



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, APRIL 9, 2019
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Emerson called the meeting to order at 7:01 p.m. Councilmembers Doug Biehn, Dan Jones, Steven Engstran and Bill Walsh were present. Councilmember Kevin Edberg was excused absence. Staff members present were City Manager Ellen Hiniker, Community Development Director Kane, Finance Director Kerri Kindsvater, City Engineer Paul Kauppi, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on March 26, 2019

It was moved by Councilmember **Biehn** seconded by Councilmember **Jones**, to approve the Minutes of the Regular City Council Meeting on March 26, 2019.

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

It was moved by Councilmember **Engstran** seconded by Councilmember **Jones**, to approve the agenda as presented.

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

Nothing scheduled

5. PUBLIC HEARINGS

A. Resolution approving multifamily housing Revenue Note (Century Hills Project), Series 2019 conduit debt

Community Development Director Kane reported that Century Hills Partners is requesting final authorization to proceed with the issuance of \$6 million in tax-exempt conduit revenue bonds. Century Hills will use proceeds to acquire, rehabilitate and equip an existing 55-unit affordable multi-family rental property located at 3525 Century Avenue.

Ms. Kane reported that notice was published on March 20th and draft documents have been on file with the City Clerk for public review. The public hearing is intended to provide the opportunity for interested individuals to express their views on the Project and

the proposed issuance of bonds for the purpose of acquiring, rehabilitating and equipping of the existing multi-family property.

Ms. Kane reiterated the note will not constitute a general or moral obligation of the City, will not be secured or payable from any property or assets of the City and will not be secured by any taxing power of the City. The City is merely serving as the conduit issuer for Century Hills to borrow funds at a low interest rate and to designate the note as a “qualified tax-exempt obligation.”

Ms. Kane reported the owners intend to renew their Housing Assistance Payment contract with the Department of Housing and Urban Development when it expires in 2020, which will maintain affordability of 100% of the units at the property for an additional 20 years. Staff believes the rehabilitation of Century Hills will retain quality affordable housing in White Bear Lake, which is consistent with local and regional plans to preserve and expand affordable housing opportunities within the community.

Ms. Kane forwarded staff’s recommendation that Council adopt the attached resolution authorizing the Mayor and City Manager to execute the revenue note for the benefit of Century Hills Partners. She pointed out that Gina Fiorini with Kennedy and Graven is also available to answer any questions of Bond Council.

Mayor Emerson 7:05 p.m. opened the public. As no one came forward, Mayor Emerson closed the public hearing.

It was moved by Councilmember **Jones**, seconded by Councilmember **Biehn**, to adopt **Resolution No. 12375** approving multifamily housing Revenue Note (Century Hills Project), Series 2019 conduit debt.

6. LAND USE

A. Consent

Nothing scheduled

B. Non-Consent

1. Consideration of a Planning Commission recommendation of approval of a request by Honsa Family Funeral Home for an Amendment to an existing Conditional Use Permit to allow a building addition at 2460 County Road E (93-15-Sa)

Ms. Kane stated the subject site is located on the south side of County Road E just west of Bellaire Avenue and is zoned B-2, Limited Business. The property is just over an acre in area and contains a 5,000 square foot funeral home with a 56-stall parking lot. The owner, Terry Honsa, would like to construct a 1,000 square foot addition on the east side of the building. Consequently, she is requesting an amendment to the existing conditional use permit for 1,020 square foot building addition and to replace every other tree along the south side of the parking lot.

Ms. Kane reported that the building addition would be used for office and casket display. The former casket display area will be remodeled for use as a larger family lounge area, which provides families a place for privacy during a service.

The building addition is designed to match the existing building and it complies with all setback requirements. There is a new door on the south side of the addition, but it is for employees only. The ground slopes towards the building on one side, so a drainage plan will be required to insure that run-off is addressed properly.

Ms. Kane explained that the approved landscape plan requires 21 evergreens along the entire length of the south property line. The area was overplanted, and there are 24 evergreens in this area. To alleviate a neighbor's concern, the Planning Commission recommended a condition that if any tree dies, it shall be replaced by a similar type evergreen at least 6 feet in height.

Ms. Kane forwarded the Planning Commission recommendation for approval of the amendments to the Conditional Use Permit, subject to the conditions listed in the draft resolution.

The applicant, Terry Honsa of 2522 Cedar Avenue, clarified the tree line runs east-west along the southern border of their parking lot. She stated the shade from these trees makes it difficult to clear snow. She also spoke with neighbors who would be impacted by smaller 3-foot trees rather than 6-foot trees and stated there were fine with a smaller tree size.

Councilmember Biehn inquired as the 6-foot tree requirement versus the applicant's request to plant 3-foot trees. Ms. Kane stated that for commercial properties, the code for evergreens requires six feet in height.

Councilmember Jones further questioned the 6-foot tree requirement. City Attorney Gilchrist explained that the tree size is a matter of policy. He pointed out that the only way an applicant could deviate from that City Code requirement would be through the variance process. Mr. Gilchrist mentioned the City Council could look at amending its code in the future.

Councilmember Walsh mentioned that he assumes the 6-foot requirement stems from survivability. Ms. Kane added it is also for screening and mentioned that a 6-foot requirement is an industry standard. He stated he is satisfied with the Planning Commission recommendation.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Biehn**, to adopt **Resolution No. 12376** approving a request by Honsa Family Funeral Home for an Amendment to an existing Conditional Use Permit to allow a building addition at 2460 County Road E.

Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution approving adoption of the Ramsey County Multi-Hazard Mitigation Plan

City Manager Hiniker stated that Bryan Mayer with Ramsey County Emergency Management was present to answer any questions about the report. She reported that Captain Hager has been involved with the construction of the White Bear Lake portion of the Ramsey County Multi-Hazard Mitigation Plan for a few years. Ms. Hiniker stated that Ramsey County's plan has been approved by the Federal Government and it is now incumbent upon the City to adopt the plan so it can implemented.

Ms. Hiniker explained that the plan defines different processes the City could implement and improve upon in order to minimize the effects of bad weather. Bryan Mayer added that items called out in the plan are provided to ensure they would be covered under different funding streams that may become available in an emergency.

It was moved by Councilmember **Biehn**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12377** approving adoption of the Ramsey County Multi-Hazard Mitigation Plan.

B. Resolution accepting bids and awarding contract for the 2019 Street Reconstruction Project, City Project No. 19-01 & 19-06

City Engineer Kauppi reported that the Engineering Department received four (4) bids for the 2019 Street Reconstruction Project on April 3, 2019 with Forest Lake Contracting, Inc. submitting the lowest base bid of \$2,150,327.05. The low bid was 17% under the Engineer's estimate without the contingency. Mr. Kauppi stated that Forest Lake did an excellent job last year and are qualified to complete the work proposed.

Mr. Kauppi forwarded a recommendation that Council receive the bids and award a contract to Forest Lake Contracting, Inc. for the total base bid amount of \$2,150,327.05 plus Bid Alternates A1, A2, A3, A4 and A5 in the amount of \$121,930 for residential driveways and Bid Alternate 2 in the amount of \$9,000 for early completion in September, for a total contract of \$2,281,257.05.

It was moved by Councilmember **Biehn**, seconded by Councilmember **Engstran**, to adopt **Resolution No. 12378** accepting bids and awarding contract for the 2019 Street Reconstruction Project, City Project No. 19-01 & 19-06.

C. Resolution accepting bids and awarding contract for the 2019 Mill and Overlay Project, City Project No. 19-04 & 19-13

City Engineer Kauppi reported that seven (7) bids were received for the 2019 Mill and Overlay Project with T.A. Schifsky & Sons, Inc. of North St. Paul, Minnesota submitting the lowest base bid of \$713,619.85. The low bid was 13% under our Engineer's estimate without the contingency. T.A. Schifsky & Sons, Inc. is qualified to complete this work.

Mr. Kauppi forwarded a recommendation that the City Council accept the bid and award the 2019 Mill and Overlay Project to T.A. Schifsky & Sons, Inc

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12379** accepting bids and awarding contract for the 2019 Mill and Overlay Project, City Project No. 19-04 & 19-13.

- D. Resolution ordering project, approving plans and authorizing advertisement for bids for the 2019 Sanitary Sewer Lining Program, City Project No. 19-07

City Engineer Kauppi reported since 1994 a total of 13 miles of sewer lining has been installed. There is a total of 120 miles of sanitary sewer lines in the system, with 20 miles comprised of more modern materials (PVC pipe). The remaining 100 miles of sanitary sewer pipe is clay tile of which approximately 70% has been televised.

Mr. Kauppi reported that each year the City focuses on mitigation in areas with reported cracks, offset joints and root intrusion. Each year because of ongoing maintenance efforts, the City experiences fewer sanitary sewer back-ups, with a little as a couple per year. Mr. Kauppi stated that \$125,000 was allocated in the budget for this maintenance project. He stated the City would like to line more sewers this year and asked Council to adopt the resolution authorizing advertisement for bids for the 2019 Sanitary Sewer Lining Program.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12380** ordering project, approving plans and authorizing advertisement for bids for the 2019 Sanitary Sewer Lining Program, City Project No. 19-07.

10. CONSENT

- A. Acceptance of White Bear Lake Conservation District Minutes, February Park Commission Minutes, February Environmental Advisory Commission Minutes March Planning Commission Minutes
- B. Resolution Accepting a Donation of \$2,453.38 from the White Bear Lake Fire Relief Association for the purchase of a set of struts. **Resolution No. 12381**
- C. Resolution authorizing the City Manager to execute the Washington County Recycling Grant Agreement. **Resolution No. 12382**
- D. Resolution approving a temporary liquor license for the Church of St. Pius X. **Resolution No. 12383**

It was moved by Councilmember **Biehn**, seconded by Councilmember **Jones**, to adopt the consent agenda as presented.

Motion carried unanimously.

11. DISCUSSION

- A. Summary presentation of Land Use section of the Comprehensive Plan

Community Development Director Kane explained that the Metropolitan Council requires municipalities to update its Comprehensive Plan every ten years. Land Use is just one of six required sections of the plan. Ms. Kane reported the City is expected to

add over 1,500 residents, 500 jobs and an additional 1,200 households between 2020 and 2040. To accommodate this anticipated growth in a fully built environment, there are limited opportunities for future development. Ms. Kane identified the following parcels in the Comprehensive Plan for their potential to support redevelopment to accommodate future anticipated growth.

Property	Current Land Use	Future Land Use
Kyle Property	Park, Rec & Open Space	Medium Density Residential
Book Farm Parcel	Medium Density Residential	Same Use: Future Opportunity Site
Long Avenue	Commercial	Arts & Cultural Mixed Use
Former Public Works Site	Public/Semi-Public	Transit Oriented Development
Marina Triangle Phase II	Lake Village Mixed Use	Same Use: Future Opportunity Site
Auto Dealers	Commercial	Transit Oriented Development
Auto Dealers II	Commercial	Transit Oriented Development
New Public Works Site	Commercial	Public/Semi-Public & Industrial
E County Rd E & Linden Ave	Commercial	Transit Oriented Development
Wildwood Mall	Commercial	Neighborhood Mixed Use
County Rd E & Bellaire Ave.	Commercial	Neighborhood Mixed Use
Rolling View Drive	Commercial	Public/Semi-Public & Low Density Res.
Rooney's Farm	Low Density Residential	Same Use: Future Opportunity Site
Former Bellaire Clinic	Medium Density Residential	Same Use: Future Opportunity Site
Karth Road Properties	High Density Residential	Same Use: Future Opportunity Site
Various Downtown Sites		Potential Future Opportunities

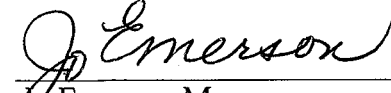
Ms. Kane reported that the Planning Commission approved the Draft 2040 Comprehensive Plan Update after holding two public hearings. The draft plan will be brought forward for Council consideration on April 23, 2019.

12. COMMUNICATIONS FROM THE CITY MANAGER

- Jason Brown has been working to chop up the ice near the docks in an effort to head off anticipated high winds that threaten to push ice into the docks. Lights may be shining on the lake in the middle of the night.
- Staff continues to work on action plans to support the strategic plan and will bring it back to the Council in May.
- Laptops will be made available to Council for use in the Council Chambers through funding from Ramsey Washington Suburban Cable Commission.
- Mayor Emerson reported hearing a report from the Commissioner of Labor at Specialty Manufacturing in the Township in which he highlighted Serenity and Century College for nursing and food service training. The School District highlighted a summer program offered to students in which they pick four out of eight manufacturing plants to visit and learn about.
- City Engineer Kauppi asked people not to park on the streets for the street sweeping activities today and snow removal anticipated on Thursday. He reported that sidewalks will not be plowed during this snow event due to soft ground that would be destroyed in the process and anticipated fast melting.
- Councilmember Walsh provided an invitation to the annual Northeast Youth and Family Services Leadership Lunch on May 1, 2019. He said they always have a great speaker and encouraged people to register and join the who's who in Ramsey County.

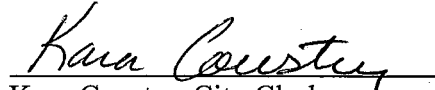
13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Jones** seconded by Councilmember **Biehn** to adjourn the regular meeting at 8:01 p.m.



Jo Emerson, Mayor

ATTEST:



Kara Coustry, City Clerk