



DRAFT

Approved: May 10, 2021

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
APRIL 19, 2021
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Grant called to order the City Council Work Session at 5:00 p.m.

Note: On March 20th, 2020 the Mayor signed a determination allowing Councilmembers to participate in City Council meetings via telephone pursuant to State Statute 13D.021

Present via telephone: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Steve Scott

Absent: None

Also present: City Administrator Dave Perrault, Interim Public Works Director David Swearingen, and Deputy City Clerk Jolene Trauba

Also present via telephone: Bolton & Menk Planning Consultant Jane Kansier, Ramsey County Commissioner Nicole Frethem, Ramsey County Public Works Director Ted Schoenecker and Trident Development Vice President Patrick Brama

Mayor Grant requested Item I be added to the agenda for a discussion about Agendas and Council Comments.

1. AGENDA ITEMS

A. Tony Schmidt Park Concerns

City Administrator Perrault stated the City of Arden Hills City Council expressed concerns to Ramsey County Commissioner Nicole Frethem about pedestrian and bicycle access to Tony Schmidt Regional Park. Following an exchange of letters, the City Council invited Commissioner Frethem to attend a work session to have a discussion. It was noted that Ramsey County Deputies that provide police protection to the City of Arden Hills spend approximately 25 percent of their time on Lake Johanna Boulevard as it historically has an issue with speed and other dangerous driving conditions. The County has recently issued an RFP for a corridor study, which includes

Lake Johanna Boulevard. This corridor study would evaluate potential projects along the road. He noted Commissioner Nicole Frethem and Ramsey County Public Works Director Ted Schoenecker were present at this meeting.

Councilmember Holmes requested further information on the corridor study.

Ramsey County Commissioner Nicole Frethem reported the study was budgeted for and would be completed in 2021.

Ramsey County Public Works Director Ted Schoenecker discussed the corridor study and noted the County had an RFP out at this time. He explained the study would take a look at Lake Johana Boulevard from County Road D to Old Snelling Avenue with the primary focus being on pedestrian and bike facilities, and that it would likely be a six month process.

Councilmember Holmes asked if there would be any community engagement and questioned what the timeline would be for the study.

Ramsey County Public Works Director Schoenecker indicated a preferred option would be created in the next six months and then the County would begin investigating preliminary costs. The County would then work with the City to work within their program, and to pursue federal and state funding.

Councilmember Holden inquired if funding would be sought for trails or the entire roadway.

Ramsey County Public Works Director Schoenecker stated this would depend on the findings within the corridor study. He noted there was different funding from the Met Council for trails and roadways. He commented further on how the corridor project would be worked into the County's five-year plan.

Councilmember Holden questioned if any striping would be done or if all work on the corridor would cease until the study was completed.

Ramsey County Public Works Director Schoenecker reported the striping was looked at by the County and noted the traffic lanes were originally 12 feet wide and these were restriped to 11 feet.

Councilmember Holden stated she appreciated the work the County would be doing, but noted this project was a priority for the City and feared the County would pick and choose what would be done in the community. She explained the City was focused on safety. She asked if it was optional for the City to participate in the cost share program.

Ramsey County Commissioner Frethem reported it was not optional. She explained completing the study was the first step to make a comprehensive improvement to the infrastructure. She commented further on the corridor study that would be completed and described how this study would create a preferred option for the community. She stated once the plan was done, the County would have to decide how to fund the improvements.

Councilmember Holden anticipated the residents living in the new apartments by Byerly's would want to visit Lake Johanna. She recommended the County take this into consideration within the corridor study.

Ramsey County Public Works Director Schoenecker indicated the study would be completed to Old Snelling Avenue. He reported this was the priority area.

Ramsey County Commissioner Frethem stated she understood the demand for Lake Johanna was increasing because this was a beautiful park. She indicated this was a priority for the County.

Councilmember McClung requested clarification on the area of focus for the study. He encouraged the County to consider the broader area and what draws people to the corridor, along with the regional park.

Ramsey County Public Works Director Schoenecker reported the corridor study would be on Lake Johanna Boulevard from County Road D to Old Snelling Avenue. He stated development in the area would be taken into consideration.

Councilmember McClung thanked the County for being at this meeting and speaking with the Council. He reported this corridor was a longstanding concern for the City and its residents. He looked forward to seeing this corridor addressed for safety reasons. He discussed the amount of time Ramsey County Deputies were spending on Lake Johanna Boulevard and he hoped the improvements to the corridor would assist in addressing this concern. He stated he would rather have the deputies patrolling the City than so heavily focused on the Lake Johanna corridor. He stressed again how important the safety along this corridor was to the City.

Mayor Grant explained he also read the City was spending 25% of its patrol resources on this corridor. He encouraged the County to have a design that focuses on safety with safe access to the park for both pedestrians and vehicles. He understood the City would be participating on this project. He reported in the documentation to the City, in the letter dated January 7, 2021, it was noted the County would lead the construction of Lexington Avenue from County Road E to I-694 in 2022. He stated this project has been pushed back several times. He questioned if this project would really be completed in 2022.

Ramsey County Public Works Director Schoenecker reported this project would be done in 2022. It was noted this project would be put out for bid in the September/October timeframe in order to begin the project next spring.

Mayor Grant asked if the County would be relying on any outside funding for the Lexington Avenue project.

Ramsey County Public Works Director Schoenecker stated the County would not be relying on any outside funding.

Mayor Grant questioned what members from Arden Hills would be assisting with the corridor study.

Ramsey County Public Works Director Schoenecker explained as part of selecting the consultants for the corridor study, the County has two representatives from Arden Hills on the selection committee. These two individuals were David Swearingen and Jordan Horesch from HR Green.

Councilmember Scott recommended the County take into consideration the extra pressure that would be placed on Lexington Avenue during the reconstruction project.

Councilmember Holden asked when the road would be marked for this season.

Ramsey County Public Works Director Schoenecker stated this would be completed after the spring sweeping.

Councilmember Holden commented she believed Councilmember McClung's question was never answered. She indicated the City needs a commitment from the County Commissioner to fight for the next step.

Ramsey County Commissioner Frethem reported she was extremely committed to moving this project forward. She noted she met with an Arden Hills resident in February of 2020 who shared significant concerns about this issue. She indicated from that time, she has been in contact with the Public Works Director and state legislators.

Councilmember McClung thanked Commissioner Frethem for her statement. He wanted to be assured that all parties come together with a goal that once the study was completed, that the City and County would move aggressively to fix the problems along the corridor once and for all. He explained this project impacted the safety off all those living in Arden Hills. He stated he looked forward to working with the County once the study was done.

Mayor Grant commented there was a trail that crosses the street at County Road E up from the lake. He indicated he was told that crosswalk could not be painted this year. He noted the City hires the County to do its painting. He asked if this crosswalk was being rolled into this study.

Interim Public Works Director Swearingen explained he discussed this matter with Scott Merrick.

Further discussion ensued regarding the crosswalk at County Road E.

Ramsey County Public Works Director Schoenecker requested he be allowed to follow up with Scott Merrick and noted he would report back to the City Administrator regarding this matter.

Councilmember Holden recommended Ramsey County Commissioner Frethem make this crosswalk a priority. She stated she did not want peoples lives at risk this summer because the crosswalk was not painted.

Ramsey County Commissioner Frethem stated she would follow up with the Council noting if there was a crosswalk that needs to be painted at this time, it should not be delayed because of the study.

Mayor Grant thanked Ramsey County Commissioner Frethem and Ramsey County Public Works Director Schoenecker for being in attendance at the meeting. He stated the City Council looks forward to working with the County on this Lake Johanna Boulevard corridor project.

B. Amendments to Development Agreement and Stormwater and Recreational Facilities Operation and Maintenance Agreement for Arden Hills Senior Housing

Planning Consultant Kansier stated at its July 22, 2019, the City Council approved Planning Case 19-002 for a Comprehensive Plan Amendment, Rezoning, Conditional Use Permit, Preliminary Plat, and Site Plan Review for Summit Development. Summit Development is proposing to construct a three story, 120-unit senior housing building which will include independent living, assisted living, memory care and skilled nursing. On March 9, 2020, the City Council approved the final plat and Development and PUD Agreement for this development. The plat was recorded in August, 2020, but construction has been delayed due to COVID. The PUD and CUP approvals expire on June 1, 2021, unless the City Council approves an extension or a building permits application has been submitted.

Planning Consultant Kansier reported after the agreements were approved in March, 2020, Summit Development, the original developer, transferred the project to Trident Development. This requires an amendment to the original Development and PUD Agreement to recognize the change in developers. As part of the original approval, the developer agreed to construct an 8-foot-wide bituminous trail with senior oriented workout stations. Each station will have senior oriented fitness equipment. The proposed trail is connected to the trail along Snelling Avenue via a trail along Parkshore Drive, but the nearest connection to the west is approximately ¼ mile away. Because of this, the original agreement required the developer to maintain the interior trail and workout stations until a future connection could be made.

Planning Consultant Kansier explained Trident Development is requesting a change to this provision. The main motivation behind this request is insurability. Staff explained Trident Development has proposed two options. Option 1 includes a one-time, upfront payment of \$100,000 to the City. In exchange, the inspection, maintenance, and repair of public trails and exercise equipment located on city owned land would be the City's responsibility. The developer would continue to maintain stormwater pond and fire lane. This is the developer's preferred option. Option 2 would modify the agreement to shift the inspection, repair, and maintenance responsibilities for the public trails and exercise equipment located on city-owned land, back to the city. The developer would provide an annual payment to the City of up to \$5,000 to cover the costs of this maintenance.

Planning Consultant Kansier requested the Council discuss these options and provide staff with direction on how to proceed.

Trident Development Vice President Patrick Brama explained he believed construction would start at the end of May. He indicated his project would meet a great need in the community and he was excited to be a part of this neighborhood. He commented further on the amendments he was proposing to the Development Agreement. He reviewed the layout of the development as a whole and noted where the two trail segments would be located. He noted the portions of the project he was still willing to complete, but asked that the City take on the long term maintenance of the trail. He reported this was becoming an insurability concern. He stated he would be willing to make a

\$100,000 up front payment for the trail maintenance, or would be willing to make a \$5,000 payment to the City annually to cover maintenance costs. He explained he preferred the first option.

Councilmember Holden asked if Option 2 was up to \$5,000 or \$5,000 each year.

Planning Consultant Kansier stated this was a good question and noted she would have to clarify this number with Mr. Brama. She recommended if the Council chose this option, the amount should be identified and clarified as \$5,000 per year.

Councilmember Holden questioned how often a trail has to be fogged, striped, and reclaimed.

Interim Public Works Director Swearingen reported the trail would not have to be reclaimed for at least 20 to 30 years. He estimated the trail would be fog sealed after the first three years, and then every five to seven years following that with some crack sealing.

Councilmember Holden inquired what the cost was to complete this work.

Interim Public Works Director Swearingen discussed the JPA the City was a part of with the City of Coon Rapids and noted the City receives very competitive rates for this type of work. He noted it was fairly reasonable to maintain trails.

Councilmember Holden asked how often playground equipment in Arden Hills was replaced.

Interim Public Works Director Swearingen indicated routine playground inspections were completed in the summer months at least once a month. He noted the equipment itself was replaced every 20 years.

Councilmember Holden questioned if the stormwater pond on Outlot A would be maintained by the developer.

Interim Public Works Director Swearingen reported this was the case, noting the entire storm system would be maintained by the developer.

Councilmember Holden indicated this stormwater pond would have to be dredged and cleaned every so many years. She asked if the developer would be allowed to bring heavy equipment onto this land to dredge the stormwater pond. She asked if any damage were to occur to City property if the developer would be responsible. She recommended this matter be addressed within the Development Agreement.

Interim Public Works Director Swearingen commented this type of work would require a right of way permit and if any damages were to occur, the developer would be responsible.

Councilmember Holden asked if benches were required along the trail.

Mr. Brama stated he had not pursued benches, but noted this was something that could be added.

Councilmember Holden inquired who would be picking out the equipment for the park.

Interim Public Works Director Swearingen reported he was not sure, but noted the City would like to have some input on the quality of the equipment that was put in place.

Mayor Grant commented it was his understanding the equipment that would be selected would be more appropriate for seniors. He then asked how the Council wanted to address the changes to the stormwater, recreation and equipment maintenance agreement.

Councilmember Holden stated once the City takes the \$100,000 from the developer, the City would not have to worry about the relationship between the two parties. For this reason, she supported the City taking \$100,000 with the caveat benches have to be included on the site plan and the City has to approve the recreational equipment.

Councilmember Scott explained he supported Option 1 as well. He recommended that the stormwater requirements be added to the language for Option 2.

Councilmember McClung asked if the developer would be responsible for the construction and the capital cost of putting in the two trail segments, along with the benches and recreational equipment.

Planning Consultant Kansier reported this was the correct. She noted this was included in the original Development Agreement and this would not be changing.

Councilmember McClung explained he supported Option 1 with the understanding benches would be included on the two trail segments. He also wanted the City to sign off on the equipment that was installed.

Mayor Grant asked if it was the intent that this park would be used during the non-winter months, or would the City be plowing the trails.

Councilmember Holden indicated this was a City decision that did not have to be discussed this evening.

Further discussion ensued regarding the length of the proposed trail segments, along with the cost to replace the trails.

Councilmember Holden encouraged the Council to consider if \$100,000 would be enough to cover the cost to replace the trail in 20 years. She questioned if the City should consider asking for \$125,000 in order to cover the maintenance and replacement of the trail.

Mayor Grant asked if Council was willing to make a change to the existing agreement.

Councilmember Holden supported a change going with Option 1.

Councilmember Scott and **Councilmember McClung** supported making a change with Option 1.

Councilmember Holmes supported Option 1.

Mayor Grant supported making a change to the agreement noting he preferred Option 1 as well, although he feared the \$100,000 payment was a little light given the expense to maintain and replace trails. He questioned if the Council wanted to make an adjustment in the lump sum amount.

Councilmember Holden suggested the Council consider a lump sum in the amount of \$125,000.

Councilmember Holmes stated she would like to hear from Mr. Swearingen on what amount was reasonable.

Interim Public Works Director Swearingen commented this was difficult to say without looking at all of the trail details. He indicated he would have to convert surface area and volume into tonnage, and the tonnage into the cost per unit. He explained it would be difficult for him to answer Councilmember Holmes question without doing these calculations.

Councilmember Holmes asked if the Council wanted to allow Mr. Swearingen some time to complete these calculations prior to making a decision on the lump sum amount that should be paid by the developer, or if \$100,000 was reasonable.

Councilmember Holden questioned how staff would determine what the cost of asphalt would be in 30 years. She indicated this would be complex.

Interim Public Works Director Swearingen commented after running very brief numbers, the \$100,000 does seem reasonable, but explained he did not know what the price of asphalt would be 10, 20 or 30 years from now.

Councilmember McClung stated he would like to better understand the maintenance expenses and the cost to replace the trail. He indicated if staff believed \$100,000 would cover this for the next 20 years, he would support this lump sum amount. He questioned what the value of the recreational equipment would be for the six stations.

Mr. Brama explained he had been talking to Minnesota Playground for this project and noted the quality of the equipment would be the same as the playground equipment used by the City. He estimated the value of the equipment to be \$50,000.

Councilmember Holden suggested the Council consider a lump sum of \$125,000 given the responsibility the City would be assuming for this project.

Councilmember Scott discussed the present value of \$100,000 today versus \$5,000 each year for 20 years. For this reason, he supported Option 1 so long as it included benches.

Mayor Grant stated given the cost of the equipment and the trail he would like to see the City receive a lump sum of \$125,000.

Councilmember Holmes indicated she would like to hear from the developer on how they came up with the \$100,000 lump sum amount and if they would be willing to go up to \$125,000.

Mr. Brama explained if the City were to invest the \$100,000 lump sum payment for 20 years, the City would have close to \$150,000 over time. He reported he has been working on this project and the agreement for quite some time. He indicated he could bring this new amount back to his partners and would discuss the matter further. He stated he could not make any promises at this meeting.

Councilmember Holmes stated based on the comments of the developer, she believed \$100,000 was appropriate.

Councilmember McClung supported a lump sum payment of \$125,000.

Councilmember Scott noted he supported a payment of \$100,000 with the benches.

Mayor Grant encouraged Mr. Brama to take the \$125,000 lump sum amount back to his partners and discuss this option further.

Councilmember Holden asked when the trail would get turned over to the City. It was her hope this would occur when the project was complete.

Planning Consultant Kansier explained the City would not take over the trail until the improvements were completed and accepted by the City. She noted a two year warranty period would be put in place for the trail.

Councilmember Holden recommended the trail warranty be written into the Development Agreement.

C. Shoreland Ordinance Amendment – Accessory Structure Size within the Ordinary High Water Level Setback

Planning Consultant Kansier stated in September of 2020, Kye Samuelson requested a Variance in order to construct an accessory structure near the shoreline of 3493 Siems Court within the Shore Impact Zone of Lake Johanna. The Applicant requested a variance to build a 120 square foot accessory storage structure that encroached eighteen inches into the Shore Impact Zone of Lake Johanna.

Planning Consultant Kansier reported at its October 7, 2020 meeting, the Planning Commission voted to table the request to allow the Applicant to revise their plans to better conform to the Shoreland Ordinance provisions. The Applicant took the Planning Commissions comments under consideration and submitted revised plans for a smaller structure that would not encroach into the Shore Impact Zone. The Applicant then proposed to construct an accessory structure that would be nine and a half feet tall and ninety-three and a half square feet in size. However, the proposed structure still required a variance due to the proposed height and area that exceeded current ordinance standards. At its December 9, 2020 meeting the Planning Commission reviewed and discussed the updated application. The Planning Commission voted 4-3 to approve the planning case.

Planning Consultant Kansier explained at its January 11, 2021 meeting the City Council reviewed Planning Case 20-017. The City Council voted unanimously to table this planning case to

allow them to review the existing OHWL accessory structure size standards. The Applicant signed a 6-month Extension Form, requiring the City Council to take action on the variance request by July 12, 2021. At its February 16, 2021 meeting the City Council discussed increasing the permitted size of accessory structures within the Ordinary High Water Level (OHWL) setback. The City Council directed staff to draft ordinance language to increase the size of accessory structures located within the OHWL. The City Council did not support increase the height of accessory structures located within the OHWL. Staff has since drafted ordinance language and has sent the language to the DNR for review. Staff reviewed the proposed language with the Council and requested feedback on how to proceed with the ordinance.

Councilmember Scott stated he was comfortable with the changes. He noted he would be willing to raise the maximum height from eight feet to nine feet.

Councilmember McClung commented he could support the language proposed by staff.

Councilmember Holmes indicated she supported the language as well.

Councilmember Holden and **Mayor Grant** both supported the language as proposed by staff.

D. 2021 Public Works In-House Paving Project

Interim Public Works Director Swearingen stated the Public Works Department is prepared to continue in-house paving work if directed by the Council. In 2019, Public Works paved Oak Avenue and in 2020 they paved Norma Ave, Dawn Circle, Eide Circle, and Indian Oaks Circle. It was noted two Public Works employees recently completed a week-long training course for paving operations and the current staff has sufficient experience operating paving equipment to continue smaller street overlay projects.

Interim Public Works Director Swearingen reviewed pavement condition ratings of the city street system and identified potential resurfacing projects if the Council wishes to continue providing overlays by the Public Works Department. A map depicting potential project areas was reviewed with the Council along with the current pavement condition rating of each proposed segment. Staff discussed the budget impact of the proposed work, reviewed a proposed timeline, and requested direction from the Council on how to proceed.

Councilmember Holden asked if all five streets would be completed at the same time.

Interim Public Works Director Swearingen reviewed the street that was recommended for mill and overlay, which included Fairview Avenue.

Councilmember Holden discussed the cost of the rental equipment, which totaled \$28,000.

Interim Public Works Director Swearingen reported this was the estimated cost.

Mayor Grant questioned if Fairview Avenue and Pascal could be completed in 2021.

Interim Public Works Director Swearingen commented this could be a good addition to this project. He noted this segment was one-third the size of Fairview Avenue and would be within the City's capacity to complete in 2021.

Councilmember McClung questioned what the capacity of the crew was for summer street paving projects. He noted he liked the idea that Fairview would be redone, along with Pascal if this was an easy addition. He asked if Karth Lake Circle could be added as well.

Interim Public Works Director Swearingen stated this was a good question. He noted he was basing this year's project off of the amount of work that was done in 2020. He explained just over 1100 tons of asphalt was put down last year. He indicated Fairview Avenue alone was 520 tons and Pascal was another 150 tons. He explained Karth Lake Circle would be 570 tons. He did not recommend adding Karth Lake Circle to the Fairview Avenue mill and overlay project.

Councilmember Holden commented it would be nice to have Fairview Avenue completed. She inquired if Karth Lake Circle could last another year without being repaved.

Interim Public Works Director Swearingen reported after viewing Karth Lake Circle he believed this pavement was past the point of a mill and overlay. He commented further on the street reconstruction project being planned for the Karth Lake area.

Councilmember Scott stated he would be hesitant with overtasking staff this summer on paving projects. He recommended only Fairview Avenue being completed this summer.

Mayor Grant supported Fairview Avenue and Pascal being completed if the equipment can be moved from one location to the other.

Councilmember McClung asked if after the pavement rating information was provided to staff, if staff would support paving Karth Lake Circle this summer.

Interim Public Works Director Swearingen stated he wouldn't know how to answer this until the pavement rating information was provided to staff. He reiterated that from visual inspection, he believed Karth Lake Circle was beyond the point of a mill and overlay. In addition, he noted the timing on the survey information may push back the ability to complete Karth Lake Circle.

Councilmember McClung explained he would support the completion of Fairview Avenue and Pascal.

Interim Public Works Director Swearingen reported staff would continue to monitor Karth Lake Circle and noted it would be completed in 2022.

Councilmember Holden asked if Karth Lake Circle could be completed in September or October of this year versus June or July.

Interim Public Works Director Swearingen stated he did not want to rush the work plan. He commented he could present a second work plan to the Council in July if the Council wanted to consider paving Karth Lake Circle.

Councilmember Holmes supported the City completing Fairview Avenue and Pascal with further consideration of Karth Lake Circle later this summer or early fall.

Council consensus was to direct staff to move forward with the mill and overlay of Fairview Avenue and Pascal, noting there was interest to consider Karth Lake Circle later this summer.

E. Clean-up Day Discussion

City Administrator Perrault stated the Clean-up Day effort was being led by the previous City Planner who has since left the City, a previous memo on Clean-up Day was reviewed with the Council. Council's direction at the time was to postpone a Clean-up Day as it was not clear how COVID-19 would impact the event. Staff was seeking direction on whether or not Council would like to consider an event in the fall of 2021. If Council wants staff to move forward, more information will be brought forward to Council for future discussion. However, given staffing resources and previous options presented by Planning staff, staff would likely recommend utilizing Green Lights Recycling in Blaine, similar to the cities of Blaine, Anoka, Fridley and Spring Lake Park. Staff then provided an update on recycling duties and requested feedback on how to proceed with the Clean-up Day.

Councilmember McClung stated in the last month and a half he has had three residents contact him asking about a Clean-up Day. He noted these residents encouraged the City to provide residents with an option this year. He supported the City working with Green Lights Recycling to provide a Clean-up Day in Arden Hills.

Councilmember Scott agreed stating residents were swimming in unwanted items. He supported the City holding a Clean-up Day with Green Lights Recycling.

Councilmember Holmes indicated this was a practical matter and she believed Green Lights Recycling was the best option for the City. She recommended a Clean-up Day be pursued with this organization.

Councilmember Holden supported the City pursuing a Clean-up Day with Green Lights Recycling.

Mayor Grant recommended City staff speak with Green Lights Recycling about a Clean-up Day in Arden Hills. He requested staff track how many people attend this event.

F. COVID-19 and City Operations Discussion

City Administrator Perrault stated since March of last year, the City has been operating under COVID-19 related guidelines, which include limited staff at City Hall, closing City Hall to the public, and altered field operations. Staff is seeking Council's direction on whether it would like to make any changes to current operations, or keep with the status quo. It should be noted that there is no right answer for how other cities are handling their COVID mitigation measures, some cities never closed while some remain closed like Arden Hills, and many are in the middle. The Personnel Committee did discuss this in late March, and given that Minnesota remains one of the states with higher rates of infection, and the numbers do not appear to be drastically improving, the Personnel

Committee is recommending the status quo for ongoing operations. The City's mitigation measures were discussed in further detail with the Council and it was noted the Personnel Committee was not recommending any changes at this time. We are still waiting on guidance from the State regarding usage of the additional stimulus money that was passed by the Federal Government. When we have guidance, another discussion will be brought forward to Council for consideration on how to utilize those funds.

Mayor Grant reported Ramsey County employees were a Level 1 in priority. He noted it was his understanding an invitation was sent out to all City staff offering vaccinations on April 13, 2021. He stated he wanted to make Council aware of the fact all City staff was invited to be vaccinated.

Councilmember Holmes commented City Hall is closed to the general public. She explained there was 50% of the staff still working at City Hall. She asked why City Hall was closed to the general public.

Mayor Grant reported the Council wanted to protect staff and the general public. He indicated things seem to be working under the current staffing model. He noted this was a fluid situation and as more people get vaccinated, maybe Minnesota will not be on the list of hot spots.

Councilmember Holmes discussed the summer hours and explained even though people were working from home, they were still working. She suggested the Council consider summer hours, because employees were still working. She indicated she was uncertain how this would impact the Public Works Department.

Interim Public Works Director Swearingen commented there is a benefit to having longer hours during the week for the Public Works crews, especially during paving operations. He indicated his crews get more work done during those four days and Fridays are used to clean and reset equipment.

Councilmember Holden indicated the Council could initiate summer hours at any time. She recommended the Council wait on this for 30 days until further information was provided from the governor.

Further discussion ensued regarding how the summer hours impacted the public.

Councilmember Scott indicated he was very anxious to get back to normal as quickly as possible. He stated the more people that get vaccinated the more things will start to open up. However, he noted the numbers were going in the wrong direction at this time. For this reason, he recommended the staffing model remain as is, with City Hall closed to the public with no summer hours in order to have staff available to the public on Friday afternoons.

Mayor Grant commented on the rate people were being vaccinated and noted regulations could change in the next 30 days. He asked what the Public Works Department would prefer to do this summer.

Interim Public Works Director Swearingen indicated he would prefer to have his department work four nine-hour days Monday through Thursday and then have a shorter day on Friday.

Councilmember Holden asked how many seasonal workers would be hired for this summer.

Interim Public Works Director Swearingen explained he would be hiring three to five seasonal workers.

Councilmember Holden commented she was trying to understand how a nine-hour day was better when the City received a lot of complaints that public works employees weren't starting the day right away, or were heading in early.

Interim Public Works Director Swearingen discussed how the split shifts were handled at the beginning of COVID-19 and noted this was where some of the issues stemmed from. He explained how the new schedule created only a one hour overlap.

Mayor Grant recommended this issue go back to the Personal Committee for further discussion. The Council supported this suggestion. At this time City Hall would remain closed with no summer hours.

G. Food Truck Ordinance Discussion

City Administrator Perrault stated the City Council recently requested to have a discussion on the City's Food Truck Ordinance. Staff explained tonight's discussion is meant to be a preliminary overview and receive direction on any items Council would like to consider or change, those items will then be brought back for future discussion. Staff provided a verbal update on applicable issues that have come to light over the past few weeks regarding food truck operations in the City.

Councilmember Scott commented he was at a recent private event that had a food truck parked on the City street. He indicated he was not in favor of changing the City ordinance at this time.

Councilmember Holmes stated she feared the existing ordinance was ambiguous. She commented on the current language noting the general public was not supposed to be able to purchase from food trucks at private properties. She suggested this language be changed to provide more clarity.

Councilmember McClung indicated this was correct, but commented further on how food trucks were used to cater private events. He was of the opinion that if the City has an ordinance, the ordinance should be enforced. He explained the food truck that has been operating in Arden Hills has plans to have more "private parties" in the community. He noted he has heard from residents on both sides of this issue. He suggested the ordinance be amended to make this use more permissive.

Councilmember Holmes commented she drove by the food truck activity last Friday and she did not believe it was a problem at all. She noted the food truck was in the driveway and the neighbors were in the residence. She reported the neighborhood was having fun and it was not a nuisance. She stated she would like to know what the complaints have been.

Councilmember Holden stated she received an email from the City Administrator complaining about food trucks in a certain area of the City.

Councilmember Holmes indicated she received this email but she would like to know what the complaints were.

Councilmember Holden feared that the City was pitting neighbor against neighbor, which wasn't a healthy thing. She noted she agreed with Councilmember McClung that if an ordinance was in place, it should be enforced. She indicated she would like to see food trucks regulated more like garage sales. She commented this would then allow residents to have food trucks only so many times a year. She discussed how food trucks could be harming local businesses and restaurants.

Councilmember Scott stated he agreed with Councilmember Holden. He noted the food trucks do not represent Arden Hills businesses. He indicated the food services in Arden Hills have had a very tough year. He explained he would rather see local businesses catering neighborhood events.

Mayor Grant stated for the most part he agreed with the ordinance, but supported the City tightening up some of the wording in the ordinance. He suggested allowing residents to have food trucks two times per year.

Further discussion ensued regarding the food truck that was visiting the Karth Lake neighborhood.

Councilmember Holmes stated again that the language was not clear and she would like it addressed. She questioned how the ordinance would be enforced this summer.

City Administrator Perrault explained it would be difficult for the food truck operators to differentiate between who was a guest at a private party and who was not. He recommended that the City Council also differentiate between residential and commercial properties within the ordinance.

Mayor Grant reported the Council was not going to be able to wordsmith the ordinance this evening. He explained the Council has suggested limiting the number of food truck visits to a single property to two times per year. In addition, the Council would like staff to tighten up some of the definitions. He recommended staff work on this and report back to the Council at a future worksession meeting. The Council recommended staff speak with the City Attorney about how enforcement should be managed by City staff.

H. Agendas and Council Comments

Mayor Grant stated the intent is not to turn every item on the agenda into a public hearing. Rather, comments should be made by the public at a public hearing. He indicated items that are pulled, under New Business or Old Business are not to be debated by the public with Council and staff. He stated he wanted to make this clear to the Council. He stated the Public and Informational section of the agenda should be made more clear in the future.

Councilmember Scott explained he still has an issue differentiating a consent agenda item versus a regular item. He reported even an item on consent was on the agenda, and should be able to be discussed.

Mayor Grant commented items on the consent agenda are not discussed, unless they are pulled from the consent agenda for an individual vote, at which time discussion could be held.

Councilmember Holmes stated the Public and Informational section on the agenda may be misleading because the public may think they are able to make comments on any item on the agenda.

Mayor Grant recommended the language be tightened up regarding the Public and Informational section of the agenda to be clearer. He reported the Council must understand and appreciate that all other items on the agenda are to be discussed and debated only by the Council, except the consent agenda, which is approved without discussion.

Councilmember Holden stated she understood the Mayor sets the agenda and therefore can hold the public comment portion how he wants. She indicated there were many cities that don't have a public comment period. She discussed how nasty some public comments have been at the Council meetings. She recommended public comments be made at public hearings when the Council has information in front of them.

Councilmember Holmes explained she understood the Mayor set the agendas, but she did not understand why a resident could not come and comment on an item on the agenda. She supported the Council allowing public comments for three minutes and there should be no response until the next Council meeting.

Councilmember Holden feared City Council meetings would turn into Planning Commission meetings if this were allowed.

Councilmember Holmes noted that many of the comments are for items that were not Planning Commission items.

Councilmember McClung stated many of the issues brought to the Planning Commission require a public hearing before the City Council so there is an opportunity for the public to speak. He explained he agreed with Councilmember Holmes on this noting he did not see why the public couldn't speak to an item, even when a public hearing was not associated with it. He reported a specific amount of time could be set aside for the public to speak and after that time the public would not be allowed to speak further on that item. He wanted to see the Council being open to what residents had to say.

Councilmember Scott agreed with Councilmember McClung. He indicated the public comment period allows residents to enter the public record along with being able to voice their opinion. He noted public hearings are more formal.

MOTION: **Mayor Grant moved and Councilmember Holden seconded a motion to extend the City Council meeting to 8:15 p.m. A roll call vote was taken. The motion carried unanimously (5-0).**

Mayor Grant stated as the Mayor leading the meeting, he did not want to turn every item into a public hearing. He explained further the intent of the public comment portion of the meeting. He indicated he would clean up the wording for this portion of the agenda to make it more clear. He then discussed Council Comments and noted on occasion certain Councilmembers have thrown

staff under the bus, or have pointed out shortcomings or inaccuracies. He encouraged the Council to think about their Council Comments and how they are perceived by the public and staff.

I. Council Tracker

City Administrator Perrault provided an update on the Council Tracker. No changes or additions.

2. COUNCIL COMMENTS AND STAFF UPDATES

Councilmember Holmes stated she received a call from a resident that lives on Cleveland Avenue in the Cottage Villages. This resident was asking about a sidewalk on Thom Drive. She noted she would mention this to the City Council.

Councilmember Holden reported she heard from a resident that lives on Highway 10 that was concerned about the amount of trash along this highway. She asked if staff could send a letter to MnDOT to address this concern.

City Administrator Perrault asked if this letter would be signed by the City Council or communicated staff to staff. The Council supported staff to staff communication.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 8:13 p.m.

Jolene Trauba
Deputy City Clerk

David Grant
Mayor