



**MINUTES  
REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA  
TUESDAY, JANUARY 25, 2022  
7:00 P.M. IN THE COUNCIL CHAMBERS**

**1. CALL TO ORDER AND ROLL CALL**

Mayor Dan Louismet called the meeting to order at 7:02 p.m. The City Clerk took attendance for Councilmembers Heidi Hughes, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Lindy Crawford, Community Development Director Anne Kane, Housing and Economic Development Coordinator Tracy Shimek, Public Works Director / City Engineer Paul Kauppi, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

**PLEDGE OF ALLEGIENCE**

**2. APPROVAL OF MINUTES**

**A. Minutes of the Regular City Council Meeting on January 11, 2022**

It was moved by Councilmember **Jones** seconded by Councilmember **Hughes**, to approve the Minutes of the January 11, 2022 City Council meeting with a correction to attendees and to appointed representatives on page 4.

Motion carried unanimously.

**B. Minutes of the City Council Work Session on January 18, 2022**

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve the Minutes of the City Council Work Session on January 18, 2022 as presented.

Motion carried. Councilmember Engstran abstained.

**3. APPROVAL OF THE AGENDA**

It was moved by Councilmember **Walsh** seconded by Councilmember **Edberg**, to approve the Agenda as presented.

Motion carried unanimously.

**4. CONSENT AGENDA**

**A. Resolution approving a Massage Establishment license. Resolution No 12929**

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve the Consent Agenda as presented.

Motion carried unanimously.

**5. VISITORS AND PRESENTATION**

Nothing scheduled

**6. PUBLIC HEARINGS**

Nothing scheduled

**7. UNFINISHED BUSINESS**

Nothing scheduled

**8. NEW BUSINESS**

A. Ordinance First Reading – Amending the City Charter

Charter Commission Secretary Mark Sather provided some history related to the City's Charter and highlighted four avenues for amending the document. He explained that in this case, the proposed Charter amendment would occur through the Ordinance process, and must be adopted by the unanimous vote of the City Council. Assuming the Ordinance is passed unanimously, the Charter Amendment would not become effective until 90 days after final publication in order to allow public the opportunity for a reverse referendum.

He presented a Charter Commission recommendation to amend the City Charter by correcting references to annual elections, removing gender specific language, and clarifying a reference to State Statutes pertaining to the Uniform Municipal Election Law. Specifically, the Charter was still referencing annual municipal elections, the frequency of which was changed to occur every other year when the Charter was amended in 1990. While clarifying this language the Charter Commission also recommended removal of the term, "foreman" as its inclusion was superfluous in nature and gender specific.

Councilmember Jones thanked Mr. Sather for his time and service. He noted inconsistencies throughout the Charter regarding references to "general election, municipal general elections, and municipal elections."

City Attorney Gilchrist recommended using "Municipal General Election" throughout the document.

Councilmember Edberg asked if there are additional Charter Commission amendments being considered, to which Mr. Sather explained there was discussion about removing another specific reference to statutory sections, but no formal action is being contemplated at this time.

Mr. Sather referenced Chapter 3 of the Charter in which the Charter Commission also serves as the City's Redistricting Commission. He relayed that the Charter Commission has sought an opinion from the City Attorney for guidance on State Statute with regard to ward boundary populations being "as close as practicable" and in the City Charter stating that districts shall contain the same number of residents "as nearly as possible". He said, Ward populations are within +/- 2.5% of their average currently.

Mr. Sather foreshadowed potential timeline issues in establishing the City's ward boundaries, noting that work cannot begin until the State Legislature sets its district boundaries - that deadline being February 15<sup>th</sup>. State Statute requires districts be set within 19 weeks of the Primary, which occurs on March 29<sup>th</sup>. Further, the City Charter describes the need to hold a public hearing to consider the tentative plan, followed by the Redistricting Commission's adoption of the plan, after which the City Council initiates the Ordinance process to adopt the plan.

B. Resolution accepting feasibility report and ordering public hearing for the 2022 South Shore Boulevard Sanitary Sewer Extension Project

Public Works Director / City Engineer Kauppi reviewed the proposed project site in which sanitary sewer would be extended to cover properties near the eastern City limits on South Shore Boulevard. He explained these properties are still currently on septic systems, a couple of which have already failed. This improvement is part of the Lake Links Trail project along South Shore Boulevard – a joint project with Ramsey County, White Bear Township and the City. Mr. Kauppi described the project scope to include 750 feet of sanitary sewer along South Shore Boulevard, which would provide sanitary sewer service for 13 properties and is estimated to cost \$166,400.

Mr. Kauppi forwarded staff's recommendation to adopt the resolution accepting the Feasibility Report and ordering the Public Improvement Hearing. He explained that an independent appraiser is looking at the benefit to affected parcels in order to establish proposed and final assessment costs.

Councilmember Jones asked regarding City's water service not being provided to these same residents currently. Mr. Kauppi confirmed that the Township has been providing water service, but proposed within this project would be the installation of a short inter-connect in which the City would take over water service to these properties.

It was moved by Councilmember **Walsh** seconded by Councilmember **Engstran**, to adopt **Resolution No. 12930** accepting feasibility report and ordering public hearing for the 2022 South Shore Boulevard Sanitary Sewer Extension Project.

Motion carried unanimously.

C. Resolution authorizing a contract with LISC/CDI for the County Road E Corridor Revitalization Study

Community Development Director Kane provided a history of the County Road E Corridor Revitalization effort, which was recognized as a priority in 2016, after which the City purchased 2511 County Road E and prepared it for site redevelopment at the intersection of County Road E and Bellaire. In 2017, the City created the County Road E Revolving Loan and Grant Program from which a minimum of \$295,000 in private investment supported by \$80,000 in loans and \$6,000 in grants has been leveraged for three projects to date: an office conversion, a coffee

shop/ice cream/creperie, and the Barnum site market rate apartments which have increased in market value from \$850,000 in 2019 to \$41 million in 2022.

In 2019, Ms. Kane said, Ramsey County created a Corridor Revitalization Grant Program pilot project to revive important corridors throughout Ramsey County. As a result, staff submitted a joint application with Vadnais Heights and in January 2020, Ramsey County awarded a \$25,000 grant, requiring a 50% match. She explained that \$16,000 of the match comes from White Bear Lake and \$9,000 from Vadnais Heights, reflective of each City's proportionate study area. Ms. Kane added there is a \$6,000 contingency contained in the proposed LISC/CDI contract should Gem Lake decide to participate in the revitalization study.

Ms. Kane reported that after obtaining the grant, staff secured a proposal from Local Initiatives Support Corporation – Twin Cities (LISC) who will lead and coordinate the process using their Corridor Development Initiative (CDI) process. The objectives of their study include:

- Better understanding the factors (financial, land use, design, etc.) that inform development,
- Learn how to leverage community goals and values through redevelopment and infrastructure investments, and
- Building community consensus to guide future development for selected opportunity sites.

This project is anticipated to conclude by year-end with a final report to Council. Ms. Kane elaborated on the project process in which two advisory teams would be created as follows:

- Project Team consisting of government officials and community representatives (business, schools, key stakeholders) to:
  - Identify goals and objectives,
  - Assist with outreach and communication strategies
  - Reach agreement on final recommendations
- Citizen Advisory Group of diverse representation of range of community interests and backgrounds to:
  - Identify outreach strategies to engage underrepresented groups to participate and inform plan
  - Expand range of perspectives & expertise that guide final recommendations

While Ramsey County terminates at Century Avenue, Ms. Kane explained that intentional outreach would extend to include the eastern portion of County Road E in White Bear Lake that falls in Washington County. Noting that the City budgeted \$20,000 in 2022 for this effort, she forwarded staff's recommendation to adopt the resolution accepting grant funds from Ramsey County and authorizing the City Manager to enter into relevant contracts including the Ramsey County Grant Agreement, a project contract with LISC and sub-agreements such as with Vadnais Heights for their apportionment.

Councilmember Edberg inquired as to the corners of E and Bellaire and asked regarding options and development on those four corners. Ms. Kane stated that one of the identified workshops specifically focuses on the four corners of E and Bellaire, which will explore development

scenarios using a block exercise debating things like building height, density, what the community perceives as a desirable land use versus what the market perceives as a feasible project, and what the banks might support. She explained that one of the specialties of LISC is engaging community stakeholders to assume the role of Council contemplating various development scenarios, their viability and desirability.

It was moved by Councilmember **Edberg** seconded by Councilmember **Engstran**, to adopt **Resolution No. 12931** authorizing a contract with LISC/CDI for the County Road E Corridor Revitalization Study.

Motion carried unanimously.

D. Resolution establishing the City's 2022 Legislative Priorities

As discussed at the January Work Session, City Manager Crawford forwarded a focused list of three legislative priorities for 2022 as follows, down from eight that were first established last year.

- Increase the Deputy Register filing fees that reimburse offices for costs to provide customer service.
- Identify 50% of funding needed to proceed with the Public Safety Building project.
- Seek legislative relief for cities impacted by District Court's order for a residential watering ban.

Ms. Crawford noted an adjustment in the funding request for the Public Safety Building from 35% to 50%, which has already been communicated to Legislators. Two Legislators have indicated this bill is in the queue.

Councilmember Walsh reiterated Councilmember Hughes's comments from the work session, stating that if staff needs the Council to get involved and make phone calls related to any of these items, to let them know what they can do to assist in forwarding these focused priorities.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to adopt **Resolution No. 12932** establishing the City's 2022 Legislative Priorities.

Motion carried 4:1. Councilmember Engstran nay.

9. DISCUSSION

Nothing scheduled

10. COMMUNICATIONS FROM THE CITY MANAGER

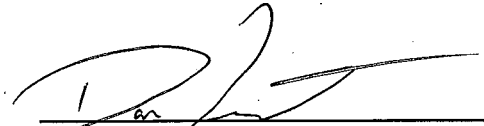
City Manager Crawford provided Council with a tentative Work Session calendar for 2022. Council offered differing opinions about when best to hold Work Sessions. Mayor Louismet proposed testing out a flexible Work Session schedule in February, should a topic arise. Ms. Crawford agreed to be as flexible as possible in scheduling Work Sessions, but asked the Council to please

confirm the scheduling of Work Sessions on April 19, August 16 and October 18, to which there was general consensus, with uncertainty about October for Councilmember Engstran.


**11. ADJOURNMENT**

There being no further business before the Council, it was moved by Councilmember **Jones** seconded by Councilmember **Walsh** to adjourn the regular meeting at 8:06 p.m.

Motion carried unanimously.

  
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Dan Louismet, Mayor

**ATTEST:**

  
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Kara Coustry, City Clerk