INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, NOVEMBER 6, 2023. 6:00 pm – 8150 BARBARA AVENUE

1. Call to Order:
The City Council of Inver Grove Heights met on Monday, November 6, 2023. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call:
Present In-Person: Mayor Dietrich; Council Members Gliva, Murphy, Scales, T'Kach; City Administrator Kris Wilson, City Attorney Bridget McCauley Nason, Deputy City Clerk Katie Malott, Finance Director Amy Hove, Technology Manager Marc Gade, Parks and Recreation Director Adam Lares, Assistant Finance Director Sam Hosszu, Street Maintenance Superintendent Barry Underdahl, Fire Chief Judy Thill, Public Works Director Brian Connolly
Others Present: Jacob McNamara, Inver Grove Heights Paid-on-Call Firefighter/President, Inver Grove Heights Firefighters Relief Association; Lily Smith, Director, Inver Grove Heights Convention and Visitors Bureau (Visit IGH)

3. Discussion Items:
A. IGH Fire Relief Association Request for Pension Benefit Increase
City Administrator Kris Wilson provided an overview of the Inver Grove Heights Fire Relief Association:
- Separate legal entity from the city
- Guided by a Board of Directors
  - 3 city representatives are on the Board:
    - Fire Chief, Finance Director, Councilmember (Gliva), Paid-on-Call Firefighters
- Primary purpose is to provide for a pension to paid-on-call firefighters
- Funds for pensions come from:
  - Existing balance/assets
  - Interest/investment earnings
  - Fire Pension Aid from the State
  - Voluntary city contributions ($92,475 in 2023)
  - Mandatory city contributions, if necessary (city has not had to do this for several years)
- Full vesting requires 15 years of service. Partial vesting at 7 years.
  - Lump sum amount
  - In the year retiring, whatever the pension benefit amount is would be multiplied by years of service.

Setting Pension Amounts:
- Initiated by the Relief Association Board
- Requires City Council approval
- Projection for the next 10 years:
  - Fund balance at 105% or above
  - No need for a mandatory city contribution
- State sets the maximum amount for pension benefit:
  - Currently $15,000 per year of service (Previously $10,000)
  - Most recently increased for 2022

History of Pension Benefit in IGH:
- January 1, 2021: $10,000
- January 1, 2022: $12,750

- January 1, 2023: $13,875
- Request for 2024: $15,000 per year of service

Financial Projection with Benefit Increase (Run by a Financial Advisor, outside of the city)

- Modeled going to $15,000 benefit amount for 2024. 3% higher than 2023.
- Remains consistent for the next 10 years with no required city contribution.
- Stays above 5%.

As the chart/years progress, the city may not have reason to make a voluntary city contribution in future years.

- May be no reason to have the fund go to 151%.
- Legal use of the fund is to pay pensions to the paid-on-call firefighters.
- Want to keep the fund healthy and prepare for a downturn, investment return.
- If nothing else changes, there could be talk of other ways of investing the voluntary contribution.
    - Could be for another aspect of the fire department or another city need in future years.

Staff will continue to look at the fund and monitor.
Action for Council is general feedback on the request. If Council is agreeable to the requested increase, staff would prepare a resolution to be placed on the Council Consent Agenda for the next meeting.

Councilmember Murphy said he does not have enough information to make a decision. He said when noting projections like this they are usually accompanied by a worst-case scenario. If having a fixed number of on calls, always make a voluntary contribution, and always go up at 5% a year, it is always going to be very healthy. He asked if this could be back tested through some bad markets. He questioned if this money was invested.

City Administrator Wilson replied it is invested.

Councilmember Murphy suggested getting this back tested through bad markets. It would provide more information for the Council to make a decision to go to the maximum.

City Administrator Wilson replied that the report states what is assumed for a rate of return in making the projection. Multiple scenarios were not run this year. Previous years different benefit scenarios were run. She did not believe different investment scenarios were run historically.

Councilmember Murphy said it would be helpful to see this run without the voluntary contribution. He believes it is still healthy. He felt a probability analysis or back test could be run. He said what is noted here will always look good with a relatively fixed number of on-calls.

Councilmember Gliva mentioned she was in the Association meeting on Sunday. They did discuss this. The way she looks at this with the funding is there are enough dollars in there now, and they are overfunded. She would hate to see that sitting there and not being able to use it. She said the $15,000 seemed reasonable. She was not sure putting the $92-$94,000 for 2024 was necessary. She said there is likely city needs they could use it for. She questioned what would happen if that is taken out.

City Administrator Wilson replied the city budgets for this and transfers it to the Relief Association in the first quarter of the year. The city pays per scenario but can run additional scenarios showing one more contribution for 2024 and then it ceases or ceases immediately. Additional scenarios could come back to the November 27th meeting.

Councilmember Gliva asked what the fee would be for the scenarios.

City Administrator Wilson replied the contract agreement with Abdo has two more scenarios at a reasonable rate. She mentioned that a couple of years ago vesting schedules were looked at and differing dollar amounts.

Councilmember Murphy thought they were required to provide the information and that the city may already have it. He said running these projects have certain industry wide requirements.

City Administrator Wilson replied the Council was provided the entire packet this year from Abdo. One scenario was requested. Based on what was looked at historically, staff was fairly confident this one was going to come out positively. She mentioned that staff will look to utilize the other available scenarios.

Councilmember T'Kach said she was fine with $15,000, she felt it was a reasonable increase for the work they do. She questioned building the fund. She felt 150% of need seems like it needs more thought. She questioned for 2024, if they could do one or two years of contributions, or whatever Abdo or staff thinks reasonable, and then zero out. She asked if this was taxable income to the firefighters.

City Administrator Wilson replied her understanding was that once retired, it stays in the fund for a number of years and moves when hitting a certain age. There is a choice for management of their tax bill.

Councilmember Scales mentioned he is always concerned about making sure they are properly funded. 151% sounded high to him with the market. The last thing he wanted is to be underfunded. He believes there is a middle ground.

Mayor Dietrich said it would be helpful to see different scenarios in order to make a decision.

City Administrator Wilson clarified the Councils requests:

- Scenarios showing different declining city contribution amounts.
  - What it would look like if they do not make next years, or if they do make next years but do not make further ones and what that does to the health of the fund.
- Look if there are grimmer stock market investment return outcomes.

Councilmember Murphy said the sequence of returns would matter. People would still retire, be vested, and pull their money.

City Administrator Wilson replied there are a number of assumptions that go with this. They estimate how many would stay the 15 years, 10, or 7.

Councilmember T'Kach asked if there was anticipation of significate growth in the number of on-call firefighters.

City Administrator Wilson replied the city is having difficulty recruiting paid-on-call firefighters, getting them through the first year of training, and getting them to 15 or 7 years of service. A smaller percentage follows this path.

Councilmember T'Kach mentioned this may figure into a scenario.

Councilmember Gliva believed there was a cost estimate as to the number of paid-on-call making it to 15, 7, or dropping out. She thought it was based on prior years.

City Administrator Wilson replied staff could ask what assumptions were factored in.

City Administrator Wilson mentioned regardless of the path the Council goes, the decision to put a voluntary contribution in is an annual decision through the budget process.

Jacob McNamara stated he was the new President of the Relief Association and served a short term as Vice President with all of the leaves they have experienced. He addressed the audit numbers and why

nothing was shown to indicate zeros. It was to show that they are already overfunded with this year's contribution. He suggested staying around 120-125% funded in the event something turns in the market. The state has them invest their money in certain ways to have so much invested in bonds to protect the fund from huge market swings. Numbers for next year show 120% overfunded. Based on projections, it shows enough for the fund to be healthy with $15,000. He said previous presidents may have had the opinion that the city contribution is an additional payment to what the paid-on-call department does. He does not think it is wise to take money if 150% funded; 151% funded shows the contribution continuing.
He said he was asked what the state's recommendation was for funding. He did not have the state's recommendation. He believes 120% is a good target point to stay at in case the market moves in either direction.

B. 2024 Convention & Visitors Bureau Budget Request
Lily Smith, Director, Visit Inver Grove Heights, said she would be presenting the proposed 2024 Budget and provide information about herself and what the CVB (Convention and Visitors Bureau) does.
She shared that she is a University of Wisconsin-Stout Graduate. She has a Business Administration Degree with a Minor in Marketing and Sales. She found herself in the tourism industry because in May 2020, she was looking for an internship and found one at Visit Grand Rapids. This led to a full-time position as a Marketing Coordinator. The community connection is what draws her to the tourism industry. She is thankful to be in her role.
Convention & Visitor's Bureau Fund 201:
Mission: To market and promote Inver Grove Heights to visitors; to maintain and stimulate the community's economic vitality.
Purpose: To market and promote Inver Grove Heights to visitors to stimulate the community's economic vitality by building upon our connection to the river and parks, fun experiences, local businesses, and regional attractions. We are rooted in our community's story.
Core Values:
- Collaboration, Service, Integrity, Change, Fun

CVB Board of Directors:
- Kim Koenig (Chair), Microtel Hotel
- Amy Baskerud (Vice Chair), Holiday Inn Express
- Joe Harms (Treasurer), Mississippi Pub/River Heights Marina
- Jodie Miller (Secretary), Town Square Television
- Evelyn S., AmericInn Hotel
- Amy Looze, City of Inver Grove Heights
- Natasha Freimark, Mall of America

The 2024 proposed budget was reviewed and approved by the CVB Board on September 28, 2023.
CVB Strategic Plan:
On December 16, 2021, the CVB Board approved a 3-year Strategic Plan for 2022-2024. Goals:
1. Strengthen core relationships with hotels, businesses, chamber and city leadership, and regional partners.
2. Grow revenue to invest in marketing, technology, and staffing.
3. Create a brand and marketing plan.
4. Develop a signature annual event to attract visitors.

Focuses for 2024:
1. New Visit Inver Grove Heights website

2. Get updated photography and videography of IGH hotels, attractions, outdoor recreation, and dining
3. Build relationships with community and regional partners
4. Explore new avenues of marketing for Visit IGH
5. Research and plan for a new signature annual event for IGH

Highlights: Hotel Rate Comparison: How IGH hotel rates compare with similar metro hotels:
- Inver Grove Heights is competitive, staying within a good rate
- Cities compared: Apple Valley, Burnsville, Eagan, Woodbury

2024 Revenues – 3% Lodging Tax:
- $202,500 Lodging Tax
- $10,000 Grant received from Explore MN Tourism
- Total Revenues: $212,500

Not a resident tax. All CVB's in the metro area collect at least a 3% lodging tax

Councilmember T'Kach asked how the CVB compares or what the relationship is to the Community Development Director or a Consultant.

Ms. Smith replied she has not had that chance yet; she started her position in August. She said a huge part of this is economic development and staying in contact. She looks forward to collaborating.

Councilmember T'Kach asked how she would come up with a new signature event for the city.

Ms. Smith responded she has had people reach out to her regarding this, there are some ideas. She mentioned that Joe Atkins has reached out to her interested in collaborating on it. He would have connections regarding who she could work with.

C. Proposed 2024 Budgets - Internal Service Funds

Finance Director Amy Hove stated the following Internal Service Funds and Allocations will be discussed:
1. Technology
2. City Facilities
3. Risk Management (Insurance)
4. Central Equipment

Technology Fund:

Marc Gade, Technology Manager, discussed the Technology Fund, Fund 606:
- During budget years 2020, 2021, and 2022, technology was a department within the General Fund but did not include capital costs.
- In 2023, it transitioned back to a separate fund for these activities.
- Technology Fund allocation covers:
    - Operating budget for IT Department
        - Phone stipends were added
        - Copier and postage costs were added
        - Department specific division software was removed (allocated back to the department/division)
    - Hardware Replacement cycle based on a 5-7-year average
    - A department's allocation is based on the number of FTE's and device counts.
        - 80% personnel, 20% capital

- 2024 Budget: Continued refinement of IT department budget, including assessment of capital needs and transition of appropriate costs to other departments.
- 2024 Technology Allocation: $1,265,900
- 2023 Technology Allocation: $1,276,200

Technology Fund 606, 2024 Capital:

- Capital included in departmental allocations ($104,000):
    - Wireless access points, card access, audio/visual for conference rooms, workstation devices, UPS (Uninterruptable Power Supply).
- Capital use of fund balance:
    - Fiber projects. (Previously funded out of the Host Community Fund)

Technology Fund Budget Summary:

- Total revenues: $1,281,900
- Personnel: $793,400 (6 FTE's)
- Professional/Technical: $10,000
- Purchased Services/Property/Equipment: $447,956
- Supplies: $51,950
- Capital Outlay: $102,400
    - Total Expenditures: $1,405,706

Decrease to the fund balance: $123,806. 2023 assumed spend down in fund balance was $104,310.
Technology Fund Cash Balance – Year End Cash Position: $1,012,000 (five-year average).

Parks and Recreation Director Adam Lares presented on behalf of Operations and Maintenance Supervisor Phil Stier, regarding City Facilities, Fund 605:

- Activities are funded by departmental allocations through expense code
    - City Facilities Allocation, $847,695 (6% increase)
- Up until 2022 this fund covered facility costs relating to the operation of City Hall. It is currently in the transition phase.
- The current allocation is based on historical FTE's and square footage by department.
    - Formula has not been updated for years
    - Allocation does not include a capital replacement component like Central Equipment
- Beginning in 2023, solar garden activities were added to the budget. $375,000 shows up as revenue (solar credits) and expense (solar charges). This needs a few years of activity for comparison purposes.

City Facilities Budget Summary:

- Departmental Allocations, up 6%, $847,695
- Interest & Other Revenues, $403,500
    - Total Revenues: $1,251,195
- Total Budget/Expenditures: $1,447,450

City Facilities/Highlights and Additional Requests:

- Additional overtime for department, $1,400
- New vehicle ($40,000), not budgeted due to plan as follows:
    - Department does not have a vehicle for travel/errand purposes as well as transporting tools and supplies between buildings. Currently using personal vehicle.
    - Staff evaluated vehicles scheduled to be replaced in 2024.
    - Parks Division is replacing F350 with tools/equipment that City Facilities could utilize.
    - Parks Division has sufficient dollars saved for vehicle replacement without needing trade-in credit.

  - Annual costs to city facilities for maintenance, insurance, and fuel plus vehicle replacement allocation would begin in 2025.

2024 Budget Summary:
- $1,251,195, Revenues
- -$1,447,450, Expenditures
  - $196,255 Decrease to fund balance
  - 2023 assumed spend down of $364,300 in fund balance (capital expenditures)

City Facilities 5-Year Capital Plan:
- Spending $375,500 in 2024
- Impacts Fire Stations 1 & 3, Public Works, City Hall/Police, Water Treatment Plant, Golf Course, Rich Valley.
- $242,500 average capital expenses, 2024-2028

2024 Capital Requests:
- LED lighting (could have rebates), ADA improvements.
  - Total $375,000

2024 Capital Funding:
- $375,500, 2024 Capital Items
- -$12,000, PW Capital from Central Equipment Fund
- -$125,000, Water Treatment Capital from Water Fund
- -$50,000, Golf Course Capital from Golf Course Fund
- $188,500, Capital paid out of City Facilities

Cash Position & CIP Spending:
- In 2021, $572,000 was transferred in after wrapping up the Fire Station Project.
- In 2022, staff recommendation was to close the Central Stores Fund and transfer $600,000 to City Facilities.
- 5-year Capital Plan anticipates $1,212,500 in capital spending.
- $645,000 (53%) falls under general city facility dollars
- There is adequate cash position to proceed over the next 5 years.

Mayor Dietrich asked if the ADA requirements were new.

Parks and Recreation Director Lares replied no. There was an ADA Plan that came before the Council. This was done via an assessment by a consulting firm. The city has met all required requirements and is moving forward with additional requirements. These were prioritized, the funding is in place.

Councilmember Scales asked if there was a way of transporting equipment or if the equipment is driven all over town. He has noticed them driving down Barnes Avenue. He asked if there was a more efficient way, perhaps by trailer.

Parks and Recreation Director Lares replied a majority of park equipment is housed at the public works facility or at Rich Valley Park. At some point staff will have to evaluate the need for additional maintenance facilities, specifically in the northwest/northeast section of the city.

Councilmember T'Kach asked for clarification on the 5-year Capital Plan.

Parks and Recreation Director Lares replied there is a total investment of $1,212,500, not all comes out of the City Facilities Fund. $645,000 falls under general city facility dollars. Because it is a 5-year plan things can change.

Assistant Finance Director Sam Hosszu discussed the Risk Management Fund, Fund 602. Overview:

- Premiums for Workers Compensation Insurance and Property and Casualty Insurance are accounted for in this fund.
- Corporate charges for attorney representation.
- Portion of finance staff's personnel costs.
- Activities are funded by departmental allocations through expense codes:
  - Insurance Allocation, $479,600
  - Workers Compensation Allocation, $774,000

New:

- Workers' compensation deductible (new in 2023).
- Insurance Agent fee (previously accounted for within the premium for property/casualty, now paid directly to the Agent).
- Renewals for 2023/2024 came in slightly higher than planned.
  - Staff recommends the utilization of fund balance savings to offset the increase in 2024.

Allocations:

- Workers' Compensation has increased steadily. Consistent with an increase in FTE's and increasing premiums.
- Property Casualty Insurance has stayed consistent.
- Cash balance over the last 5 years has averaged a balance of $983,000.
- In 2021 and 2022 the City received a property casual dividend totaling $167,611 for both years combined.

Risk Management Summary:

- 2023 Requested Budget Revenues by Type:
  - Departmental Allocations: $1,253,600
  - Interest & Other Reimbursements: $25,000
    - Total Revenues: $1,278,600
- 2023 Expenditures by Type:
  - Personnel: $32,000
  - Legal & Contracted Services: $21,000
  - Repair/Maintenance/Deductibles: $80,000
  - Insurance Premiums: $1,260,900
    - Total Expenditures: $1,393,900
- Deficit of $115,300 to the fund balance

Staff believes this to be a conservative budget. It assumes no dividend from the league, use of all of the $50,000 deductible, and also pays all of the budgeted $30,000 workers compensation deductible.

Councilmember Murphy referenced the 7% increase in workers' compensation premiums and the addition of FTE's. He questioned if that accounts for the seven or if the claims paying experience also accounts for a portion.

Assistant Finance Director Hosszu replied that the claims experience accounts for a portion of it. The 3-year lookback is high due to expensive claims that should fall off in the next renewal year.

Councilmember Murphy asked if they would expect a decrease or no increase.

Assistant Finance Director Hosszu replied he could not guarantee one or the other.

Councilmember Gliva mentioned it would not come down as fast as it went up.

Councilmember T'Kach asked if anything was being done to mitigate similar claims. She questioned if there was someone on staff that looks into those and prevents them in the future.

City Administrator Wilson replied there is no dedicated safety person, there is a safety committee that includes representatives from each department. It is chaired by the Police Chief with the help of the Human Resources Manager. There is a safety consultant that works with public works and maintenance operations. The group has become more active. They do look at workers' comp claims with personal information removed for trends.

Finance Director Hove stated Assistant Finance Director Hosszu is on that committee and is able to bring back historical reports from the League.

Finance Director Amy Hove discussed the Central Equipment Fund, Fund 603:

- Pays for vehicle and machinery maintenance and replacement.
- Activities are funded by departmental allocations through expense code.
  - Central Equipment Allocation (40070) $3,208,400, 1.41% increase
- The allocation is two-fold:
  - Operating: Based on a three-year average of fuel usage and repair parts and hours.
  - Capital: Based on vehicle replacement cost, specific to each department.

Departmental Allocations:

- Operations and Vehicle Replacement:
  - 2024: $3,208,400
  - 2023: $3,163,700

Central Equipment Budget Summary:

- Total Expenditures 2023 Budget: $3,318,772
- Total Expenditures 2024 Proposed Budget: $2,846,500
- Revenues by Type: 2023 Budget: $3,263,700
- Revenues by Type: 2024 Proposed Budget: $3,358,400
- Expenditures by Type: 2023 Budget: $3,318,772
- Expenditures by Type: 2024 Proposed Budget: $2,846,500

Mayor Dietrich asked how this changes with the equipment coming in and delays.

Finance Director Hove replied staff tries to budget and schedule the replacement in the year for which it is scheduled. If it doesn't come in, a carryover for the next year is brought forward. It is rolled into the next year's budget.

Finance Director Hove discussed Capital Equipment, 2024 Capital Requests:

- Building facility improvements: Replacing lighting in truck storage bay
- Police use of saved balances: Outfitting leased squads
- New equipment proposed: Parks, Chipper
- Equipment replacements
  - Total Capital Requests: $1,134,650

2024 Budget Summary

- $3,358,400 Revenues
- $-2,846,500 Expenditures
- $511,900 Increase to the Fund Balance

Mayor Dietrich mentioned that two residents sent an email in today regarding the streets department. She read a brief portion which thanked Street Superintendent Underdahl and the department.

Barry Underdahl, Street Maintenance Superintendent, stated during the 2023 round there were 10 items approved for purchase. Staff is still waiting on three of those items.
There are 10 items currently being requested for approval. Three divisions are involved in the request.
Number of vehicles:

- 57 vehicles in street maintenance
- 21 in utilities maintenance
- 51 in park maintenance
- There is a total of 203 vehicles/equipment in the fleet.
- There are 129 in the three divisions.
- There are 4 mechanics with over 203 vehicles to maintain.

Street Maintenance:

- 1992 Ingersoll-Rand Air Compressor #313. Replacement Cost: $39,650.
- 2014 Mack Single Axle Dump Truck #323. Replacement Cost: $243,000. Runs year round.
- 2017 Bobcat T595 Skid Loader #352. Replacement Cost: $76,000. (Trying to keep on a 7-year schedule).
- 2002 Caterpillar Forklift #5302. Replacement Cost: $50,360.

Utilities Maintenance:

- 2015 Chevrolet Van #418. Replacing televising equipment only. Replacement Cost: $120,706.
- 2012 Ford F350 Service Truck #409 with crane. Replacement Cost: $163,890.19

Parks Maintenance:

- 2015 Ford F350 #511. Replacement Cost: $64,546.12 (this is the vehicle going to city facilities)
- 2017 Bobcat Toolcat #535. Replacement Cost: $54,000
- 2018 Ferris Zero Turn Mower #533 and #539. Replacement Cost: $12,749

After the 10 items are purchased, there would be a balance of $179,651.

Councilmember T'Kach inquired if the larger vehicles were Tier 5 or 6.
Street Maintenance Superintendent Underdahl replied yes. They are keeping up with regulations.

Councilmember T'Kach asked if there was a plan for transition into electric vehicles.
Street Maintenance Superintendent Underdahl replied that the forklift they are looking at is electric. They are learning more about them. He agrees with having some of the pieces be electric.
Street Maintenance Superintendent Underdahl addressed Councilmember Scales's comment regarding transporting equipment stating the state has put them in a strange situation when hooking a 550 pickup to a skidloader trailer, the driver requires a Class A Commercial Driver's License. Seasonal workers cannot drive them. Sometimes there are not people that can pull them around. He said they try to limit the distance when driving the equipment.
Councilmember Scales was concerned about the equipment driving on narrow Barnes Avenue.

Councilmember T'Kach asked if the city was a part of the state contract on fuel.
Street Maintenance Supervisor Underdahl replied yes. They are requiring a certain number of bio fuels mixed in. The city is following along with other communities.

Councilmember Gliva asked if everything listed was traded in and if they were not kept or added.
Street Maintenance Supervisor Underdahl replied they are keeping one; #511 is going to facilities. They try not to add it because of the pressure it puts on the mechanics. They try to be

as lean as they can. They have tried taking bids or going to auction. Trading takes a lot of time, but they try to get good of numbers.

Street Maintenance Superintendent Underdahl stated this item will be on the next Consent Agenda.

Finance Director Hove referenced Cash Balances set aside for Equipment Replacements:
- Police: Saved $758,035 by the end of 2023.
- Fire: $3,980,291
- Recreation: 0 (Have one recreation van, purchased this year, restarting the allocation next year).
- Estimating $300,000 as excess dollars in the fund at year end 2023.
    - This does not take into consideration that the Golf Course will have another $1 million dollars left to pay on their loan.
    - Plus, the $372,000 from the VMCC.
    - Anticipate having $300,000 at year end.
    - Other revenue streams will come back into the fund continuing to build a reserve if there is future equipment needs.

Central Equipment:
- Saving up for larger equipment purchases (For example: Fire Truck)

Councilmember Scales asked if they are sure they are taking into account increased pricing and if they were starting to think of the prices of future trucks.

Finance Director Hove replied yes, there will be more focus on this early next year.

D. 2024 Staffing Requests & Other Outstanding Budget Items

City Administrator Kris Wilson stated staffing positions requested by city departments were reviewed at the September Work Session. At that time, recommendations were presented for Council.
New Staff Requested for 2024:
- Park Maintenance Worker
- Street Maintenance Worker (20% General Fund & 80% Stormwater Fund)
- Utility Billing Coordinator
- 3 full time Firefighters
- Assistant Fire Chief
- Police Officer (add to the Strategic Response Group)
- ½ time Communications Specialist

Current Staffing Levels by Department
- 53 Police (47 sworn)
- 18 Fire (full time)
- Public Works – Engineering, Streets, Utilities, Fleet
- 36 Parks and Recreation – Parks, Recreation, VMCC, Golf, Facilities Maintenance
- 14.5 Community Development – Planning, Inspections, Code Enforcement, Environmental Initiatives
- Administration – City Administrator's Office, Human Resources, City Clerk, Communications, IT
- 7.5 Finance

Recent Growth (Estimates for 2019-2023)
- 0.9 new in Finance
- 1.5 new in Street Maintenance
- 1.5 new in Parks Maintenance

- 2 new in Facilities Maintenance
- 13 new in Fire
- 6 new in Police
- 3 new in Administration plus 2 transfers
- 2 new in Community Development plus 1 transfer

It is up to the Council and residents to decide if the city is meeting expectations with these staffing levels in the different divisions.
City Administrator's Recommended Priorities (Included in the 2024 Preliminary Levy & Budget):

- Park Maintenance Worker
- Street Maintenance Worker
- Utility Billing Coordinator (new)
- Assistant Fire Chief
    - There is still a need to add Firefighters, need was greater to have an Assistant Fire Chief
    - Can be funded within the preliminary levy & budget
    - Retaining and hiring paid on call staff continues to be a struggle
    - Finding they are underspending the wage budget
    - Goals of having the Assistant Fire Chief is to put more time and attention to paid on call staff (training, scheduling)
    - Prior to full time staff there was an Acting Company Officer

Staff would like to know if additional information is needed on the staffing recommendations. These would be hired in next year's budget. If Council is supportive of the Utility Billing Coordinator, the city is hiring for a related existing vacant position and would like to conduct the recruitment simultaneously.

Councilmember T'Kach stated she is still on board with this plan.

Fire Chief Judy Thill stated there are many duties they are looking at for the Assistant Fire Chief position. They would like to focus on the paid-on call, adding an Acting Company Officer Program, and working to come up with programs. She mentioned she would be meeting with the City Administrator and firefighters to discuss how they can make the paid-on call last as long as they can. She mentioned there is a full-time officer development program they need to put into service. There is nothing developmental-wise for full-time staff for progressive training. There are operating guidelines and practices that are not getting done because there is not staff time to do so. She said she can do administrative policies and procedures; she cannot do operational. There needs to be someone to focus on this to make sure there is correct documentation.
She mentioned they had the Acting Company Officer Program. There is one open Paid on Call Battalion Chief position that Fire Marshal Oswald left open. There is nobody even close to filling that. There isn't anyone close to filling Lieutenant, but she knows there are people that want to rise up and take a leadership position. She stated that Fire Marshal Oswald carried the Paid-on Call Battalion Chief duties with him, he is doing both. Deputy Chief Bergum, hired in 2012, has the entire operations. The training person was hired in 2015. No other administrative staff has been hired since 2015.

Mayor Dietrich requested more information on the program that was started in the High School and who would continue to work on it.

> Fire Chief Thill replied that is the Explorer program and hopefully the future PSEO program. Deputy Chief Bergum and Fire Operations Supervisor Lieutenant Bernardy have been working with the schools. This program is being added on top of everything else they do. This would have a combination of an operational person and Lieutenant Bernardy. She said they look at

these as potential feeder programs. They look for the Explorer program to feed into paid on call, they would be trained while an Explorer so they can slide in. Once getting the PSEO Program there could be a Cadet Program they could be brought into. There is a combination of programs they can envision but do not have the staff time to implement.

Fire Chief Thill understands the need for firefighters. The better value for the community would be to add the Assistant Chief position now so they can pay attention to the paid on call and try to build that program.

Councilmember T'Kach asked how many paid-on call there is.

Fire Chief Thill replied they are down to 27. This is without the three in training. One more just signed up and is coming in with EMS training. Four are starting fire training in January. At one point the highest paid on call numbers were at 65.

Mayor Dietrich said she would support the staffing request.
Councilmembers Gliva and Scales agreed.

City Administrator Wilson stated they are four weeks away from the December Work Session. Residents are invited to come in and offer comments and ask questions on the budget. Historically this was called the Truth in Taxation Hearing. Residents will receive a mailing from Dakota County showing what their property taxes would be in 2024 if each of the jurisdictions makes their preliminary levy their final levy. This takes place on December 4th. December 11th is the final Council meeting of the year. Staff will ask the Council to adopt the budget and levy that evening.

Councilmember T'Kach asked what point in the budget process, as far as projects the Council or city want to get done, hasn't been thought about with contingency funds, community engagement, and studies staff is anticipating. She added consulting fees, if they were going to do a climate action plan, some type of environmental planning, or doing other strategic planning processes in the city. She mentioned there is a retreat in early 2024, but by then it would be too late to come up with any real significant Council activity.

City Administrator Wilson replied because of the annual nature of the budget cycle and the fact that no sooner are they are done when they audit the previous year, it is difficult during the budget process of August to early December, to initiate an idea, cost estimate it out, and have the Council determine whether to proceed. There are avenues of funding available if something comes up now or into the budget year. One of those is the General Fund, Fund Balance. A balance is carried so there is cash on hand to pay for expenses throughout the year. Around February and March, staff talks about what they have not spent in the 2023 budget. Sometimes staff will ask for carryovers or occasionally there is an opportunity to do something new or added. In the past the city has used the Host Community Fund to fund several things that come up throughout the year. Staff has tried to discipline themselves off of that practice.
She stated most of the departments have a budget for professional services or consultants. They vary in how specified they are. She suggested that most new initiatives for a city of this size originate in the goal setting/planning sessions early in the year.

E. Review of Dakota County 2024-2028 Transportation Capital Improvement Program (CIP)

Public Works Director Brian Connolly presented on the Dakota County 2024-2028 CIP Program:
Transportation CIP is reviewed annually:
Every year the county goes through a process in which they provide a CIP throughout various divisions.

- Spring – Draft CIP with city support letter
- Fall – Draft CIP with county and city revisions
- Year end – Final CIP with county adoption

The goal is to ensure conformance between the city and county CIP's.
City Public Works/Engineering Staff reviewed the 2024-2028 Dakota County CIP and incorporated known updates in the Draft City CIP. This was presented to the City Council on July 17th, 2023.
County Projects in the CIP:

- 70th Street and Highway 52
- Argenta Boulevard and Trunk Highway 55
- Cliff Road and Rich Valley Boulevard

Even though the county hasn't started some projects such as a preliminary study of the interchange at 494 and Argenta Boulevard, this was in their 2023 CIP and was already budgeted for.
Carryover Projects from 2023-2027 CIP:

- Previously supported via past City Council action at the end of 2022.
- Have been reviewed by staff and included in the Draft City CIP.
- Minor adjustments have been made.
    - 117th Street Reconstruction had a 2024/2025 construction season. Now proposing a 2025/2026 construction season with right of way acquisition occurring in 2024.

NEW 2024-2028 Dakota County CIP Projects:

- Intersection Study at Rich Valley Boulevard and Cliff Road.
    - Moved up to 2025 to try to take advantage of potential federal grant application funds
- Bike and Pedestrian Improvement Preliminary Study along Rich Valley Boulevard and Barnes Avenue.
    - This item is not in the city CIP. The county admits it is not prioritized in their 2018 Bicycle and Pedestrian Study.

City Requested Projects not included in the County CIP:

- Pedestrian overpass at Vista Pines Park over Argenta Boulevard.
    - The city is willing to participate in cost funding.
    - The county has not yet put it into their CIP.
        - Continue to push for this.

If the Council desires to have this project included in the future, communicate with County Board Representatives to encourage them about the importance of this project and to try to see if it is something they would be more willing to support moving forward in the future.
Budget Impacts:
The county has a transportation policy setting different levels of funding based on the type of project.

- The city can be asked to pay from 15% to 55% of the project.
- A vast majority of projects in the city typically have a city cost share of approximately 15%.
- City must approve all project costs via Joint Powers Agreement.
- The city can say it's too much, cannot afford it, or is willing to advance it.
- City typically utilizes Pavement Management Fund, Capital Utility Funds, and Municipal State Aid allotments to fund city cost share for county projects.
- A lot of the costs are study costs ranging from $15,000 to $45,000.
- Costs become more elevated when getting to construction.
- In the next five years the CIP has $940,000 in total costs related to county road projects.
    - 60% of this would be construction/shared costs.
    - 40% would be study costs.
- The city can accommodate most CIP cost adjustments the county makes on a year-to-year basis.

  - As long as the project is more than one year out
  - The city can access what the county calls "advance funding" from the county to cover city costs that may exceed budgeted levels and pay the county back in future years.

Budget Impacts: New Projects:

- Rich Valley and Cliff Road Intersection:
  - Original City cost: $37,500
  - Updated City cost: $48,750 (included in the final CIP adopted by Council)
- Rich Valley Blvd. and Barnes Avenue Bike and Pedestrian Improvements (not included in the city CIP)
  - Updated City cost: $52,500

Budget Impacts: City Requested Projects (not included):

- Argenta Trail (Boulevard) Pedestrian Overpass at Vista Pines Park Preliminary Study
  - Estimated City Cost Share: 15%/$15,000

Does the City Council wish to include this as a request as a part of the Dakota County Transportation CIP Resolution.

Councilmember Murphy said they should keep it in. He said it would not bother him if asking the county to pay for the whole thing. It is a great park with little access. He recommends keeping it in.

Councilmember Gliva asked if the $15,000 was for a study. She questioned where the value was.

Public Works Director Connolly replied it varies from project to project. This area is in a location where there is the natural ability to make a bridge. It's on top of a petroleum pipeline easement. The study looks at coordinating with pipeline owners and trying to identify costs they do not know about. The county has to do a study before doing anything because they have to justify the cost to show benefit and how they would pay for it. This is the city equivalent of the county's request to do a feasibility study for pedestrian trails in the rural areas of town. It has not showed up on a large comp plan or bicycle or pedestrian study. Studies can help with metrics to help determine whether it could qualify for a safety grant or money from other areas. Those funds cannot be applied for if this information is not in place.

Councilmember Gliva asked for more information about Rich Valleys bicycle and pedestrian.

Public Works Director Connolly replied it is the rural portions of Rich Valley Boulevard from Highway 3/South Robert Trail down to 117th Street, from Barnes Avenue north to the intersection of Highway 55. There are trails crossing over the highway by City Hall that come to a stop. The challenge the county has indicates these are rural roads. They do not typically put bike paths that are grade separated on rural roads. From staff's perspective, the roads are proposed to be overlayed in 2025 or 2026. The study may look at widening the roads. The question is what the city would get out of this. The county has done studies on bike paths in the past, this is not an area that has shown up. If the county wanted to do this the city could lend its support, but not fiscally.

Councilmember Gliva said she sees a safety issue with bikes unless it was leisure. She was unsure for what a bike path was needed there.

Councilmember Scales said he has no illusions they are going to be able to figure out Barnes Avenue with the ditches. Rich Valley is another issue with truck traffic. Those using Barnes Avenue are large bike groups. At times large groups of bikes go through. He is not suggesting the city say they would pay for a study but would like wording that states the city fully supports the county going after the study.

Councilmember T'Kach asked if going after a study with regards to Vista Pines, what the cost would be to build a project the study says is feasible.

> Public Works Director Connolly replied it would be difficult to ascertain. He would guess a total cost could be $800,000; if the city pays 15%, $100,000. This would qualify under the county's cost sharing policy for up to 85% county costs. The county is looking at others approximate to the Mendota/Lebanon Greenway. There is benefit to the county in getting people to and from their existing/future greenway system. The county is looking at a potential bridge over Highway 55 for their Lebanon/Mendota Greenway. He said the county still has to get in a signed and lighted pedestrian crossing at grade to understand how many are using the area.

Councilmember T'Kach asked if there were other projects, or access to parks that the city has wanted to get done in previous years that go across a county road or may be in line in front of this. She was thinking of Concord and Heritage Village Park.

> Public Works Director Connolly replied the county is actively doing projects to improve pedestrian safety along Concord with the Mississippi River Regional Trail. With greenway projects, anything that touches the greenway is 100% county covered.
>
> Parks and Recreation Director Lares stated the county has installed two trails along Argenta Boulevard. The safe crossing is a reason why this appears to have jumped in priority. He was not aware of any other county roads or parks.

Public Works Director Connolly discussed Budget Impacts for 2024:

- 80th Street – Babcock to Bowman:
  - Currently four lanes, undivided. There are no medians.
  - The county has done several studies with respect to safety and crossing 80th Street.
  - A project was done at the high school to have a Safe Routes to School crossing at one of the intersections.
  - This changed the road from four lanes to three lanes.
  - The remainder of the road is looking for some sort of improvement to be done.
  - County is in the process of finalizing a design contract and getting a JPA before the end of the year.
  - This project has layered on items beyond what was in the County CIP:
    - Received money for Safe Routes for School improvement.
    - Looking at adding in some of the Safe Routes to School improvements. There are some piggybacking of final design items.
      - This has gone from $100,000 in price, to $245,000.
      - The city cost would increase from $15,000 to $37,000.
  - County is looking at a signal replacement at Blaine Avenue and 80th Street.
    - Does not fall under the CIP Plan, it is a maintenance project.
    - The county wanted to do this with the project. It has a strong impact on the city's funding capabilities.
    - Staff put the city cost share in the CIP with a contingency for a total of $375,000 for 2025.
    - County is proposing this work will be done in 2024, with the signal in 2025.

Staff Recommendations:

- Includes a Draft Resolution.
- Request to include the pedestrian overpass at Argenta Trail and Vista Pines Park.

- The resolution has a request that the county remove the city's cost contribution for the rural bicycle and trail study but would still support the county advancing this without city funding for the study component.
- The Council can decide and provide input as to what is wanted.
- Remaining items in the CIP recommend approval of the items moving forward.

Councilmember T'Kach supports what is listed as staff recommendations.
She referenced the west ramp on 70th and 52 and asked for an explanation of the proposal.

Public Works Director Connolly replied it is a MnDOT proposal that is going through the county because it is a county road interchange. MnDOT proposed the intersection on the west side only, to reconfigure the intersection with a potential roundabout. The county is looking for a 4 lane to 3 lane conversion on 70th Street.

F. Park Updates

Parks and Recreation Director Adam Lares presented park updates the Parks and Recreation Advisory Commission has been working on the last few months. There has been a subcommittee for both topics.
Heritage Village Park – Future Phases:

- Completed/Under Construction:
  - Phases 1 & 2 are complete: Included land acquisition and an 11 acre off-leash dog park (constructed in 2019).
  - Phase 3: Site improvements. Retaining wall, specialty concrete, playground curbs, and interpretive fence panels were added.
  - Phase 4: Construction began on the roundhouse picnic pavilion, sheltered bench-lined walkway, and accessible restrooms.

Phase 5:

- $2 million dollars in state bonding was received.
- This would include an inclusive playground, inclusive splash pad, and extending the parking lot.
- Planned for 2024 construction.
  - Currently working on preliminary design for the splash pad.

Future Phases/Items:

1. Moving two city-owned historic buildings (School House & Town Hall) to the park
2. Construction of an Amphitheater/Band shell
3. Construction of two additional picnic shelters
4. Expanding the dog park parking lot
5. Nature play area
6. Education and Historical Interpretive Nodes
7. Heritage Panels
8. River Walkway
9. Gardens
10. Lawn Game Area

PRAC (Parks and Recreation Advisory Commission) Recommendation:

- Propose that all remaining master-planned park amenities be considered as the sixth and final phase of the park's development.
- This recommendation was put forth after a thorough evaluation and discussion, resulting in a 7-1 PRAC vote in favor of forwarding the recommendation to the Council.

- The Commission believes that incorporating these amenities in the final phase will not only enrich the recreational opportunities at Heritage Village Park but also contribute to the community's overall well-being and fully realizing the planned park.

Final Phase 6 – Cost Estimate:

- Depending on the final design of several of the final amenities, specifically:
    - Amphitheater
    - 2 Shelters
    - Desired state of the two historic buildings
        - Estimated cost ranges from $1.4 million to $2.5 million dollars
- Potential funding sources include the city's Park Acquisition and Development Fund and possible state bonding or other state grant funds.

Possible Next Steps:

- If the Council is supportive of the continued planning and work toward a sixth and final phase of the park, the city has an opportunity to make a brief presentation before the House Capital Investment Committee on Tuesday, November 14th, as they consider potential local projects for next year's bonding bill. This would be considered at next year's legislative session.
    - No guarantees that bonding would be awarded
    - Would be an expected match from the city

Mayor Dietrich asked if there was framework put together if going before the Capital Investment Committee.

Parks and Recreation Director Lares replied they do not have framework but would summarize the background of what has been done, the future of the park, what is currently happening in Phase 4, and what would be in Phase 5. Framework could consist of the remaining 10 items and a cost estimate/range of the items.

Mayor Dietrich said they usually request the city fund half. She asked if the city is in a position to do this.

Parks and Recreation Director Lares replied they are in a position to do that in the Park Acquisition and Development Fund. It depends on what is done within the northwest area for any future development or acquisition.

Mayor Dietrich mentioned she has checked on the development of the buildings in the park. It seems there would need to be a full-time staff person just for that park and maybe additional equipment. She asked what this would look like expense wise, further ahead.

Parks and Recreation Director Lares replied staff would be able to provide high level operating costs. They would need to look and see if they have the appropriate level of staffing to accommodate the needs at that park and how it combines with the remainder of needs within the entire parks system.

Councilmember Murphy liked the list of 10 and felt it was important for the community to wrap up Heritage Village Park and if possible, move the buildings there. He asked how they could find out the cost.

Parks and Recreation Director Lares replied preliminarily, he received some quotes from a building mover to move two buildings to Heritage Village Park. The rough estimate was $200,000. This does not include backfilling the previous foundations, adding new foundations, architectural design, and utility connections. Within the $1.5 to $2.4 million dollar range, it would be roughly $400,000 to $450,000 to move those. This includes consulting work, permits, working with utilities to take down power lines, working with State Troopers, the local Police Department, and the County.

Councilmember Murphy asked if the all-in cost that was noted negatively impacts children having a place to play in the northwest.

Parks and Recreation Director Lares replied it was difficult for him to quantify based on what they decide to do in the northwest area. There is enough funding to look at acquisition or development of a future 4th park in the northwest area.

City Administrator Wilson said when referencing $400,000 to $450,000 as being all-in on moving the historic buildings, this works on the assumption that the interiors will not be open and usable to the public.

Parks and Recreation Director Lares replied that was correct.

City Administrator Wilson replied they would look presentable, nice, and historically accurate from the outside. The cost isn't to make them safe and useable spaces on the interior.

Parks and Recreation Director Lares replied the outside would be in a state to be presentable, but not fully furnished on the outside as they once were. Accessibility on the inside is not a part of the equation.

Councilmember Murphy commented they would not have to do two buildings if the money wasn't there. One building could be done.

Parks and Recreation Director Lares replied if the Council desires.

Councilmember T'Kach asked if there was talk amongst the PRAC about doing longer term historical interior refurbishing.

Parks and Recreation Director Lares replied that discussion has not happened. The priority is to get the buildings there. Once the buildings are there staff can look at additional funding options. As soon as the buildings move their current homes and get to the desired location, they lose the ability to get any type of historical legacy funding because they were moved from their initially stated home.

Councilmember Scales said finishing up Heritage Village Park is important. He is in favor of moving the buildings. It's the last history they have in the city. He believes in the future, Heritage Village would be a destination park. He sees a future city event there. He said he doesn't want to take away from a park in the northwest area, they should do everything they can to get both done.

Councilmember Gliva referenced the November 14th meeting. She assumes there would be opportunities to talk to legislators. She asked if there would still be opportunities after this.

City Administrator Wilson replied yes. It would take multiple meetings with legislators and committee hearings to advance it. If declining this opportunity, they may lose some goodwill of the legislators who got them the invitation.

Councilmember Gliva was unaware this was an invitation.

City Administrator Wilson replied the city received an email. A Representative has asked that the committee hear more about the city's project.

She asked the Council if they were comfortable with Parks and Recreation Director Lares, herself, and the Mayor, to give a 5 minute presentation to get on their radar.

Councilmember Gliva said she was indifferent in spending this and doing this now. She would like more information. There are parks in the northwest. She was unsure she would be asking for this right now.

Mayor Dietrich said she is concerned with the bigger picture of the gift received of lighting the swing bridge and a public boat launch and the monies needed. She was unsure of the expiration date for when they needed to have plans together. She said it was difficult to say go ahead to these two items when they are a part of the larger plan that is not completed.

Councilmember T'Kach said the dame of the park is what the intention of the park is about. Heritage Village Park intends to set off the city's heritage. It's about the history of the community and connection to the river. She felt this was a part of an ongoing legacy. Timing is not always perfect. She said November 14th is "nothing ventured, nothing gained". She said people want parks all over and large parks. She is very supportive of moving forward with all 10 items the PRAC came up with.

Parks and Recreation Director Lares clarified the comments by Council stating they are fine with doing the House Committee presentation on the 14th.

Mayor Dietrich agreed that was the preference of the majority.

Parks and Recreation Director Lares presented on Land Acquisition in the Northwest Area:
4th Northwest Area Park.
The 2040 Comprehensive Plan calls for 4-5 new neighborhood parks in the northwest area to accommodate the neighborhood's recreational needs for future residents of the northwest area.
Current Northwest Area Parks:

1. Vista Pines, 2022
2. Overlook Ridge Park, 2023
3. Argenta Hills, 2023

Quadrant 1 has townhomes and single-family homes. There is a tunnel access underneath 70th with trail access to Vista Pines Park.
Quadrants 2 and 5 have no parkland. They would have to travel to other quadrants to get to parkland.
Area of Focus (2)

- Park service area without barriers
- Potential for city acquisition
- Parcel of interest for acquisition:
  - 20.5-acre parcel
  - Located at 1285 70th Street West
  - Future Master-Planned road (67th Street) on the northside and along the eastside of the parcel.
    - Several visits were made to the area
    - The city owns stormwater to the southwest of the parcel
    - Could have passive and active land

PRAC Recommendation:

- City Council pursue land acquisition for a fourth northwest area park.
- Review the 2040 Comprehensive Plan as it relates to neighborhood parks.
- Examination of funding for park development.
- Exploration of pathways for acquiring park land, including through direct purchase and through park dedication at the time of development.
- Identification of areas in need, sometimes referred to as "park deserts."

PRAC Determination:

- Parcel meets the needs for both active play and passive recreation.
- Location fulfills park service area needs in a residential area without major barriers.

- Acquisition aligns with the city's Comprehensive Plan.
- Includes a future master-planned roadway (67th Street).

Funding:

- Park Acquisition and Development Fund
- Possible portion of ARPA Funds

Possible Next Steps:

- If Council is supportive of pursuing the identified parcel, they could direct staff to engage the landowner for potential acquisition.

Councilmember Scales asked if the landowner was interested in selling and if there has been any outreach.

City Administrator Wilson responded that it has not recently. Previous staff may have. She asked if the Council wanted staff and legal counsel to initiate the process. Conversation regarding potential purchase prices/values would take place in a closed setting.

Councilmember T'Kach requested more information on active and passive for this parcel.

Parks and Recreation Director Lares replied staff would like to evaluate design elements. There are natural spaces and to create a buffer around residences in the area. Fields could be multi use and active play. There could be an open-air shelter and play containers. He referenced Skyview Park as being 8-10 acres, Oakwood Park is 10-12 acres.

Councilmember Scales asked how this 20.5 acres compares to Rich Valley Park.

Parks and Recreation Director Lares responded Rich Valley is 40 acres.

Mayor Dietrich asked if there was one single family residence on this property and if it was occupied.

Parks and Recreation Director Lares replied yes. He was unsure if it was occupied.

Councilmember Murphy believes this is a fabulous idea. He asked if the one they are referencing had more difficult terrain in comparison to the parcel at the east.

Parks and Recreation Director Lares replied he was uncertain. He would need to evaluate. He was aware there were grade changes further east.

Councilmember Gliva asked if this was where the potential At Home Development was proposed.

Parks and Recreation Director Lares replied yes.

Parks and Recreation Director Lares asked if this was something the Council wanted to give direction to staff on, regarding pursuing engagement with the landowner to see if there is interest.

All Council agreed.

Councilmember Gliva asked if there was a reason this parcel was picked in comparison to the one to the east.

Parks and Recreation Director Lares replied given the proximity of the 70th Street roundabout and the remaining parcels to the east.

City Administrator Wilson replied high density and mixed use is the guiding by the roundabout. The street and a park would create a buffer and flow to the neighborhood. When At Home was proposed there were concerns about the density and connections to single family housing.

There may be an opportunity to cross 70th right into the park. This would be a larger park in the northwest area.

Councilmember Murphy referenced Agate Trail was supposed to go through, which creates an opportunity to cross.

City Administrator Wilson said if the Council is interested in a large park, more than four to five acres in the northwest area, the chances of getting this through park dedication are slim. Someone would have to develop a really large parcel to get a substantial dedication. This is an opportunity to get a larger park.

City Administrator Wilson stated plans are underway for the State of the City Event scheduled for Thursday, November 30th, 5:00 to 7:00 p.m. The communications staff is working hard on the program and the messaging. Staff would like all five Councilmembers to participate.

4. Adjourn:
Motion by T'Kach, second by Gliva, to adjourn the meeting at 9:07 p.m.

Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek