



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, NOVEMBER 26, 2019
7:00 PM IN THE COUNCIL CHAMBERS

1. **CALL TO ORDER AND ROLL CALL:** *PLEDGE OF ALLEGIANCE*

2. **APPROVAL OF AGENDA:** *Agenda items are generated by the Mayor and Council a week before a City Council meeting.*

3. **APPROVAL OF THE MINUTES**
 - A. [Minutes of the Closed City Council Meeting on November 12, 2019](#)
 - B. [Minutes of the Regular City Council Meeting on November 12, 2019](#)

4. **VISITORS AND PRESENTATIONS**

5. **PUBLIC HEARINGS:** *If you are here for a Public Hearing, please sign in at the entrance before the meeting begins. When called to the podium, please talk into the microphone and state your name and address for the record. All comments/questions shall be directed to the Mayor and Council.*
 - A. [Truth in Taxation Hearing – Proposed 2019 Tax Levy Collectible in 2020](#)

6. **LAND USE**
 - A. **Consent:** *Land Use Consent items were unanimously passed by the Planning Commission and otherwise non-controversial. These items are not discussed unless they are pulled by staff or Council from the Land Use Consent Agenda at the beginning of the meeting. A citizen should make this request to staff or Council before the meeting is called to order, otherwise these items are passed by one motion and an affirmative vote of a majority of Councilmembers present.*

 - B. **Non-Consent:** *Land Use Non-Consent items that require a public hearing or that were not unanimously passed by the Planning Commission are placed here to provide an opportunity for additional public input.*

7. UNFINISHED BUSINESS

8. ORDINANCES:

Ordinances undergo first and second readings before they are voted on by the Council. The first reading is an introduction of the item and a chance for Council to discuss with staff. The second reading is typically held one month later to allow time for public review. Public comment is taken at the second reading.

- A. [First Reading of an Ordinance amending Ordinance No. 96-3-931 which established a Community Reinvestment Fund](#)

9. NEW BUSINESS

- A. [Resolution authorizing the Mayor and City Manager to execute a Purchase Agreement for sale of land to Saputo, Inc.](#)
- B. [Resolution approving 2019-2020 IAFF Union Contract Firefighter/Paramedics](#)
- C. [Resolution approving health insurance contributions in the 2019 - 2020 Local 49 Union Contract – Public Works](#)

10. CONSENT:

Items under Consent are considered routine and non-controversial and are approved by one motion and an affirmative vote of a majority of Councilmembers present. Items are not discussed unless they were pulled by staff or Council at the beginning of the meeting. A citizen should make this request to staff or Council before the meeting is called to order.

- A. [Resolution authorizing a letter of consent to the City of Vadnais Heights regarding the Comprehensive Plan](#)
- B. [Resolution approving tobacco license and related products for Nothing But Hemp](#)
- C. [Resolution approving a temporary liquor license for Lions Club Foundation](#)
- D. [Resolution approving health insurance contributions for the 2020 MNPEA Patrol Officer Union Contract](#)
- E. [Resolution approving health insurance contributions for the 2020 LELS Sergeants Union Contract](#)
- F. [Resolution approving special assessment](#)

11. DISCUSSION:

Discussion items are intended for Council discussion, not action, and are not open for public comment.

12. COMMUNICATIONS FROM THE CITY MANAGER

- A. ClimateSmart Exchange

13. ADJOURNMENT

All Council meetings are broadcast live on Channel 16 and streamed live online at www.whitebearlake.org/mayorandcitycouncil.

If you require special accommodations, please contact the manager's office at least 96 hours in advance of the meeting: clerk@whitebearlake.org, or (651) 429-8508. Assisted Listening Devices are available for check-out in the Council Chambers.



**MINUTES
CLOSED MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, NOVEMBER 12, 2019
IN THE EXPANSION ROOM**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson convened a closed meeting of the White Bear Lake City Council at 6:00 p.m. Councilmembers Kevin Edberg, Dan Jones and Bill Walsh were present. Staff members present were City Manager Ellen Richter, Assistant City Manager Rick Juba, City Engineer Paul Kauppi, Community Development Director Anne Kane and Finance Director Kerri Kindsvater.

Guests present: Attorney Monte Mills

2. Discussion pursuant to Minnesota Statute Section 13D.05, Subd. 3(B), to receive an update and discuss the status of White Bear Lake Restoration Association, et al v. Minnesota Department of Natural Resources, et al.
3. Discussion pursuant to Minnesota Statute Section 13D.05, Subd 3 (C) 3 regarding properties identified by PID 14-30-22-14-0072 and PID 35-30-22-44-0008.
4. Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:55 p.m.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, NOVEMBER 12, 2019
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 7:03 p.m. Councilmembers Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh were present. Councilmember Doug Biehn was excused. Staff members present were City Manager Ellen Hiniker, Assistant City Manager Rick Juba, City Engineer Paul Kauppi, Community Development Director Anne Kane, Finance Director Kerri Kindsvater, City Clerk Kara Coustry and City Attorney Josh Devaney

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on October 22, 2019

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve the Minutes of the Regular City Council Meeting on October 22, 2019.

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

City Manager Hiniker requested that 9B be removed, a resolution authorizing in-kind contribution and letter of support to the FTA for a transit-oriented planning grant for the Rush Line BRT, indicating that Ramsey County voted earlier to provide the full local match, therefore a City match as originally requested was no longer necessary.

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

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

Nothing scheduled

5. PUBLIC HEARINGS

Nothing schedule

6. LAND USE

A. Consent

1. Consideration of a Planning Commission recommendation regarding a request by Mike Belz for a Recombination Subdivision and 4 variances (Case. No. 19-1-LS & 19-10-V). **Resolution No. 12468**
2. Consideration of a Planning Commission recommendation regarding a request by the Lightfoot and Larrive families for a Recombination Subdivision (19-2-LS). **Resolution No. 12469**

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

Motion carried unanimously.

B. Non-Consent

1. Consideration of a Planning Commission recommendation regarding a request by Bruggeman Builders for a variance to reduce the side yard setback (19-9-V)

Community Development Director Kane reported the subject site is 2687 County Road D. She said the applicant has requested a five foot variance from the fifteen foot side yard setback requirement in order to construct a triplex ten feet from the west property line. The full 15-foot setback would be provided along the east property line where the site abuts the Hidden Lake Pointe Townhomes. Ms. Kane stated that a number of neighbors expressed concern about the impact of this variance during the Planning Commission public hearing. One of the Commissioners noted that a neighboring association could have purchased the subject property if they wanted to maintain it as open space and preserve the trees. Ms. Kane forwarded a Planning Commission recommendation to approve the requested variance.

Gary Schulz, Chairman of the White Bear Township Townhouse Association, lives at 3151 Hidden Lake Point Drive. He stated the association did not have money to purchase this property and did not feel this was their responsibility. He stated this parcel is too small to build a triplex without a variance. He said this will hurt the association's property values more than the value added by this development, even more so as rental properties. Mr. Schulz asserted the loss of trees will affect the beauty of this property and hurt the City. He also stated this development looks like it belongs on the west side of the lake with the other higher density housing rather than on the east side by single and twin homes.

Paul Bruggeman, the applicant, clarified that he never made any claims about the money this development would bring to the City. He stated that he could put a duplex on this property without a variance, which would require only a 10 foot setback from the backside of the Hidden Point community. He noted the association would actually be gaining another five feet of setback with a triplex development. He also pointed out that the overall density of his site is less than the overall density of the association community, which required variances to build. Mr. Bruggeman said he did not believe his development would have any effect on their townhomes.

Councilmember Jones confirmed with Mr. Bruggeman these would be rental properties.

Councilmember Edberg expressed esteem for the quality of Bruggeman construction. He suggested the City Council revisit homeownership and rentals mix after the Maxfield study is received later this year. He asked Mr. Bruggeman why he purchased the property for a development that would require a variance in order to construct. Mr. Bruggeman stated that when he originally looked at this parcel, he was looking at a ten foot setback and when the project turned into a triplex, the sideyard setbacks increase to 15 feet.

Councilmember Jones asked what Mr. Bruggeman could develop on this site if the variance is not approved. Ms. Kane stated he could explore a narrower unit, or entrances on both end units, keeping the middle unit width. She explained he could put a 70-foot wide triplex and meet the 15 foot setbacks on both sides.

In response to Councilmember Jones, Mr. Bruggeman said if he does not get this variance, he could build multi-family stacked units with higher density without a variance at this location. Mr. Bruggeman pointed to substantial variances awarded to the neighboring Hidden Point Association, which were far greater than his request for five feet.

Councilmember Walsh was not convinced that property values would decline as a result of a new triplex rental property and supported the variance.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12470** approving a Planning Commission recommendation regarding a request by Bruggeman Builders for a variance (19-9-V)

Motion carried 3:1. Councilmember Engstran nay.

2. Consideration of a request by Lotus Recovery to amend the Municipal Code as it relates to group care facilities with seven or more individuals (19-6-Z)

Community Development Director Kane reported the subject site, 3561 White Bear Avenue, is located on the west side of White Bear Avenue, just south of County Road E. She said the request before Council is whether to amend the code to allow group homes to be increased from six residents per home in State Statute to up to 16 residents through a conditional use permit (CUP) process.

Ms. Kane stated this location was approved for nine developmentally challenged residents in 1992 as a conditional use permit. She reported that Lotus Recovery would like to renovate the home to accommodate 16 residents in a group home for recovery.

Based on input from neighbors and other concerns from Planning Commission members, Ms. Kane forwarded the Planning Commission's unanimous denial of the applicant's request for consideration of a text amendment to allow group homes to exceed six, but no more than 16, with a conditional use permit, and if the text amendment is approved, a conditional use permit for a 16-person home at the subject site.

In response to Councilmember Edberg, Ms. Kane explained that staff originally forwarded recommendation for approval of this request to the Planning Commission based on the applicant's submittal, the size of the home, the addition of housing

opportunities, a lack of service calls to other similar group homes, and knowing there would be a public hearing process. She said a well-managed facility seems appropriate at this location.

City Manager Hiniker added that land use applications are reviewed by various departments, which found the proposed use did not cause staff concern regarding service calls, parking impacts and the external environment. She said from that perspective, staff felt it appropriate to move an amendment forward for consideration the public hearing process.

Councilmember Edberg asked for the next largest approved use in the City. Ms. Kane confirmed that with the exception of Northeast's CUP for nine residents, six is the largest approved group home.

Councilmember Walsh inquired of any non-residential zones in the City that this type of development would work. Ms. Kane noted a location in a commercial zone, but questioned if that is where the City wants people residing. Councilmember Walsh stated, it needs to be zoned residential because people will live there, but that creates a conflict with other single-family residential homeowners. He wants White Bear Lake to be welcoming of these types of facilities and housing opportunities. He stated that based on his experience and understanding of the issues, he has absolutely no concerns about the types of people living in these facilities.

Councilmember Jones also did not have an issue with the use, but felt that 16 plus 24-hour staff was too many people to permit next door to a single-family home.

Mayor Emerson opened up a public hearing at 7:41 p.m.

Ryan Eckdahl from Lotus Recovery stated that in state statutes, this residential treatment center falls under the definition of a "group home". He said, as a treatment center there would be 24-hour, 7-day supervision at this facility with programming from 9:00 a.m. to 8:00 p.m. He said the request for 16 is a surge number and they had tried to reduce the request from 16 to 14 residents after hearing the Planning Commission's concerns, but that request was too late. Mr. Eckdahl explained they expect 10-12 on average with programs running 30-90 days depending on insurance. He also noted that clients attend voluntarily, not as a result of court order. If someone wants to leave, he said they are transported out and to other community partners for housing.

Mr. Eckdahl stated there is considerable net social benefit to providing this type service in White Bear Lake. He noted the property is not in the middle of a residential community, as the parcels north and east are both commercial. To provide background on who he is, Mr. Eckdahl mentioned he founded the Experience of Neshama, the third largest housing provider in Ramsey County for people who have experienced long-term, or chronic homelessness.

In response to Mayor Emerson, Mr. Eckdahl stated there would be between 2-5 staff members on site at any given time. He explained this facility would be renovated to have ten bedrooms, four offices and two kitchens.

Carl Johnson, 3550 Jerry Street, lives behind this proposed facility. He expressed concern over the high number of people proposed and explained that a text

amendment to this number would be applied city-wide. He suggested the Planning Commission set guidelines for these types of facilities in White Bear Lake so that providers know what criteria they must meet. Mr. Johnson said he did not want an apartment of people behind his home and speculated they might all smoke at the same time when a session broke.

In response to Councilmember Edberg, Mrs. Johnson suggested 3-5 people would be more palatable.

Heidi Holtse, Executive Director of Northeast Residence, indicated that the concerns expressed during the Planning Commission meeting were the same as those expressed when Northeast Residence was issued their CUP in 1992. She noted there were many opinions about how people are best served, but she prefers to rely on the expertise of someone who has successfully delivered these services. Ms. Holste stated the property can easily accommodate 16 people given its size.

Ms. Holste stated that since starting at Northeast Residence five years ago, the property has been used as a day facility in which 12-15 people were being serviced on almost a daily basis. She stated that parking was sometimes an issue, but would not be an issue for Lotus Recovery since the clients do not drive while in recovery. She explained that they have reduced their price to facilitate sale of this large vacant building as they do not have the means to improve the property.

Carlton Johnson has been in recovery five years now and spoke to how the group home program changed his life. He stated that recovery works and the program is like a family in which people help one another stay clean and become productive members of society. Mr. Johnson stated that Ryan is trying to help people in a world where opioid addiction is taking over.

Mayor Emerson closed the public hearing at 8:02 p.m.

Councilmember Jones stated that although this house is large, he would support nine residents as was approved in its current use under Northeast Residence. He noted this is a business and he does not support 16 residence plus staff at this location.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to adopt **Resolution No. 12471** approving a Planning Commission recommendation to deny by Lotus Recovery to amend the Municipal Code as it relates to group care facilities with seven or more individuals (19-6-Z).

Motion carried 3:1. Councilmember Walsh nay.

Motion carried.

Mayor Emerson and the Council agreed that this issue should be further explored for the ability to place a facility like this in the City.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

- A Second reading of a request by Mike Belz to rezone the property at 2105 1st Street from B-4: General Business to R-4: Single Family – Two Family Residential (19-5-Z)

Community Development Director Kane reported, this commercially zoned property located at 2105 1st Street has served as a residence since being constructed in the late 1800's or early 1900's. She explained, the applicant is seeking a residential rezoning of the property in order to split the lot and build another single-family home. Ms. Kane noted this rezoning is consistent with the other properties next to it and forwarded a unanimous recommendation by the Planning Commission for Council's consideration.

Mayor Emerson opened the public hearing at 8:15 pm. There being no one, Mayor Emerson closed the public hearing.

It was moved by Councilmember **Jones**, seconded by Councilmember **Edberg**, to adopt **Ordinance 19-11-2037** a rezoning of the property at 2105 1st Street from B-4: General Business to R-4: Single Family – Two Family Residential (19-5-Z).

Motion carried unanimously.

- B First reading of a City-Initiated request to amend the Sign Code to allow Drive-Thru signs to utilize dynamic display style sign faces (19-7-Z)

Community Development Director Kane recalled a sign code revision allowing dynamic display signs in 2016 for monument signs or principal wall signs only. She relayed a local fast food operator's claim that the City of White Bear Lake is the last community in the metro area that does not allow dynamic display drive-thru and menu boards and gas station pricing.

Ms. Kane stated that a downtown business representative commented during the Planning Commission meeting a desire to get an electronic sign for the Main Street sign at 4th and Highway 61. Ms. Kane noted a menu board is different because it is designed to be viewed while on the site.

- C. First reading of an amendment to the Winter Parking Ordinance

City Manager Hiniker reported the current ordinance states that all towed vehicles shall be stored in White Bear Lake. She noted at times in the winter, more cars need to be towed than there is capacity to store within city limits. Ms. Hiniker explained that Vadnais Towing merged with Twin Cities Towing in 2018 and there more lot space is available, but outside of city limits.

Ms. Hiniker explained this text amendment would provide increased capacity to tow vehicles in violation of the ordinance. She said that in advance of a snowstorm, Twin Cities Towing has agreed to do their best to clear the local storage lot for local residents.

Councilmember Jones stated his support for the ordinance, however, he feels it would be best to close down the local lot altogether so that all cars are towed to the same location with sufficient capacity.

Councilmember Edberg inquired whether the city owns property that could be made available for towing for the ability to increase local capacity and acquire a fee split.

D. First reading of adoption of the 2020 annual fee and utility rate schedule

City Manager Hiniker noted a work session with the City Council on November 19th in which staff will report on non-general fund balances in more detail. Ms. Hiniker said a subsequent rate discussion will be scheduled on the November 26, 2019 Council agenda with final consideration of adoption of a fee schedule at the December 10, 2019 Council meeting.

Ms. Hiniker stated, ambulance rate increases are modest. She added, staff will provide a comprehensive review at a work session next year of the fire/ambulance service now that the new model has been in place for a full-calendar year. She noted expenditures that while expenditures appear to be on track, revenues continue to come in under estimates, noting that others providers have been experiencing the same as insurance deductibles continue to increase, more bills are going to collections.

9. NEW BUSINESS

A. Resolution approving special event request by the Hockey Association for use of Podvin Park ice rink

City Manager Hiniker reported the Hockey Association requested use of the Podvin park pavilion and hockey rink on the weekend of January 10 – 12, 2020. The Hockey Association's Outdoor Jamboree is a fundraiser to support their Mites program in which players third grade or younger participate. Ms. Hiniker added that approval to serve beer at Podvin Park is also being requested, and if approved by Council would require a security plan approved by the Police Department.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran** to adopt **Resolution No. 12472**

Motion carried unanimously.

B. Resolution approving construction of a food scraps recycling (organics recycling) dumpster at Public Works

City Manager Hiniker reported on an opportunity through Ramsey County to place an organics collection dumpster in White Bear Lake that the County would service. She stated the chosen site at Public Works has 24-hour access.

In response to Councilmember Edberg, Ms. Hiniker said the County will pay a commercial provider to collect the organic waste once per week. While not certain, she believes the material is taken to a compost facility in Rosemount.

It was moved by Councilmember **Edberg**, seconded by Councilmember **Jones** to adopt **Resolution No. 12473**

Motion carried unanimously.

C. Resolution approving professional services contract for electrical inspections

City Manager Hiniker reported the City's current electrical inspections contractor announced his retirement. Ms. Hiniker noted that Tolke Inspections provides electrical inspections for surrounding communities and asks for 80% of the fees proposed in the fee schedule for this service. Councilmember Edberg asked whether a 20% margin covers liability and staff effort. Ms. Hiniker explained that the Building Department reviewed the proposed rates and did not have a recommendation for change.

It was moved by Councilmember **Edberg**, seconded by Councilmember **Engstran** to adopt **Resolution No. 12474**

Motion carried unanimously.

D. Resolution canvassing election results

City Manager Hiniker explained it is the responsibility of the City Council to canvass the election results. She reported that Bill Walsh was elected as Ward 1, Councilmember, Dan Jones was elected as Ward 3 Councilmember, and Steven Engstran was elected to Ward 5.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran** to adopt **Resolution No. 12475**

Motion carried unanimously.

10. CONSENT

- A. Acceptance of minutes; September Environmental Advisory Commission; September Parks Advisory Commission; September White Bear Lake Conservation; October Planning Commission
- B. Resolution authorizing Score Grant funding allocation and application. **Resolution No. 12476**
- C. Resolution accepting donation of a pontoon. **Resolution No. 12477**
- D. Resolution approving special assessment. **Resolution No. 12478**

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

Motion carried unanimously.

11. DISCUSSION

Nothing scheduled

12. COMMUNICATIONS FROM THE CITY MANAGER

- Work Session at 6:00 p.m. on November 19th in the Expansion Room

- Truth in Taxation Hearing on November 26th with final budget adoption on December 10th.
- City Engineer and Public Works Director Kauppi reminded folks to visit the website for the City's winter parking restrictions in the event there is snow.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh**, seconded by Councilmember **Jones** to adjourn the regular meeting at 8:49 p.m.

Motion carried unanimously.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council

From: Kerri Kindsvater, Finance Director
Ellen Hiniker, City Manager

Date: November 21, 2019

Subject: **Truth in Taxation Hearing – Proposed 2019 Tax Levy Collectible in 2020**

BACKGROUND

At its regular meeting on September 10, 2019, the City Council adopted a preliminary tax levy of \$6,908,000 for the County to use in developing the truth in taxation statements mailed to all property owners this month. In accordance with state statute, the Council may choose to lower the preliminary tax levy as adopted in September, but cannot increase the amount when adopting the budget in December.

Prior to forwarding a recommendation to the City Council for the preliminary tax levy in September, City departments prepared budget requests for the 2020 Budget and submitted them to the Finance Director and City Manager for review. The City Manager distributed a draft of the 2020 Budget to the Council on November 15, 2019.

The City Council will adopt a 2019 Tax Levy collectible in 2020 and corresponding 2020 Annual Budget at their regular meeting on December 10, 2019. A public hearing will be held at the November 26, 2019 City Council meeting to take comments on the tax levy in advance of final consideration of the tax levy on December 10.

What does the tax levy support?

The General Fund accounts for revenues and expenditures necessary to provide basic services, such as police, fire, public works, zoning and general administration. The City's tax levy provides for 53% of the General Fund's operating revenue, in addition to supporting the debt service obligations.

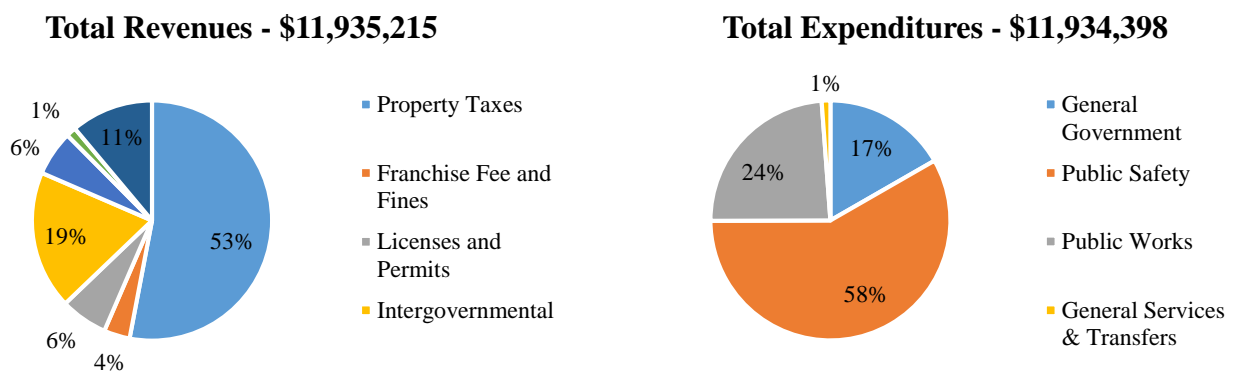
With total expenditures of \$11,934,398, the General Fund represents 30% of the City's total annual budget, which is approximately \$40.2 million. The remaining 70% of the City's budgeted expenditures supports street improvements, sewer and water operations/improvements, refuse service, capital projects, major equipment purchases, ambulance operations and other enterprise funds. Revenues for these funds outside of the General Fund come from utility and service fees, grants, state aid and proceeds from the issuance of bonds, (resulting in debt service payments supported by the tax levy).

The proposed tax levy for 2019 collectible in 2020 increases \$563,000 over last year's levy. These additional funds support projected 2020 General fund operations with 83% of the expenditure

increase attributable to personnel related costs, including salary adjustments, payroll related benefits and health insurance contributions. Included in these costs are the addition of a police officer position and continuation of the combination-staffing model for the Fire Department.

The remaining 17% increase in General Fund expenditures supports the ‘Materials & Supplies’ and ‘Other Services’ accounts. Line items within the Public Works ‘Materials and Supplies’ accounts were increased to reflect actual and on-going expenditures related to equipment maintenance and replacement of aging park irrigation and snow plow equipment. Road salt costs have also markedly increased due to supply constraints. Increases in line items within “Other Services” accounts throughout the General Fund departments were due primarily to technology enhancements and software maintenance related costs, as well as a \$13,000 increase in Ramsey County Dispatch costs associated with actual calls for service.

The 2020 Budget for General Fund revenues and expenditures are as follows:



How does the tax levy impact property taxes?

The key components in calculating the effect of the tax levy for property owners are the property’s taxable value and the City’s tax rate. The City calculates its tax rate by dividing the net tax levy (\$6,908,000 tax levy less the fiscal disparities distribution of \$833,341) by the net taxable value within the City (\$29,625,194). The following chart compares the changes in tax levies and tax rates in recent years. As shown, the tax rate changes do not equal the percentage increase in the tax levy because of the increase in total net taxable valuation within the City.

<u>Year</u>	<u>Tax Levy</u>	<u>% Change</u>	<u>Tax Rate</u>	<u>% Change</u>
2017	\$ 5,173,000	----	18.969%	----
2018	5,625,000	8.74%	19.058%	.47%
2019	6,345,000	12.80%	20.143%	5.69%
2020	6,908,000	8.87%	20.505%	1.80%

Taxable Value

According to estimates from Ramsey and Washington Counties, the City’s overall market values have increased \$189,096,800 with an increase in its net tax capacity of \$1,879,234, or 6.8%.

The City’s residential housing market continues to expand with overall growth. The median market value home for 2019 is \$243,100, which is \$20,600 higher than the median market value home in 2018. The average increase in home market values is 9.3%; however, some increases are as high 17%. The residential property value growth increases a homeowner’s tax liability as

the market value exclusion decreases \$9 for every ten thousand dollars of valuation growth over \$76,000.

Apartment and Commercial/Industrial properties also recognize market value growth; however, the percentages are lower than the residential increase. Apartments market valuation estimates rose 1.8%, which is below the Ramsey County average of 6.9%, while the Commercial/Industrial market valuation estimates increased 8.66%, which is greater than the Ramsey County average of 4.66%. Included in the market value growth is all 2018 new development/redevelopment:

How are property taxes calculated?

To arrive at a city property tax amount, the property's taxable value is multiplied by the City's tax rate. The 2019 median value home of \$243,100 has a taxable value of \$227,800 after market value exclusions. Applying a tax rate of 20.505% to this taxable value results in a \$467.10 municipal property tax payable in 2020. This represents a \$7.18 increase than what a home of this same market value would have paid in 2019. However, the majority of homes do not have this nominal tax increase because their values increased substantially from 2018 to 2019. The following chart compares the tax impact of a 9.3% value change between the two years.

		2019	2020	Increase of Annual Tax Levy to City
House #1	Value remained the same	\$243,100	\$243,100	\$7.18
House #2	Value increased 9.3%	\$222,500	\$243,100	\$52.60

Below is a comparison of the median value home since 2011, its taxable value and its portion of property taxes payable to the City. Note that in 2016, the median value home was still \$1,750 less than in 2011, as it continued to recover from the recession. Since 2016, the median value has notably increased by \$58,400, or 32% over a 4-year period. As described above, these market value increases directly affect property tax calculations:

Year	Median Market Value	Taxable Value	Taxable Value Increase	Annual City Tax
2020	\$243,100	\$227,800	\$22,500	\$467.10
2019	222,500	205,300	15,384	413.54
2018	208,400	189,916	12,233	359.42
2017	194,700	177,683	13,600	337.05
2016	184,700	164,083	3,706	323.08
2015	181,300	160,377	15,478	326.64
2014	167,100	144,899	3,815	305.77
2013	163,600	141,084	(17,004)	303.27
2012	179,200	158,088	(28,362)	315.23
2011	186,450	186,450	----	330.11

The proposed 2020 tax levy increase represents approximately a \$2.00 - \$6.00 increase per month for residential properties, with each individual property impact dependent upon its market value increase. With a proposed levy of \$6,908,000, residents in median-valued homes would pay approximately \$39 per month in 2020 toward the City's portion of their property taxes.

State Wide Tax Levy Comparison

The City's 2019 per capita tax levy liability of \$248.71 ranked lowest among all communities statewide with populations between 16,000 – 37,000. The impact of the preliminary tax levy would increase the City's per capita tax levy to \$270.77. Depending upon the tax levy adopted by the city with the second lowest per capita levy, White Bear Lake would remain either the lowest or second lowest among comparable cities in 2020.

Truth in Taxation Hearing

The City is required to conduct a public hearing to receive public comment before adoption of the final tax levy. State law allows cities to conduct the meeting as part of a regular Council meeting and without concerns of overlapping with other agencies. In prior years, very few or no residents have attended the meetings. Staff anticipates some attendance at the truth in taxation hearing this year based upon property value changes and the proposed tax levy increase. As a reminder, questions related to residential property valuations are function of the Ramsey County Assessor's Office and only their offices may address the concerns.

The date and time of the Truth and Taxation Hearing on November 26 was included in notices mailed by Ramsey County and has been posted in the White Bear Press. **No action is required of the Council at this meeting. Action on the tax levy and annual budget will be at the December 10, 2019 meeting.**



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council

From: Ellen Hiniker, City Manager

Date: November 21, 2019

Subject: **First Reading of an Ordinance amending Ordinance #96-3-931 authorizing the City to establish a Community Reinvestment Fund**

SUMMARY

The City of White Bear Lake established a Community Reinvestment Fund in 1996 placing \$1,000,000 in a Park Improvement Trust and \$3,300,000 in a Street Improvement Trust, dedicating a portion of the interest from each to be proportionately annually applied to park and street improvements. The ordinance also requires that this fund retain a minimum 5% of its annual investment earnings to grow its principal balance.

Between 1996 and 2008, there were several years of significant investment earnings. These earnings funded Park and Street Improvements over the years and grew the fund balance to what is now approximately \$7,655,000.

Since 2008, interest earnings have been at historic low levels, significantly impacting capital funding revenues needed for infrastructure improvements. The City Council has had several discussions the past few years regarding the Community Reinvestment Fund's significant fund balance relative to the reduction in its earnings.

In consultation with Ehlers Inc., the City's public finance advisor, staff and Council concluded that maintaining a minimum balance of \$6,000,000 in the Community Reinvestment Fund preserves the financial integrity of this fund and its intended purpose. However, it was also concluded that funds in excess of that minimum balance should be used to help support the City's capital projects in lieu of interest earnings historically provided through this fund.

The attached ordinance amends the original ordinance which had established the fund to modify its provisions, allowing the fund to be spent down to a minimum balance of \$6,000,000 for capital expenditures to include support of the Interim Construction Fund, Park Improvement Fund and Municipal Building Fund.

RECOMMENDED COUNCIL ACTION

First reading of this ordinance should be held at the November 26, 2019 City Council meeting, with final consideration of this ordinance at the December 10, 2019 meeting.

ATTACHMENTS

Resolution

CITY OF WHITE BEAR LAKE
Ordinance No. _____

ORDINANCE AMENDING ORDINANCE 96-3-931 WHICH ESTABLISHED A COMMUNITY REINVESTMENT FUND IN THE CITY OF WHITE BEAR LAKE

The Council of the City of White Bear Lake does ordain as follows:

SECTION I. Community Reinvestment Fund (CRF) is hereby created as a Capital Improvement Fund according to Section 504 of the City Charter. This fund shall be maintained in the official City records and administered in accordance with the provision of this section Funds shall be restricted to the CRF as follows:

Street Improvement Trust	\$3,300,000
Park Improvement Trust	<u>1,000,000</u>
TOTAL	\$4,300,000

SECTION II. The Fund shall initially establish a \$1,000,000 park improvement trust and a \$3,300,000 street reconstruction improvement trust.

SECTION III. Additional principal funding shall be provided by retention of a minimum of 5% of the fund's annual investment earnings. A higher interest earnings retention rate could be assigned by the Council during the budget process if inflation or construction cost indicates cost increases exceeding 5%. The remaining investment earnings shall not accrue to the principal but be available for expenditures in accordance with this section.

SECTION IV. The principal of the fund may be increased by any other funds appropriated by the Council through the budget process or donations.

SECTION V. This fund shall be used ~~solely~~ to pay for park capital costs, ~~or for~~ street reconstruction costs, and municipal building costs throughout the City.

- A. Expenditures shall be made only from accumulated investment earnings or principal exceeding the \$6 million minimum fund balance whenever possible.
- B. Expenditures from principal that would reduce the fund balance below the \$6 million minimum requires a four-fifths vote of the council and repayment from an identified source within three (3) years along with interest. If expenditures from either the street or park trust principal are approved, the trust expending the principal will be restricted from future expenditures until the trust has re-established the principal at an amount equal to the amount existing before the expenditure plus interest of 5%. The trust (street or park) not expending principal balance will not be restricted from providing annual interest revenue for street or park improvements.

SECTION VI. Expenditures from the fund may be made only after compliance with the following procedure:

Park Improvements

- A. Park Advisory Commission recommendation for improvement
- B. Park Advisory Commission verification that the improvement would not occur without use of CRF funding
- C. City Council approval of the project and use of CRF funding.
- D. Incorporation of the funding transfer in the City's budget and approval of transfer by resolution

~~Street Improvements~~ and Municipal Building Improvements

- A. City Council designation of the street reconstruction ~~project~~ and/or municipal building project.
- B. City Council designation of the street reconstruction and/or municipal building project funding sources including the amount from the Community Reinvestment Fund.
- C. Incorporation of the funding transfer in the City's budget and approval of the transfer by resolution.

SECTION VII. *Administrative Expenditures.* The fund shall not be charged expenses for the administration of the fund.

SECTION VIII. *Amendments.* No amendments may be made to this ordinance except upon an affirmative vote of a majority of all members of the City Council.

SECTION IX. This ordinance shall take effect and be in force following its passage and publication.

Adopted this ____ day of _____, 2019.

Mayor

Attest: _____
City Clerk

Date of Publication:

Effective Date:

(~~Strikeout~~ indicates matter to be deleted, double underline indicates new matter.)



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Rick Juba, Assistant City Manager

Date: November 18, 2019

Subject: **Resolution authorizing the Mayor and City Manager to execute a Purchase Agreement for sale of land to Saputo, Inc.**

BACKGROUND / SUMMARY

Last March, the City Council authorized the purchase of land on Hoffman Road, immediately north of the City's Public Works Facility. At that time, staff represented Saputo's interest in purchasing half of the lot, which would require that the lot be re-platted into two parcels. The City Council directed staff to re-plate the land and negotiate a purchase agreement to sell the north half of the property to Saputo, Inc.

The original land acquisition has since been finalized, all structures on the property have been demolished, and the final plat is awaiting acceptance by the County Surveyor's Office.

A purchase agreement has been negotiated for the sale of the land to Saputo, Inc. for Lot 1 of the new plat. The purchase price is \$399,500.00 which is half of the purchase price the City paid for the entire property. Saputo, Inc. will also split the demolition and site works, as well as all costs related to the platting process.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution authorizing the Mayor and City Manager to execute a purchase agreement with Saputo, Inc.

ATTACHMENT

Resolution

Map

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE
PURCHASE AGREEMENT FOR SALE OF LAND TO SAPUTO, INC.**

WHEREAS, the four parcels of land immediately north of the City's Public Works facility were approved for purchase by the City Council on March 12, 2019; and

WHEREAS, on March 19, 2019 the City Council was presented information regarding the potential sale of half the land acquired to Saputo, Inc. and authorized staff to negotiate a purchase agreement; and

WHEREAS, the City of White Bear Lake purchased all four parcels, then re-platted them into two parcels; and

WHEREAS, Saputo Inc. has accepted a purchase agreement to purchase Lot 1 from the City of White Bear Lake for \$399,500.00, plus half of the costs associated with platting, demolition and site work on the property; and

WHEREAS, the parcel proposed for sale is legally described as follows:

Lot 1, Block 1 of the Saputo Rearrangement

NOW, THEREFORE, BE IT RESOLVED that the White Bear Lake City Council hereby authorizes the Mayor and City Manager to enter into a purchase agreement to sell the parcel described herein for a total of \$399,500.00 plus half of the costs associated with platting, demolition and site work on the property.

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

Ayes:
Nays:
Absent:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

M E M O R A N D U M

To: Ellen Hiniker, City Manager

From: Rick Juba, Assistant City Manager

Date: November 20, 2019

Subject: **IAFF Union Contract – Firefighter/Paramedics**

SUMMARY/BACKGROUND

The City was notified in December of 2018 of a newly formed Union comprised of the City's full-time firefighter/paramedics. The group contains twelve (12) members and is represented by the International Association of Firefighters (IAFF) Local 5202. IAFF represents several other groups in metro area from City's with very similar combination response models to ours. Staff and representatives from the Union have met and negotiated in good faith over the last year and have reached a tentative agreement. The Union has voted and approved the proposed contract. The following is a summary of the highlights of the contract.

Wages

Full-time Firefighter/Paramedics work 24-hour shifts with a base schedule of 2,912 hours per year, in comparison to most with typical 8-hour/day, 40-hour/week schedules at 2,080 hours per year. This is an important distinction when reviewing annual salaries in calculating hourly rates. While some overtime is necessary with 24/7 scheduling, Fair Labor Standards overtime rules are more liberal for Firefighter/Paramedic positions.

The basis for the following wage table was established by reviewing similar contracts within the metro area for Firefighter/Paramedics, as well as the City's internal contracts. The 2019 Firefighter/Paramedic wages shown below reflect an approximate 4% increase over original wages. Staff is confident that the agreed upon wages are both fair and competitive in the market, as well as internally balanced within the City's Position & Classification table.

Firefighter/Paramedic	2019	2020 3% Increase
Start	\$64,890	\$66,837
After Year 1	\$67,486	\$69,511
After 2 Years	\$70,186	\$72,292
After 3 Years	\$72,944	\$75,184
After 4 Years	\$75,914	\$78,191

Health Insurance

The proposed contract contains the same health insurance benefits that were approved for 2020 for non-bargaining employees.

Effective January 1, 2020 through December 31, 2020, Employees may select one of the following options for medical/health insurance:

Deferred Insurance. For employees who do not opt for insurance coverage and who provide evidence of medical insurance from another source, the Employer will contribute \$279.00 or \$293.00 (non-tobacco users) per month toward an Employer approved deferred compensation plan.

For those employee's selecting **Single coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	642.66	604.62	552.57
City Contribution*	554.00	549.00	573.00
Employee Cost	88.66	32.33	17.08

* City's contribution assumes non-smoking incentive

For those employee's selecting **Employee + 1 coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,413.12	1,329.48	1,297.50
City Contribution*	1,061.00	1,052.00	1,104.00
Employee Cost	352.12	277.48	193.50

* City's contribution assumes non-smoking incentive

For those employee's selecting **Multiple Dependent coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,796.61	1,690.27	1,649.62
City Contribution*	1,291.00	1,280.00	1,345.00
Employee Cost	505.61	410.27	304.62

* City's contribution assumes non-smoking incentive

Health Savings Account Contribution.

	Annual City H.S.A. Contribution
	Effective January 1, 2020– December 31, 2020
Single	\$700.00 annual contribution
Employee + 1	\$1,400.00 annual contribution
Multiple Dependents	\$1,400.00 annual contribution

Miscellaneous

For consistency, the remainder of the contract is either the same or similar to the City's MNPEA Patrol Officer contract. The accruals for sick time and vacation time are equitable to the rest of the City's contracts and policies, but adjusted for a 24-hour schedule. Education incentive and longevity incentives are also similar to the Patrol contract. The City Attorney's Office has reviewed the proposed contract.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution authorizing the Mayor and City Manager to execute the 2019-2020 IAFF Union Contract for Full-time Firefighter/Paramedics.

ATTACHMENTS

Resolution

RESOLUTION NO. _____

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF THE 2019-2020
CONTRACT WITH INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS LOCAL 5202; FULL TIME FIREFIGHTER/PARAMEDICS**

WHEREAS the proposed contract with International Association of Firefighters Local No. 5202 (IAFF), for the City of White Bear Lake Full-Time Firefighter/Paramedics covers the period from January 1, 2019 through December 31, 2020; and

WHEREAS the City has met and negotiated in good faith a proposed contract with IAFF, agreeing on the initial contract with the following wages and insurance contributions:

Firefighter/Paramedic	2019	2020 3% Increase
Start	\$64,890	\$66,837
After Year 1	\$67,486	\$69,511
After 2 Years	\$70,186	\$72,292
After 3 Years	\$72,944	\$75,184
After 4 Years	\$75,914	\$78,191

For those employee's selecting **Single coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	642.66	604.62	552.57
City Contribution*	554.00	549.00	573.00
Employee Cost	88.66	32.33	17.08

* *City's contribution assumes non-smoking incentive*

For those employee's selecting **Employee + 1 coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,413.12	1,329.48	1,297.50
City Contribution*	1,061.00	1,052.00	1,104.00
Employee Cost	352.12	277.48	193.50

* *City's contribution assumes non-smoking incentive*

For those employee's selecting **Multiple Dependent coverage**:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,796.61	1,690.27	1,649.62
City Contribution*	1,291.00	1,280.00	1,345.00
Employee Cost	505.61	410.27	304.62

* *City's contribution assumes non-smoking incentive*

RESOLUTION NO. _____

Health Savings Account Contribution.

	Annual City H.S.A. Contribution
	Effective January 1, 2020– December 31, 2020
Single	\$700.00 annual contribution
Employee + 1	\$1,400.00 annual contribution
Multiple Dependents	\$1,400.00 annual contribution

WHEREAS upon summary review of its terms and conditions the proposed contract has been found acceptable by the City Council.

THEREFORE BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the 2019-2020 IAFF, Full-Time Firefighter/Paramedic contract and Memorandum of Understanding #1 is hereby approved.

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: Rick Juba, Assistant City Manager

Date: November 19, 2019

Subject: 2020 Insurance Opener – Local 49 Union Contract – Public Works

SUMMARY/BACKGROUND

The 2019-2020 Local 49 Public Works Union Contract contained an opener for 2020 health insurance contributions. Staff met with the Union Steward and proposed that the City's contributions would increase to cover 5% of the 2020 health insurance premium increase and that the annual HSA contributions would increase to cover the increase in the annual deductible which increased \$100 for those with single coverage and \$200 for those with family coverage. This is the same proposal that was approved by the City Council on October 22, 2019 for non-bargaining employees. The proposal was voted on and accepted by the Union.

RECOMMENDED COUNCIL ACTION

Consider adopting the attached Resolution approving the 2020 health insurance contributions for the Local 49 Public Works Union.

ATTACHMENTS

Resolution

RESOLUTION NO.:

**RESOLUTION APPROVING HEALTH INSURANCE CONTRIBUTIONS
IN THE 2019- 2020 LOCAL 49 UNION CONTRACT – PUBLIC WORKS**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the following that the 2019-2020 Local 49 Union Contract for Public Works shall include the following health insurance contributions for 2020:

ARTICLE XIX. INSURANCE

19.1 Effective January 1, 2020 through December 31, 2020, the EMPLOYER will contribute up to a maximum the following amounts for Hospital and Medical Insurance per month per employee for group health and life insurance including dependent coverage, and for single coverage:

	CMM 1000	CMM 2000	CMM 2700	Non-tobacco incentive
Single	534.00	529.00	553.00	20.00
Employee + 1	992.00	983.00	1,035.00	40.00
Multiple Dependents	1,186.00	1,175.00	1,240.00	40.00

Deferred Insurance \$279.00	Deferred Insurance Non-Tobacco Incentive \$15.00
-----------------------------	--

In addition, employees selecting the \$2,700 H.S.A. plan the EMPLOYER will contribute the following amounts into their personal H.S.A. accounts:

Item	Annual Amount
Single	700.00
Employee + 1	1,400.00
Multiple Dependents	1,400.00

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: Anne Kane, Community Development Director

Date: November 20, 2019 for the November 26, 2019 City Council Meeting

Subject: **City of Vadnais Heights/Proposed Comprehensive Plan Amendment**

SUMMARY

Last week, the City received notification from the City of Vadnais Heights regarding a proposed Comprehensive Plan Amendment to facilitate future development of a multi-family rental community on a 13.4 acre site located in the southeast quadrant of the Highway 96 and McMenemy Street intersection. The amendment re-guides the future land use designation from Office/Business to Mixed-Use.

As illustrated on the Concept Plan, At Home Apartments intends to develop a rental community comprised of 90 apartment units and 80 townhomes. Although not directly adjacent to the City nor located within the White Bear Lake School District (it is within the Mounds View School District), Staff believes the City will experience an economic development benefit as the increase in diversity and quantity of housing options will give area employers an advantage in the competition for workforce in a tight labor and housing market. Additionally, as a regional entertainment, cultural and retail and dining destination, White Bear Lake businesses and organizations will be positively impacted from the increase in local consumer households.

As an adjoining municipality, the City has the opportunity to review and comment on Vadnais Height's draft plan amendment prior to submitting to the Metropolitan Council. Staff has no objections or concerns with the proposed Comprehensive Plan amendment, in fact, Staff believes the proposed Comp Plan Amendment will have a positive impact on the broader area.

RECOMMENDED COUNCIL ACTION

Please forward the attached resolution to the City Council for consideration at the November 26th meeting which, if approved, would confirm the City does not have any comments on Vadnais Heights's Comprehensive Plan amendment and waive any further review/comment. Staff recommends the Council adopt the resolution as presented.

ATTACHMENTS

Resolution
City of Vadnais Heights' Comprehensive Plan Amendment (6 pages)

RESOLUTION NO.

**RESOLUTION AUTHORIZING A LETTER OF CONSENT TO
THE CITY OF VADNAIS HEIGHTS REGARDING
A COMPREHENSIVE PLAN AMENDMENT**

WHEREAS, the City of Vadnais Heights has proposed a Comprehensive Plan Amendment to re-guide a 13.4 acre site from Office/Business to Mixed Use to facilitate future development of an 160-180 unit multi-family rental community; and

WHEREAS, the City of White Bear Lake, as an adjacent municipality, is provided the opportunity to review and offer comment on the proposed Comprehensive Plan Amendment; and

WHEREAS, the site is not contiguous to the corporate limits of the City of White Bear Lake; and

WHEREAS, the City will experience an economic development benefit as the increase in diversity and quantity of housing options will give area employers an advantage in the competition for workforce in a tight labor and housing market; and,

WHEREAS, as a regional entertainment, cultural and retail and dining destination, White Bear Lake businesses and organizations will be positively impacted from the increase in local consumer households.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of White Bear Lake, Minnesota, that it hereby authorizes a response to the City of Vadnais Heights indicating that the City Council has reviewed the proposed Comprehensive Plan amendment and does not have any comments and waives any further review/comment.

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

Ayes:
Nays:
Passed:

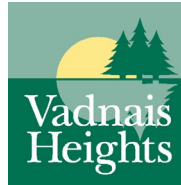
Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

Nolan W. Wall, AICP
Planning/Community Development Director

651.204.6027 Phone
651.204.6100 Fax
nolan.wall@cityvadnaisheights.com



The City of Vadnais Heights
800 East County Road E
Vadnais Heights, MN 55127

November 13, 2019

ATTN: Adjacent Governments/Affected Special Districts/Affected School Districts

RE: 2040 Comprehensive Plan Amendment Adjacent Review Period

APPLICANT: At Home Apartments, LLC

CASE: 19-019

To Whom It May Concern:

Please be advised that your agency has received notice from the City of Vadnais Heights of a proposed Comprehensive Plan Amendment concerning 13.4 acres located at the southeast quadrant of the County Highway 96/McMenemy Street intersection (see enclosed maps). The proposed amendment request is to re-guide the subject property's future land use designation from Office-Business to Mixed Use. The City Council adopted the 2040 Comprehensive Plan on November 6, 2019 and has submitted it to the Metropolitan Council.

The proposed amendment is intended to facilitate development of the subject property into a multi-family rental community, consisting of 160-180 units, including an apartment building and townhomes (see enclosed concept plan). The applicant has also submitted a Concept Planned Unit Development application to considered simultaneously. Public hearings on the applications are tentatively scheduled for the Planning Commission on December 18, 2019 and for the City Council on January 7 or 21, 2020.

The Metropolitan Council's 60-day adjacent review period expires on January 12, 2020. However, the City respectfully requests that the enclosed form is returned and any written comments be submitted the soonest your review process can accommodate. Please contact me with any questions at nolan.wall@cityvadnaisheights.com or (651) 204-6027.

Sincerely,

The City of Vadnais Heights

A handwritten signature in black ink, appearing to read "Nolan Wall".

Nolan Wall, AICP
Planning/Community Development Director

Enclosures (5): Agency Response Form
Aerial Map
Land Use Maps
Concept Site Plan

cc/ec: Case File #19-019

City of Vadnais Heights
ATTN: Nolan Wall, Planning/Community Development Director
800 East County Road E
Vadnais Heights, MN 55127
Email: nolan.wall@cityvadnaisheights.com

RE: 2040 Comprehensive Plan Amendment Adjacent Review Period

APPLICANT: At Home Apartments, LLC

CASE: 19-019

Please be advised that the _____ has received notice of the proposed Comprehensive Plan Amendment by the City of Vadnais Heights and has the following comments:

- The proposed amendment is not anticipated to affect the jurisdiction/agency and no comments on the request will be forthcoming.

- This agency will submit written comments on the request by _____ (date).

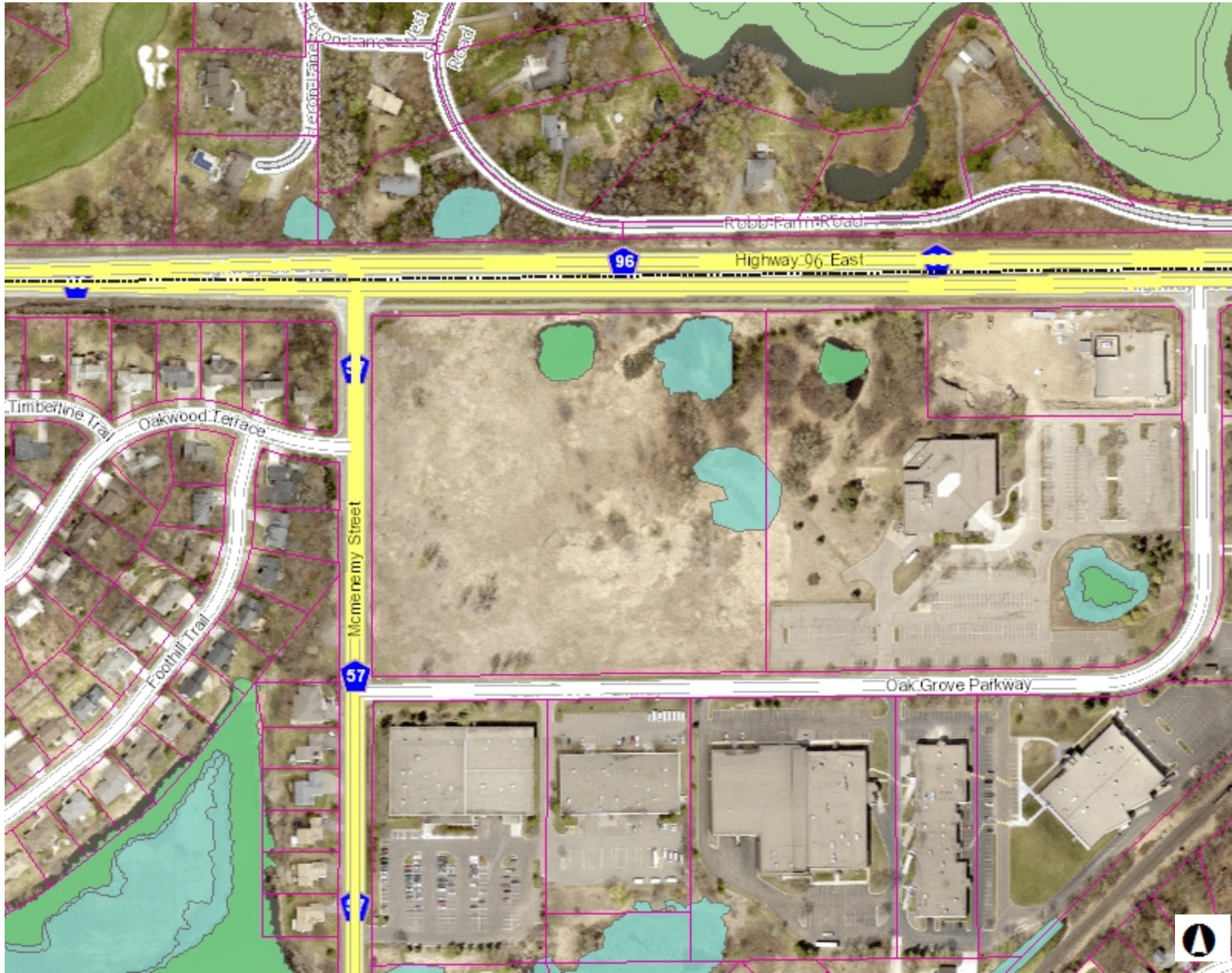
- Comments are enclosed.

Name: _____

Title: _____

Agency: _____

Date: _____



Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries
- Cities
- NWI Wetlands**
 - Freshwater Emergent Wetland
 - Freshwater Forested/Shrub Wetland
 - Freshwater Pond
 - Lake
 - Riverine
- Streets (<=16K)**
 - Other Local Road
 - Interstate
 - US or MN Highway
 - Ramp
 - County Road
 - Local Street
 - Local Park Road
 - Frontage Road
 - Privately Maintained Public Road



Notes

PID: 20302220016

600.0 0 300.00 600.0 Feet



Existing Land Use (2017)

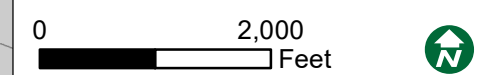
2040 Comprehensive Plan
City of Vadnais Heights, Minnesota

Legend

- Vadnais Heights City Limits
- City/Township Boundaries
- Railroad
- Streams
- National Wetland Inventory

Land Use Categories

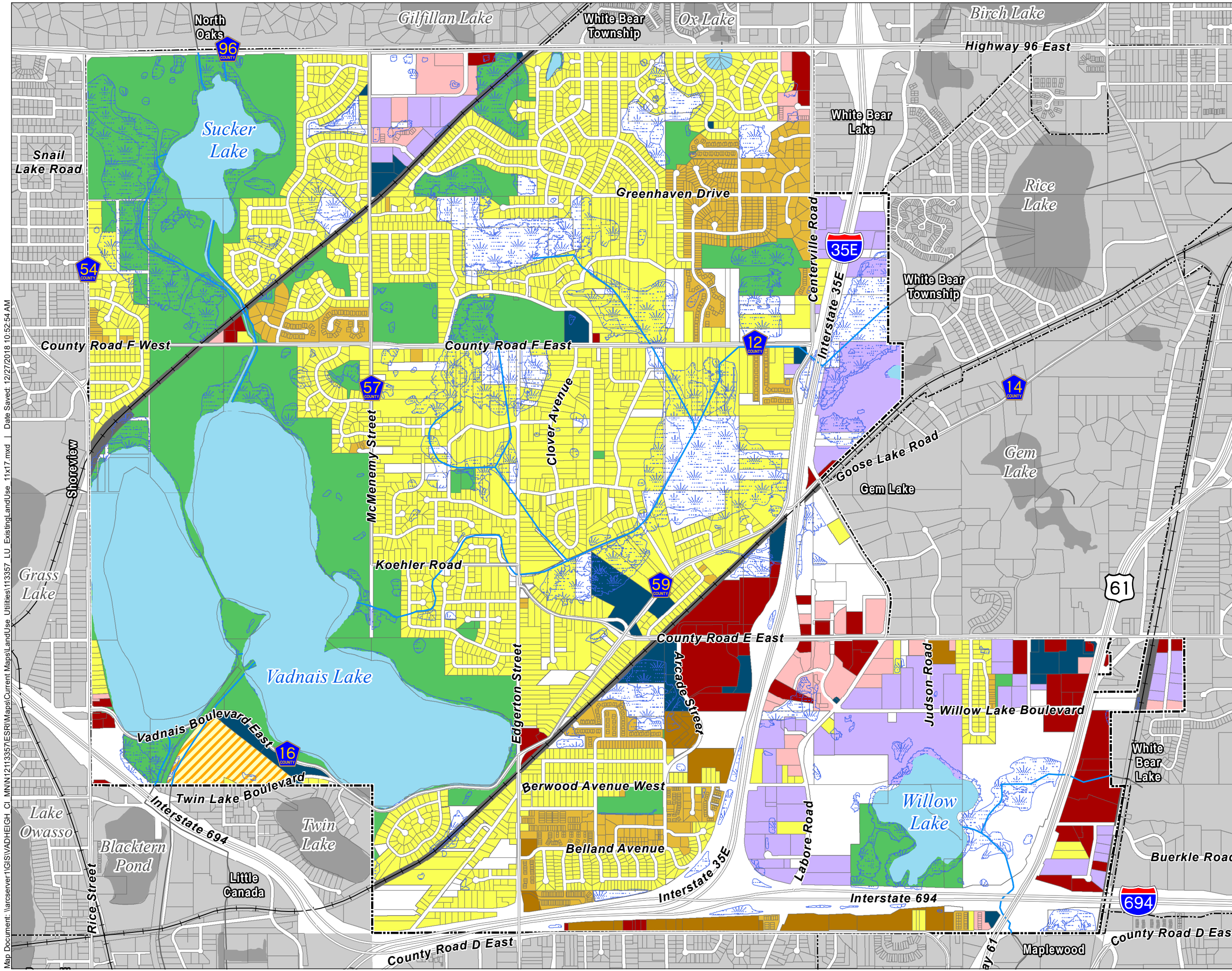
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Manufactured Housing Park
- Commercial
- Industrial
- Office-Business
- Public, Institutional, and Utility
- Park/Open Space
- Open Water
- Railway Corridor
- Undeveloped



Source: MnGeo, City of Vadnais Heights, Ramsey County



December 2018



Map Document: \\arsver1\GIS\WAD\HEIGH_CI_MN12113357\ESRI\Maps\Current\Maps\LandUse_Utilities\113357_LU_ExistingLandUse_11x17.mxd | Date Saved: 12/27/2018 10:52:54 AM

Future Land Use (2040)

2040 Comprehensive Plan
City of Vadnais Heights, Minnesota

Legend

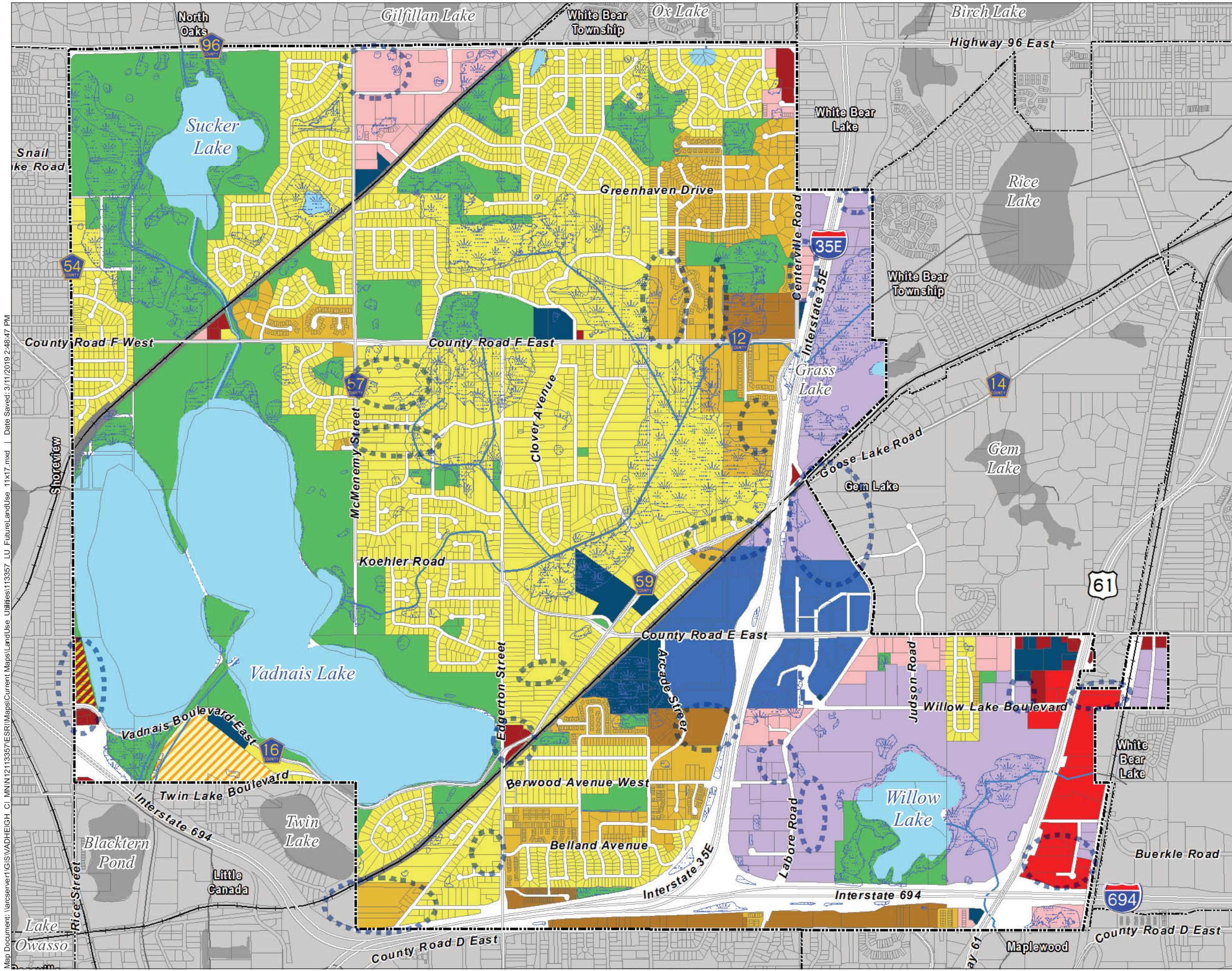
- Vadnais Heights City Limits
- City/Township Boundaries Potential
- Redevelopment/Infill Area
- Streams
- Railroad
- National Wetland Inventory

Future Land Use Categories

- Low Density Residential
- Manufactured Housing Park
- Medium Density Residential
- High Density Residential
- Mixed Use
- Office-Business
- Commercial
- Highway Commercial
- Industrial
- Open Water
- Park/Open Space
- Public, Institutional or Utility
- Railway
- City Center

0 2,000 Feet

Source: MnGeo, City of Vadnais Heights, Ramsey County



Map Document: \arcserver1\GIS\WADHEIGH_CI_MNIN12113357\ESRI\Maps\Current\Maps\LandUse Utilities\113357_LU_FutureLandUse 11x17.mxd | Date Saved: 3/11/2019 2:48:47 PM

VADNIAS HEIGHTS TOWN HOMES

NOVEMBER 11, 2019

UNITS: (170)

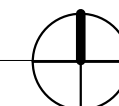
90 APARTMENT UNITS
80 TOWN HOMES

APT. PARKING: (180)

100 ENCLOSED STALLS
80 APT. SITE STALLS

T.H. PARKING: (248)

23 GUEST STALLS
145 GARAGE STALLS
80 DRIVEWAY STALLS





City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager
From: Kara Coustry, City Clerk
Date: November 5, 2019
Subject: **Tobacco and related products license for Nothing But Hemp**

SUMMARY

The city received an application for a tobacco and related products license from Steven Shawn Brown, the owner of Nothing But Hemp, which is a new store in downtown White Bear Lake located at 4762 Banning Avenue. While the owner has no intention of vending tobacco products, a review of the City's Municipal Code indicates a license would be required for any tobacco products **or delivery devices**. The owner stated he may be selling electronic delivery devices and would therefore require the license.

Mr. Brown passed the license background investigation and provided the required Workers Compensation Insurance for this location.

RECOMMENDED COUNCIL ACTION

Staff recommends the City Council adopt the attached resolution authorizing a tobacco and related products license for Nothing But Hemp.

ATTACHMENTS

Resolution

RESOLUTION NO.
**RESOLUTION AUTHORIZING A TOBACCO
AND RELATED PRODUCTS LICENSE**

WHEREAS, the owners of Nothing But Hemp located at 4762 Banning Avenue opened for business on November 4, 2019; and

WHEREAS, while the store is not vending tobacco products, they intend to sell electric delivery devices as one of its product lines, which requires a tobacco and related products license in White Bear Lake; and

WHEREAS, that applicants submitted a complete application and passed a background investigation conducted by the White Bear Lake Police Department; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the Mayor and City Manager hereby approve a tobacco and related products license for the following:

Nothing But Hemp
4762 Banning Avenue
White Bear Lake, MN 55110

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
Police Department

MEMORANDUM

To: Ellen Hiniker, City Manager
From: Julie Swanson, Chief of Police
Date: November 21, 2019
Subject: **Nothing But Hemp**

BACKGROUND

The White Bear Lake Police Department conducts background investigations on Liquor/Tobacco License applicants to provide the City Council with objective data regarding any concerns with the applicant. These elements have been shown to contribute significantly to the successful and legal operation of our community business establishments.

SUMMARY

On October 30, 2019, staff completed a background investigation on Steven Brown who is listed as the owner of the Nothing But Hemp, located at 4762 Banning Ave. Mr. Brown owns several active businesses in the metro area. Staff did not locate any criminal or negative history on any of the businesses owned by Mr. Brown. Mr. Brown has provided the appropriate paperwork and insurance documentation.

Staff found no disqualifying information throughout the background investigation. Mr. Brown appears to be long time, established business owner.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the liquor license for the applicants.

ATTACHMENTS

Resolution



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kara Coustry, City Clerk

Date: November 20, 2019

Subject: **Temporary on-sale liquor license for White Bear Lake Lions Club Foundation – Dragon Boat Festival, August 8, 2020**

BACKGROUND

Minnesota Statute section 340A.404, Subd. 10 states that municipalities may issue temporary on-sale liquor licenses to nonprofit organizations in existence for at least three (3) years. The license may not exceed more than four consecutive days. City Code requires proof of liquor liability insurance.

SUMMARY

A First Annual Dragon Boat Festival is being planned at Ramsey County Beach in White Bear Lake on Saturday, August 8, 2020. Being that Ramsey County Beach is the county's jurisdiction, the event is being planned by Ramsey County Parks and Recreation, with security and controls being handled by the Ramsey County Sheriff's Department. Ramsey County has requested the City of White Bear Lake facilitate issuance of a temporary liquor license for this event, being in the City of White Bear Lake.

The City received an application from the White Bear Lake Lions Club Foundation for a temporary liquor license in order to vend beer at Ramsey County Beach for this event. Being a non-profit in existence for at least three years, the White Bear Lake Lions Club Foundation meets state regulations for temporary liquor licenses. Issuance of the license would be contingent upon receipt of liquor liability insurance and approval of a security plan.

RECOMMENDED COUNCIL ACTION

Staff recommends the City Council adopt the attached resolution approving a temporary liquor license for White Bear Lake Lions Club on August 8, 2020 for the Dragon Boat Festival at Ramsey County Beach

ATTACHMENTS

Resolution

RESOLUTION NO.

**A RESOLUTION APPROVING A TEMPORARY ON-SALE LIQUOR LICENSE
FOR THE WHITE BEAR LAKE LIONS CLUB FOUNDATION**

WHEREAS an application for a Temporary On-Sale Liquor License has been made by the White Bear Lake Lions Club Foundation; and

WHEREAS White Bear Lake Lions Club Foundation is a qualifying nonprofit organization that is sponsoring the first annual Dragon Boat Festival event being planned at Ramsey County Beach and White Bear Lake for August 8, 2020; and

WHEREAS Ramsey County has requested the City of White Bear Lake facilitate issuance of the temporary liquor license for this event so that beer sales may occur at Ramsey County Beach in White Bear Lake; and

WHEREAS the Ramsey County Sheriff's Department will be controlling the event, however, the City is requiring liquor liability insurance per City Code, which would be required prior to license issuance; and

NOW THEREFORE, BE IT RESOLVED that the White Bear Lake City Council under authority of Minnesota Statute section 340A.404 Subd. 10, approves the Temporary On-Sale Liquor License, contingent upon approval of a security plan and receipt of valid liquor liability insurance for the following organization for the date and location indicated

White Bear Lake Lions Club Foundation
Saturday, August 8, 2020
on the premises of
Ramsey County Beach
White Bear Lake, MN 55110

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: Rick Juba, Assistant City Manager

Date: November 19, 2019

Subject: **2020 Insurance Opener – MNPEA Patrol Officer Union Contract**

SUMMARY/BACKGROUND

The 2019-2020 MNPEA Patrol Officer Union Contract contained an opener for 2020 health insurance contributions. Staff met with its union representatives and offered the same proposal approved by the City Council on October 22, 2019 for non-bargaining employees. This proposal covers 5% of the 2020 health insurance premium increase and an increase in annual HSA contributions to cover the increase in the deductible, which is an increase of \$100 for those with single coverage and \$200 for those with family coverage. The Union accepted the proposal.

RECOMMENDED COUNCIL ACTION

Staff recommends adoption of the attached Resolution approving the 2020 health insurance contributions for the MNPEA Patrol Officer Union Contract.

ATTACHMENTS

Resolution

RESOLUTION NO.: _____

**RESOLUTION APPROVING HEALTH INSURANCE CONTRIBUTIONS
IN THE 2019- 2020 MNPEA UNION CONTRACT – PATROL OFFICER**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the following that the 2019-2020 MNPEA Union Contract for Patrol Officers shall include the following health insurance contributions for 2020:

ARTICLE 17: INSURANCE

17.1 Effective January 1, 2020 through December 31, 2020, EMPLOYEES may select one of the following options for medical/health and life insurance:

A. Deferred Insurance. For employees who do not opt for insurance coverage and who provide evidence of medical insurance from another source, the EMPLOYER will contribute two hundred forty three dollars (\$253.00) per month toward an EMPLOYER approved deferred compensation plan.

C. The EMPLOYER will share the cost of health insurance premiums with EMPLOYEES as follows:

Single coverage:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	642.66	604.62	590.08
City Contribution*	544.00	539.00	563.00
Employee Cost	98.66	65.62	27.08

* City's contribution assumes non-smoking incentive

Employee + 1 coverage:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,413.12	1,329.48	1,297.50
City Contribution*	991.00	982.00	1,033.00
Employee Cost	422.12	347.48	264.50

* City's contribution assumes non-smoking incentive

Multiple dependents:

Item	1,000 CMM	2,000 CMM	2,700 H.S.A.
Premium	1,796.61	1,690.27	1,649.62
City Contribution*	1,232.00	1,221.00	1,286.00
Employee Cost	564.61	469.27	363.62

* City's contribution assumes non-smoking incentive

A. Tobacco Incentive Contribution. For EMPLOYEES who provide certification that they do not smoke or use tobacco products, the EMPLOYER will contribute a maximum of \$10 dollars per month for single, employee + 1 and family coverage toward health,

RESOLUTION NO.: _____

life and dental insurance. For employees selecting this option who do not opt for insurance and who provide evidence of medical insurance from another source, the City will contribute \$10 dollars per month toward an EMPLOYER approved deferred compensation plan.

B. Health Savings Account Contribution.

	Annual City H.S.A. Contribution
	Effective January 1, 2020– December 31, 2020
Single	\$700.00 annual contribution
Employee + 1	\$1400.00 annual contribution
Multiple Dependents	\$1400.00 annual contribution

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: Rick Juba, Assistant City Manager

Date: November 19, 2019

Subject: **2020 Insurance Opener – LELS Sergeants Union Contract**

SUMMARY/BACKGROUND

The 2019-2020 LELS Sergeants Union Contract contained an opener for 2020 health insurance contributions. Staff met with its union representatives and offered the same proposal approved by the City Council on October 22, 2019 for non-bargaining employees. This proposal covers 5% of the 2020 health insurance premium increase and an increase in annual HSA contributions to cover the increase in the deductible, which is an increase of \$100 for those with single coverage and \$200 for those with family coverage. The Union accepted the proposal.

RECOMMENDED COUNCIL ACTION

Staff recommends adoption of the attached resolution approving the 2020 health insurance contributions for the LELS Sergeants Union Contract.

ATTACHMENTS

Resolution

RESOLUTION NO.: _____

**RESOLUTION APPROVING HEALTH INSURANCE CONTRIBUTIONS
IN THE 2019- 2020 LELS UNION CONTRACT – SERGEANTS**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the following that the 2019-2020 LELS Union Contract for Sergeants shall include the following health insurance contributions for 2020:

ARTICLE 16. INSURANCE

16.1 Effective January 1, 2019, employees may select one of the following options for medical/health and life insurance:

Single Coverage:

	\$1,000 CMM	\$2,000 CMM	\$2,700 H.S.A
Premium	\$ 642.66	\$604.62	\$590.08
City Contribution	\$544.00	\$539.00	\$563.00
Employee Contribution	\$ 98.66	\$65.62	\$27.08

*City's contribution assumes non-smoking incentive

Employee + 1 Coverage:

	\$1,000 CMM	\$2,000 CMM	\$2,700 H.S.A
Premium	\$1,413.12	\$1,329.48	\$1,297.50
City Contribution	\$991.00	\$982.00	\$1,033.00
Employee Contribution	\$422.12	\$347.48	\$264.50

*City's contribution assumes non-smoking incentive

Multiple Dependent Coverage:

	\$1,000 CMM	\$2,000 CMM	\$2,700 H.S.A
Premium	\$1,796.61	\$1,690.27	\$1,649.62
City Contribution	\$1,232.00	\$1,221.00	\$1,286.00
Employee Contribution	\$564.61	\$469.27	\$363.62

*City's contribution assumes non-smoking incentive

RESOLUTION NO.: _____

For Employees who do not opt for insurance and provide evidence of medical insurance from another group medical plan, the EMPLOYER will contribute two hundred and sixty-two dollars (\$262.00) per month toward an EMPLOYER approved deferred compensation plan.

Health Savings Account Contribution. The Employer will contribute the following toward the deductible for employees choosing the high deductible plan referred to as the H.S.A. \$2,700 plan:

Single	\$700 Annual Contribution
Employee + 1	\$1,400 Annual Contribution
Multiple Dependents	\$1,400 Annual Contribution

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
Finance Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kerri Kindsvater, Finance Director

Date: November 20, 2019

Subject: **Special Assessment**

BACKGROUND

In some instances when an emergency utility fix is needed or a property nuisance needs a quick resolution and the property owner has a financial hardship, the City will fund the solution under a voluntary assessment agreement. In relation to special assessments, the City's Assessment Policy provides for the deferment of special assessments for property owners who are 65 years of age or older

Senior Deferral of Special Assessment for 3232 Karth Road:

The owner of the property at 3232 Karth Road is an elderly individual preparing to sell the home after a recent move to a senior living facility. Due to the isolated location of the property, vandals started accessing and damaging the vacant residence. The Police Department responded to multiple calls for service at the location and the area began to create a public nuisance. As these challenges grew, they required the resident to secure the property by boarding the windows and doors and winterizing it to prevent destruction to the property. The cost of the work presented a financial hardship to the owner; therefore, they asked to have the total cost of \$1,600 assessed to the property taxes under the senior deferred special assessment program. Through this deferral classification, the City will collect the full special assessment amount when the owner closes on the property sale.

The City has previously allowed similar assessments to property owners for improvements and maintenance based on the following information:

1. Resident agreed to pay the assessments at the time of closing for the property sale.
2. Resident agreed to pay interest at 2% above the City's true interest rate set at the recent bond issue, which is 2.41%. Therefore, the interest rate will be 4.41%
3. Resident waves all rights to a public hearing regarding the final assessment.

RECOMMENDED COUNCIL ACTION

Staff recommends Council approve the attached resolution authorizing the senior deferral of the special assessment for the property explained above.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION CERTIFYING MISCELLANEOUS PRIVATE PROPERTY ASSESSMENT FOR RECOVERY OF CITY EXPENSES

WHEREAS, Minnesota Statutes §429.101 allows the City to certify special charges associated with servicing property as special assessments with the County Auditor; and

WHEREAS, the City's Assessment Policy provides for the deferment of special assessments for property owners who are 65 years of age or older; and

WHEREAS, the owner of the property at 3232 Karth Road requested a senior citizen deferment of the special assessments; and

WHEREAS, the following White Bear Lake, MN private property owner signed an assessment agreement waiving all rights to a public hearing regarding the following assessment:

Property Owner 3232 Karth Road White Bear Lake, MN	Cost of boarding windows, doors and winterizing to prevent further property destruction Total Assessment:	\$1,600.00
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NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota, that the hereby approval of the request for senior citizen deferment of special assessments for the property at 3232 Karth Road.

BE IT FURTHER RESOLVED, by the City Council of the City of White Bear Lake that assessment total listed above shall be payable at time of property sale with an annual interest rate of 4.41%

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