CITY OF MOUNDS VIEW
CITY COUNCIL WORK SESSION AGENDA
MOUNDS VIEW CITY HALL
Tuesday, September 4, 2018
6:30 p.m.

ROLL CALL: Mueller, Gunn, Hull, Meehlhause, Bergeron

PUBLIC COMMENT

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

Agenda Items Discussed by Consensus

1. Residential Garden Awards - Sevald
2. Strategic Planning Overview - Zikmund
3. Public Comment at Council/Workshop - Zikmund
4. Update on Rain Gardens – Zikmund/Peterson
5. City Attorney Contract - Zikmund
6. Charter Commission - Zikmund
7. Imminent Domain Parameters - Zikmund
9. Immigration letter - Zikmund

Next Work Session: Monday, October 1, 2018 at 6:30 pm
Next City Council Meeting: Monday, September 10, 2018 at 6:30 pm
To: Honorable Mayor and City Council
From: Jon Sevald, Community Development Director
Item Title/Subject: Residential Garden Awards

Discussion:
Mounds View is the proud owner of about 600 rain gardens! With the intent of promoting beautification and maintenance of raingardens, as well as recognizing residents’ efforts of beautifying their yards and neighborhoods, Staff is suggesting that the City provide a garden award program. An award recognizing resident’s efforts, is a means to thank resident gardeners, as well as encouragement of neighborly competition.

Examples:

<table>
<thead>
<tr>
<th>City</th>
<th>Program</th>
<th>Award Name</th>
<th>Eligibility</th>
<th>Physical Award</th>
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</thead>
<tbody>
<tr>
<td>Brooklyn Park</td>
<td>Summer Blossom</td>
<td>Summer Blossom</td>
<td>Single-Family</td>
<td>$250 gift card, engraved paver</td>
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<td></td>
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<td></td>
<td>Townhome</td>
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<td>Neighborhood garden</td>
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<td>Commercial</td>
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<td>N/A</td>
<td>Metro Blooms</td>
<td>Best Environmental Stewardship</td>
<td>Visual appeal and impact, design, plant</td>
<td>Certificate (PDF)</td>
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<td>Best Boulevard Garden</td>
<td>variety and health, maintenance, and environmental stewardship</td>
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<td></td>
<td></td>
<td>Best Residential Garden</td>
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<td>Best Use of Small Space</td>
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<td>Best Garden Block</td>
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<td>Best Hillside Garden</td>
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<td>Best Pollinator Garden</td>
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<td>Best Business Garden</td>
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<tr>
<td>Richfield</td>
<td>Richfield in Bloom</td>
<td>People’s Choice</td>
<td>Resident</td>
<td>Yard sign, $25 Gift Card</td>
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<tr>
<td></td>
<td></td>
<td>Joe K</td>
<td>Resident</td>
<td></td>
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<tr>
<td>St. Paul</td>
<td>Blooming Saint: Paul</td>
<td>Garden Steward</td>
<td>Volunteer individual or group, maintaining garden at park</td>
<td>Framed certificate</td>
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<td>Egg/Plant Edible Garden</td>
<td>&gt; 50% edible/herbal garden</td>
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<td>Business/Institution</td>
<td>Business or institution</td>
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<td>Residential: Ornamental</td>
<td>Ornamental garden</td>
<td></td>
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<td></td>
<td></td>
<td>Residential: Environmental</td>
<td>Native or rain garden</td>
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<td></td>
<td></td>
<td>Outstanding Gardening Advocate</td>
<td>Individual or group</td>
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Recommendation:
Staff recommends that the City Council consider creating a residential gardening awards program for; (1) Rain Gardens; (2) Single-Family Homes, (3) Multi-Family Homes/Apartments, with award recipients to receive a gift card to a garden center (to be donated), recognition in Mounds View Matters, and a ride on a “flower flotilla” in the Festival in the Park parade. Qualifying gardens are to be within clear view from a public street, trail, sidewalk, park, or similarly publicly accessible space.

If the Council provides direction for Staff to proceed, Staff will develop more detailed criteria, to be reviewed at a future Council meeting.

Respectfully,

Jon Sevald, AICP
Community Development Director

ATTACHED:
City of Richfield; awards presentation
Tour Honorees & People’s Choice Award Winner

2017 Award & Tour

• 33 Nominations submitted
• Six gardens featured on the Tour.
• Over 100 people attended the Garden Tour on July 22nd
• Prizes sponsored by local businesses
• Tour attendees voted for one ‘People’s Choice Award’
• New in 2017: Presentation of the Joe. K Award
2017 Featured Gardens

1. Lynn Bardon,
   6932 Newton
2. Mary Shannon,
   7036 & 7044 Logan
3. Julie Minchow,
   1308 W 73rd
4. Kathy Larson, 7124 1st
5. Ken and Gail Janes,
   6316 3rd Ave
6. Caitlin Horton,
   6624 14th Ave

Richfield Beautiful

Lynn Bardon
6932 Newton Avenue
Mary Shannon
7036 & 7044 Logan Avenue

Julie Minchow
1308 West 73rd Street
Caitlin Horton
6624 14\textsuperscript{th} Avenue

And the
\textbf{PEOPLE's CHOICE AWARD WINNER}
is...

Richfield Beautiful
Mary Shannon!
7044 & 7036 Logan Avenue
NEW IN 2017:
The Joe K. Award

_in honor of longtime resident Joe Krzyzaniak, lifelong gardener and community supporter._

_Presented by his wife, Pam Krzyzaniak._

Mary Shannon!
7036 & 7044 Logan
Special Thanks to our Sponsors:

• Steve Schneeberger, Keller Williams Realty
• Dave & Lisa Hintermeister, Marketplace Home Mortgage
• Wagners Greenhouses

Thank YOU for making Richfield Beautiful!
MEMORANDUM

to: Mounds View City Council
from: Nyle Zikmund, City Administrator
re: September 4, 2018 Workshop Items
date: August 28, 2018

Background:
Given the nature of the items for tonight I have done a single memo; as opposed to a memo per item.

Item 2 – Strategic Planning – Update Only – Confirm ability to meet during day later this fall.

Item 3 - Public Comment at Council, EDA, Workshop – Discussion – Consensus on developing a policy refining and improving the Public Comment section of our meetings.

There are three issues; consistency, timing, and subject matter.
Consistency – We clearly allow public comment under the agenda item and at actual Public Hearings. However, we do not state when people can speak on agenda items. Discussion on need to have printed policy that states when they talk (before or after staff presentation) and then note on agenda or just make sure we poll audience to see if anyone wishes to speak.

Secondary consistency issue is making sure we are same across other boards/commissions.

Timing – The timing on agenda items and public hearings is set. Discussion on where on agenda should public comment be on the regular agenda? At beginning or at the end?

Subject Matter – Should public comment be a forum to allow criticism/allegations against staff? Discussion on stating in our policy and the handout that the Public Comment period is not for condemnation of staff. Those condemnations must be filed with the City Administrator in writing with substantiating documentation.

Item 4 - Update on Rain Gardens – Update and confirm consensus to proceed with Variance Request

Don and I met with Rice Creek some time ago, was and still are in the process of inventorying our gardens. Rice Creek reached out to us for a meeting, we met and
had substantive discussion and Don and I believed they were going to look at some of our issues. Rather, we received an email last week notifying us they put the issue to their board (our desire to rescind the maintenance agreements) despite no request from us or notifying us we were on the agenda. They also offered up a different maintenance agreement that Don believes is more of a challenge. Thus, we are at the point we should put in a form variance request which they will likely deny setting the stage for us to “appeal” via the judiciary.

Item 5 – City Attorney Contract – Consensus on new contract or Memo of Understanding
Attorney Riggs has notified me that our contract with Kennedy and Graven is about to expire and has offered/suggested that we do not move forward with renewal as it constrains the City more than K & G. Rather, he suggested we operate more under a Memo of Understanding for professional services in which they detail their rates and if acceptable, we sign and operate in that fashion. Mounds View is his only contract city as all others operate under the agreement arrangement.

Item 6 - Charter Commission – Update on Process, consensus on action options.
One of my probationary and assigned tasks is liaison to the Charter Commission. The Commission, originally composed of 15 has been reduced to 9 of which all seats are currently filled. Commissions Doty, Clawson, Oberg, and Reyes-Johnson terms are up this October. Options for vacant seats include residents (current or non-current members) submitting applications to the court, Council providing a slate (1 to 4) of names and if unfilled after 30 days of when the term expires; council can directly appoint.

Item 7 – Imminent Domain – Discussion on what situations council would consider
Discussion on what situations, if any, council would use imminent domain. Specific example of road easement will be provided.

Item 8 – Personnel Manual – Draft Changes for Consensus
Following up on our April and more so, May retreats, draft language on the various changes to the personnel manual. Copies will be made available at the meeting.

Item 9 – Immigration – Information Only – Possible Letter needed.
3 year resident who immigrated from Liberia 16 years ago and has achieved citizenship is working on obtaining Visa’s for his now teenage children and has indicated he needs a letter from the local unit of government. Said letter to state his residence and standing in the community. “Cecil” is working on getting me more detail on whom needs this letter and what exactly is needed in the content.
Save the Dates/Notable Dates
September 10, 2018 – 6:00 PM – Closed Session EDA for Cross Road Pointe negotiation.


Strategic Planning – Brian Beeman will be heading this up and you should have received an email from him looking to meet with you for initial discussions. Will be looking to schedule a date in September or October (during the day) to take the next step.

September 4 Workshop
Smorgasbord! City Attorney contract, rain gardens, public comment, garden blossom awards, Charter Commission, imminent domain, immigration – just to name a few!

Personnel:
We received notice from the Bureau of Mediation Services stating their receipt of a petition to form a Collective Bargaining Unit amongst the Public Works employees. While we had treated them as a unit in the past, they in fact; had never filed their paperwork. Upon completion, this will result in them becoming a recognized unit.

Our candidate list for officers is depleted and thus, we will be posting again to create a new list.

Fire Department:
As a follow up to the last quarterly managers meeting, Chief Smith drafted a document detailing the types of calls FD is dispatched to along with notes from the meeting where we discussed the SLP response request to personnel injury calls. I have put copies in your box.

Administration:
New Brighton/Mounds View Rotary Club has made a $500 donation to the Festival in the Park. I have placed the item on the September 10, 2018 agenda.

Dealt with a resident complaint against Walters whom responded promptly and with extraordinary customer service.
We have been fielding a number of inquiries (walk-in and phone) regarding Service Line Warranties. Made contact with a Samantha Willis who provided me with a tool kit which I have included (in your boxes) with this update. Additionally, I contacted my homeowners insurance company to see if I had coverage and if not, was coverage possible and at what price?

Received notice from MAC of their intent to start meeting to update their Capital Improvement Plan. Kickoff meeting is next Tuesday at the Lindberg Terminal. The current plan has not funds allocated for runway extension at Anoka County and reiterating what the local manager shared with us (Phil Tiedeman) there is no plan to lengthen the north/south runway.

Curbside Waste has been operating without a license and was non-responsive to our letters. We directed K & G to issue a Cease and Desist letter and received a call from their president the same day they received the letter.

If you have a chance, go downstairs – BIG CHANGE.

**Community/Business Development:**

Tires and More has installed a sign! Jacob indicated that he intends to drive bye on Saturday to actually see if they are open.

John continues to complete the survey compilation for the Comprehensive Plan and has a timeline/schedule out for completion.

Crafted a short letter to Tom Fields providing details of the progress/agreement and most importantly, indicated resolution has to be finalized by November 1, 2018.

**PD:**

Melissa Miller has successfully completed her FTO.

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**2018 Council Goals/Priorities:** No updates this week.

1. Short and Long Term Financing Plan for all aspects of City Operations
   a. Adoption of Five Year Plan – May 2018
   b. Adoption/affirmation of fund balance status and planned future increases – April/May 2018
   c. This goal is substantively done
2. Redevelopment of Mounds View Boulevard
   a. Boulevard – Site Grading – Fall 2018
   b. Cross Road Pointe – appraisal ready for August 13 EDA

3. Completion of Trail Section 8

4. Environmental Sustainability
   a. Working on Green City Step 2 –
      i. Public Works Building
      ii. New City Hall Park (PE and Splash Pad)
   b. Jacob Martin has convinced Scotland Green apartments (385 units) to
      advocate their residents recycling and as soon as we can get them the bins
      they are set to go. July 2018

5. Environmental Beautification
   a. Fountain in pond by Bio Life??

6. Community Connection/Connectivity

7. Strategy/Vision for Redevelopment on Community Level
   a. Comprehensive Plan Update – Fall 2018
   b. Strategic Planning Session – September 2018