayor Trude stated she would like to look further at location D (143<sup>rd</sup> Avenue NW and Xenia Street NW) because she has had multiple residents question it. She asked if they could look at this one on their annual bus tour.

The Council with staff reviewed the signage in location D (143<sup>rd</sup> Avenue NW and Xenia Street NW).

Councilmember Bukkila thought if they had accurate signage indicating parking or a park located ahead they could probably remove the stop signs.

Councilmember Holthus stated she would like to keep the stop signs in because the road is a cut thru and they slow down the traffic.

Location F (138<sup>th</sup> Lane NW and Underclift Street NW) was discussed between staff and the Council.

Councilmember Goodrich stated he would support taking the north/south signs out. Mayor Trude wondered if they could keep these open to see if there is any resident input or look at this on their annual bus tour.

The Council discussed locations A (Narcissus Street NW and Orchid Street NW), location B (Narcissus Street NW and Marigold Street NW and location C (134<sup>th</sup> Avenue NW and Poppy Street NW/Narcissus Street NW). It was noted there is not much car volume in the area.

Councilmember Bukkila wondered in location A (Narcissus Street NW and Orchid Street NW), if even with stop signs can the people on Orchid Street see the people on Narcissus Street.

Mayor Trude thought location A (Narcissus Street NW and Orchid Street NW) intersection seemed very confusing and could create a possible accident. Councilmember Bukkila thought the only stop sign that should be pulled in this area is the stop sign on Narcissus Street, the others should remain.

After further review and discussion, Council decision was to keep the stop sign on Orchid Street NW and remove the two entrance stop signs on Narcissus Street NW.

Council agreed to remove the main road stop signs along locations B (Narcissus Street NW and Marigold Street NW) and C (134<sup>th</sup> Avenue NW and Poppy Street NW/Narcissus Street NW).

### ***2017 – 2021 CIP DISCUSSION***

Mr. Dickinson explained Administration/Finance has been working with Department Heads to prepare a preliminary 2017-2021 CIP project listing. Various committees and commissions have contributed to the current preliminary 2017-2021 CIP project listing.

Mr. Dickinson asked if the City Council would like to put in a southern trail access to the old Woodland Creek Golf Course Area, now a wetland restoration project. He reviewed the information with the Council.

Council concurred to review the possibility of placing a trail on City owned property to the southwest of the old golf course.

Mr. Dickinson reviewed the current 2016 Capital Improvement Plan listing and cash flows with the Council discussing that large building projects still need to be scheduled appropriately. He noted they are looking to have a public hearing on this in October.

### ***2017 BUDGET DEVELOPMENT DISCUSSION***

Mr. Dickinson explained City Administration/Finance along with the Department Heads are working on the 2017 Annual Operating Budget Development process and are looking for City Council direction as the preparation of the 2017 Annual Operating Budget proceeds.

Mr. Dickinson reviewed the staff report with the Council.

Mr. Dickinson indicated there is a request for a new Public Works maintenance worker and a request to consider expansion of the Fire Department duty crew program. He is preparing for some anticipated retirements and staff vacancies. It was discussed to proceed with a status quo Sheriff's contract for 2017.

Mr. Dickinson indicated that the City was notified by the State that the City will receive no LGA in 2017.

Mr. Dickinson reviewed various spreadsheets with the Council, he is anticipating a 1% reduction in the tax rate, adequate cash flow revenues and the potential of a onetime fund balance transfer in 2017.

### ***JUNE 2016 GENERAL FUND BUDGET PROGRESS REPORT***

Mr. Dickinson stated the City of Andover 2016 General Fund Budget contains total revenues of \$10,390,411 and total expenditures of \$11,003,788 (includes \$56,000 of 2015 budget carry forwards primarily for elections and facility management and a Council approved \$250,000 transfer to the Trail Fund); a decrease in fund balance is planned.

Mr. Dickinson noted monthly reporting of the City Budget progress to the governing body is a recommended financial practice and often viewed positively by rating agencies.

Mr. Dickinson reviewed the staff report with the City Council, noting a few variances when comparing June 2016 to June 2015.

### ***JUNE 2016 CITY INVESTMENTS REVIEW***

Mr. Dickinson explained summary reporting of the City Investment portfolio to the governing body is a recommended financial practice and often viewed positively by rating agencies.

Mr. Dickinson reviewed the staff report with the Council indicating nothing significant to report.

### ***OTHER TOPICS***

Councilmember Knight wondered if they should consider putting in solar gardens using the landfill and roof tops of City buildings. He indicated he did not know the process and would like to know what the potential is.

Mayor Trude stated she talked to the PCA representatives at the League of Minnesota Cities annual conference regarding this and found out some good information. She noted the State has grant programs they could apply for to cover the costs and she wanted to support investigating this topic further.

Councilmember Bukkila noted the State of Minnesota owns the WDE landfill site so the City would not directly benefit from it and there has not been any analysis to show the positive financial side to solar gardens. She understood it would not make sense to place the solar panels on older roofs because the cost would exceed the payback. She thought if they were to replace the roofs or build new facilities it might be worth looking into.

Mayor Trude indicated she would like this looked at further. Mr. Dickinson indicated he would provide information to the Council at a future workshop, noting a representative from Green Step

Cities will provide a presentation to the Council at the August workshop meeting.

***ADJOURNMENT***

***Motion*** by Bukkila, Seconded by Goodrich, to adjourn. Motion carried unanimously. The meeting adjourned at 8:25 p.m.

Respectfully Submitted,

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