

***ANDOVER CITY COUNCIL WORKSHOP MEETING – AUGUST 23, 2016  
MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Mayor Julie Trude, August 23, 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  
Community Development Director, Dave Carlberg  
Public Works Director/City Engineer, David Berkowitz  
Others

***DISCUSS COON RAPIDS PROPOSED ROADWAY IMPROVEMENTS***

Mr. Berkowitz explained the City Council is requested to discuss a 2017 proposed roadway improvement project that the City of Coon Rapids has a common border and roadway with Andover.

Mr. Berkowitz reviewed the project with the City Council.

Councilmember Goodrich asked if this will affect the Road and Bridge fund. Berkowitz stated it is in the 2019 plans and will need to be adjusted. He stated this is not a big project but they have planned for it.

Mr. Berkowitz indicated staff suggests an assessment similar to the Coon Rapids rate, which is \$1,800 per lot. That would hold true for the lots that already have correct curb. The lot without current curb would pay more based on the cost of curbing.

Mayor Trude asked if they are aware of any issues with water being installed. Mr. Berkowitz indicated the neighborhood is not really interested in city water.

Councilmember Holthus asked if the open lot that the City owns in the development could be used for stormwater storage. Mr. Berkowitz stated they will look at that. He reviewed the lot with the Council and determined the lot is not owned by the City but thought if needed it could be acquired.

The Council agreed to move forward with the project using an assessment similar to the Coon Rapids assessment.

Mr. Dickinson stated the City could put in hydrants and charge a hydrant fee so there is no need for fire tankers in the area and with hydrants that would improve the fire rating in the area for the residents.

***PRESENTATION/DISCUSSION – GREENSTEP CITIES PROGRAM***

Mr. Dickinson introduced Ms. Diana McKeown from the Great Plains Institute who made a presentation to the City Council regarding the GreenStep Cities Program.

Councilmember Knight stated the City has a lot of flat top buildings and also has some sites that would probably work. Councilmember Goodrich asked if GreenStep approaches private businesses or school districts or are they just a program for City government. Ms. McKeown stated a business can decide to do this. There are a number of things a business can do such as a program called PACE that a number of Counties are passing. This allows the City to utilize a mechanism that the City runs and a business can decide to do an energy efficiency retrofit and/or a solar installation on their business and do it through an assessment for the business. This is another tool for a business if they wanted to do a project off balance sheet.

Mayor Trude stated some of the shopping centers still use old lighting fixtures on site and she wondered if there was any program for that. Ms. McKeown stated the City could connect the business with GreenStep or Connexus Energy and provide them with information and opportunities.

Councilmember Holthus stated if the City decided to become a GreenStep City what do they get. Ms. McKeown stated many of the best practices that are geared towards public buildings are money savers. Councilmember Holthus asked if there would be any monetary or awards given. Ms. McKeown stated there is not any monetary payments but there are awards and recognition along with potential grants available from the Minnesota Pollution Control Agency (MPCA).

Councilmember Knight asked if there is a figure where the City would get past the costs and start seeing the savings. Ms. McKeown stated there definitely is, especially with the lighting opportunities. She stated that is an easy payback.

Mayor Trude stated if they could pick and choose the resources, they would not have to do things they did not want to do. Ms. McKeown stated this is up to the City and is a free voluntary program.

Ms. McKeown stated the City does not have to be a part of the program to view the videos or see the website. By being a GreenStep City they will get recognized.

Mayor Trude stated she noticed some of the things that were on the list were things the Public Works Department was already doing so would they get recognition for that? Ms. McKeown indicated they would.

Mayor Trude stated she would like to talk this over with the staff and Council and see what they want to do.

Councilmember Bukkila thought the benefit to this is the information if and when it is needed. The downside is that they cannot retrofit their buildings and staff time is valuable and this is going to be very time consuming for staff.

Mayor Trude stated she has had correspondence with Connexus Energy regarding placing solar on the WDE landfill and was told that because Andover has an Ordinance which crossed landfills off the list, but if Andover is willing to amend their Ordinance then Connexus Energy may be willing to look at and invest solar panels alongside of, not on top of the landfill.

There was discussion regarding solar panels and what cities are currently doing and how they are working with school districts on installing the panels.

Councilmember Holthus stated when reviewing some of the things other cities have done she noticed Andover has done a lot too and she wondered if they would get grandfathered in if they were to join GreenStep. Ms. McKeown indicated they would. Councilmember Bukkila asked if they have to actively do things on an ongoing pace to keep in the program. Ms. McKeown stated it would be up to the City. There is no set pace and go at your own pace and make your own choices. You become inactive after three years if nothing has been done.

Councilmember Bukkila thought if the landfill landowner wanted panels to be placed on their land they needed to come forward to the Council and ask for it. She did not think they should change their Ordinance because someone has an interest in doing something on somebody else's land if the property owner is not a party to it. Mayor Trude stated their utility provider is seeking to place solar panels on closed landfills and they are going to do one in Ramsey and would do one in Andover but they can't because of the Ordinance. Councilmember Bukkila asked if the landfill site is owned by the State. Mr. Dickinson indicated it is owned by the Minnesota Pollution Control Agency.

Councilmember Bukkila stated then if the MPCA came forward and asked for it then they should look at changing the Ordinance. Mayor Trude stated Connexus is asking if the City would be open to this and she thought the City should allow installation. Councilmember Bukkila stated she is flexible but only if the property owner were to come forward and ask for it. She would not make an initiative before that entity came forward.

Mr. Dickinson indicated the MPCA would not be looking to put solar panels on the landfill site until the hazardous waste pit issues are taken care of with the site which would be a year or two down the road.

Mayor Trude asked the Council if they would be open to changing the current Ordinance to allow solar grids within the landfill area. Councilmember Knight stated he is in support of this.

Councilmember Holthus asked if they would be putting the cart in front of the horse if the City indicated they wanted to put solar panels on the landfill site. She would like to have the Planning and Zoning Commission review this and have a public hearing there before the Council considered changing the Ordinance. Mr. Dickinson stated if they were to change the Ordinance the WDE has its own zoning district so the Ordinance could be district specific and only allowed in that specific district.

Councilmember Bukkila stated she did not want to jump the gun and craft something that is not going to meet their needs. She would want it to meet their needs and be able to review it but there are costs associated with that and staff time. Mr. Dickinson thought the terminology change would be pretty simple. If there was an interest to look at this he would suggest the City get a support letter from the MPCA.

Councilmember Goodrich indicated he did not have an answer whether or not to change the Ordinance because this is not on the agenda for the evening and he has not had time to study the topic and he is uncomfortable making an opinion on that without some pre-study.

Councilmember Holthus stated she would support the City Administrator initiating contact with the MPCA to see if there is an interest and if so then they would need to come forward to the Council for an Ordinance change.

Mayor Trude reviewed the Connexus Energy correspondence with the Council.

Councilmember Holthus stated she would like to open up the City's capability to have solar panels and she would like to have a public hearing at the Planning & Zoning Commission to see what discussion evolves. Councilmember Knight agreed.

The Council decided to hold off on looking further at the GreenStep program.

### ***2017 – 2021 CIP DISCUSSION***

Mr. Dickinson explained Administration/Finance has been working with Departmental Heads to prepare a "draft" 2017-2021 CIP. Various committees (Vehicle Purchasing & Facility Management Committee) and commissions (Park and Recreation & Community Center Advisory) have contributed to the current "draft" 2017-2021 CIP.

Staff would like the Council to review the "draft" to confirm that the Council's priorities are being met. It is anticipated that a detailed interactive review will be done at the September workshop meeting. The current schedule indicates the 2017-2021 CIP is to be adopted by the Council in October.

Councilmember Bukkila wondered when they are going to be involved more in planning conversations of the Community Center. Mr. Dickinson stated one of the things on the Community Center, with the dollar amount it is in a planning state for 2019 construction. They

could program money in 2017, 2018 and 2019 which will bring on consultants to evaluate space needs. In working with them they will probably see the dollars spread out a bit in order to make a decision if the plan is a go or no go.

Mayor Trude stated in discussions they should have a Leatherman survey included.

It was noted that the September workshop will have discussions about the Community Center and Public Works.

The City Council recessed at 7:58 p.m.

The City Council reconvened at 8:08 p.m.

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

Mr. Dickinson explained City Administration/Finance along with the Department Heads continue to work on the 2017 Annual Operating Budget Development process and are looking to update the City Council on progress and seek direction as the preparation of the 2017 Annual Operating Budget proceeds. In addition, Administration is providing for the Council's reference a General Fund line item budget.

Mr. Dickinson reviewed the 2017 Budget development with the Council.

### ***PREVIEW 2017 PRELIMINARY TAX LEVY***

Mr. Dickinson explained each year the City Council is required by state law to approve a preliminary budget and submit a preliminary levy certification to Anoka County Property Records and Taxation Division. Legislation requires the certification to take place by September 30<sup>th</sup>.

Mr. Dickinson stated the City Council is requested to receive a brief presentation, discuss and provide direction to staff on what type of presentation is desired at the September 20<sup>th</sup> City Council meeting when staff anticipates requesting the 2017 Preliminary Tax Levy to be set by the City Council. Direction was provided to the City Administrator.

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

Mr. Dickinson explained 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 reviewed the July 2016 General Fund Budget progress with the City Council.

***JULY 2016 CITY INVESTMENTS REVIEW***

Mr. Dickinson explained reviewed the July 2016 City Investment Report with the Council.

***OTHER TOPICS***

No other topics to discuss.

***ADJOURNMENT***

***Motion*** by Bukkila, Seconded by Goodrich, to adjourn. Motion carried unanimously. The meeting adjourned at 8:43 p.m.

Respectfully Submitted,

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