

***ANDOVER CITY COUNCIL WORKSHOP MEETING
APRIL 26, 2022 MINUTES***

The Workshop Meeting of the Andover City Council was called to order by Vice Mayor Jamie Barthel, April 26, 2022 at 6:05 p.m., at the Andover City Hall, 1685 Crosstown Blvd NW, Andover, Minnesota.

Councilmembers present: Mayor Sheri Bukkila (arrived at 6:07 p.m.), Valerie Holthus, Ted Butler, and Randy Nelson

Councilmembers absent: None

Also present: City Administrator Jim, Dickinson
Community Development Director, Joe Janish
Associate Planner, Jake Griffiths
Public Works Director/City Engineer, Dave Berkowitz
Others

DISCUSS UPDATES TO HUNTING/DISCHARGE MAP

The City Council is requested to discuss an updating of the hunting and discharge map. Mr. Griffiths stated the Fields of Winslow Cove is currently in the Restricted Zone South and staff would like it moved to the Prohibited Zone. He stated this leaves two properties that are “islands” and not attached to the Restricted Zone South. Mr. Griffiths stated no one has asked for a permit to hunt on the two properties but wants Council direction on how to proceed with the two properties.

Mayor Bukkila asked if each property owner was contacted. Mr. Griffiths stated staff has not reached out to the property owners. Councilmember Butler recommended that staff reach out to the property owners prior to Council taking action. Mr. Griffiths stated this is a unique situation and properties are normally changed to the Prohibited Zone when they are developed. Mr.

Griffiths stated staff will reach out to them.

Councilmember Butler stated the item can be on the consent agenda if the property owners do not object or return it back to the Council if they do object.

DISCUSS CITY-WIDE HOUSING DENSITY ALLOCATIONS

The City Council is requested to review and discuss the possibility of reducing the number of areas that are guided higher density in the event a higher density project. Mr. Janish identified potential areas for density reduction as written in the staff report. Mr. Janish stated the Met Council would recommend the City leave the density allocations as currently proposed in the Comprehensive Plan. Mr. Janish stated the City still needs to have potentially affordable housing which is measured at 8 units per acre and higher.

Mayor Bukkila stated she brought this up due to the SilverCrest development discussion and was hoping any excess density in that area could reduce the density in other areas. She stated the City could have fewer 55-foot-wide lots.

Councilmember Holthus asked what if the Council did not make any changes. Mr. Janish stated the City would need to increase the density for the SilverCrest development which will give the City some flexibility for future development. Councilmember Holthus stated she could see starter homes and higher density along the County Roads.

Councilmember Butler asked if the City “banked” the extra density, would it give more flexibility to the infill developments. Mr. Janish said it would give the City some flexibility.

Mr. Janish explained the City could reduce the properties identified as A, C, D, and E and still have flexibility. The Council received the information and did not make any recommendations.

DISCUSS CROSSTOWN BOULEVARD NW TRAIL/23-12

The City Council is requested to discuss the trail along Crosstown Boulevard. Mr. Berkowitz stated the City had planned on constructing the trail on the north side of Crosstown Boulevard. Mr. Berkowitz stated placing the trail on the north is complex due to right-of-way and tree removal impact. Mr. Berkowitz stated a pedestrian crossing has increased from \$130,000 to \$225,000. Mr. Berkowitz estimated the cost of the trail on the north side at \$1.3 million and the City currently has \$800,000 budgeted.

Mr. Berkowitz stated a south side trail can start at Bluebird Street and the City has easement along the south side. Mr. Berkowitz said the plan is to install a water main along Crosstown Boulevard to create redundancy in the water system and some costs of the trail can be attributed to the trunk fund. Mr. Berkowitz noted the trail along Crosstown Boulevard would be an 8-foot bituminous and the trail along Prairie Road likely a 5-foot sidewalk. Mr. Berkowitz estimated the cost of a trail on the south side would be \$1,078,000.

Councilmember Butler requested the cost of constructing an 8-foot bituminous trail on Prairie Road instead of a sidewalk. The Council prefers an 8-foot trail instead of a sidewalk. Mr. Berkowitz stated staff will pursue an 8-foot trail but wanted to know if Council would approve a 5-foot sidewalk if the trail wasn't financially feasible or not able to be contained in the right-of-way.

Councilmember Nelson stated concrete is easier to maintain than bituminous. Mr. Berkowitz agreed, however, replacing bituminous is easier and cheaper to replace.

Councilmember Butler stated he likes the trail on the south side of Crosstown Boulevard.

Councilmember Holthus approves of the concrete sidewalk along Prairie Road and the trail on the south side of Crosstown Boulevard.

Mayor Bukkila asked how the trail would be paid for if the CIP has allowed for \$800,000. Mr. Berkowitz indicated the Council will need to look at adjusting the CIP.

The Council reached consensus to construct the trail on the south side of Crosstown Boulevard. The Council prefers an 8-foot trail along Prairie Road, however, will consider a concrete sidewalk if the trail isn't feasible. The Council reached consensus to construct a sewer line along with the water main along Crosstown Boulevard.

Mr. Berkowitz stated the project will be a two-year project due to the complexity of design. He stated going forward many of the CIP items will be multi-year projects.

DISCUSS DALSKA WOODLANDS PRESERVE PEDESTRIAN CROSSING STUDY/22-19

The City Council is requested to discuss Project 22-19, Dalske Woodlands Preserve Pedestrian Crossing Study. Mr. Berkowitz stated the City worked with WSB for options. Mr. Berkowitz stated there are three options: a steel trussed bridge, a wooden boardwalk, and a precast concrete beam bridge on pile bent piers. Mr. Berkowitz stated staff submitted a grant to the DNR planning

on a wooden boardwalk.

Kim Kovich, Chair of the Nature Preserve Commission, presented options for at grade crossings. He stated it is a remote area that doesn't get a lot of use. He stated the Nature Preserve Commission is in favor of choosing something that is lower cost.

Mr. Berkowitz recommended the Council wait until they hear about the DNR grant. He noted the at grade options would not be supported by an engineer or the local watershed.

DISCUSS CONSTRUCTION MATERIAL SHORTAGES AND SUPPLY

The City Council is requested to discuss the current state of construction material shortages and supply issue affecting development. Mr. Berkowitz noted staff have received requests to allow for alternative construction materials, particularly PVC water piping. Mr. Berkowitz asked the Council to determine if he can allow a temporary change to PVC piping.

Mayor Bukkila stated she doesn't want to give Mr. Berkowitz temporary discretion but would prefer each time period be analyzed. Mr. Berkowitz stated he would like to get an acceptable specification in place.

The Council reached consensus to give Mr. Berkowitz the discretion to allow developers to use PVC pipe depending on supply. Mr. Berkowitz stated he will make the decision on a case-by-case basis.

2023-2027 CIP DEVELOPMENT DISCUSSION/2022 CIP PROGRESS REPORT

The City Council is requested to discuss the 2023-2027 CIP and review the 2022 CIP Progress Report. Mr. Dickinson requested the Council provide staff with their priorities.

Mayor Bukkila stated her concern is the tax rate and the tax valuation. She stated in September, the Council tends to cut what they supported earlier in the budget. Councilmember Barthel stated his priority is to be careful because the City does not know what prices are going to be this fall.

Councilmember Butler stated his next priority is pedestrian and bicycle access and safety, including trails.

Mayor Bukkila stated Council starts with an overview and then goes into detail with each department at a later date. She stated prioritization comes months down the line. She stated it is easier to take something off the shelf than to put it on.

Councilmember Holthus stated her priority is to have a smart attitude to take care of something now because it will be more expensive in the future. She supports trails and things that improve

the quality of life for Andover residents.

Mayor Bukkila stated staff can educate the public and create a feedback loop through the website and social media.

The Council discussed the impacts of inflation, recession, and the supply chain.

Mr. Dickinson recommended the Council consider a community survey next year. The Council was in support of a survey.

Mr. Dickinson stated the City needs a space study of their facilities, looking at the short-term, mid-term, and long-term. The Council was in support of a space study to include all buildings.

RECESS & RECONVENE

Mayor Bukkila recessed the meeting at 8:00 p.m. The meeting was reconvened at 8:15 p.m.

Mr. Dickinson indicated there is pressure for a “no mow” policy for the month of May. Mayor Bukkila stated the HOAs would have different policies. Mr. Dickinson stated he would watch how the policy works in other communities. The Council reached consensus to not promote “no mow May”.

2023 BUDGET DEVELOPMENT DISCUSSION

The City Council is requested to review and discuss budget development guidelines for 2023. Mr. Dickinson stated the County is reflecting a 22% increase in total taxable market value. He noted that the tax rate will go down. Mr. Dickinson presented the 2023 Budget Development Guidelines as written in the staff report. He updated the Council on staffing requests and personnel implications. Mr. Dickinson reviewed contractual services and the debt service levy.

MARCH 2022 GENERAL FUND BUDGET PROGRESS REPORT

The City Council is requested to review the March 2022 General Fund Budget Progress Report. The City of Andover 2022 General Fund Budget contains total revenues of \$12,699,145 and total expenditures of \$ 13,450,593 (includes \$68,500 carried forward from 2021); a decrease in fund balance is planned.

MARCH 2022 ANDOVER COMMUNITY CENTER UPDATE

The City Council is requested to receive an update on the Community Center for the month of

March. The City sent out RFPs for concessions and received 2 proposals. Mr. Dickinson stated the proposals differ by food styles and costs. He asked the Council for their opinion. The Council preferred the traditional concession menu.

Mr. Dickinson reviewed the March Community Center report with the Council as written in the staff report. He stated staffing continues to be a challenge. The Council would like the free passes for residents advertised in the City newsletter and to continue for 2023.

OTHER ITEMS

The City Council discussed charitable gaming and e-tabs, discussion centered on lease payments.

ADJOURNMENT

Motion by Holthus, Seconded by Nelson, to adjourn the meeting at 8:38 p.m. Motion carried unanimously.

Respectfully submitted,

Shari Kunza, Recording Secretary
TimeSaver Off Site Secretarial, Inc.