

**REGULAR ANDOVER CITY COUNCIL MEETING – OCTOBER 4, 2016  
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, October 4, 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  
City Planner, Stephanie Hanson  
Director of Public Works/City Engineer,  
David Berkowitz  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***RESIDENT FORUM***

No one wished to address the Council.

***AGENDA APPROVAL***

Staff requested the addition of:

- Item #5A Approve Appointment/Building Permit Technician; and,
- Supplemental Item #6 Discuss/Consider Approval Final Plat/Preserve at Oak View/Metrowide Development, LLC – this item includes comments to replace the engineering comments in the meeting packet.

***Motion*** by Bukkila, Seconded by Goodrich, to approve the Agenda as amended above. Motion carried unanimously.

***APPROVAL OF MINUTES***

*September 20, 2016, Regular Meeting:* Correct as written.

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

**CONSENT ITEMS**

Item 2 Approve Payment of Claims

Item 3 Accept Donation from Willy McCoys/14-24/Andover Lions Park (See Resolution R087-16)

Item 4 Declare Costs/Order Assessment Roll/Schedule Public Hearing/2016 Delinquent Utility Service Charges, Mowing Fees, Tree Removal, False Alarm Fines and Misc. Abatement Fees Collection (See Resolution R088-16)

Item 5 Approve 2017 Anoka County Sheriff Contract

Item 5A Approve Appointment/Building Permit Technician

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

**DISCUSS/CONSIDER APPROVAL FINAL PLAT/PRESERVE AT OAK VIEW/METROWIDE DEVELOPMENT, LLC**

Ms. Hanson explained that the City Council is asked to approve the final plat for Preserve at Oak View. The proposed final plat creates thirteen (13) buildable single family lots. Trail and park fees will be collected prior to the release of the final plat. The developer is working with City staff and the City Attorney on the review and approval of the final legal documents required such as Development Agreement, Covenants, Temporary Street, Drainage and Utility Easements, Public Roadway, Drainage and Utility Easement and Temporary Construction Easement. All legal documents must be approved by the City Attorney prior to the release of the final plat. The City Attorney approved the Operation and Maintenance Agreement for the maintenance of the infiltration basin/rain gardens. All of the approved legal documents will be filed at Anoka County with the final plat.

Ms. Hanson stated there is a minor change to the plat due to a slight shift in the street alignment near the entrance to the development to protect two significant white pine trees. Ms. Hanson indicated condition #5 of the resolution should be modified to address the maintenance of the two significant white pine trees. The Engineering Department is in the process of reviewing the revised grading plan. The revised grading plan is required to be reviewed and approved by the Engineering Department prior to the filing of the final plat. Ms. Hanson indicated condition #3 of the resolution should be modified to include the engineering comments dated October 3, 2016.

The Anoka County Transportation Department has started a preliminary review of the plat. It has been confirmed that a bypass lane will not need to be constructed with this project; however, there are minor revisions required for the construction of the turn lane. The developer is required to satisfactorily address the County comments prior to the filing of the final plat.

Ms. Hanson reviewed the staff report with the Council.

Councilmember Goodrich asked for Mr. Baumgartner's opinion on the matter and if he is in agreement with the changes. Mr. Baumgartner confirmed that he is in agreement.

Jason Osberg, developer and land owner, stated the proposed resolution with the changes are "perfectly fine." He confirmed they are in agreement and have met with City staff. He commented the good fall weather has been helpful. Mr. Osberg expressed concern about the amount of the escrow for the future road extension. He stated unfortunately they did not have time to get the actual bid numbers in time for staff to review them. He acknowledged they are a few thousand dollars off in agreement. Furthermore, he asked there not be a definite dollar amount in the resolution that is approved by the Council at this evening's meeting.

Mayor Trude inquired about condition #10, stating staff is comfortable with the number that has been recommended with the engineering comments. Mayor Trude noted the amount is not stated in the resolution. Mr. Berkowitz stated staff is saying that they are firm on their recommendation.

Mayor Trude inquired if the language implies that staff would be determining the escrow amount. Mr. Baumgartner stated the amount is not dependent upon cost estimates. He concluded by saying that Council could refer to the development agreement.

Councilmember Goodrich asked if the Council could direct staff to continue to work with the developer. Councilmember Holthus inquired about giving staff discretion to negotiate. She asked for clarification as to the difference in the amount that the developer proposed and the amount City staff proposed.

Mr. Osberg replied they are about \$6,000 apart. Staff indicated the estimate was requested in June and received on September 28<sup>th</sup>. Staff reviewed the developer's \$13,000 estimate and determined it was closer to \$32,000. Staff met with the developer on the previous day to discuss and the estimate in the engineering comments was reduced to around \$28,000. Mr. Berkowitz confirmed that staff calculated and estimated the shortest route for the extension, so the escrow could have easily been more.

Mayor Trude indicated the Council does not generally get involved in these matters and it is a matter to be negotiated with staff. Councilmember Knight asked if that was clear. Mr. Baumgartner confirmed the sentence in the resolution talks about the timing, not the amount.

Mr. Osberg stated they are looking forward to moving forward and appreciated the flexibility in the planning, and the changes that were made to save the two pine trees discussed. Mayor Trude stated she believed it was reasonable to look at the shortest route for the future road extension too. Councilmembers confirmed their support for the project and complimented the developer on the way the trees would be preserved.

**Motion** by Holthus, Seconded by Bukkila, to approve the final plat for Preserve at Oak View

with changes recommended by staff on conditions #3 (date) and #5. Motion carried unanimously. (See Resolution R089-16)

### ***SCHEDULE NOVEMBER WORKSHOP MEETING***

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

The Council discussed the draft agenda and available dates.

***Motion*** by Knight, Seconded by Bukkila, to schedule a Workshop Meeting on November 29, 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.

***(Meetings)*** Mr. Dickinson encouraged the Councilmembers and residents to attend the upcoming Youth First, Taste of Community event at Green Haven. Tickets can be purchased online and at City Hall.

***(Vandalism)*** Recently there has been a growing issue with vandalism in City parks, including park equipment and portable toilet fires. Mr. Dickinson requested residents keep watch and contact the Sherriff's Department and City staff if they see anything suspicious. He noted the cost of the acts of arson reaches beyond the dollar amount of the physical damage and includes wasted resources, risk to others and increased insurance costs. He noted there has been an significant "uptick" in the incidents within the last month or so and it is very likely the same group or individuals involved.

***(Meetings)*** Mr. Dickinson noted staff and Councilmembers have been working through budget details and the proposed Capital Improvement Plan. October 18<sup>th</sup> will be the public hearing for the CIP.

***(New Homes)*** The Building Department has granted permits for 77 new single family homes so far this year, plus a 66 unit senior independent living building. Ninety homes are expected to be permitted by year end. Good progress is being made on building projects due to the mild fall weather. An 8-unit townhome building permit was issued by the Andover Station North development, which will complete the original townhome development.

***(Vandalism)*** Mr. Berkowitz reiterated his concerns about the uptick in vandalism in the last 2 to 3 months, and noted the destruction of garbage cans, playground equipment, and continuous graffiti near the railroad trestle. He stated the City really needs the resident's help, explaining that it impacts City staff as well as the parks and maintenance staff. Mayor Trude noted there is

an arson reward for the playground equipment.

**(Building/Street Projects)** At the Grey Oaks 4<sup>th</sup> Addition they are moving dirt and several units have been presold. They are planning to do a lot of activity up front so they are able to complete the development more quickly. The street reconstruction this year had really good results. He thanked the staff for putting together a good project.

**(Community Development)** Ms. Hanson stated staff has been busy with code enforcement inspections, but once winter comes around this work slows down. She also stated the City of Andover was awarded a \$32,000 grant for the updating of the Comprehensive Plan, specifically the transportation portion. The contract will need to be submitted by the end of the week. The Metropolitan Council is having a Conference in December. The kick-off for Comprehensive Plan work will be in January and February of 2017.

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

**(Mayor's Water Challenge)** Mayor Trude described the event attended that day by Councilmembers Knight and Holthus who welcomed Governor Dayton in recognition of Andover winning the National Mayors Water Challenge which was a student led initiative and the success of Boys State and Girls State students from Andover High School. Twenty students were recognized and the school received gift certificates totaling \$500 from Michaels. The District Superintendent was in attendance. He noted he liked the new trail and how that improves the safety of the students going to and from the school. Channel 9 News covered the event.

**(Heart Safe Communities)** Mayor Trude indicated the Department of Health will be bringing the Heart Safe Community highway signs to a future Council meeting. Training is ongoing with YMCA staff teaching CPR in the hallways, and an upcoming event at St. Patrick's Church is being planned along with training for Girl Scout troops.

#### ***ADJOURNMENT***

Motion by Bukkila, Seconded by Knight, to adjourn. Motion carried unanimously. The meeting adjourned at 7:39 p.m.

Respectfully submitted,

Marlene White, Recording Secretary

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