

**CITY OF MOUNDS VIEW
CITY COUNCIL WORK SESSION AGENDA
MOUNDS VIEW CITY HALL**

**Monday, February 5, 2024
6:00 p.m.**

ROLL CALL: Lindstrom, Cermak, Gunn, Meehlhause

Council Work Sessions are informal gatherings of the council at which no final decisions are made, rather consensus discussion to direct staff on council decision items.

AGENDA ITEMS DISCUSSED BY CONSENSUS

1. Organized Trash – Nyle
2. Additional Pages for Mounds View Matters – Don
3. I/I Grant – Don
4. Public Safety Monies – Chief Zender/Nyle
5. EDA Loans – Nyle/Brian
6. Schedule April 15, 2024 - Council Workshop – Corridor Grant
7. Driveways in Street Projects

PUBLIC COMMENT

Citizens may speak to issues not on tonight's agenda. Before speaking, please share your full name and address. Also, please limit your comments to three minutes.

NEXT COUNCIL WORK SESSION: Monday, March 4, 2024 at 6:00 pm
NEXT COUNCIL MEETING: Monday, February 12, 2024 at 6:00 pm

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February 5, 2024 Council Workshop Memorandum

To: Mounds View City Council
From: Administrator Zikmund
Date: February 1, 2024
Re: February 5, 2024 Workshop

1. Solid Waste Organized Trash – Update Council on current activities

- 2. Additional Pages for Mounds View Matters**

Director Peterson brought forward issue of increasing the number of pages in the Mounds View matter, specifically to increase information on park and recreation programming and information related to environmental issues. Environmental information addresses two needs; (1) the educational component for our residents to understand the issues and their importance and (2) greater ability to comply with the mandatory MS4 permit that requires cities to educate residents on reducing impacts to our environment – and especially contamination of our ground water. The packet includes information on what additional pages would cost.

ACTION REQUESTED - Staff is seeking direction/consensus on adding additional pages.

3. I/I Grant – The City was awarded \$50,000 for private residence sanitary sewer line rehabilitation. Need likely measures in the millions (rehabbing all MV residents sanitary sewer lines). Grant guidelines provide some guidance but staff seeking council direction/consensus on equitable distribution/application process. Director Peterson will have details.

ACTION REQUESTED – Provide guidance on grant award criteria.

4. Public Safety Monies/SBM Capital Budget

The City of Mounds View received \$574,704 in “Public Safety Monies” from the state legislature. Council has briefly discussed or been advised that Blaine and SLP wanted too (and have) put 30% of those funds towards SBM Fire Needs. Mounds View share, using the 30% would be \$172,411. Chief Zender has brought forward the Flock Safety program which council has approved as well as migrating our video storage to the Cloud. Chief will have a handout at the meeting on other potential purchases/expenditures. The only decision item at this point is the FD money.

ACTION REQUESTED – Consensus/direction 30% to SBM Fire

5. EDA Loans

The Mounds View EDA established a Forgivable Loan Program three years ago with the specific goal of aiding new/start up retail operations in order to achieve a greater probability of success. The goal being dual; provide additional services/amenities for residents, and reduce number of vacant spaces/buildings. While acceptance was a bit slow at first, the program has proven successful with loans to Filipino Village, Kusina’s, Cross Fit, Sandwich King, and Martial Arts over the past three years and all of those entities are still in business and doing well.

In 2024, we have already exhausted the allocated 3 loans - \$15,000; with loans approved to Big Dipper, Sandwich King (2nd one), and Shifty’s Barber Shop.

Kusina, Filipino Village, EZ Grocery Market, and Pink Flower have requested/made application but the funds have been exhausted.

We also have the \$50K loan program but only \$9,000 of that is currently available. As funds from this loan program were used for the Forgivable Loan Program instead. As previously, the Council had agreed to increase the EDA levy from \$100,000 to \$150,000 which was in the approved Strategic Plan. However, the Council did not increase the EDA levy in order to keep the overall levy where the Council desired causing a shortfall in the EDA loan program. Currently, we have three applicants for this program, EZ Market, Big Dipper, and the Sandwich King.

The current EDA Balance is \$502,000 (and two residential properties we recently purchased).

Staff is bringing the issue forward for council to discuss further to determine if they want to add additional monies to this program while simultaneously reviewing the program guidelines and parameters which are included as attachments.

ACTION REQUESTED – Council consensus, direction on transferring money to either programs and if consensus to determine if there are any changes to the policy.

6. Street Reconstruction – Driveway Conformance – Don

Council Member Meehlhause requested we visit this issue further. The specific issue is enforcement of the Driveway Standards/Ordinance. There are approximately 80 non-conforming. The curb is in good to very good condition and is not planned to be replaced. Thus, bringing the driveways into conformance will result in a number of saw cuts (back to the closest joint).

The driveway standards are in place to ensure a functional minimum along with a maximum width to ensure we do not have concrete yards or excessive vehicle/boat/RV storage occurring in the front yard.

This project will improve the life of the street another 20 years at which time the curb is more likely to need replacement and council can choose to wait until then.

ACTION REQUESTED: Provide staff direction on driveway conformance code.

Mounds View Matters - 2024 Consider Increase from 8 to 12 Pages

2024 Rates for MV Matters	Fees	City Cost
8 Page		
Nystrom Publishing Printing & Mailing	\$2,348.34	
Kincaid-Burrows Design	\$600.00	
Postage	\$1,290.00	
8 Page Total Cost		\$4,238.34
12 Page		
Nystrom Publishing	\$3,278.49	
Kincaid-Burrows Design	\$800.00	
Postage	\$1,290.00	
12 Page Total Cost		\$5,368.49
16 Page		
Nystrom Publishing	\$3,652.08	
Kincaid-Burrows Design	\$1,000.00	
Postage	\$1,290.00	
16 Page Total Cost		\$5,942.08

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Fire Department Memorandum

To: Michelle Wolfe, Blaine City Manager
Nyle Zikmund, Mounds View City Administrator
Dan Buchholtz, Spring Lake Park City Administrator

From: Dan Retka, Fire Chief

Re: Public Safety Money

Date: January 30, 2024

This memo is intended to serve as a request to spend allocated Public Safety Funds on immediate department needs. It's our intent to ensure that these funds are not used to fund operational expenses that may affect future Operational Budgets.

The cities of Spring Lake Park, Blaine, Mounds View committed 30% of the Public Safety Money provided by the state to each city to be used for Public Safety needs. SBM staff identified where the funds would best be used to fill needs associated with the staffing increase.

Firefighter Safety continues to be the number one priority we have. The Personal Protective Equipment (PPE) price has increased by nearly 3 times since 2022. The current lead time for new gear is 6-8 months. We are in need of 25 more sets of gear ASAP to ensure all of our responders have proper PPE.

\$150,000

In 2023 SBM began replacing old worn-out uniforms that are to be worn while on shift and or while performing community education / events. Its important to provide matching uniforms for our crews to ensure good morale, and image in the community. Combined with the new uniforms, SBM Staff will be commissioning a rebranding of our logo / patch. It has been nearly 40 years since the last rebrand.

\$50,000

With the change to Duty Crew in 2024, our Battalion Chiefs are required to respond to several call types with their assigned squads. The last 5 squads were purchased used due to lack of inventory and limited budget. SBM is requesting authorization to purchase 2 new squads.

\$140,000

Total request \$340,000 to be spent from public safety funds with the remainder of funds to stay in the SBM Capital Improvement Fund.

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Mounds View New Business Commercial Loan

0% New Business Commercial Loan

Interest Rate:

0% APR.

Loan Amount:

Loan amounts up to \$5,000 per calendar year, up to \$15,000 total.

- No down payment required.
- No monthly payments.

Loan Term:

Forgivable after 1 year if business is not sold.

Eligible Properties:

Commercial properties located within the boundaries of the City of Mounds View.

Eligible Improvements:

Eligible Improvements include physical improvements to the business's commercial space, including, but not limited to, façade improvements, commercial signage, parking lots, sidewalks, permanent landscaping, siding, roofing, windows/doors or other permanent physical exterior, or for equipment upgrades or purchase for other capital materials that are intended to sustain the business in the long-term, including but not limited to: HVAC, solar, plumbing, electrical, lighting, insulation, flooring, remodeling or other permanent physical interior improvements.

Borrowers:

Eligible borrowers must have been in business for less than five years, have at least one full-time employee or two part-time employees. All borrowers must be a registered business with the MN Secretary of State. The borrower(s) may own or lease the property.

Eligible Use of Funds:

For do-it-yourself projects, a materials list including prices is required. The cost for labor and equipment purchase may not be included in the loan.

Bid:

One bid required from a properly licensed contractor.

For more information call **612.335.5884** or visit **mncee.org/moundsview**



The current loan terms and conditions stated, including interest rates, do not constitute a commitment to lend or an offer to enter into an agreement, and such an offer may only be made pursuant to Minnesota Statutes, Section 47.206(3) and (4).





**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
BUSINESS IMPROVEMENT PARTNERSHIP LOAN PROGRAM**

\$25,000 LOANS AT 2% FOR EXISTING QUALIFIED BUSINESSES

PROGRAM PURPOSE

The Mounds View Business Improvement Partnership Program was established to partner with the local business community by providing 2% interest loans for exterior and interior improvements.

HOW THE PROGRAM WORKS

The Mounds View Economic Development Authority, in partnership with local banks, will provide improvement loans to new and existing Mounds View businesses at a minimum of \$10,000 and a maximum of \$50,000 (the most the EDA itself would loan is \$25,000). The EDA participates in the program by providing ½ the loan amount at a 2% interest rate. The loan is non-assumable.

ELIGIBILITY REQUIREMENTS

- Property must be located in Mounds View
- Existing business for two years
- Qualified small business and credit history
- Loan must be used to improve the interior or exterior of existing facility
- Interior and exterior improvements must conform to current zoning ordinances, building codes, and other applicable city ordinances
- Owner or officer of the business must be loan applicant

QUALIFIED IMPROVEMENTS

- Repair storefront entrances, windows, doors and other decorative applications
- Upgrade interior design and configuration to enhance business
- Paint, clean, or stain interior and exterior of building
- Upgrade or replace existing business sign
- New or upgraded landscaping to improve appearance of facility
- Parking lot reconfiguration or repair
- Required storm water discharge improvements
- Upgrade facility to comply with American with Disabilities Act requirements

HOW TO APPLY

Contact Assistant City Administrator Brian Beeman 763-717-4029 or brian.beeman@moundsviewmn.org for an application.

All applications must be approved by a participating bank and the City of Mounds View Economic Development Authority (EDA).