

Minutes
Woodbury City Council
Wednesday, September 7, 2022

Pursuant to the due call and notice thereof, a regular meeting was duly held virtually and at the Woodbury City Hall, 8301 Valley Creek Road, on the 7th day of September 2022.

Call to Order

Mayor Anne Burt called the meeting to order at 7:00 p.m.

Mayor Burt welcomed those listening and attending. She said members of the public may attend the meeting but will be required to comply with social distancing parameters as determined by the City. Members of the public may also join the meeting using a PC, Mac, iPad, iPhone or Android device. Public comments will be accepted during the meeting both in person and by using the link to the virtual meeting to join the meeting and then submit your questions via the online Q&A feature within the meeting. Questions regarding the meeting will also be taken between the hours of 8:00 a.m. to 4:30 p.m. via email council@woodburymn.gov or call 651-714-3524 and leaving a voicemail message.

Pledge to Flag

Audience, staff, and Council pledged allegiance to the flag of the United States of America.

Roll Call

Upon roll call the following were present: Mayor Anne Burt, Councilmembers: Kim Wilson, Andrea Date, Steve Morris, and Jennifer Santini. Absent: None

Others Present: Kimberlee K. Blaeser, City Clerk; Kevin Sandstrom, City Attorney; Clinton Gridley, City Administrator; Janelle Schmitz, Community Development Director; Chris Hartzell, Engineering Director, and Elizabeth Owens, Recreation Program Specialist.

There were no members of the public in attendance and one member of the public attended virtually.

Special Order of Business

A. Minnesota Recreation and Park Association Award of Excellence – Sponsorships and Partnerships; for the Coin Quest: Woodbury's Medallion Hunt

Recreation Specialist Elizabeth Owens stated the City of Woodbury has received an Award of Excellence in the category of Sponsorship and Partnership for the Woodbury Carnival Coin Quest Medallion Hunt.

Jared Flewellen, representing Minnesota Recreation and Park Association (MNRPA) Awards Committee, stated the Association was founded in 1937 to foster the growth and development of parks and recreation professionals throughout the state. The Association has 158 members from municipal, county, state, district, commercial and private agencies. The award was created to recognize agencies and their staff for outstanding and unique projects from the past year.

Mr. Flewellen stated the Awards Committee hopes to increase awareness and appreciation for excellence in parks, trails, facilities, recreation programs and services in Minnesota. He added, as a resident of Woodbury and user of the City's parks and recreation, as well as an unsuccessful Coin Quest hunter, he can personally attest to the quality of this activity and the staff behind it.

Mr. Flewellen presented the Award of Excellence to the City of Woodbury Coin Quest on behalf of the MNRPA Awards Committee.

Ms. Owens stated this was the City of Woodbury's first Coin Quest, a 3-week medallion hunt during which Public Safety staff presented video clues three times per week. She added the medallion finder receives \$100 worth of gift cards to local businesses, and the Woodbury Community Foundation donates \$100 to a local non-profit organization when a coin is found.

Open Forum

The Open Forum is a portion of the Council meeting where a maximum of three persons will be allowed to address the Council on subjects, which are not a part of the meeting agenda. Persons wishing to speak must complete a sign-up sheet prior to the start of the meeting. Give the sign-up sheet to any staff person. Speakers are limited to two minutes each. The Council will listen attentively to comments but, in most instances, will not respond at the meeting. Typically, replies to the concerns expressed will be made via letter or phone call within a week.

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Ms. Schmitz stated CDBG-CV funding expenditures were intended to plan for and prevent the spread of COVID-19 and included emergency homeownership assistance; emergency food assistance; childcare assistance; mental health assistance; and program administration for a total of \$114,367.56. She added funds are still available and will be reported in next year's CAPER.

Ms. Schmitz stated HOME fund expenditures of \$557,513.49 are not included in the City's CAPER, but will be in Dakota County's CAPER, and that local investments in affordable housing through the HRA loan program of \$344,152.89, are not included in the CAPER as they did not involve the use of federal dollars.

Ms. Schmitz stated City Staff recommends City Council adoption of a Resolution approving the 2021 CAPER.

Mayor Burt moved, seconded by Councilmember Date to close the public hearing.

Voting in Favor: Wilson, Date, Morris, Santini, Burt
Absent: None

Mayor Burt opened opportunity for discussion and questions from the Council.

Councilmember Santini requested clarification regarding HOME funds for Orville Commons that were deferred. Ms. Schmitz stated future HOME allocations will go directly to Anoka County.

Councilmember Santini moved, seconded by Councilmember Date,

To adopt the following resolution

Resolution 22-175

Resolution of the City of Woodbury, Washington County, Minnesota authorizing approving the 2021 Consolidated Annual Performance and Evaluation Report (CAPER).

Voting via voice:

Kim Wilson – aye
Andrea Date – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Discussion

A. Consent Agenda Item C. Resolution Amending Roadway Construction and Rehabilitation Financing Policy

Councilmember Wilson stated, with regard to amending the roadway construction financing policy, she is glad to see that the policy is being updated. She expressed concern that the City has unfunded liability and it is unclear how the sidewalks are being funded. She noted sidewalks adjacent to roads that were being reconstructed were included in assessments, but trails come out of the parks and trails replacement fund. She asked what the plan will be moving forward with regard to funding for sidewalk replacement.

Mr. Gridley stated any assessment policy is an evolving policy that changes over time, and sidewalks are currently included as part of the assessment policy. He added this issue could be addressed by the Road Rehabilitation Task Force that is scheduled for 2024, to analyze the assessment policy for parks and trails funding. He noted the City pays 2/3 of the cost, and 1/3 goes to residents.

Mayor Burt stated 8-10 foot-wide bituminous trails are covered under the parks and trails replacement fund. She added 5-foot wide sidewalks are covered under the street rehabilitation program.

Councilmember Wilson stated streets and curbs are assessed to homeowners. She added, in this case, if there is a trail next to the road, they would not be assessed, but if it is a sidewalk, they would be assessed.

Mr. Hartzell stated 33% of roadway rehabilitation is assessed to residents and sidewalks are incorporated into those assessments.

Councilmember Wilson stated, according to the City's policy, homeowners are assessed for streets, curbs and stormwater improvements.

Mr. Hartzell stated there are many aspects of a project included in the total cost. He added 50% of the water and sewer laterals are assessed, but trunk water and sewer mains come out of enterprise funds.

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Councilmember Wilson stated, going forward, she does not believe it is logical to assess for sidewalks but not for trails. She added, when sidewalks need to be replaced, the City will have a problem if they are only funded through assessments. She noted her point is that this should be reviewed before it becomes an issue.

Councilmember Santini moved, seconded by Councilmember Date,

To adopt the following resolution

Resolution 22-176

**Resolution of the City of Woodbury, Washington County, Minnesota amending CD-ENGPW-4.2
Roadway Construction and Rehabilitation Financing Policy.**

Voting via voice:

Kim Wilson – aye
Andrea Date – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

B. Denying Tobacco Sales License Application of Ali Alfureedy and MJ Smoke Zone, Inc.

Mayor Burt stated that the applicant has withdrawn his request for a tobacco sales license.

Transportation Report (2nd meeting of the month, May-October)

No items scheduled

City Administrator's Report

Mr. Gridley reviewed upcoming City meetings:

- September 8, 2022 - Wells Fargo Redevelopment Meeting, 6:00 p.m., Council Chambers
- September 12, 2022 - 2023 Roadway Rehabilitation Project Open House, 5:30 p.m., Woodbury Lutheran church, 7380 Afton Road
- September 14, 2022 – Budget Meeting, 4:00 p.m., online or in person
- September 19, 2022 – Planning Commission Meeting, 7:00 p.m., City Hall
- September 27, 2022 – Economic Development Commission Meeting, 7:30 a.m., Ash North and South Conference Room
- September 28, 2022 – Housing and Redevelopment Authority Meeting, 7:00 p.m. prior to City Council meeting, Council Chambers
- September 28, 2022 – City Council Meeting, 7:00 p.m., Council Chambers

Adjournment

Mayor Burt moved, seconded by Councilmember Date to adjourn the meeting at 7:40 p.m.

Voting in Favor: Wilson, Date, Morris, Santini, Burt
Absent: None

Respectfully submitted,



Kimberlee K. Blaaser, City Clerk

Approved by the Woodbury City Council on September 28, 2022