



**AGENDA**  
**REGULAR MEETING OF THE CITY COUNCIL OF**  
**THE CITY OF WHITE BEAR LAKE, MINNESOTA**  
**TUESDAY, OCTOBER 13, 2020**  
**7:00 P.M. VIA ZOOM OR TELEPHONE**

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

**2. APPROVAL OF MINUTES**

A. Minutes of the Regular City Council Meeting on September 22, 2020

**3. APPROVAL OF THE AGENDA**

**4. VISITORS AND PRESENTATIONS**

A. Goose Lake Adaptive Management – Phil Belfiori, VLAWMO

**5. PUBLIC HEARINGS**

Nothing scheduled

**6. LAND USE**

A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Frazer Automotive for a variance at 2140 3rd Street. (Case No. 20-15-V)
2. Consideration of a Planning Commission recommendation for approval of a request by Charlene Baker for a Special Home Occupation Permit at 3296 Glen Oaks Avenue. (Case No. 20-4-SHOP)
3. Consideration of a Planning Commission recommendation for approval of a request by Stonehouse Catering for a Conditional Use Permit at 4466 Centerville Road. (20-7-CUP)

**7. UNFINISHED BUSINESS**

Nothing scheduled

**8. ORDINANCES**

Nothing scheduled

**9. NEW BUSINESS**

- A. Resolution authorizing 2020-21 Housing Policy Community Engagement Process
- B. Resolution of support for the Bruce Vento Master Plan
- C. Resolution establishing 2021 Group Life, Health and Dental Insurance for Employees

D. Resolution authorizing additional allocation for Business Relief Grants using Coronavirus Relief Funds

## **10. CONSENT**

- A. Acceptance of Minutes: August Environmental Advisory Commission, August Park Advisory Commission, September Planning Commission
- B. Resolution authorizing a Grant Agreement with MN Department of Public Safety for the 2021 Enforcement Grant (2020-2021 RCTSI grant)
- C. Resolution authorizing Carbone's to hold outdoor music for Halloween
- D. Resolution approving a Joint Powers Agreement with Ramsey County Geographical Information Systems (GIS) Users Group
- E. Resolution approving lease amendments with Verizon Wireless for placement of communications equipment on the City's monopoles at 4636 Centerville Road

## **11. DISCUSSION**

- A. Marina Management Contract Extension

## **12. COMMUNICATIONS FROM THE CITY MANAGER**

- A. Matoska Park Gazebo
- B. U.S./Canada Tank of the Year nominations
- C. Environmental Updates
- D. Work Session reminder: October, 20, 2020 at 6:00 p.m. to discuss the Non-General Fund Budget

## **13. ADJOURNMENT**



**MINUTES  
REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA  
TUESDAY, SEPTEMBER 22, 2020  
7:00 P.M. VIA ZOOM OR TELEPHONE**

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

Mayor Jo Emerson called the meeting to order at 7:01 p.m. under MN Statute Section 13D.021, in which the City Council will be conducting its meetings during this emergency by electronic means until further notice. The clerk took roll call attendance for Councilmembers: Doug Biehn, Kevin Edberg (7:02 p.m.) Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Ellen Hiniker, Assistant City Manager Rick Juba, Community Development Director Anne Kane, Public Works Director/City Engineer Paul Kauppi, Finance Director Kerri Kindsvater, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

**2. APPROVAL OF MINUTES**

A. Minutes of the Regular City Council Meeting on September 8, 2020

It was moved by Councilmember **Jones** seconded by Councilmember **Edberg**, to approve the Minutes of the Regular City Council Meeting on September 8, 2020.

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

**3. APPROVAL OF THE AGENDA**

City Manager Hiniker requested the Public Hearing for the Birch Lake Improvement District be moved from 5C to 5A. She also asked to add 9A to reschedule the Truth in Taxation Hearing.

It was moved by Councilmember **Biehn** seconded by Councilmember **Jones**, to approve the Agenda as amended.

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

#### 4. VISITORS AND PRESENTATIONS

##### A. Toastmasters Proclamation

Mayor Emerson read the proclamation declaring October 2020 as Toastmasters Month.

Robin Eberlein and Linda Schmidt were present on behalf of Toastmasters and thanked the Mayor for the recognition.

#### 5. PUBLIC HEARINGS

##### A. Resolution establishing and imposing special assessment for the year 2020 with no interest on taxable property within the Birch Lake Improvement District

Ms. Kindsvater reported that as a result of a petition by lakeshore property owners, the Birch Lake Improvement District (BLID) formed in 2006 to develop, finance and implement activities that improve and protect the quality of Birch Lake. Ms. Kindsvater explained that the City is hosting a public hearing for the proposed annual service charge of \$18,972 assessing BLID properties in 2020, collectible in 2021 to support the district's recently adopted budget.

Ms. Kindsvater stated the City mailed a public notice to affected property owners on September 2, 2020 notifying them of the proposed \$306 annual service charge to all property owners with access to Birch Lake. She forwarded a recommendation to Council to adopt the resolution certifying the service charge for the Birch Lake Improvement District and noted that both Steve LaLiberte and Terry Huntrods from the Birch Lake Improvement District were available to answer any questions.

Mr. LaLiberte, BLID Chairman reported that Birch Lake is shallow and after selling the weed harvester last year, are relying on contractors for cutting. He reported the organization has a lake plan and monitors vegetation, conducts fish surveys, participates in the Vadnais Lake Watershed Management Organization and plans to participate in next year's improvements of Otter Lake Road for to ensure a good bike and walking path around the lake.

Mr. Huntrods noted this proposed levy is the same as for the last two years.

Mayor Emerson opened the public hearing at 7:08 p.m. and closed the hearing as no one came forward to speak.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve **Resolution No. 12632**, establishing and imposing special assessment for the year 2020 with no interest on taxable property within the Birch Lake Improvement District.

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

B. Resolution adopting an assessment roll for 2020 Mill and Overlay Project (City Project Nos: 20-13)

City Engineer Kauppi provided an overview of 2020 Mill and Overlay Project work and said the last phase of this public improvement process is to hold an assessment hearing according to state statute 429 for Council's consideration toward adoption of final assessment rolls. He noted this hearing notice was mailed to affected residents and posted in the newspaper as required.

Mr. Kauppi stated that residents have the right to appeal their assessments with written notice submitted by the end of the Council meeting, and then following up within 30-days with the District Court. He added, the City has followed the same assessment policy since 1983 and had each assessment verified by an independent property appraiser.

Mr. Kauppi reported, the interest rate this year is low, at 3.46% per annum for ten (10) years for residential properties and fifteen (15) years for apartments and commercial properties. He noted receipt of an objection to the assessment amount in general on Elm Street, and explained options available for senior and hardship to defer payments over 30 years, or at time of sale.

Mayor Emerson opened the public hearing at 7:16 p.m. and closed the hearing as no one came forward to speak.

It was moved by Councilmember **Biehn** seconded by Councilmember **Engstran**, to approve **Resolution No. 12633**, adopting an assessment roll for 2020 Mill and Overlay Project (City Project Nos: 20-13).

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

C. Resolution adopting an assessment roll for 2020 Street Reconstruction Project (City Project Nos: 20-01 & 20-06)

City Engineer Kauppi provided an overview of 2020 Street Reconstruction Project work and noted the same process and steps were followed as for 2020 Mill and Overlay Project work. He noted longer payment terms for street reconstructions, with fifteen (15) years for residential properties and twenty (20) years for apartments and commercial properties. Mr. Kauppi reported receipt of four assessment appeals related to this project, primarily because properties abutted the Mill and Overlay Project, which drew assessments for both projects.

Mayor Emerson opened the public hearing at 7:23 p.m.

Al Rivard of 3590 Glen Oaks Avenue noted his property does back up to Bellaire Avenue, however there is a huge hill and some amount of distance to that street. He mentioned a steep

drop-off from Bellaire and inquired as to liability should someone fall over the edge. He mentioned the City left tree stumps, 6 – 8 inches high but also expressed concerns with erosion if they were to be ground out.

City Attorney Gilchrist, while not familiar with this situation said generally, if the slope is within the right-of-way, and the design underwent an engineering review, he noted people are used to large drop-offs on Minnesota roads and he was not overly concerned with the City's liability.

Mr. Kauppi said he would send staff out to look at the tree stumps, which should ground out. He added that this design will divert water into a storm sewer now, which should lessen erosion on that hill, but erosion blankets can be utilized as well if needed.

There being no others wishing to speak, Mayor Emerson closed the public hearing at 7:48 p.m.

Councilmember Walsh stated he read the appeals, and while sympathetic, he explained there is value in the deep lot with privacy and no others behind you. He noted a precedent in application of the assessment policy and the need for longitudinal fairness in the City.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve **Resolution No. 12634**, adopting an assessment roll for 2020 Street Reconstruction Project (City Project Nos: 20-01 & 20-06).

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

## 6. LAND USE

Nothing scheduled

## 7. UNFINISHED BUSINESS

Nothing scheduled

## 8. ORDINANCES

Nothing scheduled

## 9. NEW BUSINESS

### A. Resolution rescheduling the Truth-in-Taxation Hearing for December 8, 2020

City Manager Hiniker explained that the date of the City's Truth-in-Taxation Hearing did not fall within the statutory requirement for the hearing, therefore staff is asking to reschedule this hearing from November 24 to December 8, 2020.

It was moved by Councilmember **Engstran** seconded by Councilmember **Biehn**, to approve **Resolution No. 12635**, rescheduling the Truth-in-Taxation Hearing for December 8, 2020.

Walsh Nay  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

## 10. CONSENT

Nothing scheduled

## 11. DISCUSSION

Nothing scheduled

## 12. COMMUNICATIONS FROM THE CITY MANAGER

- A proposal for the Housing Policy engagement process and the equity and inclusion work with Barbara Raye will be brought forward for council consideration in October.
- City Newsletter being mailed to homes and includes information about:
  - Many Faces scheduled events and information.
  - General Election information:
    - In-person voting is available now at: Ramsey County Elections Office, New Brighton Community Center and Ramsey County Library, Roseville
    - Beginning October 27<sup>th</sup>, the Ramsey County Library in White Bear Lake will be open for direct ballot casting and also serve as a ballot drop off location.
    - Ramsey County will also be hosting ballot dropbox events, yet to be announced.
  - Rotary hosting its second computer drive on September 25<sup>th</sup> from 10am – 2pm at the South Campus parking lot in partnership with PCs for People.
  - Fall Clean-up on October 3<sup>rd</sup>
- Bruce Vento Trail Update - City Engineer/PW Director Paul Kauppi
  - Comments are being taken on the Bruce Vento Master Plan Amendment through September.
  - North of Highway 96, efforts to continue along the rail alignment have been abandoned for an alternate route on Bald Eagle, and around Bald Eagle into Hugo.
  - Ramsey County has asked for a Resolution of Support for the project, which will be brought for consideration in October.
- Partnership Study of Northwest Quadrant in downtown White Bear Lake - Community Development Director Anne Kane.
  - A partnership study with the City, School District, Ramsey County, the Arts District and stakeholders on Long Avenue and the Bruce Vento Trail will utilize HKGI to assist in

coordinating many new and anticipated activities in this compact area. This facilitated study will help identify potential infrastructure opportunities to mitigate impacts and tap into shared goals that could benefit everyone in the district. It will also assist the Planning Commission in establishing zoning regulations in the newly designated Arts District. This work is expected to last six months, with the City's portion of this study expected to be \$5,000 from the Economic Development fund.

- The School District plan to present their Conditional Use Permit (CUP) for the North Campus to the Planning Commission with in the first half of 2021.

### 13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Biehn** to adjourn the regular meeting at 7:58 p.m.

Walsh Aye  
Biehn Aye  
Jones Aye  
Edberg Aye  
Engstran Aye

Motion carried unanimously.

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Jo Emerson, Mayor

**ATTEST:**

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Kara Coustry, City Clerk





**City of White Bear Lake**  
City Manager's Office

# *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Connie Taillon, Environmental Specialist/Water Resources Engineer

**Date:** October 13, 2020 City Council Meeting

**Subject:** **East Goose Lake Adaptive Management**

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## **BACKGROUND & SUMMARY**

Vadnais Lake Area Water Management Organization (VLAWMO) staff and City staff are working in partnership to implement several exciting water resources protection projects throughout the City.

VLAWMO and City staff will be in attendance to provide an update on some of these partnership projects and provide an overview of the proposed collaboration to develop the East Goose Lake Adaptive Management Program.

## **RECOMMENDED COUNCIL ACTION**

Provide feedback to staff on the development process for this Adaptive Lake Management approach and the related public engagement process.

## **ATTACHMENTS**

PowerPoint slides

# Working together on a new vision for East Goose Lake

## Team members:

Phil Belfiori, VLAWMO Administrator  
Nick Voss, Dawn Tanner, VLAWMO  
Connie Taillon, White Bear Lake



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## Vadnais Lake Area Water Management Organization (VLAWMO) and City Partnership

### Joint Powers Agreement

- Municipality membership in a WMO is founded by law in the 1982 Metropolitan Surface Water Management Act
- Agreement between six member cities and townships within the watershed
- Governed by a Board of Directors, made up of one elected official from each member City and Township (Council member Jones)
- Purpose: to cooperatively protect and manage surface waters within the watershed
- Members agree to contribute towards approved capital improvement projects within their jurisdiction
- Partnership allows members to efficiently use taxpayer money to complete joint projects



## City/VLAWMO partnership projects: Birch Lake shoreline restoration

Restored 850' of shoreline on  
City property

Installation and ongoing  
maintenance agreement  
between City, VLAWMO, and  
BLID

Two phases: 2010, 2012  
9 years of maintenance to date



## City/VLAWMO partnership projects: Birch Lake sand-iron filter at 4<sup>th</sup> and Otter

Treats runoff from City storm  
drain system (approx. 50 acres)

Previously untreated stormwater  
into Birch Lake

Phosphorus reduction to Birch  
Lake: 8.1 lbs/year

Construction and maintenance  
agreement between VLAWMO,  
City, County, and BLID

Completed 2020



**1 lb phosphorus = 500 lbs of algae**

# City/VLAWMO partnership projects: County Road F curb-cut raingarden retrofits

Installed new pretreatment structures to existing raingardens

Cooperative maintenance agreement between City and County

VLAWMO contributed Landscape Lv. 2 cost-share grant funding

Completed 2020



## Outline

### Background

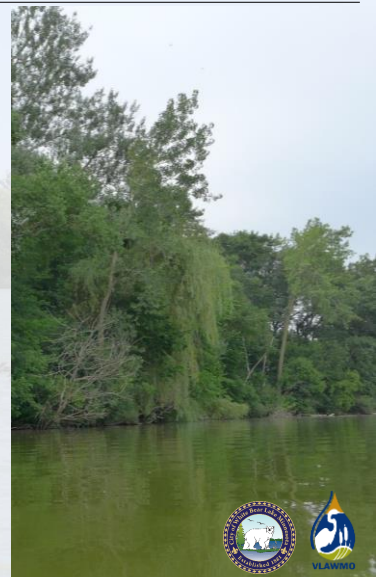
- Why continue working towards a healthier East Goose Lake?
- Actions since we last met

### Adaptive Lake Management

- ALM and associated benefits
- Steps to implement ALM approach
- High-level vision for financial partnership

### Requested discussion today: Does Council have reservations?

City partnership, neighborhood meeting/stakeholder engagement, continued staff development of financial partnership to implement



## Why continue working toward a healthier East Goose Lake?

- Gateway to City from Hwy 61
- Recreation: Boating, wildlife viewing, fishing
- Businesses and residents all benefit from a healthy lake:
  - Visual appeal
  - Property values
  - Watershed connections (Lambert Creek)



## Why continue working toward a healthier East Goose Lake?

### Impaired Waters/TMDL Requirements

- A Total Maximum Daily Load (TMDL) shall be determined for waters identified on the MPCA impaired waters list.
- TMDL report determined the City's allowable nutrient load to Goose Lake and the reduction needed to meet this nutrient load.

*TMDL = maximum amount of a pollutant that a waterbody can receive without violating water quality standards*

### MS4 Requirements

- MS4's that discharge to an impaired waterbody with an assigned TMDL must report pollutant reduction progress in the MS4 annual report.



# Actions since we last met

## Spring 2020 - VLAWMO Board directed:

- No longer pursuing temporary boating restriction, nor BWSR alum grant
- New vision: East Goose ALM approach

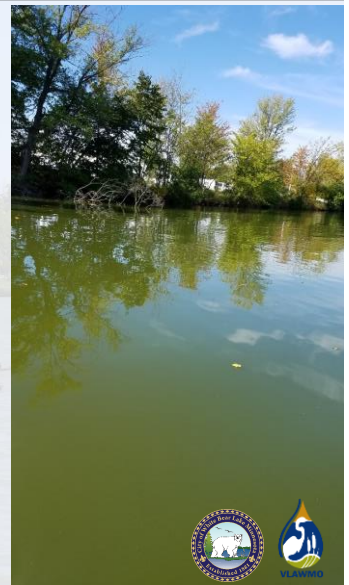
## Summer/Fall 2020 - City and VLAWMO staff:

- Discussed possible stakeholder engagement framework, financial partnership
- Met with City Manager Hiniker and CM Jones
- Investigated ALM in neighboring watersheds
- Constructed boat launch



# Adaptive Lake Management (ALM) and associated benefits

- **Old vision:** Locked into BWSR grant requirements for 15 years (high additional costs likely)
- **New vision:** ALM approach
  - Timeframe based on stakeholder engagement and continuous evaluation
  - Frequent partner check-ins, monitoring, surveys
  - Transparent process with incremental results, clear communication, and explicit recognition of challenges
- **Same outcome:** Improved water quality and a healthier lake



# Steps to implement ALM approach

<p><b>Step 1:</b> Input sought, compiled, synthesized</p>	<ul style="list-style-type: none"> <li>- City Council/ VLAWMO Board</li> <li>- Neighborhood meeting(s) &amp; Stakeholder “open house”</li> <li>- Stakeholder survey, web engagement</li> </ul>
<p><b>Step 2:</b> Continue developing ALM approach and authorize initial projects</p>	<ul style="list-style-type: none"> <li>- Goals and projects established, selected</li> <li>- Proposed and agreed upon financial partnership</li> <li>- Phases of plan considered by WBL City Council and VLAWMO Board; initial projects authorized</li> </ul>
<p><b>Step 3:</b> Implement initial projects</p>	<ul style="list-style-type: none"> <li>- Feedback and evaluation of project implementation</li> </ul>
<p><b>Step 4:</b> Based on feedback and results, continue implementing ALM projects</p>	<ul style="list-style-type: none"> <li>- Feedback and evaluation of project implementation</li> </ul>



## Step 1: Input and listening



**Goose Lake  
Adaptive  
Management  
Web Hub**

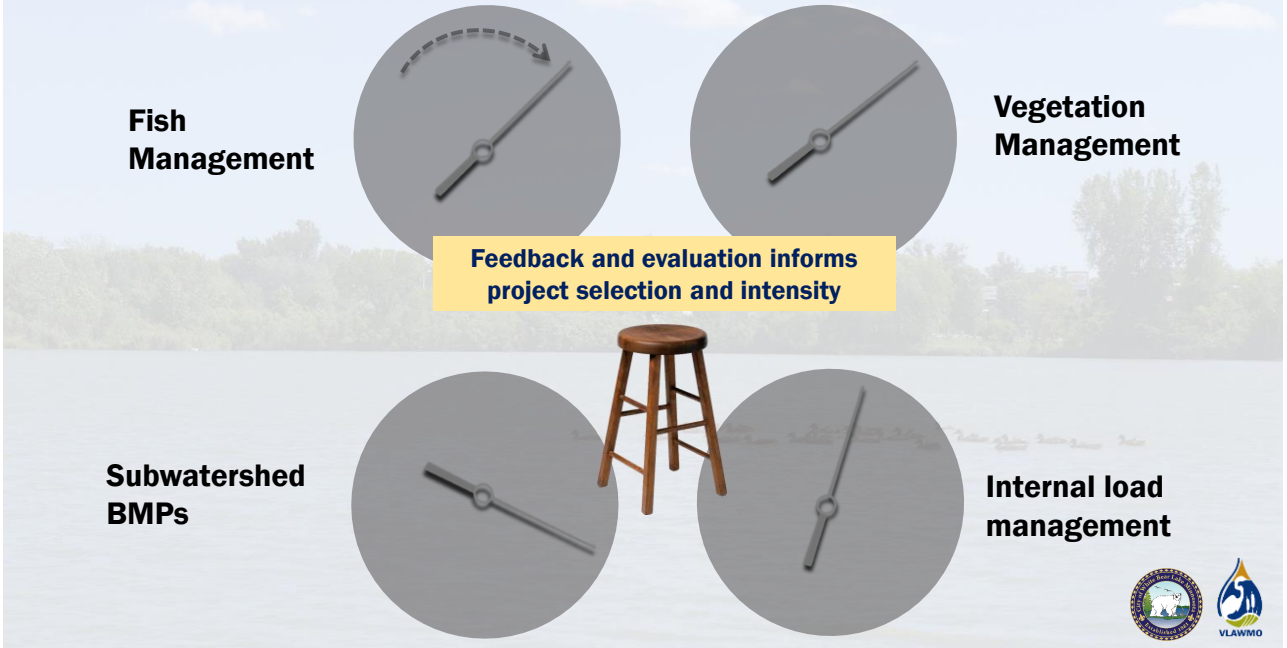
**Neighborhood meetings, individual contacts**

**Stakeholder open house**

**Survey, web hub, and media engagement**



## Steps 2 - 4: Possible ALM actions



## Early draft for financial partnership to develop ALM and implement initial projects

2021 Possible Actions	Estimated Cost Range	50/50 Partnership
Fish removal/ demonstration (in partnership with DNR)	\$10,000-\$20,000	\$5,000-\$10,000
Fish stocking & plan (as recommended by DNR /VLAWMO purchased)	\$5,000-\$10,000	\$2,500-\$5,000
ALM development & Stakeholder engagement (media/COVID)	\$15,000 – \$30,000	\$7,500 – \$15,000
<b>Estimated costs for 2021:</b>	<b>~\$30,000 - \$60,000</b>	<b>~\$15,000 - \$30,000</b>



## Early draft for financial partnership to develop ALM and implement initial projects

Future Anticipated Projects 2022 and later (3 to 5 year outlook) <i>Implement authorized projects that may be supported through ALM development</i>	TOTAL Estimated Cost (all years combined)	50/50 Partnership
Grant-dependent subwatershed BMP Project/ Match cost only (other regional BMP's also possible)	\$138,000-\$240,000	\$69,000- \$120,000
Veg. surveys, Possible annual CLP treatments and/or Veg. harvests	\$60,000- \$120,000	\$30,000- \$60,000
Implement aeration demonstration, continued fish removal and fish stocking	TBD	TBD
Internal Load Management -Possible Alum Treatment * Dependent on if 1 or 2 treatments is needed	\$216,000 -\$350,000*	\$108,000 - \$175,000

## Requested discussion: Does the Council have reservations?

1. City partnership and participation in ALM
  - Authorizing development of financial partnership to implement ALM
  - Staff collaborations: Research, scheduling, and secondary partner communications (County, DNR, engineers, etc.)
2. Scheduling, promoting and holding neighborhood meeting/stakeholder engagement to gather input to inform ALM development



# Questions

**Phil Belfiori**

VLAWMO Administrator

Work: (651) 204-6073

Email: Phil.Belfiori@vlawmo.org

**Connie Taillon**

City Env. Specialist/Water Resources Engineer

Work: (651) 429-8587

Email: ctaillon@whitebearlake.org





**City of White Bear Lake**  
Community Development Department

***MEMORANDUM***

**To:** Ellen Hiniker, City Manager

**From:** The Planning Commission

**Through:** Ashton Miller, Planning Technician

**Date:** October 7, 2020 for the October 13, 2020 City Council Meeting

**Subject:** **Frazer Automotive Variance –2140 3<sup>rd</sup> Street, Case No. 20-15-V**

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**REQUEST**

A six foot six inch height variance from the ten foot height limit for a free-standing sign, in order to replace a 16.5 foot sign along Highway 61.

**SUMMARY**

No one from the public spoke. On a 6-0 vote, the Planning Commission recommended approval as requested by the applicant.

**RECOMMENDED COUNCIL ACTION**

Approval of the attached resolution.

**ATTACHMENT**

Resolution of Approval

**RESOLUTION NO.**

**RESOLUTION GRANTING A VARIANCE  
FOR 2140 3<sup>RD</sup> STREET  
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

**WHEREAS**, a proposal (20-15-V) has been submitted by Gary Moos to the City Council requesting approval of a variance from the Zoning Code of the City of White Bear Lake for the following location:

**LOCATION:** 2140 3<sup>rd</sup> Street

**LEGAL DESCRIPTION:** Lot 1, Block 5, Central Division, Subject to Highway 61 and except S 43 feet, Ramsey County, Minnesota (PID: 143022420080)

**WHEREAS, THE APPLICANT SEEKS THE FOLLOWING:** A 6 foot 6 inch variance from the 10 foot height limit for a free-standing sign in the B-5 zoning district, per Sign Code Section 1202.040, Subd.2.B.1, in order to replace the cabinet sign with a new cabinet sign that includes a changeable copy area; and

**WHEREAS**, the Planning Commission held a public hearing as required by the Zoning Code on September 28, 2020; and

**WHEREAS**, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The requested variance will not:
  - a. Impair an adequate supply of light and air to adjacent property.
  - b. Unreasonably increase the congestion in the public street.
  - c. Increase the danger of fire or endanger the public safety.
  - d. Unreasonably diminish or impair established property values within the neighborhood or in any way be contrary to the intent of this Code.
2. The variance is a reasonable use of the land or building and the variance is the minimum required to accomplish this purpose.
3. The variance will be in harmony with the general purpose and intent of the City Code.
4. The variance will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

- 5. The non-conforming uses of neighboring lands, structures, or buildings in the same district are not the sole grounds for issuance of the variance.

**FURTHER, BE IT RESOLVED**, that the City Council of the City of White Bear Lake hereby approves the requested variance, subject to the following conditions:

- 1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
- 2. Per Section 1301.060, Subd.3, the variance shall become null and void if the project has not been completed or utilized within one (1) calendar year after the approval date, subject to petition for renewal. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
- 3. The applicant shall verify the property lines and have the property pins exposed at the time of inspection.
- 4. A sign permit shall be obtained before any work begins.
- 5. A landscaping plan shall be submitted and approved by staff.

The foregoing resolution, offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

**ATTEST:**

\_\_\_\_\_  
Kara Coustry, City Clerk

\*\*\*\*\*  
Approval is contingent upon execution and return of this document to the City Planning Office.  
I have read and agree to the conditions of this resolution as outlined above.

\_\_\_\_\_  
Gary Moos Date



**City of White Bear Lake**  
Community Development Department

***MEMORANDUM***

**To:** Ellen Hiniker, City Manager

**From:** The Planning Commission

**Through:** Ashton Miller, Planning Technician

**Date:** October 7, 2020 for the October 13, 2020 City Council Meeting

**Subject:** **Baker Special Home Occupation Permit –3296 Glen Oaks Avenue  
Case No. 20-4-SHOP**

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**REQUEST**

Special Home Occupation Permit to operate a salon out of a single-family residence.

**SUMMARY**

No one other than the applicant spoke. On a 6-0 vote, the Planning Commission recommended approval as requested by the applicant.

**RECOMMENDED COUNCIL ACTION**

Approval of the attached resolution.

**ATTACHMENT**

Resolution of Approval

**RESOLUTION NO.**

**RESOLUTION APPROVING  
A SPECIAL HOME OCCUPATION PERMIT FOR CHARLENE BAKER  
AT 3296 GLEN OAKS AVENUE  
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

**WHEREAS**, a proposal (20-4-SHOP) has been submitted by Charlene Baker to the City Council requesting a Special Home Occupation Permit of the City of White Bear Lake for the following location:

**LOCATION:** 3296 Glen Oaks Avenue

**LEGAL DESCRIPTION:** Lot 1, Block 18, Lakeview Hills Ramsey County, Minnesota. (PID # 36022420061)

**WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF:** A Special Home Occupation Permit to allow a hair salon business out of a single-family home, per Code Section 1302.120, Subd.4; and

**WHEREAS**, the Planning Commission has held a public hearing as required by the city Zoning Code on September 28, 2020; and

**WHEREAS**, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.
7. That the special conditions attached in the form of a conditional use permit are hereby approved.

**FUTHER, BE IT RESOLVED**, that the City Council of the City of White Bear Lake hereby approved the request, subject to the following conditions.

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1302.120, Subd.3, if within one (1) year after granting the Home Occupation Permit, the use as allowed by the permit is not established, the permit shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. This permit is issued for a one-year period with the expiration date being **October 13, 2021**, before which the permit may be renewed, in accordance with the procedural requirement of the initial home occupation.
4. The applicant shall not have the vested right to a permit by reason of having obtained a previous permit. In applying for and accepting a permit, the permit holder agrees that her monetary investment in the home occupation will be fully amortized over the life of the permit and that a permit renewal will not be needed to amortize the investment. Each application for the renewal of a permit will be considered *de novo* without taking into consideration that a previous permit has been granted. The previous granting of renewal of a permit shall not constitute a precedent or basis for the renewal of a permit.
5. Permits shall not run with the land and shall not be transferable.
6. The business shall comply with all provisions of the Home Occupation Section of the Zoning Code (Section 1302.125).
7. Client vehicles shall be restricted to parking in the driveway.
8. The applicant shall comply with applicable building, fire and health department codes and regulations.

The foregoing resolution, offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor



**ATTEST:**

\_\_\_\_\_  
Kara Coustry, City Clerk

\*\*\*\*\*

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

\_\_\_\_\_  
Charlene Baker

\_\_\_\_\_  
Date



**City of White Bear Lake**  
Community Development Department

# *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** The Planning Commission

**Through:** Anne Kane, Community Development Director

**Date:** October 8, 2020 for the October 13, 2020 City Council Meeting

**Subject:** **Stonehouse Catering – 4466 Centerville Road/Off-Site Parking – Case. No 20-7-CUP**

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## **REQUEST**

Approval of a Conditional Use Permit to allow Off-Site Parking of 41 parking stalls to allow the Stonehouse Catering to expand its offerings to include an event space for private dinners, host special events, and conduct cooking classes. The Off-Site Parking will be located on the adjoining parcel to the north which is home to the Advanced Dermatology medical clinic.

## **SUMMARY**

No one from the public spoke to the matter during the Public Hearing. On a 6-0 vote, the Planning Commission unanimously recommended approval of the request.

## **RECOMMENDED COUNCIL ACTION**

Approval of the attached resolution.

## **ATTACHMENTS**

Resolution of Approval.

**RESOLUTION NO.**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT  
FOR OFF-SITE PARKING FOR STONEHOUSE CATERING  
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

**WHEREAS**, a proposal (20-7-CUP) has been submitted by Lisa Stonehouse to the City Council requesting approval of a conditional use permit for the following location:

**LOCATION:** 4466 Centerville Road

**LEGAL DESCRIPTION:** North 92.71 feet of the west 173 feet of the south 10 acres of the northwest quarter of the northeast quarter of Section 21, Township 30, Range 22, Ramsey County, MN. Subject to Centerville Road over the west 33 feet and a utility easement over the south 30 feet. (PID # 213022120021)

**WHEREAS, THE APPLICANT SEEKS THE FOLLOWING PERMIT:** A conditional use permit, per Code Section 1302.050, Subd.11, to allow an event space for private dinners, host special events, and conduct cooking classes; and

**WHEREAS**, the Planning Commission has held a public hearing as required by the city Zoning Code on September 28, 2020; and

**WHEREAS**, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed conditional use permit upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake after reviewing the proposal, that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. The traffic generation will be within the capabilities of the streets serving the site.

7. The special conditions attached in the form of conditional use permits are hereby approved.

**FURTHER, BE IT RESOLVED**, that the City Council of the City of White Bear Lake hereby approves the conditional use permit, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after granting the conditional use permit, the use as allowed by the permit shall not have been completed or utilized, the permit shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council.
3. This conditional use permit shall become effective upon the applicant tendering proof (i.e. a receipt) to the City of having filed a certified copy of this permit with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. The applicant shall obtain any necessary building permits prior to beginning any work.

Prior to the issuance of a building permit, the applicant shall:

5. Submit a copy of the Lease Agreement that provides for amendment or cancellation only upon written approval by the City of White Bear Lake for review and approval prior to recording upon both properties with the Ramsey County Recorder of Deeds.
6. The mechanical equipment shall be screened with vegetation approved by staff.
7. Revise the Site Plan to provide three on-site handicap accessible parking spaces.
8. Ensure plans comply with the NFPA Std. 13 – 2016 edition.
9. Provide a SAC determination from the Metropolitan Council.
10. A sign permit will be required for any additional exterior signage.
11. Remove the existing shed from the property or secure a Zoning Permit for the shed.





**City of White Bear Lake**  
Community Development Department

# *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Anne Kane, Community Development Director  
Tracy Shimek, Housing & Economic Development Coordinator

**Date:** October 8, 2020 for the October 13, 2020 City Council Meeting

**Subject:** **2020-21 Housing Policy Community Engagement Proposal**

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## **SUMMARY**

Staff requests authorization to enter into an Agreement with LISC Twin Cities (Local Initiatives Support Corporation -“LISC”) and the Center for Policy Planning and Performance (“CPPP”) to conduct a community engagement process to inform the Council’s Housing Policy priorities and to facilitate a Housing Task Force to provide recommendations to the Planning Commission and City Council/HRA.

## **BACKGROUND**

Following the completion of the Comprehensive Housing Market Analysis by Maxfield Research late last year and presentation of the findings to Council at a work session in February, representatives of LISC and CPPP attended the August 25<sup>th</sup> City Council meeting to provide an overview of the housing policy community engagement process. Through this process, the City will seek community input to inform the creation of an actionable housing policy to guide potential housing related programs and prioritize development opportunities.

As detailed in the attached proposal, the engagement process is broken into two distinct phases, with the first focused on community outreach and survey to be completed by the end of the year. The second phase would span the first half of 2021 and rely on a Housing Task Force to review data and develop policy recommendations for consideration by the City Council/HRA. This second phase would include two community-wide housing forums, the first providing a panel discussion comprised of housing experts and advocates and the second forum would review and provide feedback on policies proposed by the Task Force.

The proposed cost for this two-phase process is \$13,000, with an additional \$1,000 - \$2,000 earmarked for outreach partnerships, if needed. The project would be funded through the City's non-tax generated Economic Development Fund.

**RECOMMENDED COUNCIL ACTION**

Staff recommends that the City Council authorize the City Manager to execute a contract with LISC – Twin Cities and the Center for Policy Planning and Performance to complete the engagement effort. Gretchen Nicholls of LISC and Barbara Raye of CPPP will be in attendance at the October 13<sup>th</sup> meeting to summarize their proposal.

**ATTACHMENTS**

1. Draft Resolution of Approval
2. Housing Policy Community Engagement Proposal

# Proposal to the City of White Bear Lake

## RE: Housing Community Engagement Process

Revised 10/9/20

*Submitted by:*  
Gretchen Nicholls  
LISC Twin Cities  
570 Asbury St,  
Suite 207  
St. Paul MN 55104  
651-265-2280  
[Gnicholls@lisc.org](mailto:Gnicholls@lisc.org)

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## Project Proposal:

### Objective:

LISC Twin Cities and the Center for Policy Planning and Performance will assist the City of White Bear Lake to:

- Design and convene a community engagement process to inform the city's Housing policy priorities, and
- Facilitate a Housing Task Force to provide recommendations to the White Bear Lake City Council, Planning Commission, and HRA.

*The Housing Community Engagement process will explore ways to complement and intersect with a broader conversation on Equity and Inclusion, and other current planning efforts.*

### Community Engagement Process:

The process will include two phases:

#### **Phase I: Outreach and Survey (November – December 2020)**

- City staff will identify ways to communicate data provided by the Maxfield Comprehensive Market Analysis to community groups and the broader community, and gather input through a housing survey tool to identify community priorities for housing policies and resources.
- Consultants will assist with the design of the housing survey tool.
- The City will oversee communications to the broader community about the process, and provide access to the housing survey tool on the city website to gather additional input from community members.
  - Communications will include notices in the city newsletter, community newspaper, mailings, email notifications, social media, and other platforms available through the city.

#### **Phase II: Defining Housing Task Force Policy Priorities (January – April 2021)**

- A **White Bear Lake Housing Task Force** will be identified to assess policy options and provide recommendations to White Bear Lake City Council and HRA. Task Force



membership will include a diverse representation of community interests, County and School District representatives, business leaders, and city staff. City Council Members and the Mayor will each appoint one person to serve on the Housing Task Force (6). Staff will work with the consultants to recruit nominations and identify up to 10 - 14 additional task force members to expand the range of perspectives and expertise.

- The consultants will facilitate the Housing Task Force meetings.
- In assessing the Housing Policy options, the Task Force will consider the following:
  - City of White Bear Lake 2040 Comprehensive Plan update
  - Maxfield Comprehensive Market Analysis
  - Housing Survey input
  - Housing policy examples from other comparable cities within the region
  - Two community-wide forums to inform the Housing Policy Task Force recommendations
  - Additional housing and demographic data provided by city staff
- Additional updates and follow-up supports will be provided for the WBL Housing Task Force members to ensure their full participation.

A.) Two community-wide housing forums will be coordinated by the consultants:

**Session 1:** A virtual meeting format will be used to gather community members for a panel discussion consisting of housing experts in development, finance, and tenant advocacy. The panel will respond to the information gathered by the Task Force, and offer their expertise and insights. The panel discussion allows participants to benefit from the panelist expertise, to hear their insights about housing policies and resources to address the needs, and what it would take to get the type of development that the community would support.

**Session 2:** A second community forum will be convened virtually to review and provide feedback to the draft Task Force recommendations. The feedback will inform the final WBL 2020 Housing Task Force recommendations, to be presented to the City Council and HRA.

The proposed process schedule and content will include:

Objectives	Tasks
Structure community engagement process to inform Housing Policies	Consultants + City Staff: <ul style="list-style-type: none"> <li>• Determine timeline, task force member criteria, housing survey questions, and outreach strategies.</li> </ul> City staff: <ul style="list-style-type: none"> <li>• Implement outreach and communications products to notify community members about the process.</li> </ul>

<p><b><u>Phase I: Community Outreach and Survey</u></b></p> <ul style="list-style-type: none"> <li>➤ Share Maxfield Comprehensive Market Analysis findings with community groups (including public access)</li> <li>➤ Gather housing survey responses to inform policy options and priorities</li> </ul>	<p>City Staff:</p> <ul style="list-style-type: none"> <li>• Utilize social media and web-based strategies to share content with community-based groups and organizations (including housing data, and requests to participate in the housing survey)</li> <li>• Post the housing survey online for broad community input.</li> <li>• Identify candidates to serve on the Housing Task Force</li> </ul>
<p>Selection of Housing Task Force Members</p>	<p>City Staff and Officials: City Council members and Mayor each select a representative to serve on the Housing Task Force</p> <p>Review additional candidates and select members based on criteria defined by city officials and staff.</p> <p>Aggregate housing survey data collected to date.</p>
<p><b><u>Phase II: Building the Housing Policy Recommendations</u></b></p> <p><b>Convene Housing Task Force (2 sessions)</b></p> <ul style="list-style-type: none"> <li>➤ Establish role and responsibilities</li> <li>➤ Review of housing data (e.g. Comp Plan, Maxfield, housing survey input, etc.)</li> <li>➤ Identify panelists for community forum</li> </ul>	<p>Consultants:</p> <ul style="list-style-type: none"> <li>• Oversee the virtual meeting format and agenda, facilitation of the session, including an overview of Task Force role and responsibilities</li> <li>• Provide follow-up and updates to Housing Task Force members throughout the process to ensure full participation</li> </ul> <p>City Staff:</p> <ul style="list-style-type: none"> <li>• Presentation of Comp Plan (inventory/types, condition, affordability gaps, opportunity sites, etc.), Maxfield data, survey input, and city goals</li> <li>• Record meeting notes</li> </ul>
<p><b>Community Forum I: Panel Discussion</b></p> <ul style="list-style-type: none"> <li>➤ Panelists will share expertise on housing production and preservation, tenant protections, and finance.</li> <li>➤ Q &amp; A with virtual meeting participants</li> </ul>	<p>Consultants:</p> <ul style="list-style-type: none"> <li>• Invite panelists and prepare them for the session</li> <li>• Facilitate the panel discussion</li> <li>• Provide discussion notes from the session.</li> </ul> <p>City Staff:</p> <ul style="list-style-type: none"> <li>• Be available for questions directed to the city.</li> </ul>

<p><b><u>Housing Task Force meetings (3 – 4 working sessions)</u></b></p> <ul style="list-style-type: none"> <li>➤ Review panel discussion</li> <li>➤ Develop draft Housing Policy recommendations</li> </ul>	<p>Consultants:</p> <ul style="list-style-type: none"> <li>• Overview of panel discussion</li> <li>• Facilitation of Task Force to identify draft Housing Policy recommendations</li> </ul> <p>City Staff:</p> <ul style="list-style-type: none"> <li>• Provide ideas for policy options</li> </ul> <p>Additional materials:</p> <ul style="list-style-type: none"> <li>• Policy examples from other cities?</li> </ul>
<p><b>Community Forum II: Feedback to Draft Housing Policy recommendations</b></p> <ul style="list-style-type: none"> <li>➤ Draft recommendations are reviewed and participants will provide feedback with the intent to build agreement/consensus.</li> </ul>	<p>Consultants:</p> <ul style="list-style-type: none"> <li>• Facilitation to reflect and react to the Task Force Housing Policy recommendations</li> <li>• Document input gathered.</li> </ul>
<p><b><u>Housing Task Force (2 sessions)</u></b></p> <ul style="list-style-type: none"> <li>➤ Final meetings to review and approve Housing 2020 Policy recommendations</li> </ul>	<p>Consultants:</p> <ul style="list-style-type: none"> <li>• Facilitation of Task Force to build consensus around final recommendations.</li> </ul> <p>City Staff:</p> <ul style="list-style-type: none"> <li>• Forward Housing Policy recommendations to WBL City Council, Planning Commission, and HRA for consideration.</li> </ul>

**Option to enlist community organizations for outreach**

To activate more intentional and effective outreach, we invite the opportunity to work directly with a community-based organization to benefit from their organizing capacity and community relationships. As resources are available, LISC will contract with community organizations (e.g. MICAH or other civic organizations that serve the City of White Bear Lake) to facilitate outreach and recruit community members to participate. In previous community engagement processes, small grants have been awarded to community partners as funding allows.

## Housing Task Force Member representation/criteria (draft suggestions):

<b>Mayor appointee</b> <b>City Council appointees</b> <b>At-Large appointees (approved by City Council/Mayor):</b> <ul style="list-style-type: none"> <li>• Home owner (2)</li> <li>• Renter (2)</li> <li>• Realtor</li> <li>• Developer</li> <li>• Business Owner/Chamber</li> <li>• Senior</li> <li>• Affordable Housing Advocate</li> <li>• School District</li> <li>• Nonprofit/Community-Based</li> <li>• Faith community</li> </ul>	<b>1</b> <b>5</b> <b>10 - 14</b>	<b>Looking for a range of backgrounds, including:</b> <ul style="list-style-type: none"> <li>• Tenure as residents of White Bear Lake</li> <li>• Age</li> <li>• Gender</li> <li>• Racial and ethnic backgrounds</li> <li>• Geographic distribution</li> <li>• Socio-economic groups</li> <li>• Physical ability</li> <li>• Range of civic involvement</li> </ul>
<b>TOTAL</b>	<b>16 - 20</b>	

### Housing Task Force Nominations:

City staff will conduct broad community outreach to share information regarding:

- Recent Maxfield Housing Study
- Upcoming community engagement process to inform White Bear Lake housing policies and priorities
- Encourage participation in the housing survey, and
- How to submit an application for the White Bear Lake Housing Task Force



Applications for the Housing Task Force will be compiled and reviewed by staff and the consultants according to the criteria above, and recommendations will be brought before the City Council for approval.

## Project Budget:

<u>Consultant Services</u>	<u>Fees</u>
<b>Barbara Raye</b> , Center for Policy Planning and Performance – Lead facilitator and process design for eight (8) task force sessions and two (2) community forums (42 hrs @ \$150/hr)	\$6,300
<b>Gretchen Nicholls</b> , LISC Twin Cities – Project support and co-facilitation for eight (8) task force sessions and two (2) community forums (46 hours @ \$120/hr) • <i>Includes administrative fees</i>	\$6,700
<b>TOTAL FEES:</b>	<b>\$13,000</b>

<b>Community Outreach Partner</b> <i>(small grant amount suggested)</i>	<b>\$1,000 - \$2,000</b>
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## Consultant Bios

<p><b>Gretchen Nicholls</b></p> <p><b>Program Officer, Twin Cities LISC</b></p> <p>Gretchen coordinates the Corridor Development Initiative (CDI) and assists regional strategies around equitable transit-oriented development. Working with communities she bridges on-the-ground community development efforts with regional systems conversations, connecting private investment with public purpose.</p>	
<p><b>Barbara Raye</b></p> <p><b>Executive Director and Founder, Center for Policy Planning and Performance</b> Consultant, Trainer, Mediator, Researcher, Policy Analyst</p> <p>Barbara has dedicated her career to improving the effectiveness of community-based nonprofit organizations and government agencies in their work for social justice and the ethical use of power. She has worked to this end also in universities and operating foundations. In all these sectors she brings an expertise in systems and culture change, collaboration, and program development and evaluation.</p>	

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING A HOUSING POLICY  
COMMUNITY ENGAGEMENT PROCESS**

**WHEREAS**, the City of White Bear Lake recently completed its 2040 Comprehensive Plan; and

**WHEREAS**, the 2040 Comprehensive Plan includes an element focused on the City of White Bear Lake's housing needs; and

**WHEREAS**, it is in the best interest of the City of White Bear Lake to ensure a implementation of sound housing related policies and programs; and

**WHEREAS**, a comprehensive community engagement process will inform future housing policy for the City of White Bear Lake; and

**WHEREAS**, the City has secured a proposal from LISC – Twin Cities and the Center for Policy Planning and Performance to design and convene a community engagement process and to facilitate a Housing Task Force to formulate recommendations for the City Council and Housing and Redevelopment Authority to consider; and

**WHEREAS**, LISC – Twin Cities and the Center for Policy Planning and Performance propose to conduct a Housing Policy Community Engagement Process at a cost of \$13,000; and

**WHEREAS**, the Proposal also includes a stipend of up to \$2,000 to support Community Outreach Partners in this effort; and

**WHEREAS**, LISC – Twin Cities and the Center for Policy Planning and Performance anticipates providing a draft report approximately 6 months after the execution of an agreement accepting their proposal; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake, that the Council supports the proposal to conduct a community engagement process to inform the City's Housing Policy priorities and reliance on a Housing Task Force to provide recommendations to the City Council/HRA related to the City's Housing Policy priorities.

**FURTHERMORE**, the City Manager is hereby authorized to execute the Agreement to accept the proposal submitted by LISC – Twin Cities and the Center for Policy Planning and Performance to conduct a Housing Policy Community Engagement Process for the City of White Bear Lake.

The foregoing resolution, offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

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Jo Emerson, Mayor

**ATTEST:**

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Kara Coustry, City Clerk



**City of White Bear Lake**  
Community Development Department

## *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Anne Kane, Community Development Director

**Date:** October 8, 2020 for the October 13, 2020 City Council Meeting

**Subject:** **Support for Bruce Vento Regional Trail Master Plan Update**

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### **SUMMARY**

Ramsey County Parks and Recreation has requested the City provide a letter of support for the Bruce Vento Regional Trail Master Plan update.

### **BACKGROUND**

The Bruce Vento Regional Trail Master Plan was originally adopted by Ramsey County in 1993 which identified a 13 mile multi use trail corridor that extends through the City of White Bear Lake. Although the southern seven (7) mile stretch was constructed in 2005 on the former BNSF railway corridor which was acquired by the Ramsey County Rail Authority, the 6 mile segment north of Buerkle Road, which will fill a critical gap in White Bear Lake, remains undeveloped.

A preliminary design study completed in 2016 identified a preferred alignment that uses both the BNSF railway and County right-of-way to extend segment between Buerkle Road and Highway 96. In conjunction with the Rush Line BRT planning process, the scope of the Bruce Vento Regional Trail has been expanded to provide improved pedestrian connections to future station locations. The specific alignment north of White Bear Avenue to Highway 96 remains undetermined; however, a Feasibility Study identified an alternate preferred route north of Highway 96 to the County's northern limits at County Road J, where it connects with the Hardwood Creek Regional Trail in Hugo. Staff believes this proposed trail improvement project will be of tremendous benefit to the community and will help create a connected and safe regional recreation and transportation system that serves all modes of transport.

### **RECOMMENDED COUNCIL ACTION**

Staff recommends adoption of the Resolution of Support for Ramsey County's Bruce Vento Regional Trail Master Plan update.

### **ATTACHMENTS**

Resolution of Support  
Ramsey County Parks and Recreation request letter



**RESOLUTION NO.**

**RESOLUTION IN SUPPORT OF THE BRUCE VENTRO REGIONAL TRAIL  
MASTER PLAN 2020 UPDATE PREPARED BY RAMSEY COUNTY**

**WHEREAS**, Ramsey County and the City of Saint Paul established a joint master plan for the Bruce Vento Regional Trail in 1989; and

**WHEREAS**, Ramsey County has submitted a master plan update for the Bruce Vento Regional Trail master plan section between Larpenteur Avenue and County Road J; and

**WHEREAS**, the 2020 master plan update incorporates several changes to the regional trail corridor between Larpenteur Avenue and County Road J to address, boundary expansion and acquisition, trail alignment changes, long-term site and infrastructure improvements, recreation improvements, and additional recreational opportunities throughout the Ramsey County section of the Bruce Vento Regional Trail corridor; and

**WHEREAS**, the City of White Bear Lake staff have reviewed the plan and supports the master plan update for the Bruce Vento Regional Trail corridor between Larpenteur Avenue and County Road J; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake that the Council fully supports Ramsey County's Bruce Vento Regional Trail Master Plan update and encourages the Ramsey County Board of Commissioners and Metropolitan Council to approve the Master Plan Update.

The foregoing resolution, offered by Councilmember \_\_\_\_ and supported by Councilmember \_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

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Jo Emerson, Mayor

**ATTEST:**

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Kara Coustry, City Clerk

## Bruce Vento Regional Trail Master Plan

Ramsey County Parks & Recreation is in the process of updating the 1989 Bruce Vento Regional Trail Master for the Ramsey County section between Larpenteur Avenue and County Road J and plans to complete the plan with Metropolitan Council Approval in late 2020/early 2021. The master plan is intended to be a guiding document for the Ramsey County section of the Bruce Vento Regional Trail corridor. In addition, the master plan process also provided an opportunity to reevaluate existing regional trail facilities, initiate public engagement for plan development, and will inform other units of government.

The Bruce Vento Regional Trail is 13 miles in length and extends from the east side of downtown St. Paul northwestward to the north County line in White Bear Township. The trail is located on the former right of way of the Burlington Northern Santa Fe (BNSF) Railroad. The trail passes through the cities of St. Paul, Maplewood, Vadnais Heights, Gem Lake, White Bear Lake and White Bear Township. Although the designated trail extends the entire length of the BNSF Railroad right of way, only the southern 7 miles have been developed for public use.

A major planning effort was initiated in 2014 to determine an alternative three-mile trail alignment out of the railway right-of-way from Buerkle Road to Highway 96 in White Bear Lake for reducing the remaining gap for the Bruce Vento Regional Trail. In efforts to fill the remaining regional trail gap, the Parks department initiated three regional trail projects in 2018:

- Buerkle Road to Intersection of Hoffman Road/Highway 61 Trail Extension
  - The project will complete final construction plans. A 2020 regional solicitation application has been submitted for this section for potential funding availability in 2024.
- Highway 96 to County Road J Trail Feasibility Study
  - The project assessed the downtown area of White Bear Lake for an alternate regional trail corridor location. An alternate preferred route was selected as a result of this project.
- Bruce Vento Regional Trail Master Plan amendment – Larpenteur Avenue to County Road J
  - The master plan amendment includes the regional trail corridor from Larpenteur Avenue to County J. This master plan amendment is anticipated to be approved late 2020/early 2021.

The Bruce Vento Regional Trail Master Plan will address boundary expansion and acquisition, trail alignment changes, long-term site and infrastructure improvements, recreation improvements, trailhead and amenity improvements, integration with the Rush Line Bus Rapid Transit (BRT) improvements and additional recreational opportunities.

The parks department is currently seeking supporting resolutions from surrounding municipalities before presenting the plan to the County Board of Commissioners and submission to the Metropolitan Council.

Additional information and the Bruce Vento Regional Trail Master Plan can be found at:

<https://www.ramseycounty.us/residents/parks-recreation/parks-planning-projects/bruce-vento-regional-trail>



City of White Bear Lake  
Finance Department

# MEMORANDUM

**To:** Ellen Hiniker, City Manager

**From:** Kerri Kindsvater, Finance Director

**Date:** October 8, 2020

**Subject:** Resolution establishing group health, life, dental and disability insurance

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## SUMMARY

All regular employees receive group health and life insurance coverage as part of their employee benefit package. The city contributes a fixed amount to the monthly premium for employee health insurance and pays for a life insurance policy equal to the employee's salary up to \$100,000. Employees may also purchase supplemental life, dental, short-term and/or long-term disability insurance; the City does not contribute toward these supplemental insurance premiums.

The City is required to compare insurance coverages and rates through a competitive bid process every five years. Between those years, if the insurance provider presents what is considered to be a reasonable proposal, an RFP is not pursued. An Employee Health Insurance Committee comprised of representatives from each bargaining and non-bargaining group reviews the annual proposals and provides feedback and recommendations regarding the plans.

Through its most recent RFP process in 2018, the Employee Health Insurance Committee chose Medica Health Plans as the insurance carrier for the three plan levels, effective in 2019. For 2020, Medica expanded their coverage offerings to include three additional lower cost plans with a narrow service provider network to help employees save on monthly insurance premium costs. Medica's 2021 proposal continues to provide for these six plan options with a 3% increase for all premiums.

The Employee Health Insurance Committee has reviewed the proposal and recommends acceptance of the 2021 insurance options, as described below. The City is currently in negotiations with respective bargaining units to determine the apportionment of this 3% increase for health insurance premiums. A related resolution will be presented to Council following conclusion of union contract negotiations.

**Health Insurance****2021 – Medica Open Access Network:**

<u>Coverage</u>	<u>\$1,000 Deductible</u>	<u>\$2,000 Deductible</u>	<u>\$2,800 H.S.A.*</u>
Single	661.94	622.76	607.78
Increase	19.28	18.14	17.70
E+1	1,455.51	1,369.36	1,336.42
Net Increase	42.39	39.88	38.92
Family	1,850.51	1,740.98	1,699.11
Net Increase	53.90	50.71	49.49

**2021 – Medica VantagePlus Narrow Network:**

<u>Coverage</u>	<u>\$1,000 Deductible</u>	<u>\$2,000 Deductible</u>	<u>\$2,800 H.S.A.*</u>
Single	595.75	560.48	547.00
Net Increase	17.36	16.32	15.93
E+1	1,309.96	1,232.42	1,202.78
Net Increase	38.15	35.89	35.03
Family	1,665.46	1,566.88	1,529.20
Net Increase	48.51	45.64	44.35

*\*The City's Health Savings Account coverage follows the embedded structure per the IRS Regulations, which provides a \$2,800 deductible per individual and \$5,600 per family.*

**Voluntary Dental Insurance**

The HealthPartners Dental insurance plan offered to employees is a pooled voluntary dental product categorized as a "Distinction 3" plan, which provides employees additional coverage if they select a HealthPartners or Park Dental clinic. There is no rate increase for dental insurance premiums in 2021. The Employee Insurance Committee recommends continuing the dental insurance coverage through the HealthPartners Distinction 3 plan.

The table below details the monthly premiums for January 1, 2021 through December 31, 2021.

<u>Coverage</u>	<u>Monthly Premium</u>
Single	39.63
E+1	78.87
Family	118.89

**Life Insurance**

There is no change to the life insurance coverages through Securian and Madison National as 2021 is the third year of a three year guaranteed rate structure. The Employee Insurance Committee recommends maintaining the coverage administered by the Ochs Agency.

**Voluntary Short-Term Disability (STD) and Long-Term Disability (LTD)**

The short and long-term disability coverage is also through Securian and Madison National with administration by the Ochs Agency.

The City's current short-term disability insurance coverage period ends December 31, 2020. As the provider reviewed actual plan usage to prepare a quote for the next period, data indicated significant increase in benefits paid in recent years. Since the short-term disability insurance rates have not changed for more than 7 years, the plan provider proposed a 5% rate increase for 2021. During negotiations, the provider offered to reduce the premium increase if policy provisions changed benefit qualification dates from day 1 of hospitalization to day 30 to match the qualifications of the non-hospitalized injuries/illnesses. Employee Insurance Committee members voted to continue current plan benefits, accept the proposed rate increase for 2021, and carry the rates through 2022.

Long-term disability insurance rates remain unchanged, as this is the third year within the current contract period of January 1, 2019 through December 31, 2021.

**RECOMMENDED COUNCIL ACTION**

Staff recommends the City Council adopt the attached resolution establishing employee insurance benefit options for health, life, dental and disability insurance for the period January 1, 2021 – December 31, 2021.

**ATTACHMENTS**

Resolution

**RESOLUTION NO.**

**A RESOLUTION ESTABLISHING GROUP HEALTH, LIFE, DENTAL AND DISABILITY INSURANCE FOR EMPLOYEES OF THE CITY OF WHITE BEAR LAKE**

**WHEREAS**, City of White Bear Lake employees have benefitted from the option to purchase group insurance through the City; and

**WHEREAS**, the City has negotiated group insurance rates for employees that are intended to provide reasonable coverage and options for employee consideration;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of White Bear Lake that the following group health insurance will be offered to its employees for the period January 1, 2021 – December 31, 2021.

**1. Health Insurance:**

Medica open access monthly premium rates

<b>Type</b>	<b>Single</b>	<b>E+1</b>	<b>Multiple Dependents</b>
CMM - \$1,000	661.94	1,455.51	1,850.51
CMM - \$2,000	622.76	1,369.36	1,740.98
HSA - \$2,800	607.78	1,336.42	1,699.11

Medica VantagePlus monthly premium rates

<b>Type</b>	<b>Single</b>	<b>E+1</b>	<b>Multiple Dependents</b>
CMM - \$1,000	595.75	1,309.96	1,665.46
CMM - \$2,000	560.48	1,232.42	1,566.88
HSA - \$2,800	547.00	1,202.78	1,529.20

BE IT FURTHER RESOLVED that group life, voluntary dental, voluntary short-term, and voluntary long-term insurance is offered to its employees for the period of January 1, 2021 – December 31, 2021 at the following rates:

**2. Life Insurance:** Securian and Madison Life

Rates are per \$1,000 of coverage and age related

Basic	\$.085
Basic AD&D	\$.020
Supplemental	

**RESOLUTION NO.**

<u>Age</u>	<u>Amount</u>	
<35	\$0.04	
35 - 39	0.08	
40 - 44	0.10	
45 - 49	0.15	
50 - 54	0.23	
55 - 59	0.43	
60 - 64	0.66	
65 - 69	1.27	
70+	2.06	
Supplemental AD&D	0.03	
		Maximum
		<u>Coverage</u>
<u>Type</u>		
Basic		100,000
Supplemental - Employee		300,000
Supplemental – Spouse		150,000
Supplemental - Child		15,000

Volunteer Emergency Personnel Life Insurance Maximum Coverage will be as follows:

<u>Type</u>	<u>Maximum Coverage</u>
Basic	50,000

**3. Voluntary Dental – Health Partners – Distinction 3**

Single	39.63
Employee +1	78.87
Multiple Dependents	118.89

**4. Voluntary Short Term Disability – Securian and Madison National**

<u>Age</u>	<u>Amount</u>
<29	\$0.45
30 - 39	0.42
40 - 44	0.39
45 - 49	0.48
50 - 54	0.56
55 - 59	0.68
60 - 64	1.02
65 - 69	1.25
70+	1.68

**RESOLUTION NO.**

**5. Voluntary Long-Term Disability – Securian and Madison National**

Rates are per \$10 of coverage and age rated.

<u>Age</u>	<u>Amount</u>
<25	\$0.16
25 - 29	0.22
30 - 34	0.31
35 - 39	0.25
40 - 44	0.38
45 - 49	0.61
50 - 54	0.94
55+	1.17

The foregoing resolution, offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk





**City of White Bear Lake**  
Community Development Department

## *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Tracy Shimek, Housing & Economic Development Coordinator

**Date:** October 8, 2020 for October 13, 2020 Council Meeting

**Subject:** **Update on CARES Relief Funding Programs**

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### **BACKGROUND**

At its August 25, 2020 meeting City Council approved a COVID Relief Funding grant allocation plan that included funding for businesses, non-profits and residents. The City Council also approved a PPE reimbursement grant program for places of worship, a meal delivery program supporting both local restaurants and residents in need through a local transportation provider, and a mental health support program for residents and people who have a place of employment in the city.

### **SUMMARY**

To date all programs have been launched. While some programs have seen significant usage, others have had lower than anticipated levels of response. Staff is also working with other community organizations to determine additional opportunities to expend the relief funds in support of the community and anticipates bringing further recommendations to Council at its October 27<sup>th</sup> meeting. Below are program updates for existing programs:

**Resident assistance:** Staff has promoted the program via various channels including social media, the White Bear Press, the biannual newsletter, direct outreach to landlords and through the White Bear Area Food Shelf. Initial response to the program was slow, but Community Action Partnership of Ramsey and Washington Counties has seen an uptick in applications as these communications reach individuals and families experiencing need. Based on conversations with residents and service providers, staff anticipates need for housing and childcare support to continue and does not recommend any changes to the program at this time. Of the \$250,000 allocated to the program currently there are 5 approved grants for a total of \$6,686 dollars, 7 in process and one denied because they had not demonstrated a loss of income.

**Non-profit assistance grants:** Staff has received some applications and heard from additional non-profits that intend to apply. Staff will report to council a final number of applications at the meeting on Tuesday as the application will close on Monday. At this time staff does not anticipate grant requests to exceed the \$100,000 allocated to the program. If there are any recommendations to adjust or extend this program they will be presented at the October 27<sup>th</sup> meeting.

**Restaurant meal delivery:** Due to the \$20,000 in funding allocated to this program by Council, Newtrax has been able to increase the amount paid to restaurants to \$8.50 per meal, with \$1.50

covering the cost of delivery. They have also been able to expand the reach of the program to families receiving free and reduced school lunch through outreach facilitated by White Bear Lake Area Schools. Newtrax has been able to leverage the City of White Bear Lake's support for this project to seek support from other area communities and expand the geographic scope of the service. Plans are underway to garner additional foundational and community financial support to extend the program beyond the timeline funded by the City's allocation of CARES funding.

**Mental health assistance:** As of the most recent conversation with Northeast Youth and Family Services (NYFS) there has not been use of the individual listening sessions. NYFS is planning to launch other types of mental health services to meet COVID related mental health needs such as a business webinar on mental health and various targeted support groups that will be supported by the \$30,000 allocated to the program. Staff continues to explore other options with NYFS to utilize this funding in support of mental health needs in the community due to the pandemic and continues to promote this program through various channels.

**Business assistance grants:** The grant application period closed on October 5<sup>th</sup>. Based on the applications received, the program is oversubscribed with eligible applications in excess of the \$250,000 allocated to business grants. Final eligibility determinations are still being made by SPEDCO, the organization administering this program on behalf of the City. However, below is a summary based upon initial review:

- Total number of eligible\* applications: 44 with total request of \$360,570
  - Applicants who HAVE NOT received relief through county or state relief programs: 32 businesses for \$260,000
  - Applicants who HAVE received relief grants from the county or state (not including federal PPP, EIDL programs or forgivable DEED loans): 13 businesses for \$100,570

*\* Three (3) applications received were not eligible; one of the applicants is not located in the city and two do not meet other eligibility requirements.*

### **RECOMMENDED COUNCIL ACTION**

Staff recommends an additional \$10,000 be allocated to the Business Relief Grant Program to fully fund all applicants that have not yet received any coronavirus relief assistance through state or county grant programs.

For the 13 businesses that have already received state or county CARES Act grants, Council could consider the following:

- a) Choose not to fund those who have already received coronavirus relief grants through state or county grant programs
- b) Fully fund these 13 businesses
- c) Partially fund these 13 businesses at a percentage of request

For Council's consideration, the following chart represents additional allocations needed under four different scenarios:

Additional allocation to fully fund eligible businesses <i>that have already received county or state coronavirus relief grants</i>	Additional allocation if funding <b>25%</b> of eligible amount	Additional allocation if funding <b>50%</b> of eligible amount	Additional allocation if funding <b>75%</b> of eligible amount
\$103,070	\$25,767.50	\$51,535.00	\$77,302.50

#### **ATTACHMENTS**

Resolution allocating an additional \$10,000 of its CRF funds to the Business Grant Relief Program to fully fund all eligible applicants that have not yet received any coronavirus relief funds through state or county programs.

The attached resolution can be amended by Council to include additional funding for the businesses that have already received CRF funding if so directed.

## **RESOLUTION NO.**

### **RESOLUTION AMENDING THE CITY OF WHITE BEAR LAKE BUSINESS GRANT RELIEF PROGRAM TO DISTRIBUTE CORONAVIRUS RELIEF FUNDS**

**WHEREAS**, the federal government established the Coronavirus Aid, Relief, and Economic Security (CARES) Act on March 27, 2020, providing over \$2 trillion in federal economic relief to protect the American people from the public health and economic impacts of COVID-19; and,

**WHEREAS**, Section 5001 of the CARES Act established the \$150 billion Coronavirus Relief Fund (CRF), providing payments to State, Local and Tribal governments navigating the impact of the COVID-19 outbreak and established criteria that expenses must meet to be eligible for CRF funding; and

**WHEREAS**, \$841 million in federal COVID-19 economic relief funds were distributed to Minnesota counties, cities and towns to support local government coronavirus relief efforts; and

**WHEREAS**, the City of White Bear Lake received \$1.918 million in federal COVID-19 economic relief funds based on \$75.34 per capita distribution; and

**WHEREAS**, the City of White Bear Lake established local grant programs to distribute a portion of the remaining Coronavirus Relief Funds to White Bear Lake businesses with a demonstrated economic impact from COVID-19; and

**WHEREAS**, the City of White Bear Lake approved \$250,000 in funds for grants to local businesses that have experienced a negative financial impact due to the COVID-19 pandemic; and

**WHEREAS**, the City of White Bear Lake business relief grant program received eligible applications requesting grants in the amount of \$370,570 including up to \$260,000 in requests from businesses that have not received grant support from county or state grant relief programs; and

**WHEREAS**, the City of White Bear Lake proposes an additional allocation of \$10,000 to the business relief grant to program to fully fund grant requests from applicants that have not received grant relief support from county or state relief grant programs.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of White Bear Lake, Minnesota that the City Manager is hereby authorized to expend an additional portion of its allocation of CRF funds up to \$10,000 for the local business relief grant program to ensure the program fully funds requests received by eligible applicants that have not received additional funding from county or state business relief grant programs.

**RESOLUTION NO.**

The foregoing resolution offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_ was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk

# City of White Bear Lake Environmental Advisory Commission

## MINUTES

Date: August 19, 2020	Time: 6:30pm	Location: WBL City Hall
COMMISSION MEMBERS PRESENT	Sheryl Bolstad, Bonnie Greenleaf, Rick Johnston, Gary Schroeher (Chair), Robert Winkler	
COMMISSION MEMBERS ABSENT	Chris Greene	
STAFF PRESENT	Connie Taillon, Environmental Specialist	
VISITORS	None	
NOTETAKER	Connie Taillon	

### 1. CALL TO ORDER

The meeting was called to order at 6:35 pm.

### 2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes. Commissioner Greenleaf moved, seconded by Commissioner Bolstad, to approve the agenda presented.

Roll call vote:

Bolstad: Aye  
Greene: Absent  
Greenleaf: Aye  
Johnston: Aye  
Schroeher: Aye  
Winkler: Aye

Motion carried.

### 3. APPROVAL OF MINUTES

#### a) June 17, 2020 regular meeting

The commission members reviewed the June 17, 2020 draft minutes and had no changes. Commissioner Bolstad moved, seconded by Commissioner Johnston, to approve the minutes of the June 17, 2020 meeting as presented.

Roll call vote:

Bolstad: Aye  
Greene: Absent  
Greenleaf: Aye  
Johnston: Aye  
Schroeher: Aye  
Winkler: Aye

Motion carried.

#### b) July 15, 2020 regular meeting

The commission members reviewed the July 15, 2020 draft minutes and had no changes. Commissioner Greenleaf moved, seconded by Commissioner Bolstad, to approve the minutes of the July 19, 2020 meeting

as presented.

Roll call vote:

Bolstad: Aye  
Greene: Absent  
Greenleaf: Aye  
Johnston: Aye  
Schroeher: Aye  
Winkler: Aye

Motion carried.

*Commission member left the meeting*

**4. VISITORS & PRESENTATIONS**

None

**5. UNFINISHED BUSINESS**

a) Work plan high priority goals

Taillon reported that staff met to discuss recycling containers in the downtown area. Parks staff recommends keeping all trash containers and adding recycling containers next to each one. Parks staff prefers to purchase the same decorative metal container as the existing trash container, but will look at labeling and opening options. Taillon will provide updates as the project moves forward.

Commission members discussed future newsletter articles. Chair Schroeher stated that he would like to see more pollinator gardens included on the interactive map and directed staff to include information about the map in the fall newsletter. Commissioner Bolstad would also like to have information about pollinator garden resources included in the newsletter. Commission members discussed including an article about the City's battery powered lawn equipment in the spring newsletter.

b) 2020 budget

- Expo banners

Chair Schroeher researched feather flags and found a style that may work for the expo, at a cost of \$134 each. He will create a design and email the draft design to the commission members for review.

- Giveaway drawings

Taillon asked the commission members if there was interest in a giveaway drawing or subsidizing a Home Energy Squad visit as part of the 2020 Inter City Challenge. Commission members discussed subsidizing \$20 off of Home Energy Squad visits for a total of \$140 in 2020. Taillon will contact CEE to determine the logistics of a Home Energy Squad Visit subsidy.

c) Zero waste events – *Action item*

Commission members reviewed the draft zero waste policy and discussed waiting to vote on the policy until the full commission is present. Taillon will add the zero-waste events policy to the September agenda.

**6. NEW BUSINESS**

a) 2021 Work plan

Commission members reviewed the 2020 goals list and discussed possible high priority goals for 2021, including a plastic bag ordinance, solar on City buildings, promoting the high quality of drinking water, and enforcement of water conservation and illicit discharge ordinances. Commissioner Greenleaf stated that

she will review past reports for project ideas

Chair Schroeher mentioned that the commission members could consider inviting a representative from Wildlife Forever in White Bear Lake to speak at a future meeting.

## 7. DISCUSSION

### a) Staff updates

#### - Commissioner re-appointments

Taillon reported that Chair Schroeher and Commissioner Greene's terms have been extended through June 2023.

#### - Mayor's water challenge

Taillon stated that the City of White Bear Lake is currently in 2nd place in the National Mayor's Water Challenge in our population category. She asked commission members to take the water pledge and to ask friends and family to do the same. Commission members asked staff to email a link to the Mayor's Water Challenge pledge.

#### - Matoska park shoreline armoring

Taillon mentioned that the City plans to riprap approximately 180 feet of Matoska Park dog beach shoreline late fall or early next spring to stop erosion due to high water and foot traffic. A shoreline restoration contractor was consulted early on to determine if the site is appropriate for a native plant buffer. Because of the high amount of foot traffic along the shoreline, natural vegetation was not recommended.

#### - Goose Lake

Taillon provided an update on the Goose Lake Adaptive Management Plan process. As a first step VLAWMO and City staff plan to present the plan to City Council for their feedback. Taillon will provide updates as the plan develops.

### d) Commission member updates

#### - Environmental commission roles

Chair Schroeher provided a summary of Environmental Commission roles from Red Wing, Wayzata, New Brighton, Maplewood, Mahtomedi, and Bloomington. He recommends that the commission members review the duties and responsibilities and consider whether or not to expand their duties. The commission members directed staff to include EAC roles/duties to the 2021 draft work plan goals list.

### e) Do-outs

New do-out items for August 19, 2020 include:

- Chair Schroeher to design the expo flag and determine pricing
- Commissioner Greenleaf to review reports for a list of future projects.
- Commission members to review roles of other environmental commissions
- Staff to add information in newsletter about pollinator garden resources and a pollinator map
- Staff to contact CEE about subsidizing the home energy squad fee.
- Staff to send mayor's water challenge link to commissioners
- Staff to add EAC roles to 2021 work plan goals
- Staff to feature City's battery powered lawn equipment in the spring newsletter



- Staff to add zero waste policy to the September agenda

f) September agenda

Include zero waste policy and 2021 work plan on the September agenda. The next meeting will be held via WebEx on Wednesday, September 16, 2020 at 6:30pm.

**8. ADJOURNMENT**

Commissioner Greenleaf moved, seconded by Commissioner Bolstad to adjourn the meeting at 8:33 pm.

Roll call vote:

Bolstad: Aye

Greene: Absent

Greenleaf: Aye

Johnston: Aye

Schroeder: Aye

Winkler: Absent

Motion carried.

# Park Advisory Commission Meeting Minutes

AUGUST 20, 2020

6:30 P.M.

Memorial Beach/West Park

MEMBERS PRESENT	Bill Ganzlin, Bryan Belisle, Victoria Biehn, Mark Cermak, Anastacia Davis, Ginny Davis, Mike Shepard
MEMBERS ABSENT	
STAFF PRESENT	Andy Wietecki
VISITORS	
NOTE TAKER	Andy Wietecki

## 1. CALL TO ORDER

The meeting was called to order at 6:34 pm.

## 2. APPROVAL OF MINUTES

Approval of the minutes from July 16, 2020 was moved by Mike Shepard and seconded by Ginny Davis.

## 3. APPROVAL OF AGENDA

Approval of the August 20, 2020 agenda was moved by Victoria Biehn and seconded by Mark Cermak with the addition of Lifeguards at Memorial Beach by Bryan Belisle.

## 4. UNFINISHED BUSINESS – LIONS PARK FISHING PIER WEED UPDATE

Andy Wietecki updated the Park Commission Members about the Lions Park fishing pier weed issue. Money was moved around in the budget to make the weed removal happen this year. Weed removal at the Lions Park fishing pier will help improve the conditions for the fishermen and fisherwomen that use this pier.

## 5. NEW BUSINESS

### a) Memorial Beach Retaining Wall Improvement Project for 2021

The Park Advisory Commission met at Memorial Beach to discuss the hillside at Memorial Beach that keeps eroding onto the trail below. Installation of a retaining wall will improve the aesthetics and make the hill much easier to maintain. Andy requested feedback from the Commission members on whether a commercial or natural look would be preferred. Anastacia suggested that the City try to design the wall and landscaping with a natural look including boulders and natural plantings instead of high maintenance shrubs and plants. The other members agreed that the City should look at more natural designs but also design more usable space for people to sit and enjoy the lake view by incorporating more benches and patio space. According to Andy, the City will have soil boring samples tested this fall to identify the soil conditions so that a design/plan can be developed over the winter months.

### b) Pavement Replacement at Lakewood Hills Softball Complex

The City of White Bear Lake is proceeding with pavement replacement at Lakewood Hills Softball Complex this fall. The sinking concrete apron around the building was already replaced. The City is currently waiting for 3 new French drains. Once the drains arrive and are ready to be installed, all the asphalt around the softball complex will be removed and replaced. The project was almost pushed off for another year but the project came in way under budget, so the City decided to proceed with it this year.

#### **6. OTHER STAFF REPORTS – UPDATE AND TOUR OF WEST PARK SHELTER**

After discussing the beach project at Memorial Beach, the Park Advisory Commission walked to West Park to look at the new picnic shelter being constructed. The Commission members really liked the design and how well it fits the park. The Commission couldn't help but notice the great views of the lake from the new shelter. Andy Wieteki also updated the Park Advisory Commission on the construction progress.

The Commission received an update on the City's park budget for next year.

#### **7. COMMISSION REPORTS**

Bryan Belisle had a resident reach out to him asking why West Park is the only beach on White Bear Lake that isn't staffed with lifeguards. The Park Advisory Commission discussed the importance of a lifeguard in a life or death situation and discussed how the City could obtain and manage lifeguards. Bryan believes that the YMCA will staff our beach for a fee and that all of the training and scheduling is done by the YMCA. The Commission agreed that the City should look into this program offered by the YMCA.

Mike Shepard requested an update on the split rail fence at Lions Park that the White Bear Lake Lions Club donated money to replace. Andy reported that the fence was installed on July 27<sup>th</sup>. The new fence gives the lakeshore at Lions Park a much needed enhancement.

#### **8. OTHER BUSINESS**

None.

#### **9. ADJOURNMENT**

The next meeting will be held on September 17, 2020 at 6:30 p.m.

There being no further business to come before the Park Commission, the meeting was adjourned. Moved by Mike Shepard and seconded by Mark Cermak.

**MINUTES  
PLANNING COMMISSION MEETING  
CITY OF WHITE BEAR LAKE  
SEPTEMBER 28, 2020**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, September 28, 2020, beginning at 7:00 p.m. via WebEx, pursuant to a statement issued by the Mayor under Minnesota Statutes, section 13D.021 as a result of the COVID-19 pandemic, by Chair Ken Baltzer.

**1. CALL TO ORDER/ROLL CALL:**

MEMBERS PRESENT: Ken Baltzer, Jim Berry, Pamela Enz, Mark Lynch, Erich Reinhardt (7:03 pm), and Peter Reis.

MEMBERS EXCUSED: None.

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, and Ashton Miller, Planning Technician.

OTHERS PRESENT: Bill Weigel, Charlene Baker, and Lisa Stonehouse.

**2. APPROVAL OF THE SEPTEMBER 28, 2020 AGENDA:**

Member Reis moved for approval of the agenda. Member Lynch seconded the motion, and the agenda was approved (6-0).

**3. APPROVAL OF THE JULY 27, 2020 PLANNING COMMISSION MEETING MINUTES:**

Member Enz moved for approval of the minutes. Member Berry seconded the motion, and the minutes were approved (6-0).

**4. CASE ITEMS:**

A. **Case No. 20-14-V:** A request by **Frazer Automotive Services** for a 6 foot 6 inch variance from the 10 foot height limit for a free-standing sign in the B-5 zoning district, per Sign Code Section 1202.040, Subd.2.B.1 in order to replace the cabinet signs with a new cabinet sign that includes a changeable copy area at the property located at 2140 3rd Street.

Miller discussed the case. Staff recommended approval.

Member Baltzer opened the public hearing. No one spoke to the matter and Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 20-15-V. Member Reinhardt seconded the motion. The motion passed by a vote of 6-0.

- B. **Case No. 20-4-SHOP:** A request by **Charlene Baker** for a Special Home Occupation Permit, per Code Section 1302.120, in order to operate a hair salon in her single-family home at the property located at 3296 Glen Oaks Avenue.

Miller discussed the case. Staff recommended approval.

Member Reis asked what type of sign would be allowed in association with the business. Crosby conveyed that the maximum size is four square feet and that only a wall sign would be permitted.

Member Baltzer opened the public hearing.

Charlene Baker, Applicant, 3296 Glen Oaks Avenue, thanked the Commissioners for hearing her proposal. She stated that if she were to put up a sign, it would be something small to signify which door clients should enter through.

Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 20-4-SHOP. Member Berry seconded the motion. The motion passed by a vote of 6-0.

- C. **Case No. 20-7-CUP:** A request by **Stonehouse Catering** for a Conditional Use Permit, per Zoning Code Section 1302.050, Subd.11 for off-site parking at the property located at 4466 Centerville Road.

Kane discussed the case. Staff recommended approval subject to the conditions laid out in the staff report.

Member Baltzer opened the public hearing.

Lisa Stonehouse, applicant, commented that she has a great relationship with Doctor Rustad, the property owner to the north. She confirmed that her business would need the parking stalls at opposite times of when patients would visit the office, so there should be no conflict. The White Bear community has been very supportive and she is excited for the opportunity to do something more.

Member Baltzer closed the public hearing.

Member Lynch moved to recommend approval of Case No. 20-7-CUP. Member Enz seconded the motion. The motion passed by a vote of 6-0.

- D. **Case No. 20-1-P:** A request by **321 Group LLC** for a preliminary plat, per Code Section 1402.020, to subdivide one parcel into 9 single-family residential lots on the property located at 1800 County Road E. (**Continued at Applicant's Request.**)

## 5. DISCUSSION ITEMS:

- A. City Council Meeting Minutes of September 8, 2020.

Kane discussed the CARES funding the City has obtained. The City received \$1.9 million to share with those in the community who have been affected by the Covid-19 pandemic. She

encouraged the Commissioners and anyone listening to the meeting to spread the message to others in White Bear Lake that funding is available.

**B.** Park Advisory Commission Meeting Minutes of June 18, 2020.

Member Berry updated the Commissioners on the Japanese Knotweed found in the City. The Ramsey Washington Metro Watershed District and the Department of Natural Resources have started treating the area. It will take three to four years to control the invasive species because it must be chemically treated.

**6. ADJOURNMENT:**

Member Lynch moved to adjourn, seconded by Member Reis. The motion passed unanimously (6-0), and the September 28, 2020 Planning Commission meeting was adjourned at 7:34 p.m.

DRAFT

REGULAR MEETING OF THE WHITE BEAR LAKE CONSERVATION DISTRICT  
7:00 pm White Bear Lake City Hall  
Minutes of August 18, 2020

APPROVAL DATE: Approved

1. **CALL TO ORDER** the August 18, 2020 meeting of the White Bear Lake Conservation District was called to order by Chair Bryan DeSmet at 7:00 pm (Zoom virtual meeting)
2. **ROLL CALL** Present were: Chair Bryan DeSmet, Vice Chair Mark Ganz, Sec/Tres Diane Longville, Directors: Scott Costello, Mike Parenteau, Cameron Sigecan, Scott O'Connor and Susie Mahoney. Missing was Director Marty Rathmanner. A quorum was present.
3. **AGENDA** – Chair DeSmet asked for any changes to the agenda. Motion (Costello/second) to add under Lake Education discussion of purchasing new Lake Clean Up signs approved vote all aye passed
4. **APPROVAL OF MINUTES OF** – July 2020 board meeting. Motion (DeSmet/Second) Moved to approve vote by roll call all aye passed.
5. **PUBLIC COMMENT TIME** – None
6. **NEW BUSINESS** –
  - Scott Costello would like to discuss donating to the U of M a crowdfunding research project to see the effects of wake boats on shorelines etc. Their goal is to collect \$100,000. Motion (Costello/second) to donate \$2,000 from our cash reserves this would get the U of M to reach their funding goal. Vote 2 nay 6 aye majority passed
7. **UNFINISHED BUSINESS** - Update
  - Sign for St. Germain Bay, City of Dellwood would like us to put a marker down where we are interested in putting the sign as some of the land in the area is private, some is MNDOT. Mark is going down there next Thursday to mark the spot if anyone would like to join him. The sign is for historic reasons and appreciation to George St. Germain.
  - Commercial Bay Study – Review the spreadsheet Bryan sent to the board as a start for ideas send any requests to Kim for our Sept meeting.
8. **REPORTS/ACTION ITEMS**
  - Executive Committee** – No meeting
  - Lake Quality Committee** – Mike Parenteau
    - Lake level as of today is 924.79 last yr 925.02
    - Current temperature is 74 degrees
    - July 30<sup>th</sup> Yellow Tail Iris treated, late Sept early Oct treating phragmites again
9. **Lake Utilization Committee** – Meeting was cancelled
  - Having a drone fly over tomorrow for a boat count
10. **Lake Education** – Scott Costello
  - New signs for lake clean up. Need to order new sandwich board sign for annual lake clean up need a more permanent type with our logo, cost up to \$200 would like to get approval in advance. Motion (Costello/second) to spend up to \$250 for new signs vote all aye passed
  - It was asked if there ever was a summer clean up. Specifically in Commercial Bay area. No, but add to the Sept agenda for future discussion

**11. Treasurer's Report – Diane Longville**

Motion (Longville/Second) approval of August 2020 Treasurer's report and payment of check numbers 4650 - 4656 Move to approve all aye passed.

**12. Board Counsel Report – Alan Kantrud**

August has been slower, there was accident in front of Yacht Club two boats collided under investigation

**13. Announcements – None**

**14. Adjournment – Motion (DeSmet/Second) Move to adjourn all aye Passed.**

**Meeting adjourned**

ATTEST:

*Kim Johnson*

Kim Johnson

Executive Administrative Secretary

Date: 8/18/20

ATTEST:

*Bryan DeSmet*

Bryan DeSmet

Board chair

Date: 8/18/20





**City of White Bear Lake**  
Police Department

## *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Julie Swanson, Chief of Police

**Date:** October 7, 2020

**Subject:** **2021 Enforcement Grant from the Department of Public Safety**

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### **BACKGROUND**

The Ramsey County Traffic Safety Initiative submitted a grant application to the Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) and was awarded \$711,685.00 for the 2020-2021 fiscal year. The grant is shared among the law enforcement agencies within Ramsey County. Saint Paul Police Department serves as the grant coordinator, and each agency receives quarterly reimbursement for overtime from the grant. White Bear Lake Police Department's portion of the grant amounts to \$106,500.45 for the 2021 enforcement year.

### **SUMMARY**

The Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) has provided Ramsey County law enforcement agencies with grant funding to conduct a highly-visible, well-publicized traffic safety enforcement program. The grant funding will be used for overtime enforcement to address all traffic safety issues with an emphasis on impaired driving, occupant protection, speed and distracted driving. The DPS has a mandate to promote the safety of those who use public roadways. The National Highway Traffic Safety Administration (NHTSA) provides federal funding to the OTS to design and implement public education and traffic law enforcement programs to fulfill this mandate. The OTS and NHTSA seek to support traffic safety interventions that have been proven to reduce deaths and severe injuries caused by motor vehicle crashes.

Minnesota uses an interdisciplinary approach by teaming up the 4 Es of enforcement, engineering, education and emergency medical and trauma services to implement these strategies. This traffic safety program, called Toward Zero Deaths (TZD) works to create a safe driving culture in Minnesota in which motorists support a goal of zero road fatalities by practicing and promoting safe and smart driving behavior.

### **RECOMMENDED COUNCIL ACTION**

Staff recommends Council adopt the attached resolution authorizing the City Manager to execute an agreement with the Minnesota Department of Public Safety for the 2021 Enforcement Grant.

### **ATTACHMENTS**

Resolution

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE CITY MANAGER  
TO ACCEPT THE 2021 LAW ENFORCEMENT GRANT**

WHEREAS, the Ramsey County Traffic Safety Initiative submitted a grant application to the Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) and was awarded \$711,685.00 for the 2020-2021 fiscal year; and

WHEREAS, the grant is shared among the law enforcement agencies within Ramsey County, Saint Paul Police Department serves as the grant coordinator, and each agency receives quarterly reimbursement for overtime from the grant; and

WHEREAS, the White Bear Lake Police Department's portion of the grant amounts to \$106,500.45 for the 2021 Enforcement year; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of White Bear Lake that the Mayor and City Manager are authorized to accept the 2021 Law Enforcement Grant; and

BE IT FURTHER RESOLVED that the City of White Bear Lake Police Department enter into a grant agreement with the Saint Paul Police Department and Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute such agreements and amendments as are necessary to implement the project.

The foregoing resolution, offered by Councilmember \_\_\_ and supported by Councilmember \_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk



**City of White Bear Lake**  
City Manager's Office

## *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Kara Coustry, City Clerk

**Date:** October 5, 2020

**Subject:** **Carbone's Pizzeria & Pub – Single Event Extension License for Halloween**

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### **BACKGROUND / SUMMARY**

The owners of Carbone's, Liz and Steve Boleen, are planning a Halloween celebration on Saturday, October 24, 2020. They have permission from the owner of the parking lot, Clear Choice Properties, to place multiple small tents for additional external seating and for a band. The Boleens' have also talked to their neighbors in the complex. Most are closed in the evening, but those that will remain open are agreeable to the event.

Carbone's has asked permission for the band to continue playing outdoors until 11:00 p.m., which extends one hour beyond the City's noise ordinance. Given the restaurant's location and the fact that there have been no calls of concerns related to outdoor music events from this location, staff is willing to consider this special request with the caveat that if a complaint call is received after 10:00 p.m. the band will be asked to conclude its performance.

Alcohol extension license service outside of the designated restaurant area requires Council's approval. Carbone's is seeking approval for a single event extension to their on-sale liquor license as follows:

Boleen Enterprises dba Carbone's Pizzeria & Pub  
Parking lot, inside the confines of fenced area  
1350 Highway 96, Suite 7  
White Bear Lake, MN 55110  
3:00 p.m. – 11: p.m.  
Saturday, October 24, 2020

Several smaller tents will be erected in the parking lot to facilitate social distancing and contained within fencing. Tents 400 square feet or less do not require a tent permit and fire inspection.

### **RECOMMENDED COUNCIL ACTION**

Staff recommends Council adopt the resolution as presented.

### **ATTACHMENTS**

Resolution

**RESOLUTION NO.**

**A RESOLUTION APPROVING A SINGLE EVENT EXTENSION  
TO AN ON-SALE LIQUOR LICENSE AND OUTDOOR MUSIC UNTIL 11:00 P.M.  
FOR CARBONE'S PIZZERIA & PUB**

WHEREAS, an application for a Single Event Extension to an On-Sale Liquor License to the premises but outside the building has been made by Carbone's Pizzeria & Pub (Carbone's), and;

WHEREAS, Carbone's is hosting a Halloween Party on Saturday, October 24, 2020, on the parking lot at the premises of 1350 Highway 96, Suite 7 and;

NOW THEREFORE, BE IT RESOLVED that the White Bear Lake City Council approves a Single Event Extension to an On-Sale Liquor License to the premises but outside the building of Carbone's on 1350 Highway 96, Suite 7, on October 24, 2020, subject to the following conditions:

1. Written approval from the owner of the parking lot.
2. Music performance concludes at 11:00 p.m. but any calls of concern after 10:00 p.m. will result in immediate commencement of outdoor music.
3. Erection of approved fencing in a location approved by City staff, said fence must restrict the space in which liquor may be consumed.
4. Security will be assigned to entrance and wristbands provided to those of legal age to consume alcohol.
5. Proof of general and liquor liability insurance naming the City as an additional insured up to municipal liability limits;

The foregoing resolution offered by Councilmember **X** and supported by Councilmember **X**, was declared carried on the following vote:

Ayes:

Nays:

Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk



**City of White Bear Lake**  
City Engineer's Office

# *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Paul Kauppi, Public Works Director/City Engineer

**Date:** October 10, 2020

**Subject:** **Joint Powers Agreement for the Ramsey County Geographic Information Systems Users Group**

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## **SUMMARY**

The City has been a member of the Ramsey County Geographic Information Systems (GIS) Users Group since its establishment in 1995. The GIS Users Group is comprised of cities, watershed districts and school districts in Ramsey County that desire to share the GIS data that is generated and maintained by Ramsey County. The GIS data includes aerial photography, digital basemaps and a parcel-specific database. The City's annual cost for this service is approximately \$2,400, and the data is used by all the departments throughout the City.

The current Joint Powers Agreement (JPA) will expire at the end of 2020, and the proposed JPA will be effective from 2021 through 2025.

## **RECOMMENDED COUNCIL ACTION**

Staff recommends that the City Council approve the City of White Bear Lake's membership in the Ramsey County GIS Users Group for 2021-2025. The resolution, if adopted, will authorize the Mayor and City Manager to execute the agreement.

## **ATTACHMENTS**

Resolution

**RESOLUTION NO.:**

**RESOLUTION APPROVING A JOINT POWERS AGREEMENT  
FOR MEMBERSHIP IN THE RAMSEY COUNTY  
GEOGRAPHIC INFORMATION SYSTEMS (GIS) USERS GROUP**

WHEREAS, the City of White Bear Lake has been a member of the Ramsey County GIS Users Group since its inception in 1995; and

WHEREAS, the Ramsey County GIS Users Group facilitates the use of GIS data maintained by Ramsey County; and

WHEREAS, the City desires to continue to use the County GIS data and to facilitate that use through membership in the Ramsey County GIS Users Group.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that:

1. The City Council hereby approves the Joint Powers Agreement among the members of the Ramsey County GIS Users group for 2020 through 2025.
2. The Mayor and City Manager are hereby authorized to execute the Joint Powers Agreement on behalf of the City.

The foregoing resolution offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following vote:

Ayes:  
Nays:  
Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk



**City of White Bear Lake**  
City Engineer's Office

# *MEMORANDUM*

**To:** Ellen Hiniker, City Manager

**From:** Paul Kauppi, Public Works Director/City Engineer

**Date:** October 13, 2020

**Subject:** **Lease Amendment No. 2 for Verizon Wireless at the Centerville Road Water Tower Site**

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## **BACKGROUND / SUMMARY**

Verizon Wireless has requested permission to modify the cellular equipment installed at Centerville Road Water Tower site. This will be the second amendment to this lease agreement. This amendment will allow for a modification to equipment and extend the terms of the lease.

The Engineering department has reviewed the proposed equipment modifications by Verizon Wireless and has approved the plans.

## **RECOMMENDED COUNCIL ACTION**

Staff recommends Council adopt the resolution approving amendments to the Verizon Wireless lease at the Centerville Road Water Tower site.

## **ATTACHMENTS**

Resolution

**RESOLUTION NO.:**

**RESOLUTION APPROVING LEASE AMENDMENTS WITH VERIZON WIRELESS  
FOR PLACEMENT OF COMMUNICATIONS EQUIPMENT  
ON THE CITY'S WATER TOWER AT 4636 CENTERVILLE ROAD**

WHEREAS, Verizon Wireless has been operating telecommunications equipment from the City's water tower at 4636 Centerville Road, and

WHEREAS, Verizon Wireless desires to amend its lease with the City to accommodate equipment modifications which are necessary to be competitive in the current mobile communication business, and

WHEREAS, Verizon Wireless desires to amend its lease with the City to extend the terms of their lease; and

WHEREAS, the City desires to work with Verizon Wireless to accommodate their needs, and

WHEREAS, the existing lease agreement needs to be amended to accommodate the proposed equipment modifications and term of the lease.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that:

- 1) The proposed amendment to the lease agreement with Verizon Wireless for equipment installed at the Centerville Road water tower site is hereby approved which details the equipment modifications and terms of the lease.

The foregoing resolution offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_, was declared carried on the following

vote:

Ayes:

Nays:

Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

ATTEST:

\_\_\_\_\_  
Kara Coustry, City Clerk





**City of White Bear Lake**  
City Engineer's Office

# MEMORANDUM

**To:** Ellen Hiniker, City Manager

**From:** Connie Taillon, Environmental Specialist/Water Resources Engineer

**Date:** October 13, 2020

**Subject:** **Environmental Updates**

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## **GOOSE LAKE BOAT LAUNCH**

Construction was completed this summer for the limited access boat launch on City right-of-way at Highland Avenue. The boat launch will be used by the Vadnais Lake Area Water Management Organization (VLAWMO) to conduct its necessary partnership-based water quality management activities on East Goose Lake.

On July 8, 2020, City Council adopted a resolution approving a Memorandum of Agreement for the construction, operation, and maintenance of the boat launch. VLAWMO was responsible for design and construction, and will operate and maintain the boat launch for the duration of the agreement.



## CUMMINS PARTNERSHIP NEWSLETTER ARTICLES

At the February 11, 2020 City Council meeting, a representative from Cummins reported on a project facilitated by the Great Plains Institute to accelerate the adoption of electric vehicles (EVs) through public EV charging installations in White Bear Lake and Shoreview. This summer the Great Plains Institute published a blog about this partnership, which can be found at the following link: <https://www.betterenergy.org/blog/community-partnerships-accelerate-electric-vehicle-charging-in-minnesota/>. Ramsey County Environmental Health Division also plans to highlight this partnership in their November Green Ramsey e-newsletter. To access the County newsletters, go to [RamseyCounty.us](http://RamseyCounty.us) and search “Green Ramsey”.



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## Community Partnerships Accelerate Electric Vehicle Charging in Minnesota

August 11, 2020 in [Communities](#), [Transportation & Fuels](#)

Author: [Diana McKeown](#)



Last summer, the Great Plains Institute facilitated a project to accelerate the adoption of electric vehicles (EVs) through public EV charging installations in the Minnesota cities of Shoreview and White Bear Lake in partnership with employees from [Cummins Inc.](#) Both communities host Cummins facilities and were excited to collaborate on EV chargers as part of their work to advance sustainability. Cummins was looking for a project to advance sustainability in the communities where they have facilities and where many of their local employees live. The EV project demonstrated the value of partnerships in making progress on community sustainability efforts.