

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, JANUARY 7, 2019 6:00 PM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in Work Session on Monday, January 7, 2019, in the Inver Grove Heights Council Chambers. Mayor George Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll Call: Present were Mayor Tourville; Councilmembers Bartholomew, Perry, Piekarski Krech, and Dietrich.

Staff: City Administrator Joe Lynch, City Attorney Tim Kuntz, Community Development Director Janice Gundlach, Human Resources Manager Janet Shefchik, and City Clerk Michelle Tesser.

B. SWEARING IN CEREMONY

Mayor Tourville stated that the Honorable Judge Thomas Pugh is here this evening to assist with the Swearing-In Ceremony.

Honorable Judge Thomas Pugh stated that he was pleased to be here and began with the Oath, Swearing In, and signing with Brenda Dietrich for the position of Councilmember. Rosemary Piekarski Krech was next for the Oath, Swearing In, and signing for the position of Councilmember. Mayor George Tourville was next for the Oath, Swearing In, and signing for Mayor. Photos were taken.

Mayor Tourville stated that last week there was an unfortunate situation that involved a hit and run. The suspect did end up coming forward. He stated that he wanted to acknowledge the family and friends of Haimanot Gebremedhin, who was from Inver Grove Heights and was a Mother, Grandmother, and friend of many. More information on this situation will be coming.

1) MCGROARTY PARK

City Administrator Joe Lynch stated that this item was before the City Council in 2018. At that time there were some questions regarding the item so it was tabled for further research and information.

Community Development Director Janice Gundlach stated that this item was before the City Council in August 2018 and was a preliminary and final plat application and that the Planning Commission recommended denial. The City Council tabled the item at that time. She stated that there was confusion over the ownership of the parcels and that Dakota County has corrected those issues. The second issue was that there was concern from the homes on the other side of the street regarding the view of the parking lot. She stated that the parcel is 13 acres in size. The subdivision would create a lot of 2.5 acres that would be sold for a proposed parking lot. It would be located at the closest point, 445 feet away, and over 600 feet from the nearest homes. She stated that notes from the Planning Commission packet indicate they intend to keep the tree line along the road to shield view of the lot. She stated that the last issue was the development potential and commented that they may not have fully resolved that issue. It is zoned and guided for Office PUD. This does not mean they couldn't pursue an office development as there are other acres in the area that remain in City ownership that could be utilized for future office. She displayed a map of the location for the Council to view.

Councilmember Piekarski Krech asked about the cul de sac depicted on the map near the property they are discussing and asked if that is proposed to be put in. Community Development Director Gundlach responded that is from the proposed preliminary and final plat that was before the Council for consideration in August. She commented that if the Council moves forward with that plat, those lines illustrate what that would do to the 13.25-acre parcel. The cul de sac would not be constructed at this time, it would be platted to accommodate future development. She stated that the new parking lot would be accessible by the existing parking lot off of the AmericInn property.

City Administrator Lynch stated that the cul-de-sac creates a second entry and exit point and a way to get additional water and sewer service. He commented that one of the ideas from AmericInn would be to have a Conference Center. As it stands today, they would not be able to supply that with the existing service line that comes off of Blaine Avenue. There would be a need for additional water and sewer service if they did a Conference Center for approximately 200 people. He stated that the City has attained a number of parcels over the years and it was Council's direction to try to reduce the number of parcels to see if they can put some of them back into productive use. He stated that AmericInn approached the City because they have a Park and Fly operation operating off site. Their wish was to have that on property that they own, it would be fenced, have security on site, and more convenient to have nearby. AmericInn wanted to have a two-acre parcel so they can park the vehicles on their property, but an additional half acre was needed for stormwater purposes making it a 2.5-acre parcel.

Councilmember Bartholomew referenced the map and a small, less than one-acre parcel left to the north and asked if there was thought to selling that acre, not allowing parking on it and having it stay as open space. He commented that he doesn't see that small space as developable. City Administrator Lynch responded that they spoke with AmericInn about that space and due to the topography, they were not interested. He stated that he spoke with NDCTV and they were potentially interested in picking that parcel up for buffer and the potential expansion of their parking. Nothing substantial came of that. He stated that the area is .9 acres in size and ends up being potential for stormwater for internal roads and development for the rest of the property that the City would own. Councilmember Bartholomew commented that anything that goes there would require a retaining wall.

Mayor Tourville stated that the MnDOT piece of property was discussed at the previous meeting. A letter was sent to them and they returned a letter stating that the property was being re-evaluated. He commented that he spoke with someone at MnDOT and was told there could be a change at MnDOT January 1st. There is now a new MnDOT Commissioner. He stated that the previous administration had made the assessment that anything five acres and above had to be reassessed by MnDOT to see if there was a use, if it is to be sold, or kept.

Councilmember Piekarski Krech asked if this backs up to the trail that runs along Highway 52 up to Blaine. Community Development Director Gundlach responded that she didn't believe the trail ran there, but that the plat includes a trail easement to make the connection all the way to the north at a time it becomes feasible.

Cynthia Smith, 5986 Blaine Avenue, commented that this was discussed in August with the 2040 Plan as it speaks about the area being a business park. She commented that if it is rezoned, it is moving it further and further down the neighborhood. They were told this would be a business park, different than an open

parking lot. She commented that many of them would not have built in the area if they had known that. She asked that they own up to what the plan says, that it be a business park, not a parking lot. She commented that if the parking lot is placed there, they may not see it, but they would see a conference center. She stated that this wasn't just about the parking lot, but the entire stretch of property and asked that the Council take that under consideration.

Mayor Tourville stated that this went before the Planning Commission to get input from the neighborhood. He commented that they should look at it as being pro-business because it looks at a service that is lacking in Inver Grove, which is larger meeting space.

Councilmember Bartholomew asked about the underlying zoning in the area and if it permits a convention center. Community Development Director Gundlach responded that the underlying zoning is for Office PUD. If Council moves forward with the plat and the sale goes through it would require rezoning and a Comprehensive Plan change. She stated that through the PUD or the rezoning, the use could be allowed, but not under the current Office PUD.

Councilmember Bartholomew clarified and stated it would require a change in PUD, required in the Comp Plan, and required in the underlying zoning. Community Development Director Gundlach agreed and stated that it would also require a site plan approval. All of that would go through the Planning Commission and would require a new Public Hearing. Councilmember Piekarski Krech commented that they were talking about the land use. Community Development Director Gundlach responded that the preliminary and final plat to create this design was all that has been before the Council. Approving that plat provides the City the real estate to sell. She stated that for them to purchase the property and use it, they would need to make a new application for the rezoning, the guide plan change, and the site plan approval to actually development the parcel. This is to subdivide the 2.5 acres.

Councilmember Piekarski Krech asked if they would need additional parking space if they did a conference center. City Administrator Lynch responded that they would create the parking first and then do the conference center as it would use the space used by the Park and Fly operation. They would have to reduce the Park and Fly operation. He stated that they would still need to meet the parking requirements for a convention or conference center depending on the size created. Councilmember Piekarski Krech asked how zoning would work so that it could be a parking lot and conference center. She asked what an Office Park PUD would be considered as. Community Development Director Gundlach responded that she did not know what the zoning applications would be until they proposed it. She commented that it could be a case that involves this parcel and a parcel that they already own. They would determine the appropriate zoning and land use depending on information they have not yet received. She responded that she could look up information about what the zoning would be for that, but office buildings are allowed in "B" zoning which is what the hotel was zoned as.

Councilmember Dietrich commented that the Planning Commission did a good job vetting this out. She commented that the parcels should stay together for a medical facility or something similar.

Councilmember Bartholomew commented that if an Office PUD were to come in there would have to be parking. He asked if they would be converting the parking facility, and then consume some of the existing property owned by the hotel to become the actual convention center. The parking area could then be needed for the proposed complex. He stated that he was concerned with allowing this parking and having nothing come of the convention center on that existing site. City Administrator Lynch responded that there

are approximately 200 cars that are parked at the AMC Theatre today. They would transfer those to this location. He stated that there isn't a timeframe, application, or preliminary plan about the conference center.

Mayor Tourville commented that if AmericInn hadn't been at that location and approached the City to state that they wanted to build a hotel, needed parking, and will have meeting rooms for larger meetings, we would ask them how much property was needed and that it would be a great amenity for Inver Grove. He commented that depending on what type of office goes into that area, there is still going to be a need for parking. He commented that another item to look into would be if it is a good idea to be parking 200 vehicles at the movie theatre. He stated that Blaine Avenue is an arterial street that is connected to five lanes on Upper 55th, which is then connected to the Highway 52 interchange. He commented that he does have concerns for the neighborhood, but the neighborhood may be better served in getting buffering. The parking is in the front with the buildings in the back. They could be parking out front.

Councilmember Piekarski Krech stated that the City has been trying to get the land from MnDOT for over 20 years. She commented that it would be good to put the land together and do something, but that hasn't happened and that she doesn't see this happening in the next five to ten years if the State is looking at the properties again. She commented that if there is a business in town that wants to expand, and if the parking lot would be on Blaine, she would say no. The parking lot is proposed to be far enough back and gives a business a chance to bring more to the City. That brings more people in to eat here and visit here. She stated that from an economic development point of view, they need to do it. Councilmember Bartholomew agreed with Councilmember Piekarski Krech that they need to start the process again and have hearings and discussions. He commented that this would be an asset to the current business and had that business not been there at this time and wanted to come in and develop, they would absolutely have considered those two acres to be a part of the plan. He stated the piece of property with the elevation that it is, it is appropriate to keep the elevation with the existing property directly to the north, anything to the south is going to drop and could hinder that type of development. He commented that they could get more information from the applicant and know what they are thinking. He suggested moving forward with this.

Mayor Tourville asked if the City Council needed to decide whether to put it on the Agenda and have further discussion or not. Community Development Director Gundlach responded that they are only being asked to act on the subdivision of the land. Decisions on the office and how it would look would go before the Planning Commission and entail more Public Hearings.

Community Development Director Gundlach responded in reference to the questions she was asked earlier and commented that she looked into the Ordinance and office is allowed in both the B1 and B2 District and the Office Park PUD. An office development in the Office PUD zone could be as tall as 60 to 80 feet. She commented that office development in the east metro is slow and if there was any interest in how long it would take, it could be awhile. She commented that the price that AmericInn is willing to pay for the property is very high. Holding out for someone else to come in may not get a price per square foot on the land as to what they are offering. She stated that the rate is almost \$9.00 per square foot for the land on office projects in the metro.

Mayor Tourville stated that the piece that comes back on the Council's Agenda is for the proposal to take a look at having it be used. Another part is the water ponding. Community Development Director Gundlach responded that the proposed plat does include an easement for ponding.

Motion by Bartholomew second by Piekarski Krech to place this item on the next City Council Meeting Agenda.

Ayes: 4

Nays: 1 (Dietrich) Motion carried.

2) COMMUNITY SURVEY UPDATE

City Administrator Lynch stated that in 2018 the City did their first Community Survey in accordance with a National program. There was good participation. He stated that the Council asked to continue to offer that Survey and wanted to see some changes to the timeframe and discussion of the comments and go forward with communicating and producing results. He stated that he included a memo from Management Analyst Michelle Calvert, along with a Community Survey timeframe proposed for 2019. He commented that there would be a name change to the survey from Resident and Visitor Survey to Community Survey. This would be for people that live, work, come into, and visit the City. There would be updates quarterly with information posted on the Website. He stated that they need to be finished by July 1st. The survey would open April 1st and go through the end of April for all comments to be received. The appropriate Staff would respond to those that would like to be contacted. He stated that they would begin discussions with the City Council at the beginning of May. An article would be placed in Insights the first week of June, and then publish the comments by the end of June.

Councilmember Piekarski Krech asked if the Council would see the final survey questions before they go out. City Administrator Lynch responded yes. Mayor Tourville stated that there were questions geared toward people who had a well and acreage. If you say that you have a well, then don't ask them if they think the City water looks and smells ok. Some refinements could be done to fix that in the future. He commented that this needs to be done by the end of February so that the Council can see the questions in early March.

3) POLICE DEPARTMENT INTERIM ADMINISTRATION AND PROCESS/SCHEDULE FOR FILLING POSITION

Human Resources Manager Janet Shefchik discussed what to do in the interim and what the process would be for filling the Police Chief vacancy. She stated that she included a memo that mentions that the Deputy Chief position automatically assumes the Police Chief's responsibilities in their absence, and that will occur in the short term. The classification compensation plan that was approved in 2018 allows the City Administrator to designate an out of class assignment and corresponding pay. She stated that the Council may also formally name someone as Interim Chief. She discussed how to fill the vacancy and stated that they could have Springsted honor their triple guarantee since Chief Schnell left prior to the 24 months that was indicated in their agreement. She commented that we have paid the consulting fees, so if they did redo, we would still pay administrative fees. She stated that the best thing that came from the process was the Community Survey which has already been conducted. Staff has experience in conducting recruitments and she suggested that we would be able to do that and save the City money.

She recommended an open and transparent process so that all who qualify can apply and the best person can assume the position and invited finalists to reapply.

Mayor Tourville stated that we have an Interim right now as the Chief left last Friday. He asked the Council if they wanted to do it differently by having the Deputy Chief serve in that role on an interim basis. Councilmember Bartholomew commented that he saw no reason to change as the Interim Chief did a great job in the past and will do as well a job this time.

Councilmember Piekarski Krech asked what the rationale was for moving anyone else up. She commented that we have not had the Deputy Chief position for long. She asked if there was that much of a job change that they would need to move one of the Commanders up to Deputy Chief or if we could just have an Interim Chief and the two Command positions. Human Resources Manager Shefchik responded that was definitely an option. Mayor Tourville agreed and stated that we have an Interim Chief as the Deputy Chief unless Council says otherwise. He stated that the Council would not promote someone to be the Deputy as there is still a chain of command established. Human Resources Manager Shefchik stated that the advantage she would see would be doing out of class assignments for other command level staff as a development opportunity, and modest recognition of taking on higher level duties.

Mayor Tourville clarified that Deputy Chief Sean Folmar would now be the Interim Chief and serve in that capacity. There is a job description for that and some compensation. Councilmember Bartholomew stated that they leave everyone else where they are at.

Mayor Tourville wanted to discuss the selection process. Councilmember Piekarski Krech suggested that they use Springsted again, if they can do a more compressed process. She wants this to take place in 30 days with two weeks for applications. She commented that this process was done last year. The applications would come in within 2 weeks, they get vetted, we decide on interviews and have the decision made within 30 to 45 days at the most.

Mayor Tourville stated that they received a letter from the L.E.L.S stating that we should seek internal and external candidates and he agreed. He commented that this does not need to be another two month or longer process and agreed with a 30 to 45-day process. He stated that he wanted to go on record with the letter as he thought the Council were the only ones to receive it. City Administrator Lynch commented that he was provided with a letter as well. Councilmember Bartholomew agreed that they should stay with Springsted and agreed with a quicker process. Councilmember Dietrich commented that coming into this new, she felt that Springsted did a very thorough and in-depth search. She suggested contacting some of the priority candidates from the previous search and see if they are still available instead of paying admin fees. She stated that she wanted the current Police Department to know that we are very interested about promoting from within and value the talent that is in the Department. Councilmember Perry commented that she was against bringing in Springsted when this was done 16 months ago. Since it's part of their guarantee, she was fine with going with them again and paying the minimal administrative fees. She commented that it gets the entire pool of candidates instead of limiting themselves to what they have, not that they do not do a great job, which they do.

Mayor Tourville clarified what they were looking for and stated that they will do internal and external, condense it, and have Springsted honor the contract. He commented that this would not be an

international search and that they ask those that were finalists if they are still interested. He suggested the Council pick a date that they want it to shut down. The Council agreed on Thursday, January 31st.

City Administrator Lynch stated that given the consideration of the short time frame, utilizing City Staff would be easier in terms of the turnaround. Springsted would still need to be contacted. Councilmember Piekarski Krech suggested seeing if Springsted is available first. Mayor Tourville suggested engaging Springsted but not letting them slow down the process. Both sides would honor the contract.

4) SET SPECIAL LEGISLATIVE MEETING

City Administrator Lynch stated that annually we have met with our supporting Agencies to get a sense of the Legislative issues and to let them know our City's priorities. He suggested setting Monday, January 14th, at 5:30 p.m. for the meeting with those representatives. He stated that we are engaging Messerli Kramer again, for lobbying efforts in funding. This would include the sales tax exemption, the Fire Station, and the extension of Argenta funding so it can be extended to the east to include down to South Robert. He commented that they would not be a part of this meeting. The meeting will be held in the Inver Grove Heights Council Chambers. Dinner will be provided.

Motion by Piekarski Krech second by Perry to meet in City Council Chambers with our Legislative group on Monday, January 14th, at 5:30 p.m.

Ayes: 5

Nays: 0 Motion carried.

Councilmember Piekarski Krech reminded everyone of the Legislative Breakfast that will be held on February 1st in Eagan. Mayor Tourville commented that those that are interested should let City Administrator Lynch know. If there are three members, they would have to announce it as a meeting.

Mayor Tourville stated that the local issues meeting is this Thursday. He asked if anyone is interested in attending. Councilmember Bartholomew and Dietrich stated that they would like to continue to go. Mayor Tourville stated he would bow out of attending the local issues meetings.

Mayor Tourville asked Councilmember Dietrich if she was interested in Progress Plus. Councilmember Dietrich responded that she didn't know a lot about it, or if she was the best equipped, but could look into it further. Councilmember Bartholomew commented that if they were looking for someone to do the Progress Plus, he would be willing to do it. City Clerk Tesser stated that if they want to designate a councilmember(s) to that meeting she can add it. Mayor Tourville stated that it's once a month on Thursdays. He asked for Ms. Tesser to add in one the Agenda and the council will designate. Mayor Tourville asked City Clerk Tesser to have it on Monday's Agenda along with the Progress Plus meeting.

C. ADJOURN:

Motion by Perry second by Dietrich to adjourn the meeting at 7:10 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Sheri Yourczek.