# 6:00 p.m. Economic Development Authority meeting – Council Chambers

- 1. Call to order
  - a. Roll call.
- 2. Approve agenda.
- 3. Minutes
  - a. Minutes of August 19, 2024 EDA meeting
- 4. Consent items none.
- 5. Public hearings none.
- 6. Regular business
  - a. Resolutions to adopt 2025 HRA and EDA levies
- 7. Communications and announcements none.
- 8. Adjournment.

# 6:15 p.m. City council meeting – Council Chambers

- 1. Call to order
  - a. Roll call.
  - **b.** Pledge of Allegiance.
- 2. Approve agenda.
- 3. Presentation
  - a. Proclamation observing "Latino Heritage Month"
- 4. Minutes
  - a. Minutes of August 19, 2024 city council meeting
  - **b.** Minutes of August 19, 2024 city council special study session
- 5. Consent items
  - a. Resolution approving 20525 employer benefits contribution
  - b. Resolution appointing election workers for the Nov. 5, 2024 state general election
  - c. Resolution authorizing special assessment for sewer service line repair at 3920 France Avenue South Ward 2
  - **d.** Resolution to commence eminent domain action for Phase 2: Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) Ward 4
  - e. Resolution approving off-site gambling for Community Charities of MN
- 6. Public hearing
  - a. Resolution approving assessment of delinquent charges

#### 7. Regular business

- **a.** First reading of zoning text amendment breweries with taprooms in I-G general industrial district
- **b.** Resolutions to adopt 2025 preliminary property tax levy certification
- 8. Communications and announcements none.
- 9. Adjournment.

# Following city council meeting - special study session - Community Room

#### **Discussion item**

	1.	Advisory boards and commissions annual meeting preparation discussion
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#### Written reports

2.	MnDOT I-394 and Louisiana Avenue Improvements project - next steps - Ward 4
3.	Cannabis zoning ordinance

Members of the public can attend St. Louis Park Economic Development Authority and city council meetings in person. At regular city council meetings, members of the public may comment on any item on the agenda by attending the meeting in-person or by submitting written comments to <a href="mailto:info@stlouisparkmn.gov">info@stlouisparkmn.gov</a> by noon the day of the meeting. Official minutes of meetings are available on the city website once approved.

Watch St. Louis Park Economic Development Authority or regular city council meetings live at <a href="mailto:bit.ly/watchslpcouncil">bit.ly/watchslpcouncil</a> or at <a href="www.parktv.org">www.parktv.org</a>, or on local cable (Comcast SD channel 14/HD channel 798).

Recordings of the meetings are available to watch on the city's YouTube channel at <a href="www.youtube.com/@slpcable">www.youtube.com/@slpcable</a>, usually within 24 hours of the meeting's end.

City council study sessions are not broadcast.

Generally, it is not council practice to receive public comment during study sessions.

The council chambers are equipped with Hearing Loop equipment and headsets are available to borrow. If you need special accommodations or have questions about the meeting, please call 952.924.2505.



**Meeting:** Economic development authority **Meeting date:** September 16, 2024

Minutes: 3a

Unofficial minutes EDA meeting St. Louis Park, Minnesota Aug. 19, 2024

#### 1. Call to order.

Vice President Budd called the meeting to order at 6:01 p.m.

#### a. Roll call

Commissioners present: Paul Baudhuin, Tim Brausen, Sue Budd, Yolanda Farris

Commissioners absent: President Lynette Dumalag, Margaret Rog

Staff present: City manager (Ms. Keller), deputy city manager (Ms. Walsh), planning manager (Mr. Walther), economic development manager (Mr. Hunt), sustainability manager (Ms. Ziring), deputy city clerk (Ms. Scott-Lerdal)

#### 2. Approve agenda.

It was moved by Commissioner Brausen, seconded by Commissioner Mohamed, to approve the EDA agenda as presented.

The motion passed 5-0 (President Dumalag and Commissioner Rog absent).

#### 3. Minutes.

#### a. EDA meeting minutes of Aug. 8, 2024

It was moved by Commissioner Farris, seconded by Commissioner Brausen, to approve the EDA meeting minutes of Aug. 8, 2024 as presented.

The motion passed 5-0 (President Dumalag and Commissioner Rog absent).

#### 4. Consent items.

**a. EDA Resolution No. 24-14** approving of 9<sup>th</sup> amendment to contract for private development-Zelia on Seven - Ward 2

It was moved by Commissioner Brausen, seconded by Commissioner Farris, to approve the consent items as listed and to waive reading of all resolutions.

The motion passed 5-0 (President Dumalag and Commissioner Rog absent).

#### 5. Public hearings – none.

Economic development authority meeting of September 16, 2024 (Item No. 3a)
Title: EDA meeting minutes of August 19, 2024

Melissa Kennedy, EDA secretary

Page:	2
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6.	Regular business – none.					
7.	Communications and announcements - none.					
8.	Adjournment.					
The meeting adjourned at 6:03 p.m.						

Lynette Dumalag, EDA president

Meeting date: September 16, 2024 Action agenda item: 6a

# **Executive summary**

Title: Resolutions to adopt 2025 HRA and EDA levies

**Recommended action:** Motion to adopt resolutions approving 2025 HRA and EDA levies

Policy consideration: Does the EDA support the EDA levy and HRA levy pieces of the overall preliminary property tax levy payable in 2025 of \$49,979,665, a 7.52% increase from 2024, made up of the following components:

- \$48,598,532 for core government services and debt payments (general and debt service)
- \$1,194,133 for housing projects and programs (HRA levy)
- \$187,000 for economic development projects and programs (EDA levy)

Summary: This report is unchanged from the Sept. 9, 2024 city council agenda packet. After several council study sessions focused on the budget this summer, staff presented council a recommended budget and corresponding all-inclusive levy increase on Aug. 12, 2024 of 9%. Staff received feedback that was generally supportive of the new spending items, but uncomfortable with the all-inclusive levy increase of 9%. This report lays out a revised budget that lowers the levy increase to 7.52%. The recommendations for the EDA and HRA levies remain the same and reductions are made to the general levies from what was first proposed on Aug. 12, 2024.

This increase would result in a 6.6% increase in property taxes for a homesteaded median value (\$377,200) home in St. Louis Park. This works out to an increase of \$109 dollars a year or \$9 dollars a month.

Financial or budget considerations: The proposed levies will help support necessary city services to be provided during 2025.

**Strategic priority consideration:** Not applicable.

**Supporting documents:** Discussion

Resolution (HRA levy) Resolution (EDA levy)

Prepared by: Amelia Cruver, finance director

**Reviewed by:** Cheyenne Brodeen, administrative services director

**Approved by:** Cindy Walsh, deputy city manager

#### **Discussion**

**Background**: Staff presented council a recommended budget and corresponding all-inclusive levy increase of 9% on Aug. 12, 2024. The budget included funding for base spending on existing people and programs, some adjustments to the budget to move ongoing spending back to the general fund instead of one-time funding sources, new initiatives and programs to support strategic priorities, and the capital budget. At that meeting, staff received feedback that was generally supportive of the new spending items, but uncomfortable with the all-inclusive levy increase of 9%. Staff was provided with direction to cut the recommended budget by approximately one levy percentage point.

#### **Present considerations**

Staff began working on a revised proposal that reduced the levy and maintained funding for key programs and services. In completing this work, staff sought to uphold the following principles:

- Maintain existing programs and follow current city policies.
- Changes in funding should be made after understanding the impact to racial equity.
- Prioritize funds for new programs on items with a high impact on city priorities.
- All changes to the budget should consider both the impact on the 2025 tax levy, and also the long-term costs and risks associated with the change.

This report will lay out a staff recommended budget and associated levy, proposed changes to the budget and impact of those changes, and options for council refinement. Staff's updated proposed budget has an all-inclusive levy increase of 7.52%.

#### Changes to initial budget recommendation

**Using the State of Minnesota energy benchmarking program.** Council recently decided to utilize the state's new energy benchmarking program starting in 2025 rather than continuing to fund and administer the city's benchmarking program. This will result in \$26,000 in savings for the benchmarking help desk contract in the 2025 general fund budget and levy, as well as a shift in staff resources to other projects.

Moving and rescoping the Municipal Service Center roof project. In the CIP presented to council on Aug. 12, 2024, the Municipal Infrastructure Fund supported phase 1 of a 3 phase project to replace the roof at the MSC. After receiving quotes for the project, staff now believes that the roof can wait to be replaced for a few years. In addition, facilities staff would prefer to replace the entire roof in one year, rather than spread the work out over three. The length of the asset life and dollar amount for the now one-year project make it a good candidate for bond funding. In the revised CIP, the roof replacement project has been moved from a three-phase project at \$500k each year funded through the capital levy, to a one-time project in 2027 funded through borrowing. A modest amount of funding will be kept in the budget for 2025 to manage any repairs that may be needed until the full replacement.

**Utilizing more fund balance in the Park Improvement Fund.** In the CIP presented to council on Aug. 12, 2024, \$350,000 was included for replacing the pool gutters at the aquatic park. At the same time, the city is investigating the need for and potential timing of a replacement or major renovation of the pool. Unfortunately, the feasibility study will not be completed in time to

inform the 2025 maximum levy. However, the city will have the results of this feasibility study before a gutter replacement project commences. To manage this uncertainty, staff is recommending that the project remain in the CIP, but that it is budgeted as a fund balance expense, rather than being supported by the levy. The use of fund balance in the Park Improvement is increased from \$200,000 to \$350,000 in the revised proposal. If the gutters are determined to not be needed in 2025, the city will retain the \$350,000 in the fund balance to be used in future budget processes.

**Removing delamination response**. The unexpected delamination of some city streets has been the topic of several city council discussions and staff reports. In April 2024, council provided staff direction for staff to explore including delamination response in future budget processes. Following this direction, staff priced out a response plan and included it in the initial CIP presented Aug. 12, 2024. After a robust discussion council did not reach a consensus on if the value gained by addressing delamination warranted the expense.

In an effort to move the conversation forward ahead of the preliminary levy adoption on Sept. 16, 2024, this report will review the initial staff recommendation and rationale to *not* address delamination at this time.

Staff is recommending not including funding to address delamination based on the following rationale:

- 1. Road maintenance and replacement in the CIP is determined based on road condition. While delamination is unsightly, there is not a clear impact on the fundamental condition of the road. Engineering already prioritizes the roads with the worst structural condition to be addressed each year to meet funding constraints. In 2025, the city is reaching the limit of our franchise fee revenue and will need to seek adjustments to the franchise fees moving forward to keep pace with the current plan for road maintenance that relies on road condition information. Adding delamination to the budget in 2025 will create a CIP that funds maintenance and repair for roads in 2025 that are in better structural condition than roads several years out in the plan.
- 2. A condition-driven planning process is the most equitable way to budget street improvements. Road condition is an objective measure that can be used without bias across a geographical area. Basing planning and funding decisions off of complaints introduces privilege and bias to the process as there are often inequities in which residents feel comfortable making complaints or contacting public officials.
- 3. Making the decision to address streets that show signs of delamination would create a new expectation, if not a new policy, that the city would incorporate this work into future CIP's. Residents along the remaining 26 miles of streets at risk for delamination would likely expect the same treatment on their streets as was provided to their neighbors. This means the current \$3.5 million estimate to address delamination is the floor, not the ceiling, of funds required. Adding a delamination response to the 2025 budget would add risk, as well as cost, to the long-range financial plan.

Should council determine that any of these revised budget components are not in keeping with their desired 2025 budget, staff will revise the CIP and associated levy needs accordingly.

#### **Revised Levy**

Recommended 2025 Levy						
Fund	2024	Change	2025	Percentage		
	Adopted		Proposed	Change		
General Fund	\$34,147,654	\$4,661,161	\$38,808,815	14%		
Capital Replacement Fund	\$2,177,793	\$45,703	\$2,223,496	2%		
Park Improvement Fund	\$860,000	-\$350,000	\$510,000	-41%		
Employee Benefits Fund	\$200,000		\$200,000	0%		
<b>Subtotal General Levies</b>	\$37,385,447	\$4,356,865	\$41,742,311	12%		
Debt Service Levy	\$6,362,813	\$493,408	\$6,856,221	8%		
<b>General and Debt Service Levies</b>	\$43,748,260	\$4,850,273	\$48,598,532	11%		
<b>Housing Redevelopment Authority</b>	\$1,744,133	-\$550,000	\$1,194,133	-32%		
Levy						
<b>Economic Development Authority</b>	\$877,000	-\$690,000	\$187,000	-79%		
Levy						
Total Property Tax Levy	\$46,483,749	\$3,495,916	\$49,979,665	7.52%		

#### Updates to the 5-year outlook

In addition to the changes listed above, staff has increased the growth assumptions in the base budget from 4.5% to 5% based on recent years' experiences. This will be revised each year using actual information on personnel costs and salary increases, increases in the cost of our benefits, changes to non-tax revenues and the cost to maintain our current service level.

In order to accommodate for the additional fund balance usage if pool gutters are required, the tax levy for the park improvement fund is raised back to 2024 levels over two years and the capital improvement levy is increased each year with the goal of closing our structural deficit by 2029. The size and cadence of these increases should be adjusted after the city updates the TIF management report in the fall to take advantage of any expansions to the tax base in the coming five years.

The below forecast includes funding for current programs and those proposed as a part of the 2025 budget process and any known increases in costs but does not include any spending on new or expanded programs in the future. Increases to staff or program expansions will lead to larger than projected levy increases. In that same vein, these projections include our current, best forecasts for non-tax revenue. Should economic conditions change, non-tax revenues will change and that will also impact the demand on the levy in a given year.

Five-year Financial Outlook							
Fund	2024	2025	2026	2027	2028	2029	
	Adopted	Proposed	Forecast	Forecast	Forecast	Forecast	
General Fund	\$34,147,654	\$38,808,815	\$40,749,256	\$43,176,719	\$45,335,555	\$47,602,333	
Capital Replacement Fund	\$2,177,793	\$2,223,496	\$2,557,020	\$3,068,424	\$3,835,531	\$4,410,860	
Park Improvement Fund	\$860,000	\$510,000	\$700,000	\$860,000	\$860,000	\$860,000	
Employee Benefits Fund	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	
Subtotal General Levies	\$37,385,447	\$41,742,311	\$44,206,277	\$47,305,143	\$50,231,086	\$53,073,193	
Debt Service Levy	\$6,362,813	\$6,856,221	\$7,523,750	\$7,566,453	\$8,139,875	\$8,690,269	
General and Debt Service	\$43,748,260	\$48,598,532	\$51,730,027	\$54,871,596	\$58,370,961	\$61,763,462	
Levies							
HRA Levy	\$1,744,133	\$1,194,133	\$1,194,133	\$1,194,133	\$1,194,133	\$1,194,133	
EDA Levy	\$877,000	\$187,000	\$374,000	\$374,000	\$374,000	\$374,000	
Total Property Tax Levy	\$46,483,749	\$49,979,665	\$53,298,159	\$56,439,729	\$59,939,093	\$63,331,595	
Total Levy Growth		7.52%	6.64%	5.89%	6.20%	5.66%	

Staff will continue to work to reduce the overall levy increase by analyzing duplicative budget lines, verifying revenue forecasts and looking for additional outside revenues and will report back to council in mid-November on progress.

#### **Property Tax Impact**

The table below shows the impact to the median property by type of a 7.52% levy increase. On top of the changes in value year to year, state policy changes reduced the tax rate for homestead properties and reduced the tax rate on Class C, 4D properties. This led to another shift, on top of the variable changes in value across the property types.

7.52% Levy Impact							
	2024		20	25			
	Median Est. Market Value	Property Tax Payable	Median Est. Market Value	Property Tax Payable	Percent Change 24 to 25	Annual Increase	Monthly Increase
Single-Family							
Homestead	\$373,300	\$1,646	\$377,200	\$1,755	6.60%	\$108.71	\$9.06
Non-Hmstd	\$373,300	\$1,663	\$377,200	\$1,816	9.21%	\$153.15	\$12.76
Condominium							
Homestead	\$208,800	\$848	\$203,900	\$846	-0.24%	-\$2.00	-\$0.17
Non-Hmstd	\$208,800	\$930	\$203,900	\$981	5.55%	\$51.58	\$4.30
Townhome							
Homestead	\$260,700	\$1,100	\$252,200	\$1,099	-0.05%	-\$0.53	-\$0.04
Non-Hmstd	\$260,700	\$1,161	\$252,200	\$1,214	4.56%	\$52.93	\$4.41
Apartments							
Class A	\$280,500	\$1,562	\$280,000	\$1,685	7.89%	\$123.21	\$10.27
Class B	\$192,200	\$1,070	\$185,000	\$1,113	4.03%	\$43.16	\$3.60
Class C	\$124,000	\$690	\$123,900	\$745	8.00%	\$55.19	\$4.60
Class A (4D-1)	\$280,500	\$937	\$280,000	\$337	-64.0%	-\$599.97	-\$50.00
Class C (4D-1)	\$124,000	\$414	\$123,900	\$149	-64.00%	-\$265.08	-\$22.09

### **Next Steps**

On Sept. 16, 2024, city council will approve the 2025 preliminary maximum levy. Staff recommends the budget and associated 7.52% levy increase detailed in this report, with the understanding that staff will continue to work towards lowering the final levy that is approved in December 2024.

# EDA Resolution No. 24-\_\_\_

# **Authorizing the preliminary HRA levy for 2025**

Whereas, pursuant to Minnesota Statutes, Section 469.090 to 469.108 (the "EDA Act"), the city council of the City of St. Louis Park created the St. Louis Park Economic Development Authority (the "Authority"); and

Whereas, pursuant to the EDA Act, the city council granted to the Authority all of the powers and duties of a housing and redevelopment authority under the provisions of the Minnesota Statutes, sections 469.001 to 469.047 (the "HRA Act"); and

Whereas, Section 469.033, subdivision 6 of the Act authorizes the Authority to levy a tax upon all taxable property within the city to be expended for the purposes authorized by the HRA Act; and

**Whereas**, such levy may be in an amount not to exceed 0.0185 percent of estimated market value of the city; and

Whereas, the Authority has filed its budget for the special benefit levy in accordance with the budget procedures of the city in the amount of \$1,194,133 and

**Whereas**, based upon such budgets the Authority will levy all or such portion of the authorized levy as it deems necessary and proper;

**Now therefore be it resolved** that approval is hereby given for the St. Louis Park Economic Development Authority to levy, for taxes payable in 2025, such tax upon the taxable property of the city as the Authority may determine, subject to the limitations contained in the HRA Act.

Reviewed for administration:	Development Authority September 16, 2024:		
Karen Barton, executive director	Lynette Dumalag, president		
Attest:			
Melissa Kennedy, city clerk			

# EDA Resolution No. 24-\_\_\_\_

# Approving a present intent to levy a tax for Economic Development Authority Purposes pursuant to Minnesota Statutes, Section 469.107

Whereas, pursuant to Minnesota Statutes, Sections 469.090 through 469.1082, as amended (the "Act"), the city established the St. Louis Park Economic Development Authority (the "EDA"); and

Whereas, Section 469.107, subdivision 1 of the Act authorizes the city, at the request of the EDA, to levy and collect a tax of up to 0.01813% of the estimated market value of taxable property within the city, levied upon all taxable real property within the city, for economic development purposes; and

Whereas, the EDA has requested that the city approve such a levy in the amount of \$187,000 and the city finds that such a levy is in the best interest of the city and EDA because it will facilitate economic development,

**Now therefore be it resolved** that the St. Louis Park Economic Development Authority hereby recommends that the city approve the preliminary levy of a tax for economic development purposes pursuant to Section 469.107, subdivision 1 of the Act in the amount equal to \$187,000 with respect to taxes payable in calendar year 2025.

Reviewed for administration:	Adopted by the St. Louis Park Economic Development Authority September 16, 2024:		
Karen Barton, executive director	Lynette Dumalag, president		
Attest:			
Melissa Kennedy, city clerk	<u> </u>		

Meeting: City council Meeting date: September 16, 2024

Presentation: 3a

# **Executive summary**

**Title:** Proclamation observing "Latino Heritage Month"

**Recommended action:** Mayor to read proclamation observing Sept. 15 through Oct. 15, 2024 as Latino Heritage Month.

Policy consideration: None

**Summary:** Latino Heritage Month is a time to recognize the significant contributions of Latino communities to United States history and culture. This month-long celebration began in 1988 and falls during the time span when several Latin American countries celebrate their Independence Day. St. Louis Park is home, workplace and a place of gathering for many Latino people. We take this time to recognize the diverse Latino heritage in our city and state.

Financial or budget considerations: None

**Strategic priority consideration:** St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.

**Supporting documents:** Resource page

Proclamation

Prepared by: Jocelyn Hernandez Guitron, race, equity and inclusion specialist

Reviewed by: Cheyenne Brodeen, administrative services director

Approved by: Cindy Walsh, deputy city manager

#### Resource page

To celebrate Latino Heritage month, the City of St. Louis Park invites you to:

- Explore the diversity of Latino identity.
  - o Latino Identity | National Museum of the American Latino (si.edu)
  - o Exploring Latino Diversity in the United States Google Arts & Culture
- Learn about the history of Latino communities in our state and city.
  - o <u>Hispanic Heritage Month</u> | National Museum of the American Latino (si.edu)
  - o Minnesotanos: Latino journeys in Minnesota MinnPost
- Connect with Latino organizations in Minnesota.
  - LatinoLEAD | #WeAreLatinoLEAD (latinoleadmn.org)
  - o Community Resources / Minnesota Council on Latino Affairs (mn.gov)



# Proclamation observing "Latino Heritage Month"

Whereas, Latino communities are an integral part of the diversity that makes St. Louis Park a great place to experience life; and

Whereas, the United States celebrates Latino heritage month from September 15 to October 15 to recognize Latino culture, contributions and history; and

**Whereas**, these dates fall on the Independence days of several Latino nations including Mexico, Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Chile and Belize; and

Whereas, Latino entrepreneurs, educators, and community and political leaders have helped create a more just and inclusive St. Louis Park for all; and

Whereas, Latinos are a significant part of the fabric of Minnesota and our city; and

Whereas, this month is an opportunity to learn about the diversity of the Latino experience and build awareness of the history of discrimination and prejudice many have faced in the United States; and

**Whereas**, St. Louis Park recognizes the work still needed to ensure all communities have increased access and opportunity to participate in all parts of city life.

**Now, therefore**, let it be known that the mayor and city council of the City of St. Louis Park, Minnesota, hereby observe September 15 to October 15, 2024, as Latino Heritage Month in our community.



Wherefore, I set my hand and cause the Great Seal of the City of St. Louis Park to be affixed this 16<sup>th</sup> day of September, 2024.

Nadia Mohamed, mayor



Meeting: City council Meeting date: September 16, 2024

Minutes: 4a

Unofficial minutes City council meeting St. Louis Park, Minnesota Aug. 19, 2024

#### 1. Call to order.

Mayor Mohamed called the meeting to order at 6:15 p.m.

- a. Pledge of allegiance
- b. Roll call

Council members present: Mayor Nadia Mohamed, Paul Baudhuin, Tim Brausen, Sue Budd, Lynette Dumalag, Yolanda Farris, Margaret Rog

Council members absent: Council Members Dumalag and Rog

Staff present: City manager (Ms. Keller), city attorney (Mr. Mattick), deputy city manager (Ms. Walsh), sustainability manager (Ms. Ziring), park and recreation director (Mr. West), planning manager (Mr. Walther), economic development manager (Mr. Hunt), building & energy director (Mr. Hoffman), Police Chief Kruelle, Deputy Police Chief Nadem, deputy city clerk (Ms. Scott-Lerdal), nature center manager (Mr. Oestreich), engineering director (Ms. Heiser), natural resources manager (Mr. Bahe), naturalist (Mr. Fleck), naturalist programmer, (Ms. Turnbull), Jr. Naturalist coordinator (Mr. Casey-Fix), communication manager (Mr. Sandell), recreation supervisor (Ms. Friederich), associate planner (Ms. Champoux)

Guests: St. Louis Park Parktacular Ambassador Director Marla Destache; Ian Thomas and Rick Gravrock, Monterey Cohousing Community; Officer Luke Ellanson and family; Evan Jacobsen, Tushie Montgomery Architects; Rick McKelvey, Hempel Real Estate

#### 2. Approve agenda.

It was moved by Council Member Budd, seconded by Council Member Brausen, to approve the agenda as presented.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

#### 3. Presentations.

#### a. Westwood Hills Nature Center junior naturalist recognition

Forty youth volunteers served in the junior naturalist program during the summer of 2024. Collectively, they volunteered over 1,400 hours. The junior naturalists received special recognition and a letter of recommendation in celebration of their service.

#### b. St. Louis Park Parktacular Ambassador program recognition

Ms. Destache discussed the ambassador program and the role of ambassadors in the community. She introduced and recognized current Parktacular Ambassadors including: Mare Saffe and Joanne Hed, St. Louis Park Parktacular Senior Ambassadors; Abigail Oppegaard, Catherine "Catie" Miller, Estella Hughes and Sidney Bradley, St. Louis Park Parktacular Ambassadors; Lily Berggren, Ebba Berggren and Fiona Penna, St. Louis Park Parktacular Junior Ambassadors.

#### c. Retirement recognition for Officer Luke Ellanson

Mayor Mohamed read the resolution and presented a plaque to Officer Ellanson for his service of over 20 years with the City of St. Louis Park.

Police Chief Kruelle congratulated Officer Ellanson for his years of service and his passion for policing in the city. He thanked Officer Ellanson for his dedicated service.

Officer Ellanson stated he will miss the community, and it has been an honor to work here. He will miss all his partners in public safety and thanked the council for their support.

Council Member Farris stated she remembered Officer Ellanson when she participated in the Citizens Academy Program and when working with him in the community. She fondly recalled doing cook-offs together.

Council Member Brausen thanked Officer Ellanson for his service, and his family for their support over the years. He wished him good luck and hoped Officer Ellanson would enjoy his retirement.

# d. Proclamation observing Aug. 25, 2024, as the Centennial Celebration of the Star of Bethlehem Home, residence of Monterey Cohousing Community – Ward 1

Mayor Mohamed read the proclamation observing the 100th anniversary of the historical location of the Monterey Cohousing Community. The home was built in 1924 and originally known as the "Star of Bethlehem Home."

Mr. Thomas and Mr. Gravrock of the Monterey Cohousing Community accepted the proclamation, thanked the council and city staff for their assistance in the recognition, and explained the upcoming celebration program to be held on Sun., Aug. 25, 2024.

Council Member Brausen thanked the recipients and stated the building is beautiful. He added that the historic location has been repurposed wonderfully; it is a model for the community.

Council Member Baudhuin added he is looking forward to attending the upcoming event and looks forward to learning more. He stated the building is in Council Member Rog's ward and he is happy to read the proclamation on her behalf, as she will be unable to attend.

#### e. Recognition of donations

Mayor Mohamed recognized and thanked the following people for their donations to the city, on behalf of the council:

- Pamela Gruber \$2,800 for memorial park benches, including concrete pads, honoring Josh Gruber and to be placed in Bass Lake Park
- Kimberly Wick \$2,800 for memorial park benches, including concrete pads, to be placed in Bass Lake Park
- Jack Stack \$2,200 for memorial park benches, including concrete pads, honoring Jack
   Stack and to be placed in Twin Lakes Park

#### 4. Minutes.

#### a. Minutes of Aug. 8, 2024 city council meeting

It was moved by Council Member Budd, seconded by Council Member Brausen, to approve the Aug. 8, 2024 city council meeting minutes as presented.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

#### 5. Consent items.

- **a. Resolution No. 24-090** recognizing the retirement of Officer Luke Ellanson
- **b. Resolution No. 24-091** accepting donations for memorial park benches
- **c.** Resolution awarding the sale of General Obligation Bonds, Series 2024B (*This item was removed from the consent agenda and set as 7c in the agenda*)
- d. Resolution No. 24-092 authorizing city depositories
- e. Approve annual financial report for the year ended December 31, 2023
- f. Second reading and adoption of Ordinance 24-2679 relating to 2025 fees
- g. Second reading and adoption of **Ordinance 24-2680** amending Ch. 22 of the city code regarding bulk material storage
- h. Resolutions No. 24-093, 24-094, 24-095 approving grant agreements with MnDOT for Cedar Lake Road/ Louisiana Avenue Improvements projects Ward 4
- i. Resolution No. 24-096 removing parking restrictions at 3601 Lynn Avenue (Traffic Study No. 792) Ward 2
- **j. Resolution No. 24-097** authorizing final payment for 2023 Pavement Management project (4023-1000) Wards 3 and 4
- **k.** Approve replacement of asphalt paver and tandem dump truck
- **I. Resolution No. 24-098** authorizing special assessment for sewer service line repair at 3350 Brunswick Avenue South Ward 3
- m. Resolution No. 24-099 authorizing special assessment for sewer line repair at 3309 Zarthan Avenue South Ward 1
- **n. Resolution No. 24-100** accepting a donation from Discover St. Louis Park for Jason West to attend the US Sports Congress

Council Member Brausen commented that item 5h pertains to the ongoing project in Ward 4, scheduled for construction over the next two years. He thanked the State of Minnesota for assisting the city through grants totaling \$5 million to accomplish this substantial regional project. He also thanked staff for seeking out additional sources of revenue, so the residents of St. Louis Park do not carry the entire financial burden.

Council Member Brausen also commented on item 5k regarding capital expenditures. He noted the asphalt paver and dump truck the city is acquiring will replace vehicles put in service in 2001. City staff maintained this machinery to help save money, for which he thanked them. However, he noted it is time to replace both vehicles.

Mayor Mohamed noted item 5n, a donation from Discover St. Louis Park for Jason West to attend the US Sports Congress. Collaboration with Discover St. Louis Park is always a great opportunity, and she thanked them for partnering with the city.

It was moved by Council Member Brausen, seconded by Council Member Baudhuin, to move consent item 5c to regular business as item 7a and to approve the consent items as revised; and to waive reading of all resolutions and ordinances.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

- 6. Public hearings.
- a. Approve on-sale intoxicating liquor license with Sunday sales for Marcus West End, LLC Ward 4

Ms. Scott-Lerdal presented the staff report.

Mayor Mohamed opened the public hearing. No speakers were present. Mayor Mohamed closed the public hearing.

Council Member Brausen noted this is the former ICON Theater, whose ownership had maintained a liquor license in the past. He commented the theater is an amenity for the community and he is happy to support the new ownership's license approval.

It was moved by Council Member Brausen, seconded by Council Member Baudhuin, to approve the on-sale intoxicating liquor license with Sunday sales for Marcus West End, LLC – Ward 4.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

- 7. Regular business.
- a. First reading of ordinance rescinding Ordinance No 2576-19 Efficient Building Benchmarking

Ms. Ziring presented the staff report.

Council Member Budd asked about the timeline from adoption to effective date, should the ordinance be adopted. Ms. Ziring stated the ordinance would go into effect Jan. 1, then the data collection window is opened, and then closed again on June 1.

Council Member Budd asked when this data collection report would go to the city and the state.

Ms. Ziring stated data would be submitted to St. Louis Park through 2025 and then turned over to the state beginning in 2026, assuming the city program continues for one year. The city would opt into the state program in 2026 for all buildings.

Council Member Brausen stated he was a proponent of this program's end being moved out a year, even with the \$30,000 cost. However, given the turn of events on the city's budget for 2025, he asked if the \$30,000 savings would be significant should the city wait to rescind the ordinance until the following year.

Ms. Keller stated staff takes fiscal responsibility seriously and because the council wants to remain at 8% or below the tax levy increase, the \$30,000 savings would assist with that goal.

Council Member Brausen added 1% of a levy increase is about \$400,000. Ms. Keller clarified that 1% of an increase is closer to \$500,000.

Council Member Baudhuin asked if the city rescinds the ordinance in 2025, how the savings might be used. Ms. Keller stated staff has not discussed that, but noted Ms. Ziring may have thoughts on reallocating staff time. Ms. Keller added that the \$30,000 is budgeted for contracted work, and that expenditure would simply be avoided.

Council Member Brausen asked how long the city has been benchmarking. Ms. Ziring responded that it has been in place for five years. Council Member Brausen asked if the city has been successful in recruiting building owners to make changes in energy efficiency. Ms. Ziring stated it is difficult to determine correlation versus causation. While building owners have access to energy data, and we know some properties have acted based on information found in report cards, overall energy improvement results are inconclusive. She added there is no specific trend line showing energy use has gone down since enactment.

Council Member Brausen stated the hope was to develop incentive programs for energy efficiency and those have been enacted. Ms. Ziring agreed and said these programs will continue with or without benchmark reporting.

Council Member Baudhuin asked if the benchmarking ordinance were to sunset in 2025, what procedural requirements would be required. He also questioned whether the council should be aware of any rule of procedure with two council members absent from this evening's meeting. Mr. Mattick said the process for sunsetting the ordinance would be to change its effective date in the motion, requiring a minimum of four votes.

Mayor Mohamed stated given the conversations about the 2025 budget, the recommendation seems like an effective way to save \$30,000 for this year.

Council Member Brausen shared that Council Member Rog was not in favor of a proposed levy increase and he assumed she would support this recommendation as savings. He would support rescinding the benchmarking ordinance as well.

Council Member Budd stated she will not support the recommendation as the benchmarking ordinance was hard-fought to put in place. The past five years were difficult with the pandemic, and data was difficult to collect and gauge. She pointed out that participation was 80% and above from building owners, and that is a good sign, so she would hate to see this progress end. She also observed that \$30,000 is one-sixth of a percent of our city's budget and is a small piece that represents our climate action plan, so she will vote not to rescind the benchmarking ordinance sooner than 2026.

Council Member Baudhuin added that the amount of money is a minuscule savings to the city. He stated the results were ambiguous and owners said the energy improvements have nothing to do with benchmarking and that they would have performed the improvements regardless of city ordinance. He stated rescinding the ordinance saves \$26,000 this year. Climate change actions are slow, and he does not see how this would make an impact. If the city chooses to sunset the ordinance, it is better to do it sooner rather than later to save money. He added he is in favor of saving every penny.

Council Member Farris stated that she agreed with Council Member Baudhuin's comments.

It was moved by Mayor Mohamed, seconded by Council Member Baudhuin, to amend Ordinance No. 2576-19 to be rescinded effective Jan. 1, 2025, instead of Jan. 1, 2026.

The motion passed 4-1 (Council Members Dumalag and Rog absent, Council Member Budd opposed).

It was moved by Council Member Baudhuin, seconded by Council Member Brausen, to approve the first reading of Ordinance No. 2576-19, as amended, and set the second reading for Sept. 9, 2024.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

# b. First reading of an ordinance amending city code chapters 34 and 36 regarding tree preservation

Ms. Champoux presented the staff report.

Council Member Farris asked why the credit was limited to 50%.

Ms. Champoux clarified that the limit was set based on best practices observed in other cities; staff can monitor over time and adjust as needed.

Council Member Brausen asked about additional resources for the forestry division to monitor this issue. Mr. Walther stated that additional staff is proposed in the 2025 budget.

Council Member Budd asked for clarification on what a subdivision is. Ms. Champoux stated it is a property that is divided into other properties or being developed into additional lots.

Council Member Budd asked if the proposed amendment would apply to school properties. Mr. Walther stated these rules are assigned to private trees only. The public tree counts will remain the same, which is a one-for-one replacement of any significant tree.

Council Member Baudhuin thanked staff and stated he appreciates their work and the tree canopy preservation, adding the canopy contributes to why people choose to buy homes in St. Louis Park.

Council Member Brausen thanked staff and stated he will support the proposed ordinance. He was an advocate for applying the policy to private property and single-family residential properties, as tree loss is substantial in the city. Other communities have adopted similar ordinances and require everyone to obtain a permit to remove a tree. He believes the city should look at this type of requirement in the future as it is an urgent issue.

Council Member Budd added tree canopies are important to heat islands, and she will support the proposed ordinance. She is glad the city will adopt this as policy.

It was moved by Council Member Baudhuin, seconded by Council Member Brausen, to approve the first reading of ordinance amending city code chapters 34 and 36 regarding tree preservation and set the second reading for Sept. 9, 2024.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

#### c. Resolution No. 24-101 awarding the sale of General Obligation Bonds, Series 2024B

Ms. Keller presented the staff report. She noted the final bond sale amounts. Instead of \$6,165,000, the city was able to prepay and only bond for \$5,750,000, placing the city in a stronger financial position long-term.

Council Member Brausen stated this bonding item is significant; the presentation is being made publicly and transparently. The city does borrow funds, and, over time, future residents will pay those costs. He stated the city's AAA bond rating again resulted in favorable terms in the bond sale. The bond rating reflects that the city is well-managed fiscally by an outstanding staff and he noted the interest borrowing rate is 3.254507%. He observed that bonding is inexpensive borrowing as a reflection of the city's strong fiscal management, and he is supportive of this item.

It was moved by Council Member Brausen, seconded by Council Member Budd, to adopt **Resolution No. 24-101**, awarding the sale of General Obligation Bonds, Series 2024B, as presented at \$5,750,000.

The motion passed 5-0 (Council Members Dumalag and Rog absent).

#### 8. Communications and announcements.

9.

Adjournment.

- Ms. Keller stated the city pool closes Sun., Aug. 25.
- There are no council meetings scheduled for two weeks. The next meeting is Sept. 9, 2024.
- Mayor Mohamed noted the Minnesota State Fair opens later this week.
- Council Member Baudhuin noted the St. Louis Park Little League baseball team went to the Midwest Little League Regional, and while they did not win, they won a few games. Sioux Falls, SD, won and will represent the region. He congratulated the St. Louis Park team.

The meeting adjourned at 7:46 p.m.		
Melissa Kennedy, city clerk	Nadia Mohamed, mayor	



Meeting: City council Meeting date: September 16, 2024

Minutes: 4b

Unofficial minutes
City council special study session
St. Louis Park, Minnesota
Aug. 19, 2024

The meeting convened at 7:55 p.m.

Council members present: Mayor Nadia Mohamed, Paul Baudhuin, Tim Brausen, Sue Budd, Yolanda Farris

Council members absent: Council Members Lynette Dumalag and Margaret Rog

Staff present: City manager (Ms. Keller), development planner (Mr. Walther), economic development manager (Mr. Hunt)

Guests: Rick McKelvey and Evan Jacobson, Hempel Real Estate

#### Discussion items.

#### 1. Development proposal for 5401 Gamble Drive – Ward 4.

Mr. Walther presented the staff report.

Council Member Brausen asked about the vacant parcel next to the 10 West End office tower.

Mr. Walther stated that parcel is planned for another 11-story office tower and the area north of Gamble Drive has been part of an environmental assessment called an alternative urban areawide assessment (AUAR). That has received preliminary city approval and is the last phase of the overall West End development. He added the AUAR has been updated every five years.

Council Member Brausen noted utility and stormwater has been reviewed in the past and stated there is adequate capacity for the uses in this area. Mr. Walther confirmed and added the city has not studied this particular block south of Gamble Drive, noting sanitary sewer begins northwest of the site and goes north to Golden Valley and another in Parkdale Drive that goes east under Hwy 100. An environmental assessment will need to evaluate which section it could connect to and would have capacity for this and potential future redevelopment of this block.

Council Member Brausen asked if these office buildings are considered Class B. Mr. Walther confirmed that they are. Council Member Brausen asked about the occupancy of the northwest building. Mr. Walther introduced Mr. McKelvey, the Vice President of Development for Hempel Real Estate. Mr. McKelvey stated the northwest building has occupancy below 50%.

Council Member Budd asked about the driveway and the private road indicated in the report. Mr. Walther stated it is a right-in and right-out on Park Center Blvd.

Council Member Brausen stated he supports the proposed redevelopment concept and policy questions 1, 2 and 4, but is opposed to policy question 3 due to the drive-thru's climate impacts.

Mr. McKelvey stated the coffee store with a drive-thru will pay twice the amount of rent, so the bank will value that space at \$2 million more because of the coffee store's commitment to dependable income. Mr. Walther stated the city assessor affirms this also.

Mr. McKelvey added there is a commitment from a grocery store for space at the development as well. Mr. Walther stated this development and city financial assistance with TIF would be subject to a green building standard, inclusionary housing policy requirements and DEI policy goals.

Council Member Baudhuin asked if there is anything that would force a grocery store with an employee union and are there any labor-related requirements included in this development. Mr. Walther stated there is nothing in the TIF policy regarding employee unions as a requirement.

Council Member Budd asked how the zoning at 5401 Gamble Drive would be affected. Mr. Walther stated there is a special permit that covers all four of the office building parcels that would require amendments. Mr. McKelvey stated the same owner owns all the office buildings, so they are still in negotiations.

Council Member Budd asked about the green terraces and whether they qualify as green space. Mr. Walther stated the terraces may qualify toward landscaping but would contribute to designed outdoor recreation area, which must be 12% of the lot area.

Mr. Jacobson stated the terraces are integral to the identity of the project and its character. He stated there will be a terrace with a pool or soaking tub and private spaces for residents of the development. He added there will also be a green roof assembly.

Council Member Budd asked about TIF and the requested amount. Mr. Walther stated the higher taxes paid by the property owner and collected following development, the increment, is captured and disbursed back to the developer for qualifying extraordinary costs to help close the gap. The development's pro forma demonstrate the project could not proceed but for financial assistance to close the gap. Council Member Budd asked if the TIF request would be lower here. Mr. Hunt stated not necessarily, depending on the site's extraordinary costs such as poor structural soils, the high water table and other costs as well as the cost of the affordable housing.

Council Member Budd asked if demolition of the existing structure is included in extraordinary costs. Mr. Walther stated that would be an eligible expense, as the comparison is made to a greenfield site. Council Member Budd asked if there would also be recycling of materials. Mr. Walther stated yes as well as potentially salvage and reuse.

Council Member Brausen stated the current property taxes are \$218,000 per year. He asked if the city gets 36% of that. Mr. Hunt stated that was approximately correct, due to the fiscal

disparities which shares tax revenues from commercial properties regionally, and noted mixeduse developments pay considerably more property taxes than an office building.

Council Member Budd asked about 50% area median income units and if 30% AMI units may be on the horizon. Mr. Hunt stated staff was currently in discussions with the developer on that topic.

Council Member Baudhuin asked if there were no drive-thru, would making it financially feasible come through TIF. Mr. Hunt stated the TIF assistance request would then likely be higher.

Council Member Baudhuin stated he agrees with all the policy questions except for 3 and is willing to consider 4.

Council Member Budd stated she agrees on 1, 2 and 3, and more to be determined on TIF.

Council Member Farris stated she agrees also on 1, 2 and 3, and more to be determined on TIF.

Mayor Mohamed stated she supports this and the development at West End. She supports the policy questions as well, with more information expected to come.

Council Member Brausen asked what the maximum term on TIF was. Mr. Hunt stated 26 years, but added the city's TIF policy indicates the city's preference is to stay under 15 years.

#### Communications/meeting check-in (verbal)

The meeting adjourned at 8:36 p.m.		
Melissa Kennedy, city clerk	Nadia Mohamed, mayor	

Meeting: City council
Meeting date: September 16, 2024

Consent agenda item: 5a

# **Executive summary**

Title: Resolution approving 2025 employer benefits contribution

**Recommended action:** Motion to adopt resolution establishing the employer contribution for benefits in 2025.

**Policy consideration:** Does council approve the recommended amount of employer benefits contribution for 2025?

**Summary:** This report details the city's employee benefits planned for 2025, and staff's recommendation for setting the employer contribution for 2025. The recommendation follows the funding philosophy adopted by the city in 2014 after several meetings and feedback from an employee task force. The employer contribution funding philosophy is based on the employer contribution for all plan options on the most utilized plan (\$2500 deductible health plan). It covers 100% of the premium for employee only coverage (plus additional funds for voluntary elections for dental and deferred compensation).

For 2025, Health Partners will remain as our medical insurance vendor, Delta will remain as our dental vendor, The Standard will remain our life insurance and Long-Term Disability (LTD) vendor, and Sand Creek EAP will remain as our employe assistance program vendor. In 2023 staff went out to the market on our benefit vendors. For our medical insurance we secured a two (2) year rate cap with our medical insurance provider of 11% and 12% for 2025 and 2026 respectively. For 2025 we have surpassed the 11% increase so our cap will kick in.

**Financial or budget considerations:** The amount recommended has been included in the 2025 budget.

**Strategic priority consideration:** Not applicable.

Supporting documents: Discussion

Resolution

**Prepared by:** Rita Vorpahl, HR director

**Reviewed by:** Cheyenne Brodeen, administrative services director

Approved by: Cindy Walsh, deputy city manager

#### Discussion

**Background**: The city has an employee benefits committee that consists of employees represented by all departments and all union groups. The purpose of the committee is to educate employees on benefits and get feedback on what they are interested in seeing in our benefits design. The benefits committee, along with our benefits consultant, assist with gathering information and making recommendations on potential benefit designs or options. They do not provide input on specific funding amounts for employer contribution. Annually, staff conduct open enrollment for employees to make updates to the benefits they choose. Below is a summary of the city's benefit details.

#### Medical insurance (overall 11.84% premium increase with a cap of 11%)

The city has been insured through HealthPartners since 2012. Staff went out for a formal bid for 2023 which is required every five (5) years in accordance with state statute. Staff and our benefit consultant are not surprised with these rates and will continue to monitor plans and provide recommendations where appropriate to mitigate future costs.

#### Voluntary employees' beneficiary association (VEBA) refresher

The city continues to offer a health reimbursement arrangement (HRA) with a VEBA funding mechanism in coordination with the deductible health plans. The VEBA is funded with employer contributions. Employer VEBA contributions are placed in a trust in an individual's name and funds are available for reimbursement of eligible medical expenses. VEBA funds not spent will stay with the individual and roll over each year for future expenses. VEBA funds are set aside tax-free, earn tax-free interest and qualified medical expenses are reimbursed tax-free. The VEBA account stays with the individual after they leave employment and can be used for reimbursement of qualified medical expenses, including premiums.

#### Dental insurance (0% increase in premiums)

They city has been insured with Delta Dental for many years and our consultant works closely with them to secure the most favorable rates each year. Staff were fortunate to get a renewal with 0.00% premium increase.

#### Life insurance (0% increase in premiums for basic life, no change for voluntary life)

A basic life insurance benefit is provided to all benefit-earning employees at 1.5 times their salary, paid by the city. In 2024, the premium cost of the basic life was reduced by 7%, with a three (3) year rate guarantee. Our rates will not change in 2025. Employees also have the option to purchase additional supplemental insurance (up to \$500,000), and spouse and dependent life insurance as well. There is no change to the supplemental insurance rates or plan design.

#### Long term disability (LTD) (0% increase to premiums)

Staff are pleased to continue to offer LTD to all staff at no cost to the employee. This benefit provides income continuation at 60% of pre-disability earnings for anyone who becomes ill or injured and unable to resume work after a six-month waiting period. In 2024, the premium cost of the LTD was reduced by 25%, with a three (3) year rate guarantee. For 2025, we will not experience an increase.

#### Deferred compensation (continue with current program; no change recommended)

The city offers several deferred compensation programs (457 plans). Deferred compensation is a program that allows employees to invest today for retirement. This is a voluntary program for employees, with an employer match of \$10 per pay period to non-union staff with a minimum employee contribution of \$50 per pay period (Resolution 12-044). This benefit has also been negotiated into union contracts.

#### 2025 employer contribution recommendation

An extensive employee task force was convened in the summer of 2014 to review employee input on employee benefit programs. The result of those meetings was a recommendation to provide tiered employer contribution funding which provided more funding to those who elect to insure dependents. All funding amounts are based on the city's most utilized plan (\$2500 deductible plan). In the funding philosophy, employees electing employee only coverage are provided with a city contribution equal to 100% of the premium with leftover funds available so employees could purchase voluntary benefits such as dental insurance and a \$50/pay period deferred compensation contribution. The monthly contribution for 2025 is \$1,060 per month for employees who choose employee only health insurance coverage. The city also contributes \$2500/year (\$208.34/month) to employee only VEBA accounts, which is 100% of the deductible.

The chart below shows total employee and employer costs per month for each plan option offered. The "employee cost" noted on the right is the difference between the "employer contribution" and the "premium". The VEBA contribution cannot be used to offset premium costs.

2025 PLAN OP	TIONS	Premium	Employer Contribution	Employer VEBA Contribution	Total Employer Contribution	Employee Cost
\$2,500	Employee	\$905.00	\$1,060.00	\$208.34	\$1,268.34	-\$155.00
Deductible	Emp+Child(ren)	\$1,901.00	\$1,425.00	\$312.50	\$1,737.50	\$476.00
Open access	Emp+Spouse	\$1,993.00	\$1,495.00	\$312.50	\$1,807.50	\$498.00
	Family	\$2,534.50	\$1,900.00	\$312.50	\$2,212.50	\$634.50
\$4,500	Employee	\$757.50	\$1,060.00	\$208.34	\$1,268.34	-\$302.50
Deductible	Emp+Child(ren)	\$1,591.00	\$1,425.00	\$312.50	\$1,737.50	\$166.00
Open access	Emp+Spouse	\$1,668.50	\$1,495.00	\$312.50	\$1,807.50	\$173.50
	Family	\$2,122.00	\$1,900.00	\$312.50	\$2,212.50	\$222.00
\$4,500	Employee	\$644.00	\$1,060.00	\$208.34	\$ 1,178.34	-\$416.00
Deductible	Emp+Child(ren)	\$1,352.50	\$1,425.00	\$312.50	\$ 1,597.50	-\$72.50
Select	Emp+Spouse	\$1,418.00	\$1,495.00	\$312.50	\$ 1,657.50	-\$77.00
	Family	\$1,803.00	\$1,900.00	\$312.50	\$ 2,027.50	-\$97.00
\$30	Employee	\$1,048.00	\$1,060.00		\$ 970.00	-\$12.00
Co-Pay	Emp+Child(ren)	\$2,200.50	\$1,425.00		\$ 1,285.00	\$775.50
Open access	Emp+Spouse	\$2,306.50	\$1,495.00		\$ 1,345.00	\$811.50
	Family	\$2,933.50	\$1,900.00		\$ 1,715.00	\$1,033.50
Waive			\$155.00		\$ 155.00	-\$155.00

<sup>\*</sup>Numbers in (red) indicate the amount employees have to purchase additional benefits.

Benefit-earning part-time employees regularly scheduled to work 20-29 hours per week will be eligible to receive a pro-rated (50%) employer contribution, and full 100% employer VEBA contribution. Employees who choose to waive coverage will be eligible for a reduced employer contribution that may be used to purchase other supplemental benefits in the amount of \$155 (pro-rated for part-time employees).

#### Additional benefit enhancements:

<u>Flexible spending account:</u> The amount staff can contribute to a medical flexible spending will increase to the IRS maximum for 2025. Currently, our employees can contribute up to \$2,400. In 2024, the IRS maximum contribution limit is \$3,200. Employees can set aside this pre-tax amount for medical spending.

<u>Paid parent leave:</u> Effective Sept. 1, 2024, eligibility requirement for paid parental leave will move from one year of service to six months, aligning it with our current short-term disability plan. Our review of policies from other jurisdictions reveals that eligibility periods vary, with some offering benefits (including paid parental leave) from the first day of employment up to

one year. Adjusting our policy to six months will enhance our support for employees and ensure we remain competitive in attracting and retaining talent.

<u>Budget considerations</u>: In initial budget projections, city staff had estimated an 13% increase in premiums for 2024. The renewal provided a 11% increase for medical insurance. This amount has been included in the budget projections. These numbers were included in the budget report that was provided to council on July 15, 2024.

**Next steps**: Staff is pleased with the benefit programs that have been developed and offered. Staff feel that the plans as outlined above will provide satisfactory and affordable options for coverage based on individual needs. Approval is recommended.

# Resolution No. 24-\_\_\_

# **Establishing 2025 employer benefits contribution**

**Whereas**, the city council has established a benefit plan that provides an effective means for providing employee group benefits; and

Whereas, the city council establishes rates and plans for each calendar year; and

Whereas, the administration of such plans will be in accordance with plan documents as approved by the city manager, who will also set policy and procedures for benefit level classification and administration of plans,

**Now therefore be it resolved** by the city council of the City of St. Louis Park:

- 1. Effective January 1, 2025, the monthly contribution of benefit dollars from the city for non-union regular employees, including the city manager, who work at least 30 hours per week, and who choose EMPLOYEE ONLY coverage be set at \$1,060 per month, pro-rated for regular part-time employees who work 20-29 hours per week.
- 2. Effective January 1, 2025, the monthly contribution of benefit dollars from the city for non-union regular employees, including the city manager, who work at least 30 hours per week, and who choose EMPLOYEE + CHILD(REN) coverage be set at \$1,425 per month, pro-rated for regular part-time employees who work 20-29 hours per week.
- 3. Effective January 1, 2025, the monthly contribution of benefit dollars from the city for non-union regular employees, including the city manager, who work at least 30 hours per week, and who choose EMPLOYEE + SPOUSE coverage be set at \$1,495 per month, pro-rated for regular part-time employees who work 20-29 hours per week.
- 4. Effective January 1, 2025, the monthly contribution of benefit dollars from the city for non-union regular employees, including the city manager, who work at least 30 hours per week, and who choose FAMILY coverage be set at \$1,900 per month, pro-rated for regular part-time employees who work 20-29 hours per week.
- 5. Effective January 1, 2025, employees who choose EMPLOYEE ONLY coverage on the DEDUCTIBLE PLANS will be eligible for an employer VEBA contribution of \$208.34 per month (\$2,500/year).
- 6. Effective January 1, 2025, employees who choose EMPLOYEE+CHILD(REN), EMPLOYEE+SPOUSE, or FAMILY coverage on the DEDUCTIBLE PLANS will be eligible for an employer VEBA contribution of \$312.50 per month (\$3,750/year).
- 7. Effective January 1, 2025, the monthly contribution of benefit dollars from the city for non-union regular employees, including the city manager, who work at least 30 hours per week, and who WAIVE COVERAGE will be set at \$155 per month, pro-rated for regular part-time employees who work 20-29 hours per week.
- 8. The city will continue to administer other benefit programs.

The appropriate city officials are hereby authorized and directed to deduct the bala any sum premium from the compensation of an employee or officer and remit the employee's or officer's share of any such premium to the insurer under an approve contract.					
	Reviewed for administration:	Adopted by the city council September 16, 2024			
	Kim Keller, city manager	Nadia Mohamed, mayor			
,	Attest:				
	Melissa Kennedy, city clerk				

Meeting: City council
Meeting date: September 16, 2024

Consent agenda item: 5b

# **Executive summary**

**Title:** Resolution appointing election workers for the Nov. 5, 2024 state general election

**Recommended action:** Motion to adopt resolution appointing election workers for the November 5, 2024 state general election cycle.

**Policy consideration:** None – the city council is required to formally appoint election workers under Minnesota election law and the St. Louis Park Home Rule Charter.

**Summary:** MN Statute 204B.21, Subd. 2 and St. Louis Park Home Rule Charter section 4.03 provide that election workers shall be appointed by the governing body of the municipality at least 25 days before the election at which the workers will serve. The resolution identifies individuals assigned to work at a precinct on Election Day, as well as individuals who will conduct healthcare facility outreach voting prior to Election Day and serve on the city's absentee ballot board. All workers are required to complete a minimum of two hours of training under state law. In St. Louis Park, many election workers attend multiple training sessions (a total of four to six hours of training) because they serve in a leadership or other specialized role on Election Day, or they assist with other elections services such as absentee voting and health care facility outreach voting.

We are fortunate to have a very dedicated group of people who are ready to work and committed to providing this vital service to St. Louis Park voters.

**Financial or budget considerations:** The 2024 budget includes the funds required to hire and train election workers.

**Strategic priority consideration:** St. Louis Park is committed to creating opportunities to build social capital through community engagement.

Supporting documents: Resolution

**Prepared by:** Melissa Kennedy, city clerk

**Approved by:** Cindy Walsh, deputy city manager

# Resolution No. 24 -

# Appointing election workers for the 2024 state general election

**Whereas** the state general election will be held on November 5, 2024, at the following precinct locations:

- Ward 1 Precinct 1 Beth El Synagogue, 5225 Barry St. W.
- Ward 1 Precinct 2 Wat Thai of Minnesota, 2544 Hwy. 100 S.
- Ward 1 Precinct 3 St. Louis Park City Hall, 5005 Minnetonka Blvd.
- Ward 2 Precinct 4 St. Louis Park Recreation Center, 3700 Monterey Dr.
- Ward 2 Precinct 5 Vista Lutheran Church, 4003 Wooddale Ave. S.
- Ward 2 Precinct 6 St. Louis Park Municipal Service Center, 7305 Oxford St.
- Ward 3 Precinct 7 St. Louis Park Senior High School, 6425 33<sup>rd</sup> St. W.
- Ward 3 Precinct 8 Aquila Elementary School, 8500 31<sup>st</sup> St. W.
- Ward 3 Precinct 9 Lenox Community Center, 6715 Minnetonka Blvd.
- Ward 4 Precinct 10 St. Louis Park Middle School, 2025 Texas Ave. S.
- Ward 4 Precinct 11 Park Harbor Church, 1615 Texas Ave. S.
- Ward 4 Precinct 12 Westwood Lutheran Church, 9001 Cedar Lake Road

Whereas as authorized by Minnesota Statute 204B.21, Subd. 2 and St. Louis Park Home Rule Charter section 4.03, election workers for precincts shall be appointed by the governing body of the municipality no later than 25 days before each election; and

**Now therefore be it resolved** by the St. Louis Park City Council that the individuals named in Exhibit A and on file in the office of the city clerk are hereby appointed to serve as election workers, absentee ballot board members, or alternate workers for the 2024 state primary election; and

It is further resolved that as authorized under Minnesota Statute 204B.21, Subd. 2, the St. Louis Park City Council also appoints all members appointed to the Hennepin County absentee ballot board, under the direction of the Hennepin County Elections Director, to serve as members of the St. Louis Park absentee ballot board; and

**Be it further resolved** that the city clerk is authorized to make any substitutions or additions as deemed necessary.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

Last Name	First Middle	Drocinct
Last Name	First Middle	Precinct St. Louis Bark W. 1. P. 03
Abrans	Betsy	St Louis Park W-1 P-03
Anderson	Jane Patricia	St Louis Park W-1 P-02
Anderson	Patricia	St Louis Park W-2 P-04
Arnold	Anthony	St Louis Park W-3 P-07
Austin	Rachel	St Louis Park W-4 P-10
Bakke	Keith	St Louis Park W-4 P-12
Bartels	Kim	St Louis Park W-3 P-08
Bartels	Kim	Healthcare Facility Outreach
Bartsch	Nancy	St Louis Park W-4 P-12
Belling	Daniel	Healthcare Facility Outreach
Benda	Beatrice	St Louis Park W-3 P-08
Benda	Beatrice	Healthcare Facility Outreach
Benson	Janet	St Louis Park W-3 P-09
Bergman	Juli	St Louis Park W-3 P-07
Bergman	Juli -	AB Ballot Board
Bergquist	Rogene	St Louis Park W-2 P-06
Berkovitz	Gary	St Louis Park W-4 P-12
Botner	Loren	St Louis Park W-2 P-05
Braunstein	Farrel	St Louis Park W-1 P-03
Brimeyer	Jim	St Louis Park W-4 P-11
Brunia-Engels	Melissa	St Louis Park W-1 P-02
Brunia-Engels	Melissa	Healthcare Facility Outreach
Butterbaugh	Laura	St Louis Park W-1 P-01
Butterbaugh	Laura	Healthcare Facility Outreach
Campbell	Patricia	St Louis Park W-4 P-12
Carpenter	Janet	St Louis Park W-2 P-05
Chmura	Delaney	St Louis Park W-4 P-11
Church	Wade	St Louis Park W-4 P-10
Clarke	Chris	St Louis Park W-2 P-04
Colacci	Elena	St Louis Park W-4 P-12
Conery	Mary Kaye	St Louis Park W-4 P-11
Connell	Thomas	St Louis Park W-2 P-04
Conway	Mary Kay	St Louis Park W-4 P-11
Crouse	Karyn	St Louis Park W-2 P-04
Dahl	Carolyn	St Louis Park W-2 P-04
Davis	Julia	St Louis Park W-3 P-07
Davis	Julia	Healthcare Facility Outreach
Davis	Nancy	St Louis Park W-4 P-10
Desnick	Sheila	St Louis Park W-4 P-11
Dominguez	Chelsa	St Louis Park W-1 P-02
Drache	Kay	St Louis Park W-3 P-09
Dummer	Bob	St Louis Park W-3 P-07
Dummer	Bob	Healthcare Facility Outreach
Duncan	Ben	St Louis Park W-1 P-03
Dworsky	Richard	St Louis Park W-4 P-12
Engelking	Jim	St Louis Park W-1 P-01

Engelking Jim Healthcare Facility Outreach

**Engelking** Paula St Louis Park W-4 P-11 Mark St Louis Park W-2 P-05 Ennenga Erickson Richard St Louis Park W-1 P-03 Erlien Cathy St Louis Park W-4 P-11 **Estes** Robert St Louis Park W-3 P-07 **Fischels** St Louis Park W-4 P-12 Angela Flynn Mary E St Louis Park W-3 P-07 **Fuller** Sharon St Louis Park W-4 P-10 Alla St Louis Park W-2 P-05 Geretz

GeretzRafaelHealthcare Facility OutreachGershoneJeffreySt Louis Park W-2 P-06GippStephanSt Louis Park W-3 P-09GradEitanSt Louis Park W-1 P-03

Grad Eitan Healthcare Facility Outreach
Gremillion Kathy St Louis Park W-2 P-06
Grose Kathy St Louis Park W-3 P-09
Grose Lawrence St Louis Park W-4 P-11

Grose Lawrence AB Ballot Board

Gunderson Gerald St Louis Park W-1 P-03
Hakala Kyle St Louis Park W-3 P-08
Hakala Kyle Healthcare Facility Outreach

Hanson Stuart St Louis Park W-2 P-04
Hanson Wesley St Louis Park W-4 P-10

Hanson Wesley Healthcare Facility Outreach
Hendrickson Stephanie St Louis Park W-1 P-02

Hendrix Mary AB Ballot Board

Henningson Karin St Louis Park W-3 P-09

Hines Linda AB Ballot Board

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Howard Arzella St Louis Park W-4 P-10 Howard Gena St Louis Park W-1 P-02 Hu Michele St Louis Park W-2 P-06 Huebner Jeff St Louis Park W-1 P-03 Hultgren Kellie St Louis Park W-1 P-03 Hyde Jenna St Louis Park W-1 P-01 Isenberg St Louis Park W-1 P-01 Chaiya Isenberg Chaiya Healthcare Facility Outreach

Jackson Aimee St Louis Park W-2 P-04
Jackson Aimee Healthcare Facility Outreach

Jaffee Jay St Louis Park W-1 P-03
Jensen Laura St Louis Park W-4 P-11
Jewell Jill St Louis Park W-4 P-11
Johnson Christine St Louis Park W-2 P-06

Jones-Klausing Janice St Louis Park W-1 P-03

Kaczmarek Amy St Louis Park W-2 P-06 William Kenyon St Louis Park W-2 P-06 Knighton Jessica St Louis Park W-4 P-10 Kohli St Louis Park W-3 P-08 Ishpreet Koster Erin St Louis Park W-3 P-08 Krause Marguerite St Louis Park W-3 P-08 Polly St Louis Park W-1 P-03 Krinsky LaFond Michael St Louis Park W-2 P-05 Lamon Leah **Healthcare Facility Outreach** 

Jami St Louis Park W-3 P-09 LaPray David St Louis Park W-2 P-06 Larson Marjorie St Louis Park W-4 P-10 Laskev Laucher Linda St Louis Park W-3 P-09 Lee Martin St Louis Park W-3 P-07 Trina St Louis Park W-1 P-01 Levin Trina Levin Healthcare Facility Outreach

Ellen St Louis Park W-2 P-04 Lewin Ellen Lewin Healthcare Facility Outreach Lieser Malisa St Louis Park W-2 P-04

Tim St Louis Park W-2 P-05 Lieser Lietzau Caitlin St Louis Park W-1 P-02 Lindstrom Julie St Louis Park W-2 P-05 Luckow Anna St Louis Park W-4 P-10 Macewicz Walter David St Louis Park W-3 P-09 Manuel Julie St Louis Park W-3 P-08 Manuel Julie **Healthcare Facility Outreach** 

Marek St Louis Park W-1 P-02 Margaret St Louis Park W-4 P-10 Margolis Joseph Matko Ann R. St Louis Park W-4 P-12 St Louis Park W-3 P-08 Mattison Susanne

Maynard **AB Ballot Board** Mary

Mcdonald Meredith St Louis Park W-2 P-06 Merfeld Amelia St Louis Park W-2 P-05 Metzker Kathy St Louis Park W-4 P-12 St Louis Park W-2 P-06 Meyer Carrie St Louis Park W-1 P-03 Miatech Joseph Miklos Brian St Louis Park W-3 P-07 Mohr St Louis Park W-1 P-01 Marvin

Mohr Marvin Healthcare Facility Outreach

Mohr Marvin **AB Ballot Board** 

Munoz Hernandez Kelly St Louis Park W-1 P-03 Murray Melissa St Louis Park W-4 P-11 Steve St Louis Park W-2 P-05 **Nachtwey** 

**Nachtwey** Steve Healthcare Facility Outreach Nelson Marilyn **Healthcare Facility Outreach** Nelson-Zilka St Louis Park W-3 P-09 Karne

Nelson-Zilka Karne **Healthcare Facility Outreach** 

Nordstrom	Amy	St Louis Park W-3 P-08
Obert	Mary	St Louis Park W-4 P-12
Oelschlaeger	Karen	St Louis Park W-2 P-06
Olson	Karl	St Louis Park W-2 P-04
Orton	Lynn	St Louis Park W-4 P-12
Osfar	Barb	St Louis Park W-4 P-10
Palmer	Nancy	St Louis Park W-1 P-02
Peltier	Kay	St Louis Park W-4 P-11
Penna	Ross	St Louis Park W-1 P-02
Penna	Ross	Healthcare Facility Outre

Penna Ross Healthcare Facility Outreach
Person Barbara St Louis Park W-4 P-11

Post Carol Healthcare Facility Outreach

Pretzer Nicole St Louis Park W-4 P-12 Priadka Kelly St Louis Park W-1 P-01 Ranallo Lonni St Louis Park W-3 P-07 Rand Dorothy St Louis Park W-2 P-05 Richards David St Louis Park W-2 P-05 Richards David

Healthcare Facility Outreach Rider Elaine St Louis Park W-3 P-08 Ritter Camille St Louis Park W-4 P-12 Rotert David St Louis Park W-3 P-09 Ruane Terry St Louis Park W-3 P-09 Ruhl Barbara St Louis Park W-3 P-09

Ruhl Barbara AB Ballot Board

Ruth Roger St Louis Park W-2 P-04 Theresa St Louis Park W-1 P-01 Ruttger Santa Susan St Louis Park W-3 P-07 Sanville Martha St Louis Park W-4 P-11 Scheig William St Louis Park W-2 P-04 Schingen Jesse St Louis Park W-2 P-04 Schlueter-Hynes Laurie St Louis Park W-3 P-09 Irwin St Louis Park W-4 P-12 Schreiner Schwartz Mark St Louis Park W-1 P-01 Schwieters Nicole St Louis Park W-3 P-08 Showalter St Louis Park W-2 P-05 Joy St Louis Park W-3 P-07 Sias Therese Simmons Judy St Louis Park W-3 P-09 St Louis Park W-3 P-09 Skytta-Gurkanlar Anna Solmer St Louis Park W-2 P-05 Henry St Louis Park W-4 P-11 Soucheray Mary (Gina) Steuer St Louis Park W-3 P-07 Meg St Louis Park W-2 P-06 Stevens Jeanne

Sweitzer Julie AB Ballot Board

Katie

Julie

Svidal

Sweitzer

TepleyKarenSt Louis Park W-3 P-08ThompsonLindaSt Louis Park W-4 P-10

St Louis Park W-1 P-01

St Louis Park W-1 P-03

Thorne Elianna St Louis Park W-1 P-01 Thorne Rich St Louis Park W-4 P-10 Turk Carolyne St Louis Park W-1 P-03 Tursich Ernest St Louis Park W-2 P-06 Uhrig-Fox Dana St Louis Park W-1 P-01 Vos Rapoport Anne Monique St Louis Park W-4 P-11 Walker Alene St Louis Park W-4 P-10 Autumn St Louis Park W-2 P-04 Way

Wickersham Mary AB Ballot Board

Wickersham Mary Healthcare Facility Outreach

Wilensky Barbara St Louis Park W-1 P-01 Wilhoit Christopher St Louis Park W-4 P-12 St Louis Park W-1 P-01 Williams Carole Wilson Sylvia St Louis Park W-2 P-05 Wirkkula Kati St Louis Park W-3 P-07 Jennifer Witthuhn St Louis Park W-3 P-07 Experience LIFE in the Park

Meeting: City council
Meeting date: September 16, 2024

Consent agenda item: 5c

### **Executive summary**

**Title:** Resolution authorizing special assessment for sewer service line repair at 3920 France Ave. South - Ward 2

**Recommended action:** Motion to adopt a resolution authorizing the special assessment for the repair of the sewer service line at 3920 France Ave. South, St. Louis Park, MN. P.I.D. 07-028-24-11-0106.

**Policy consideration:** The proposed action is consistent with policy previously established by the city council.

**Summary:** Carol Porter, owner of the single-family residence at 3920 France Ave. South, has requested the city authorize the repair of the sewer service line for her home and assess the cost against the property in accordance with the city's special assessment policy.

The city requires the repair of service lines to promote the general public health, safety and welfare within the community. The special assessment policy for the repair or replacement of water and/or sewer service lines for existing homes was adopted by the city council in 1996. This program was put into place because sometimes property owners face financial hardships when emergency repairs like this are unexpectedly required. Plans and permits for this service line repair work were completed, submitted and approved by city staff. The property owner hired a contractor and repaired the sewer service line in compliance with current codes and regulations. Based on the completed work, this repair qualifies for the city's special assessment program. The property owner has petitioned the city to authorize the sewer service line repair and special assess the cost of the repair. The total eligible cost of the repair has been determined to be \$9,120.

**Financial or budget considerations:** The city has funds in place to finance the cost of this special assessment.

**Strategic priority consideration:** St. Louis Park is committed to continue to lead in environmental stewardship.

**Supporting documents:** Resolution

**Prepared by:** Beth Holida, office assistant

Stacy M. Voelker, administrative coordinator

Reviewed by: Emily Carr, assessing technician

Austin Holm, utilities superintendent

Jay Hall, public works director

**Approved by:** Kim Keller, city manager

### Resolution No. 24 -

## Authorizing the special assessment for the repair of the sewer service line at 3920 France Avenue South, St. Louis Park, MN P.I.D. 07-028-24-11-0106

Whereas, the property owner at 3920 France Avenue South, has petitioned the City of St. Louis Park to authorize a special assessment for the repair of the sewer service line for the single family residence located at 3920 France Avenue South; and

Whereas, the property owner has agreed to waive the right to a public hearing, right of notice and right of appeal pursuant to Minnesota Statute, Chapter 429; and

**Whereas**, the city council of the City of St. Louis Park has received a report from the Utility Superintendent related to the repair of the sewer service line.

**Now therefore be it resolved** by the city council of the City of St. Louis Park, Minnesota, that:

- 1. The petition from the property owner requesting the approval and special assessment for the sewer service line repair is hereby accepted.
- The sewer service line repair that was done in conformance with the plans and specifications approved by the public works department and department of inspections is hereby accepted.
- 3. The total cost for the repair of the sewer service line is accepted at \$9,120.00.
- 4. The property owner has agreed to waive the right to a public hearing, notice and appeal from the special assessment, whether provided by Minnesota Statutes, Chapter 429, or by other statutes, or by ordinance, City Charter, the constitution, or common law.
- 5. The property owner has agreed to pay the city for the total cost of the above improvements through a special assessment over a ten (10) year period at the interest rate of 5.5%.
- 6. The property owner has executed an agreement with the city and all other documents necessary to implement the repair of the sewer service line and the special assessment of all costs associated therewith.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Mar Mallan all annual a	No the Males and are as
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

Experience LIFE in the Park

Meeting: City council
Meeting date: September 16, 2024

Consent agenda item: 5d

### **Executive summary**

**Title:** Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) – Ward 4

**Recommended action:** Motion to adopt Resolution authorizing condemnation of land for public purposes – Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100).

**Policy consideration:** Does the council wish to authorize the use of eminent domain to ensure the necessary land can be assembled to keep Phase 2 project on schedule for 2025 and 2026 construction?

**Summary:** On Feb. 6, 2023, the city council approved the preliminary layout for the Cedar Lake Road and Louisiana Avenue Improvements project. The project phasing and schedule:

- 1. Cedar Lake Road rehabilitation (TH169 to Rhode Island Avenue) project no. 4023-1100
  - Construction 2024
- 2. Cedar Lake Road (Rhode Island Avenue to Kentucky Avenue) and Louisiana Avenue rehabilitation (Wayzata Boulevard to BNSF railroad) project no. 4024-1100
  - Louisiana Avenue: Construction 2025
  - Cedar Lake Road: Construction 2026

Additional information on this project and phasing is available in the Feb. 20, 2024 report. With Phase 2 scheduled for construction in 2025 and 2025, the city's right of way consultant has been working with the property owners to acquire the necessary easements. The project team believes many of the properties will agree to the offers presented based on the appraisal. Staff's goal is to not have to use eminent domain.

However, to keep Phase 2 of this project on schedule, the city attorney has recommended that we begin the eminent domain process as a backup if needed. This will ensure that the project can start in the spring of 2025 and achieve substantial completion by late fall of 2026.

**Financial or budget considerations:** The acquisition of land is included in the overall project estimate and has been included in the city's capital improvement plan (CIP) for 2025 and 2026. The project will be paid for using municipal state aid (MSA), utility funds, federal aid, congressionally directed spending and state appropriation. The cost for the easements included in this condemnation action is estimated to be \$947,381.

**Strategic priority consideration:** St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.

Supporting documents: Discussion, Resolution, Easement layouts, Location map

**Prepared by:** Aaron Wiesen, engineering project manager

**Reviewed by:** Deb Heiser, engineering director **Approved by:** Cindy Walsh, deputy city manager

### Discussion

**Background**: On Feb. 6, 2023, the city council approved the preliminary layout for the Cedar Lake Road and Louisiana Avenue Improvements project. To construct this project as shown on the approved layout, the city needs to acquire (purchase) both permanent and temporary easements from private property owners.

What is eminent domain: Cities can acquire real property or easements through eminent domain, also known as condemnation. Essentially, eminent domain is a means to require an owner to sell land to a city to be used for a public purpose. This procedure requires a formal court action, and a city must pay an owner for the value of the land and/or the damages to the land - if the city is taking only part of it, such as for an easement.

**Right of way acquisition activities:** Construction of the approved layout for the project will require the purchase of both temporary and permanent easements from 47 parcels adjacent to the project area. These easements need to be acquired prior to the city being authorized to solicit bids for the project.

Temporary easements are only needed for the duration of construction and will expire when construction is complete. Permanent easements are needed for the construction of sidewalk and cycle track.

The city's right of way consultant, SRF Consulting Group, has completed pre-acquisition activities, which include the following:

- Property owner introductory letter, questionnaire and acquisition brochure
- Field title reviews
- Appraisals
- Parcel survey
- Conveyance document preparation
- Offer letters

The 44 properties have received offer letters for the easements. The project team believes many of the properties will agree to the offers presented based on the appraisal. However, to keep the project on schedule, the city attorney recommends the initiation of the eminent domain process to ensure that the easements will be acquired in time for 2025 and 2026 construction. The first step in this process is council approval of a resolution authorizing condemnation of land for public purposes. Approval of the resolution will allow for condemnation by the quick-take method, which allows the city to obtain private property prior to a final determination of compensation for the property. This method will only be used if negotiations and subsequent acquisitions do not occur in a timely manner. Negotiations are underway with property owners; the actual costs will not be known until property owner settlements are finalized.

What follows is a summary of the parcel addresses, easement types, areas and estimated cost.

Title: Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue

Improvements project	(4024-1100)	) – Ward 4
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		Permanent	Temporary		
Parcel	Property address	easement area	easement area	Appraisal	
number	. ,	(square feet)	(square feet)		• •
39	2501 Rhode Island Ave		611	\$	800
40	2500 Quebec Ave S	292	594	\$	2,600
41	2501 Quebec Ave S	120	845	\$	1,900
42	7619 Cedar Lake Road	93	896	\$	1,700
43	2500 Pennsylvania Ave S	185	673	\$	5,831
44	2501 Pennsylvania Ave S	133	695	\$	1,700
45	2500 Oregon Ave S	25	644	\$ \$	4,850
46	2501 Oregon Ave S	93	725	\$	3,500
47	7307 Cedar Lake Road	430	3569	\$ \$	7,500
48	7239 Cedar Lake Road	1113	7798	\$	78,600
52	7101 23rd Street W	5007	10827	\$	290,600
53	2260 Kentucky Lane		1348	\$ \$	2,300
54	7110 Cedar Lake Road	100	570	\$	1,500
55	7120 Cedar Lake Road			\$	423,300
56	2267 Louisiana Ave	581	2375	\$	16,800
57	2257 Louisiana Ave	479	3255	\$	15,250
58	2249 Louisiana Ave	136	1345	\$	3,400
59	2235 Louisiana Ave		983	\$	2,000
60	2229 Louisiana Ave		1098	\$	3,050
61	2223 Louisiana Ave		864	\$	1,700
62	2219 Louisiana Ave		799		1,400
63	2211 Louisiana Ave		549	\$ \$	2,300
64	2207 Louisiana Ave		349		6,100
65	2201 Louisiana Ave		391	\$ \$	1,000
69	2037 Louisiana Ave		320		1,100
70	2033 Louisiana Ave		600	\$ \$	2,000
71	2023 Louisiana Ave		349	\$	1,200
72	2019 Louisiana Ave		400	\$	1,300
74	2013 Louisiana Ave	100	300		2,500
75	2009 Louisiana Ave	140	260	Ś	3,000
76	2005 Louisiana Ave	222	578	\$ \$ \$	3,800
77	1837 Louisiana Ave	49	783	Ś	2,000
78	1829 Louisiana Ave	67	887	\$	2,600
79	1825 Louisiana Ave		550	\$	1,600
92	1477 Louisiana Ave		577	\$	1,300
93	1471 Louisiana Ave		725	\$	1,600
101	1409 Louisiana Ave		800	\$	1,400
102	1401 Louisiana Ave	105	1092	\$	2,100
103	1400 Louisiana Ave	38	505	\$	1,400
111	1600 Louisiana Ave	110	676	\$	4,300
112	1608 Louisiana Ave	476	727	\$	5,150
113	1612 Louisiana Ave	20	872	\$	1,700
126	7301 Louisiana Ave	395	1354	\$	9,150
120	/ JUL LUGISIANA AVE	393	1334	۲	9,130

Title: Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) – Ward 4

129	7200 Cedar Lake Road	3066	6521	\$ 188,000
130	7316 Cedar Lake Road	416	2976	\$ 6,600
131	2400 Nevada Ave S	32	224	\$ 900
133	7624 Cedar Lake Road	565	2124	\$ 11,000

Total \$947,381

**Financial or budget considerations:** The cost for the easements included in this condemnation action is estimated to be \$947,381. The actual cost to obtain the easements necessary for this project will not be known until all property owners have finalized negotiations. The acquisition of all the permanent and temporary easements for Phase 2 of this project is estimated at \$1,498,292.

On Feb. 20, 2024, the city council report contained an estimate of \$1,928,473 for property acquisition for Phase 1 and Phase 2 of the Cedar Lake Road and Louisiana Avenue project.

**Next steps:** The project schedule for Phase 2 of this project is as follows:

File for easement condemnation at district court	October 2024
90 percent plans complete	October 2024
Open House	November 2024
Phase 2 easement acquisition complete	February 2025
Tree removal	March 2025
Private utility relocations Phase 2	Spring 2025
Reconstruct Louisiana Avenue	May - November 2025
Reconstruct Cedar Lake Road and the intersection of Cedar Lake Road	
and Louisiana Avenue	May - November 2026

Title: Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) – Ward 4

### Resolution No. 24-\_\_\_

### Authorizing condemnation of land for public purposes

Whereas, the city council of the City of St. Louis Park does hereby determine that it is necessary and for a public use and purpose to acquire fee title and/or permanent and temporary easements over the property legally described on the attached Exhibit "A", subject to engineering modifications, if any, for purposes in connection with the Cedar Lake Road and Louisiana Avenue Improvements project; and

**Whereas**, city staff and consultants have and will continue to work with the property owners to acquire the necessary property; and

Whereas, the city council finds that construction timing makes it necessary to acquire the necessary fee title and/or easements as soon as possible in order for the project to proceed in an efficient, cost-effective and expeditious manner.

Now therefore be it resolved by the city council of the City of St. Louis Park, Minnesota:

- 1. That the city attorney is authorized to commence eminent domain proceedings pursuant to Minnesota Statutes Chapter 117 to acquire the necessary fee title and/or permanent and temporary easements over the properties identified on the attached Exhibit "A", subject to engineering modifications, if needed.
- 2. That the city attorney is authorized to acquire the necessary property interests pursuant to the "quick take" provisions of Minnesota Statutes Section 117.042.
- 3. That the mayor and the city manager are authorized to execute all documents necessary, in the opinion of the city attorney, to effect the acquisition of the necessary property interests.
- 4. The city has obtained appraisals of the property being acquired and staff is authorized to continue negotiating with the property owners relating to the acquisition of the property and to acquire the property from the property owners by negotiation if possible.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

Exhibit "A"

Parcel number	Property address	Permanent easement area (square feet)	Temporary easement area (square feet)	Appraisal		
39	2501 Rhode Island Ave		611	\$	800	
40	2500 Quebec Ave S	292	594	\$ \$	2,600	
41	2501 Quebec Ave S	120	845	\$	1,900	
42	7619 Cedar Lake Road	93	896	\$	1,700	
43	2500 Pennsylvania Ave S	185	673	\$ \$	5,831	
44	2501 Pennsylvania Ave S	133	695		1,700	
45	2500 Oregon Ave S	25	644	\$ \$	4,850	
46	2501 Oregon Ave S	93	725		3,500	
47	7307 Cedar Lake Road	430	3569	\$ \$	7,500	
48	7239 Cedar Lake Road	1113	7798	\$	78,600	
52	7101 23rd Street W	5007	10827	\$	290,600	
53	2260 Kentucky Lane		1348	\$	2,300	
54	7110 Cedar Lake Road	100	570	\$	1,500	
55	7120 Cedar Lake Road			\$	423,300	
56	2267 Louisiana Ave	581	2375	\$ \$ \$	16,800	
57	2257 Louisiana Ave	479	3255	\$	15,250	
58	2249 Louisiana Ave	136	1345	\$	3,400	
59	2235 Louisiana Ave	983		\$	2,000	
60	2229 Louisiana Ave		1098	\$	3,050	
61	2223 Louisiana Ave		864	\$	1,700	
62	2219 Louisiana Ave		799	\$	1,400	
63	2211 Louisiana Ave		549	\$	2,300	
64	2207 Louisiana Ave		349	\$	6,100	
65	2201 Louisiana Ave		391	\$	1,000	
69	2037 Louisiana Ave		320	\$	1,100	
70	2033 Louisiana Ave		600	\$	2,000	
71	2023 Louisiana Ave		349	\$	1,200	
72	2019 Louisiana Ave		400	\$	1,300	
74	2013 Louisiana Ave	100	300	\$	2,500	
75	2009 Louisiana Ave	140	260	\$ \$	3,000	
76	2005 Louisiana Ave	222	578		3,800	
77	1837 Louisiana Ave	49	783	\$	2,000	
78	1829 Louisiana Ave	67	887	\$ \$ \$ \$ \$	2,600	
79	1825 Louisiana Ave		550	\$	1,600	
92	1477 Louisiana Ave		577	\$	1,300	
93	1471 Louisiana Ave		725	\$	1,600	
101	1409 Louisiana Ave		800	\$	1,400	
102	1401 Louisiana Ave	105	1092	\$	2,100	
103	1400 Louisiana Ave	38	505	\$	1,400	
111	1600 Louisiana Ave	110	676	\$	4,300	

Title: Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) – Ward 4

112	1608 Louisiana Ave	476	727	\$ 5,150
113	1612 Louisiana Ave	20	872	\$ 1,700
126	7301 Louisiana Ave	395	1354	\$ 9,150
129	7200 Cedar Lake Road	3066	6521	\$ 188,000
130	7316 Cedar Lake Road	416	2976	\$ 6,600
131	2400 Nevada Ave S	32	224	\$ 900
133	7624 Cedar Lake Road	565	2124	\$ 11,000

\$947,381 Total

City council meeting of September 16, 2024 (Item No. 5d)

Title: Resolution to commence eminent domain action for Phase 2 Cedar Lake Road and Louisiana Avenue Improvements project (4024-1100) - Ward 4

LOUISIANA AVENUE RIGHT-OF-WAY LAYOUT APRIL 2024

F

PERMANENT ROADWAY EASEMENT
TEMPORARY CONSTRUCTION EASEMENT

PROPERTY NUMBER

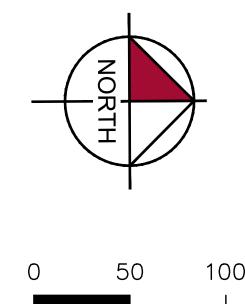
EXISTING PROPERTY LINE

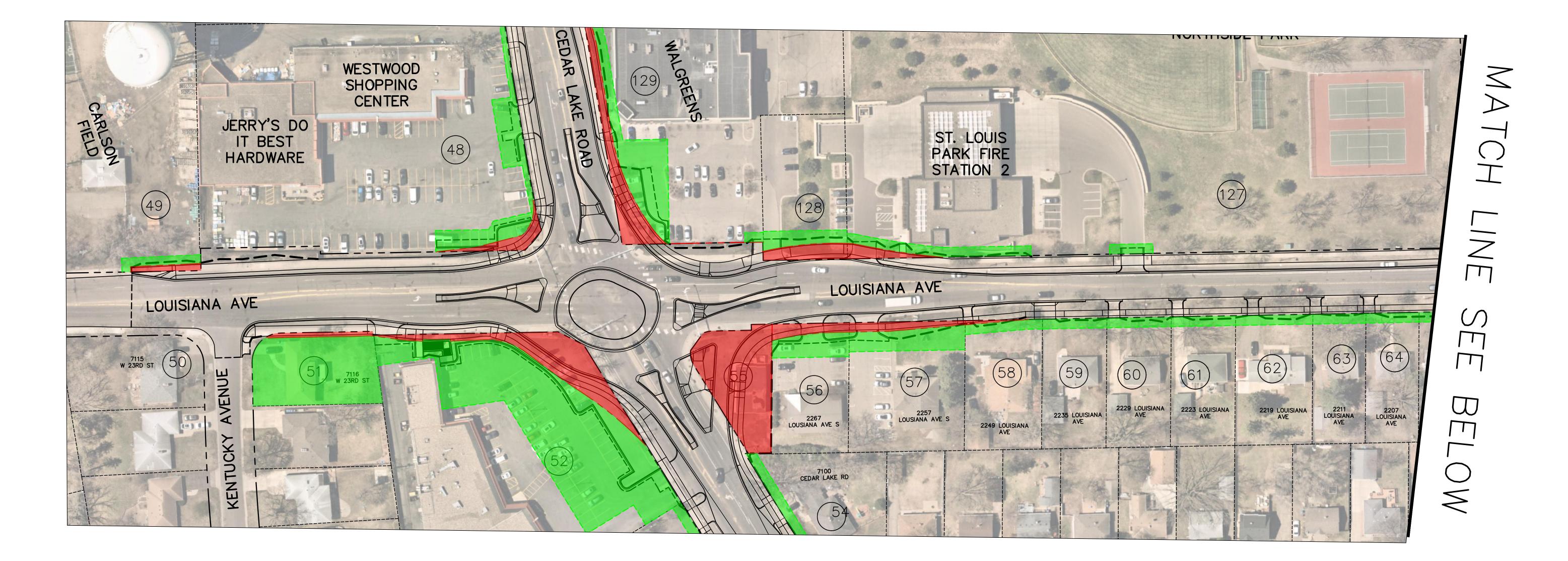
EXISTING RIGHT-OF-WAY

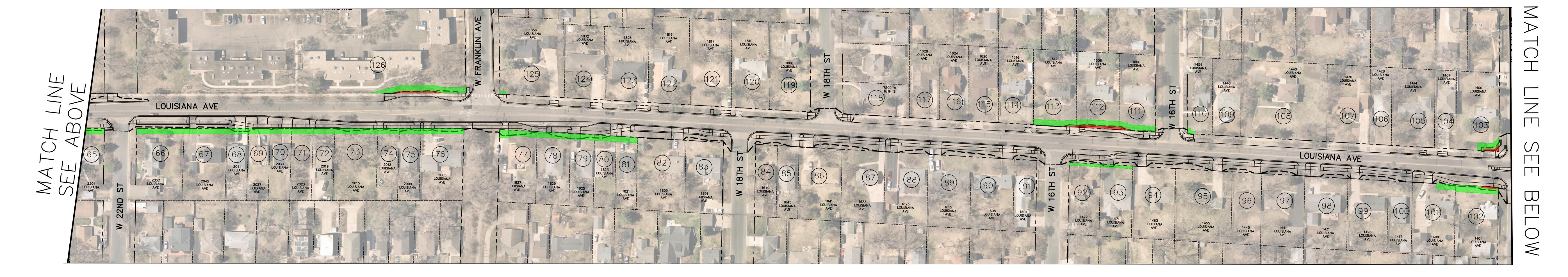
PROPOSED RIGHT-OF-WAY

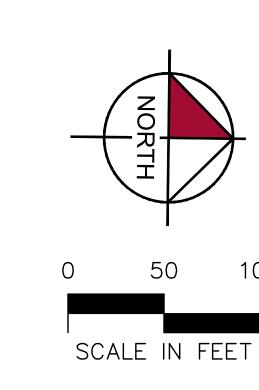
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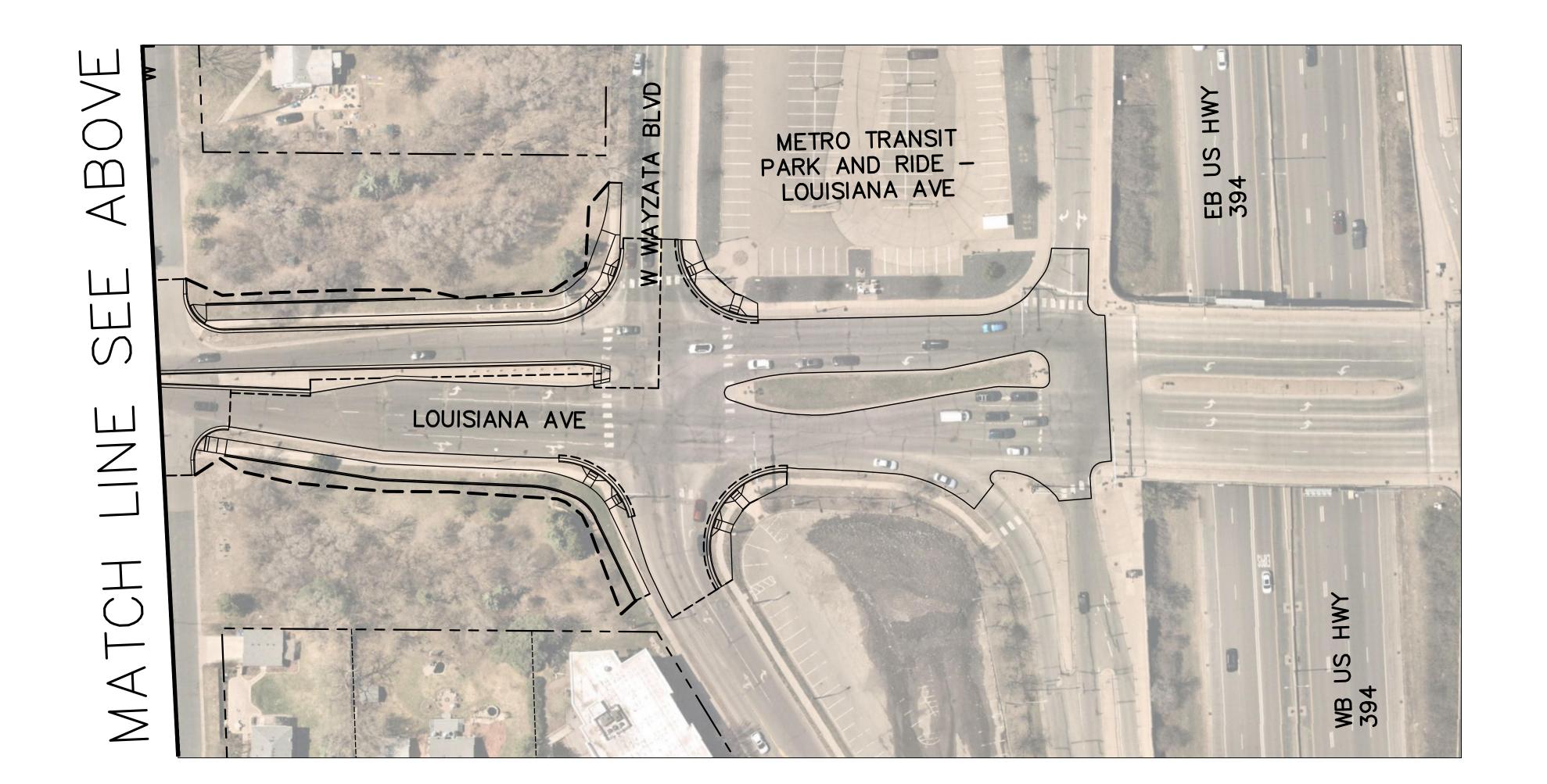
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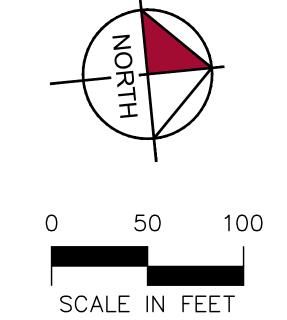












ty council meeting of September 16, 2024 (Item No. 5d)

# CEDAR LAKE ROAD RIGHT-OF-WAY LAYOUT APRIL 2024

PERMANENT ROADW
TEMPORARY CONST

PERMANENT ROADWAY EASEMENT
TEMPORARY CONSTRUCTION EASEMENT

(XX)

PROPERTY NUMBER

\_\_\_\_\_

EXISTING RIGHT-OF-WAY

EXISTING PROPERTY LINE

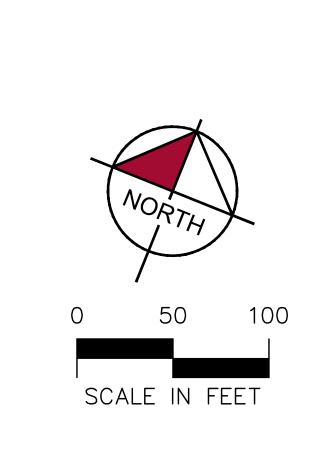
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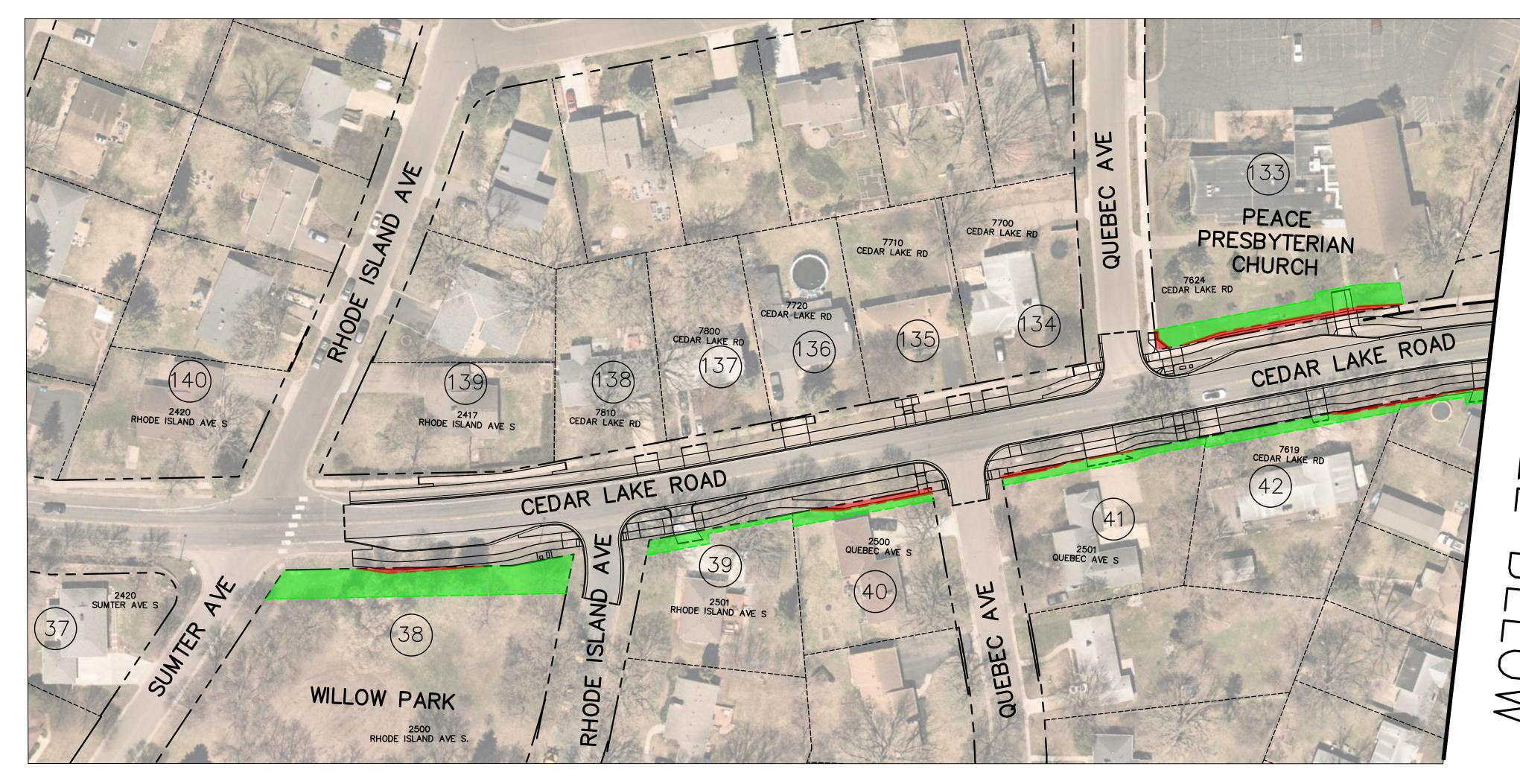
PROPOSED RIGHT-OF-WAY

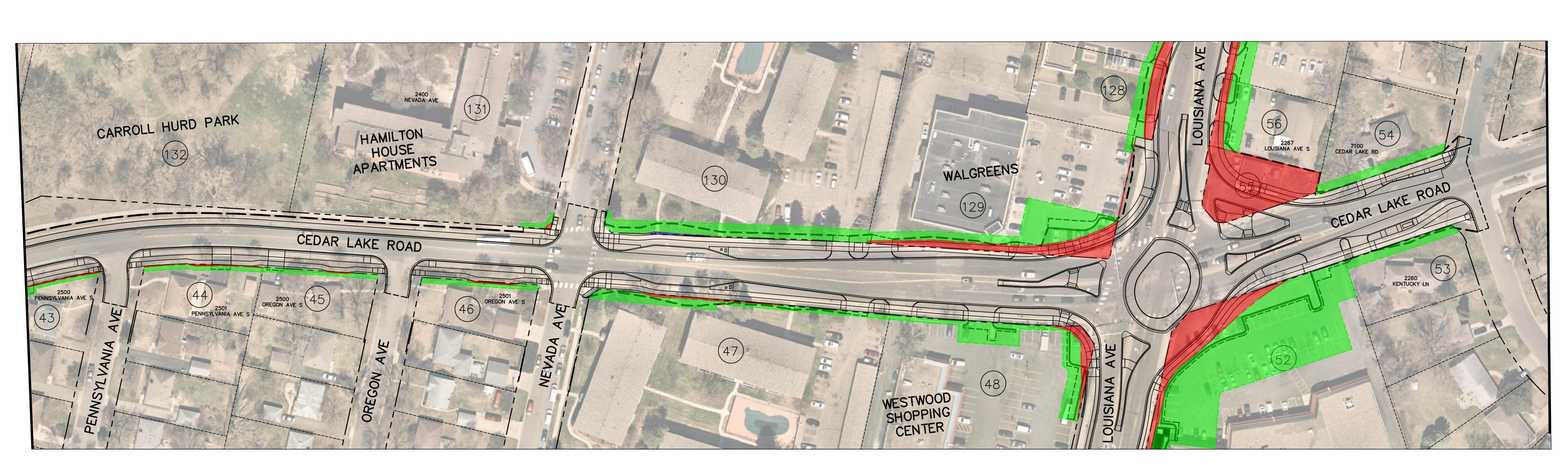
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PROPOSED TEMPORARY EASEMENT

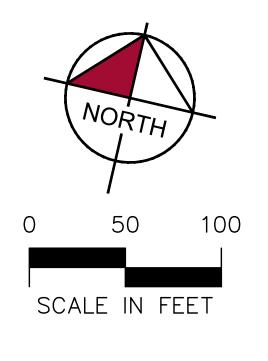
Kimley» Horn











project (4024-1100) - Ward 4 Page 10

Cedar Lake Road and Louisiana Avenue Improvements



Miles

Experience LIFE in the Park

Meeting: City council
Meeting date: September 16, 2024

Consent agenda item: 5e

### **Executive summary**

Title: Resolution approving off-site gambling for Community Charities of MN

**Recommended action:** Motion to adopt resolution authorizing Community Charities of Minnesota to conduct off-site gambling on September 21, 2024, at the St. Louis Park ROC, 3700 Monterey Drive.

**Policy consideration:** Does Community Charities of Minnesota meet the requirements to conduct off-site gambling?

**Summary:** Community Charities of Minnesota applied to conduct off-site gambling in connection with the "ROCtoberfest" event taking place at the St. Louis Park Recreation Outdoor Center (ROC) on September 21, 2024. Community Charities of Minnesota currently holds a premises permit to conduct lawful gambling in the city and will provide pull-tabs for this event.

State law provides that a licensed organization can conduct lawful gambling on a premises other than the organization's permitted premises. However, the city is required to approve the off-site request for the organization to obtain the required permit from the State Gambling Control Board.

Community Charities of Minnesota adheres to the laws associated with gambling and all requirements have been met for issuance. Should the city council approve, the application and resolution will be forwarded to the State Gambling Control Board who is responsible for issuing the permit.

Financial or budget considerations: None.

**Strategic priority consideration:** St. Louis Park is committed to creating opportunities to build social capital through community engagement.

**Supporting documents:** Resolution

**Prepared by:** Amanda Scott-Lerdal, deputy city clerk

**Reviewed by:** Melissa Kennedy, city clerk

Approved by: Cindy Walsh, deputy city manager

### Resolution No. 24-\_\_\_

# Approving application for Community Charities of Minnesota to conduct lawful gambling off premises at the ROC, 3700 Monterey Drive September 21, 2024

Whereas all organizations applying for a lawful gambling permit must meet the criteria set forth in St. Louis Park City Code, Chapter 15 relating to the location of lawful gambling activities; and

Whereas a licensed organization may not conduct lawful gambling on a premises other than the organization's permitted premises unless it has first obtained approval as required under state law and obtained approval from the State Gambling Control Board; and

Whereas the board may not issue an off-site permit for a licensed organization to conduct lawful gambling for more than 12 events in a calendar year, not to exceed three (3) days per event; and

**Now therefore be it resolved**, the above application has met the criteria necessary to receive an off-site permit and the St. Louis Park City Council hereby approve the application.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

Experience LIFE in the Park

Meeting: City council Meeting date: September 16, 2024 Public hearing: 6a

### **Executive summary**

**Title:** Resolution approving assessment of delinquent charges

**Recommended action:** Mayor to open the public hearing, solicit comments, and close the public hearing. Motion to adopt Resolution to assess delinquent water, sewer, storm water, refuse, abatement of tree removals, false alarms, mowing and citation charges against the benefiting property.

**Policy consideration:** Does the city council desire to collect outstanding fees and charges through the special assessment process?

**Summary:** The city certifies delinquent balances to Hennepin County as a means to collect on these accounts. The certification is done via the special assessment process and becomes a lien on the individual properties that is due over the next year or several years, depending on the type of charge. Delinquent accounts relate to charges for water, sewer, storm water, refuse, abatement of tree removals, tree pruning, false alarms, mowing and citations against the benefiting property. To help mitigate the number of accounts that get certified, city staff work with residents and businesses during the certification process and throughout the year to resolve their outstanding balances by sending notices, answering questions on outstanding account balances and providing information to residents on where they can find energy assistance payment programs to help reduce the balance of their delinquent account.

**Financial or budget considerations:** Collection of these charges is vital to the financial stability of the city's utility systems and to reimburse the city for expenses incurred in providing services. The certification process is also how the city is able to collect on delinquent account receivable balances for services provided to specific properties, including mowing services, tree removal service, false alarms, citations and other services.

**Strategic priority consideration:** Not applicable.

**Supporting documents:** Discussion

Resolution

**Prepared by:** Kaitlyn Finkel, accountant **Reviewed by:** Amelia Cruver, finance director **Approved by:** Cindy Walsh, deputy city manager

### Discussion

Background: Each of the customers involved in the certification process received a city service. Subsequently, the customers were then billed through one of our regular billing processes. The invoice(s) is/are now past due, and the recommended method of collecting the past due amounts is through certification as a special assessment to the property for the next year or several years taxes, depending on the type of delinquency. In advance of the public hearing date, individual letters were mailed to property owners advising them of the pending assessment and their right to be heard before the city council. Per council policy, all delinquent utility accounts have been assessed with a \$15 administrative fee. This fee is not included in the 2024 amount below to provide consistent comparative data. The table below shows comparison data from 2020 – 2024 in relation to the number of delinquent accounts or invoices that received certification letters, and the total value of the delinquent amounts. The number of "other delinquent balances" decreased this year correlating with a decline in private-tree removals.

	Delinquent	Other	Beginning	Other	Total	Total Final
Year	Utility	Delinquent	Delinquent	Beginning	Beginning	Certification
	Accounts	Invoices	Utility	Delinquent	Delinquent	Amounts
			Balances	Balances	Balances	
2024	1147	187	\$887,651	\$95,871	\$983,522	TBD
2023	1260	279	\$957,779	\$267,123	\$1,224,902	TBD
2022	1259	190	\$887,254	\$130,519	\$1,017,774	\$457,384
2021	1288	114	\$816,840	\$33,676	\$850,517	\$450,046
2020	1,216	108	\$714,136	\$42,717	\$756,853	\$457,411

Each year, many residents and businesses pay their delinquent amount(s) before the certification deadline, thereby reducing the final amount certified and sent to Hennepin County. From the time the letters are sent out until the balances are due, there are several hundred property owners who contact the city with questions about their outstanding balance(s) and the certification process. In an effort to improve collection rates, staff also expanded their attempts to contact property owners about their delinquent accounts by cross referencing the customer data in our billing system with the owner data held in the county's property information system and sending duplicate letters to any new address we did not already have on file. More specific data about the collection trends for utility accounts is represented in the table below.

	Start	ing Cert	Mid-Process		Mid-Process		Ending Cert		Ending	
Year	To	otals	Totals		Collect	tion %		Totals	Colle	ction %
	Accts	Balance	Accts	Balance	Accts	Balance	Accts	Balance	Accts	Balance
2024	1147	\$887,651	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
2023	1260	\$957,779	858	\$758,393	32%	21%	498	\$470,425	60%	51%
2022	1259	\$887,254	740	\$604,599	41%	32%	486	\$406,451	61%	54%
2021	1288	\$816,840	794	\$570,512	38%	30%	533	\$407,562	59%	50%
2020	1216	\$714,136	870	\$605,164	28%	15%	543	\$416,524	55%	42%

The amounts shown above do not include any added fees or interest. Customers have until Oct. 25, 2024, at 4:30 p.m. to pay their delinquent balances. A copy of the assessment roll is on file with the City Clerk's office for review.

In an effort to help residents find assistance for paying their delinquent utility balances, staff added information directly to the utility certification letters that each resident received on a resource that provides utility payment assistance to low-income households.

**Present considerations:** Collection of these charges is necessary to reimburse the city for expenses incurred by providing services. Without collection for these charges, the cost would be shifted to other rate-payers.

**Next steps**: After conducting the public hearing, the city council will take action by passing a resolution to direct the assessment of delinquent water, sewer, storm water, refuse, abatement of tree removals, false alarms, mowing and citations against the benefiting property.

Staff will continue to collect payments related to the delinquent accounts and work with residents to resolve issues related to their delinquent accounts. All delinquent accounts outstanding as of Oct. 25, 2024, at 4:30 p.m. will be certified to Hennepin County for collection as part of the owner's property tax bill. Upon certification, the delinquent amounts will become a lien on the individual properties.

### Resolution No. 24-

### Levying assessment for delinquent utility accounts, tree removals, false alarms, mowing and citations

Whereas, the city council has heretofore determined by resolution or ordinance the rates and charges for water, sewer, storm water and refuse services of the city and has provided for the abatement of tree removals, false alarms, mowing and citations to a home or business shall be at the expense of the owners of the premises involved; and

Whereas, all such sums become delinquent and assessable against the property served under Section 18-153, Section 18-154, Section 22-37, Section 32-34, Section 34-52, Section 34-56, Section 32-97, Section 32-153, Section 34-111, and Section 34-112, of the St. Louis Park City Code and Minnesota Statutes Sections 415.01, 366.011, 366.012, 429.061, 429.101, 443.015, 410.33, and 444.075; and

Whereas, Finance has prepared a list of unpaid charges to be certified against each tract or parcel of land served by utilities, or against which tree removals, false alarms, mowing and citations remain unpaid at the close of business on Oct. 25, 2024; and

**Now therefore be it resolved** by the city council of the City of St. Louis Park that said assessment rolls are hereby adopted and approved, there is hereby levied and assessed against each and every tract of land described therein an assessment in the amounts respectively therein, and the city clerk is hereby authorized to deliver said assessment roll for amounts unpaid at the close of business on Oct. 25, 2024, to the Auditor of Hennepin County for collection of the assessment in the same manner as other municipal taxes are collected and payment thereof enforced with interest from the date of this resolution at the rate of 5.5% percent per annum; and

It is further resolved that said unpaid charges are hereby certified to the Auditor of Hennepin County, and the chief financial officer is hereby authorized to deliver said list of unpaid charges to the Auditor of Hennepin County, for collection in the same manner as other municipal taxes are collected and payment thereof enforced with interest from the date of this resolution.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

Experience LIFE in the Park

Meeting: City council
Meeting date: September 16, 2024

Action agenda item: 7a

### **Executive summary**

**Title:** First reading of zoning text amendment - breweries with taprooms in the I-G general industrial district

**Recommended action:** Motion to approve first reading of an ordinance amending the zoning ordinance pertaining to breweries located in the I-G general industrial zoning district and set second reading for Oct. 7, 2024.

**Policy consideration:** Should breweries in the I-G general industrial zoning district be allowed to operate a taproom?

**Summary:** The applicant is Karl Eicher, owner of Haggard Barrel Brewing located at 6413 Cambridge Street. He is requesting a zoning text amendment to city code chapter 36, sections 36-244(b) and (c) to:

- 1. Remove brewery from the list of "permitted uses" in section 244(b).
- 2. Add brewery to the permitted with conditions list in section 36-244(c) with the following condition:
  - a. Up to 25% of the gross floor area of the brewery may be used for any combination of retail and taproom.

The city does not currently allow taprooms in the general industrial zoning district. It does, however, allow distilleries to operate cocktail rooms. It is staff's opinion that operating a taproom in the general industrial zoning district is consistent with existing regulations that allow distilleries to operate cocktail rooms in the I-G general industrial district.

While the applicant's intent is to change the code so he can operate a taproom at the Haggard Barrel Brewing, the city amendment would apply to all properties in the city that are zoned I-G general industrial. The planning commission reviewed the proposed amendment in this context. The planning commission conducted a public hearing on September 4, 2024. No comments were received, and the planning commission recommended approval.

Financial or budget considerations: Not applicable.

**Strategic priority consideration:** St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.

**Supporting documents:** Discussion, zoning map, draft ordinance

Draft Sept. 4, 2024 planning commission minutes

**Prepared by:** Marcus Hansen, community development intern

Reviewed by: Sean Walther, planning manager/deputy community development director

Approved by: Cindy Walsh, deputy city manager

### **Discussion**

**Background**: The city allows breweries with taprooms in several districts. Below is a table showing districts that currently allow taprooms in breweries and what conditions may be required. The term "permitted with conditions" means it is allowed administratively if it meets the conditions specific to that use.

Zoning district	Taprooms in breweries	Conditions
BP – business park	Permitted with conditions	<ul> <li>a. The brewery shall not produce more than 20,000 barrels of malt liquor per year.</li> <li>b. Up to 25% of the gross floor area of the Brewery may be used for any combination of retail and a taproom.</li> </ul>
I-P – industrial park	Permitted with conditions	<ul> <li>a. The brewery shall not produce more than 20,000 barrels of malt liquor per year.</li> <li>b. Up to 15% of the gross floor area of the Brewery may be used for any combination of retail and a taproom.</li> </ul>
I-G – general industrial	Not permitted	
MX-1 vertical mixed use	Permitted with conditions	<ul> <li>a. The brewery shall not produce more than 20,000 barrels of malt liquor per year.</li> <li>b. The maximum overall gross floor area is limited to 20,000 square feet.</li> <li>c. A taproom and/or retail outlet is required and shall be located in the Primary Street storefront of the building.</li> <li>d. The taproom and/or retail outlet shall occupy a minimum of 20 percent of the gross floor area with no maximum limit.</li> <li>e. Alcohol produced off-site shall not be sold on-site, this includes both on-sale and off-sale transactions.</li> <li>f. This use may also include associated facilities such as offices and small-scale warehousing, but distribution is limited to vans and small trucks.</li> <li>Distribution access shall be from the</li> </ul>
MX-2 neighborhood	Permitted with	rear. Same as MX-1 (listed above)
mixed use	conditions	Same as with a filsted above)

**Present considerations:** As indicated in the table, the conditions applicable to the taprooms vary between the zoning districts. The conditions required in the mixed-use district, for example, are the result of the intended purpose of that district, specifically walkable streets with pedestrian oriented storefronts. The purpose of the mixed-use zoning district is not consistent with the general industrial zoning district, and therefore some of the conditions required in the mixed-use zoning district are not applicable to the general industrial zoning district.

The general industrial zoning district is similar to the industrial park zoning district, therefore, the conditions required for the general industrial zoning district should be more consistent with the industrial park zoning district.

State statute allows taprooms at breweries that produce less than 250,000 barrels. This limit has increased over the past few years from the initial amount of 20,000 barrels. Staff is recommending not to include the condition limiting the total barrel production of the brewery to 20,000 barrels, and instead, relying on the limit established in the state statute.

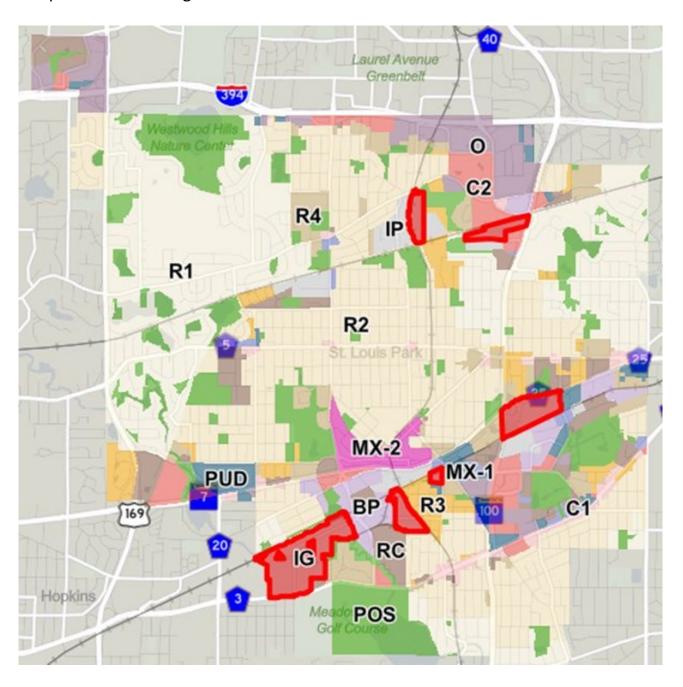
The approval of this Zoning text amendment will affect all I-G general industrial districts. Attached is a map indicating the existing I-G districts highlighted in red.

**Next steps**: If the council approves the first reading, then the ordinance will be scheduled for a second reading at the Oct. 7, 2024, city council meeting

Previous and future actions	Governing body	Date
Public hearing conducted. No comments were	Planning commission	9/4/2024
received. Recommended approval (5-0 vote).		
First Reading of Zoning Text Amendment	City Council	9/16/2024
Second Reading of Zoning Text Amendment	City Council	10/7/2024

### **Zoning map**

Properties zoned I-G general industrial are outlined and shaded in red.



### Ordinance No. \_\_\_\_ -24

### Amending chapter 36 of the city code regarding breweries and taprooms in the IG-General Industrial zoning district

The city council of the City of St. Louis Park, Minnesota does ordain:

Whereas, an application was received to amend chapter 36 pertaining to zoning, to amend the regulations regarding breweries and taprooms in the IG-General Industrial zoning district to allow taprooms as an accessory use to breweries, and

Whereas, the planning commission conducted a public hearing on September 4, 2024 on the ordinance, and

Whereas, the city council considered the advice and recommendation of the planning commission (case no. 24-17-ZA), and

**Now, therefore be it resolved** that the following amendments shall be made to the City Code:

**Section 1.** Chapter 36, Section 36-244(b) of the St. Louis Park City Code is hereby amended to remove the following struck-out text:

### (14) Brewery.

**Section 2.** Chapter 36, Section 36-244(c) is hereby amended to add the following underlined text:

### (18) Brewery. The conditions are as follows:

<u>a.</u> Up to 25% of the gross floor area of the Brewery may be used for any combination of retail and a taproom.

**Section 3.** This ordinance shall take effect fifteen days after its passage and publication.

First Reading	September 16, 2024
Second Reading	October 7, 2024
Date of Publication	October 17, 2024
Date Ordinance takes	November 1, 2024
effect	

Reviewed for administration:	Adopted by the city council:			
Ву:	By:			
Kim Keller, city manager	Nadia Mohamed, mayor			
Attest:	Approved as to form and execution:			
Melissa Kennedv. citv clerk	Soren M. Mattick, city attorney			

### **Planning commission**

### September 4, 2024

### **DRAFT Minutes**

Members present: Jim Beneke, Mia Divecha, Katie Merten, Tom Weber, Jan Youngquist

Members absent: Matt Eckholm, Sylvie Hyman

Staff present: Gary Morrison, Sean Walther, Marcus Hansen

Guest: Karl Eicher, applicant and owner of Haggard Barrel Brewing

1. Call to order – roll call.

### 2. Approval of minutes – August 7, 2024, Regular meeting and Study Session minutes

Commissioner Eckholm noted a correction related to the condominium issue, which should read: "Commissioner Eckholm added there is legislation proposed for more housing reform at the state level to help push costs down for many people. Speaking to representatives could help elevate the condominium building issue with a resolution on future housing reform legislation."

Commissioner Beneke noted a correction on page 7 that should read: "Commissioner Beneke stated he still has concerns that the zoning changes do not promote affordable owner-occupied housing enough."

Commissioner Beneke added a correction on page 8 which should read: <u>"Commissioner Beneke asked that staff outline more how the zoning changes could promote affordable owner-occupied housing."</u>

It was moved by Commissioner Weber, seconded by Commissioner Merten, to approve the Aug. 7, 2024, regular meeting and study session minutes with corrections. The motion passed unanimously.

3. Hearings.

3a. Zoning Text Amendment – breweries with taprooms

Applicant: Karl Eicher Case No: 24-17-ZA

Marcus Hansen, Community Development Intern, presented the report.

Commissioner Weber asked related to IG and why they are the only style not permitted at this time. Mr. Hansen stated likely that small difference had not been addressed as yet, and no one else asked for it.

Mr. Walther added the city initiated allowing taprooms in the business district and then with subsequent changes, there have been initiatives by the applicants, and an overall review will be conducted next year.

Commissioner Beneke asked if any other breweries could be affected. Mr. Hansen stated no, in the industrial general area this will be the first brewery affected. He added any future breweries that come into IG zones will be able to have taprooms.

Chair Divecha asked about the decision not to limit the total barrel production to 20,000 and to rely on the limit of the state which is 250,000. She asked for staff to explain that decision as it would leave inconsistencies between the districts.

Mr. Walther stated previously this district allows breweries without a cap, so it is limited to microbreweries, and since these changes have been adopted, the cap at the state has changed multiple times, and the city's zoning codes have not kept up with that. He added this has not caused any concerns for existing breweries and that would be reviewed more broadly later, but this change today is to allow this particular business to continue and to add a taproom.

Chair Divecha opened the public hearing.

There were no speakers from the public.

Chair Divecha closed the public hearing.

Commissioner Youngquist stated this is important for small businesses in St. Louis Park and noted the IG zone is the only place where a taproom is not allowed, which puts this brewery owner at an extreme disadvantage in St. Louis Park and the metro area as most general industrial zones with breweries do allow taprooms.

Commissioner Younguist added when the zoning code is changed, the city has to look at all implications to the zoning district. She noted the typical hours a taproom is open- usually evenings and weekends- is the opposite of industrial uses in these zones, so potential concerns about trucks and other industrial items are reduced. She stated this could provide the potential for shared parking in the future and she said she will support this.

Commissioner Merten stated they do allow distilleries to operate cocktail rooms so why not allow breweries to operate taprooms, noting it makes sense and she will support it.

Commissioner Weber thanked Mr. Hansen for presenting and invited him to return to St. Louis Park in the future.

It was moved by Commissioner Merten, seconded by Commissioner Youngquist, to approve the zoning text amendment allowing taprooms in the IG general industrial zoning district as recommended by staff. The motion passed unanimously.

#### 4. Other Business – none.

#### 5. Communications.

Mr. Walther noted following the regular meeting there is a study session on the zoning code update and uses allowed in the proposed zoning code districts. He added several boards and commissions have openings for new members and the council is scheduled to make appointments by Oct. 21, and as of Nov. 1, the outcome of those appointments will be known.

Mr. Walther stated an appeal of the BOZA zoning decision was received and will be brought forward in November.

Mr. Walther stated the next planning commission meeting is Sept. 18 with a proposed addition at Aquila Elementary School. He stated the October meeting will be on Oct. 9 due to Rosh Hoshana.

Mr. Walther stated that the planning commission's presentation to the council will be on October 28, along with all of the other statutory boards and commissions, including the planning commission, BOZA, and the Housing Authority.

6.	Adjournment – 6:16 p.m.		
Sean	Walther, liaison	Mia Divecha, chair member	

Experience LIFE in the Park

Meeting: City council
Meeting date: September 16, 2024

Action agenda item: 7b

### **Executive summary**

**Title:** Resolutions to adopt 2025 preliminary property tax levy certification

**Recommended action:** Motion to adopt resolutions approving 2025 preliminary property tax levy

**Policy consideration:** Does council support the revised preliminary property tax levy payable in 2025 of \$49,979,665, a 7.52% increase from 2024, made up of the following components:

- \$48,598,532 for core government services and debt payments (general and debt service levies)
- \$1,194,133 for housing projects and programs (HRA levy)
- \$187,000 for economic development projects and programs (EDA levy)

**Summary:** This report is unchanged from the Sept. 9, 2024 agenda packet. After several council study sessions focused on the budget this summer, staff presented council a recommended budget and corresponding all-inclusive levy increase of 9%. Staff received feedback that was generally supportive of the new spending items, but uncomfortable with the all-inclusive levy increase of 9%. This report lays out a revised budget that lowers the levy increase to 7.52%. This budget assumes:

- Maintenance of the city's current service levels and the operating increases discussed on July 15, 2024.
- Moving the roof replacement of the Municipal Service Center project in the capital funds to a future year and not responding in 2025 to streets showing signs of delamination.
- Utilizing fund balance rather than any levy revenue to cover the potential replacement of pool gutters in 2025.
- Eliminating the city's energy benchmarking program in recognition of a new state program.

This increase would result in a 6.6% increase in property taxes for a homesteaded median value (\$377,200) home in St. Louis Park. This works out to an increase of \$109 dollars a year or \$9 dollars a month.

Financial or budget considerations: 2025 proposed budget and long-range financial plan

**Strategic priority consideration:** Not applicable.

**Supporting documents:** Discussion

Resolution (General levy) Resolution (HRA levy) Resolution (EDA levy)

Prepared by: Amelia Cruver, finance director

**Reviewed by:** Cheyenne Brodeen, administrative services director

Approved by: Cindy Walsh, deputy city manager

### Discussion

**Background**: Staff presented council a recommended budget and corresponding all-inclusive levy increase of 9% on Aug. 12, 2024. The budget included funding for base spending on existing people and programs, some adjustments to the budget to move ongoing spending back to the general fund instead of one-time funding sources, new initiatives and programs to support strategic priorities, and the capital budget. At that meeting, staff received feedback that was generally supportive of the new spending items, but uncomfortable with the all-inclusive levy increase of 9%. Staff was provided with direction to cut the recommended budget by approximately one levy percentage point.

#### **Present considerations**

Staff began working on a revised proposal that reduced the levy and maintained funding for key programs and services. In completing this work, staff sought to uphold the following principles:

- Maintain existing programs and follow current city policies.
- Changes in funding should be made after understanding the impact to racial equity.
- Prioritize funds for new programs on items with a high impact on city priorities.
- All changes to the budget should consider both the impact on the 2025 tax levy, and also the long-term costs and risks associated with the change.

This report will lay out a staff recommended budget and associated levy, proposed changes to the budget and impact of those changes, and options for council refinement. Staff's updated proposed budget has an all-inclusive levy increase of 7.52%.

### Changes to initial budget recommendation

**Using the State of Minnesota energy benchmarking program.** Council recently decided to utilize the state's new energy benchmarking program starting in 2025 rather than continuing to fund and administer the city's benchmarking program. This will result in \$26,000 in savings for the benchmarking help desk contract in the 2025 general fund budget and levy, as well as a shift in staff resources to other projects.

Moving and rescoping the Municipal Service Center roof project. In the CIP presented to council on Aug. 12, 2024, the Municipal Infrastructure Fund supported phase 1 of a 3 phase project to replace the roof at the MSC. After receiving quotes for the project, staff now believes that the roof can wait to be replaced for a few years. In addition, facilities staff would prefer to replace the entire roof in one year, rather than spread the work out over three. The length of the asset life and dollar amount for the now one-year project make it a good candidate for bond funding. In the revised CIP, the roof replacement project has been moved from a three-phase project at \$500k each year funded through the capital levy, to a one-time project in 2027 funded through borrowing. A modest amount of funding will be kept in the budget for 2025 to manage any repairs that may be needed until the full replacement.

**Utilizing more fund balance in the Park Improvement Fund.** In the CIP presented to council on Aug. 12, 2024, \$350,000 was included for replacing the pool gutters at the aquatic park. At the same time, the city is investigating the need for and potential timing of a replacement or major renovation of the pool. Unfortunately, the feasibility study will not be completed in time to

inform the 2025 maximum levy. However, the city will have the results of this feasibility study before a gutter replacement project commences. To manage this uncertainty, staff is recommending that the project remain in the CIP, but that it is budgeted as a fund balance expense, rather than being supported by the levy. The use of fund balance in the Park Improvement is increased from \$200,000 to \$350,000 in the revised proposal. If the gutters are determined to not be needed in 2025, the city will retain the \$350,000 in the fund balance to be used in future budget processes.

**Removing delamination response**. The unexpected delamination of some city streets has been the topic of several city council discussions and staff reports. In April 2024, council provided staff direction for staff to explore including delamination response in future budget processes. Following this direction, staff priced out a response plan and included it in the initial CIP presented Aug. 12, 2024. After a robust discussion council did not reach a consensus on if the value gained by addressing delamination warranted the expense.

In an effort to move the conversation forward ahead of the preliminary levy adoption on Sept. 16, this report will review the initial staff recommendation and rationale to *not* address delamination at this time.

Staff is recommending not including funding to address delamination based on the following rationale:

- 1. Road maintenance and replacement in the CIP is determined based on road condition. While delamination is unsightly, there is not a clear impact on the fundamental condition of the road. Engineering already prioritizes the roads with the worst structural condition to be addressed each year to meet funding constraints. In 2025, the city is reaching the limit of our franchise fee revenue and will need to seek adjustments to the franchise fees moving forward to keep pace with the current plan for road maintenance that relies on road condition information. Adding delamination to the budget in 2025 will create a CIP that funds maintenance and repair for roads in 2025 that are in better structural condition than roads several years out in the plan.
- 2. A condition-driven planning process is the most equitable way to budget street improvements. Road condition is an objective measure that can be used without bias across a geographical area. Basing planning and funding decisions off of complaints introduces privilege and bias to the process as there are often inequities in which residents feel comfortable making complaints or contacting public officials.
- 3. Making the decision to address streets that show signs of delamination would create a new expectation, if not a new policy, that the city would incorporate this work into future CIP's. Residents along the remaining 26 miles of streets at risk for delamination would likely expect the same treatment on their streets as was provided to their neighbors. This means the current \$3.5 million estimate to address delamination is the floor, not the ceiling, of funds required. Adding a delamination response to the 2025 budget would add risk, as well as cost, to the long-range financial plan.

Should council determine that any of these revised budget components are not in keeping with their desired 2025 budget, staff will revise the CIP and associated levy needs accordingly.

### **Revised Levy**

Recommended 2025 Levy						
Fund	2024	Change	2025	Percentage		
	Adopted		Proposed	Change		
General Fund	\$34,147,654	\$4,661,161	\$38,808,815	14%		
Capital Replacement Fund	\$2,177,793	\$45,703	\$2,223,496	2%		
Park Improvement Fund	\$860,000	-\$350,000	\$510,000	-41%		
Employee Benefits Fund	\$200,000		\$200,000	0%		
Subtotal General Levies	\$37,385,447	\$4,356,865	\$41,742,311	12%		
Debt Service Levy	\$6,362,813	\$493,408	\$6,856,221	8%		
<b>General and Debt Service Levies</b>	\$43,748,260	\$4,850,273	\$48,598,532	11%		
<b>Housing Redevelopment Authority</b>	\$1,744,133	-\$550,000	\$1,194,133	-32%		
Levy						
<b>Economic Development Authority</b>	\$877,000	-\$690,000	\$187,000	-79%		
Levy						
Total Property Tax Levy	\$46,483,749	\$3,495,916	\$49,979,665	7.52%		

### Updates to the 5-year outlook

In addition to the changes listed above, staff has increased the growth assumptions in the base budget from 4.5% to 5% based on recent years' experiences. This will be revised each year using actual information on personnel costs and salary increases, increases in the cost of our benefits, changes to non-tax revenues and the cost to maintain our current service level.

In order to accommodate for the additional fund balance usage if pool gutters are required, the tax levy for the park improvement fund is raised back to 2024 levels over two years and the capital improvement levy is increased each year with the goal of closing our structural deficit by 2029. The size and cadence of these increases should be adjusted after the city updates the TIF management report in the fall to take advantage of any expansions to the tax base in the coming five years.

The below forecast includes funding for current programs and those proposed as a part of the 2025 budget process and any known increases in costs but does not include any spending on new or expanded programs in the future. Increases to staff or program expansions will lead to larger than projected levy increases. In that same vein, these projections include our current, best forecasts for non-tax revenue. Should economic conditions change, non-tax revenues will change and that will also impact the demand on the levy in a given year.

Five-year Financial Outlook							
Fund	2024	2025	2026	2027	2028	2029	
	Adopted	Proposed	Forecast	Forecast	Forecast	Forecast	
General Fund	\$34,147,654	\$38,808,815	\$40,749,256	\$43,176,719	\$45,335,555	\$47,602,333	
Capital Replacement Fund	\$2,177,793	\$2,223,496	\$2,557,020	\$3,068,424	\$3,835,531	\$4,410,860	
Park Improvement Fund	\$860,000	\$510,000	\$700,000	\$860,000	\$860,000	\$860,000	
Employee Benefits Fund	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	
Subtotal General Levies	\$37,385,447	\$41,742,311	\$44,206,277	\$47,305,143	\$50,231,086	\$53,073,193	
Debt Service Levy	\$6,362,813	\$6,856,221	\$7,523,750	\$7,566,453	\$8,139,875	\$8,690,269	
General and Debt Service	\$43,748,260	\$48,598,532	\$51,730,027	\$54,871,596	\$58,370,961	\$61,763,462	
Levies							
HRA Levy	\$1,744,133	\$1,194,133	\$1,194,133	\$1,194,133	\$1,194,133	\$1,194,133	
EDA Levy	\$877,000	\$187,000	\$374,000	\$374,000	\$374,000	\$374,000	
Total Property Tax Levy	\$46,483,749	\$49,979,665	\$53,298,159	\$56,439,729	\$59,939,093	\$63,331,595	
Total Levy Growth		7.52%	6.64%	5.89%	6.20%	5.66%	

Staff will continue to work to reduce the overall levy increase by analyzing duplicative budget lines, verifying revenue forecasts and looking for additional outside revenues and will report back to council in mid-November on progress.

### **Property Tax Impact**

The table below shows the impact to the median property by type of a 7.52% levy increase. On top of the changes in value year to year, State policy changes reduced the tax rate for homestead properties and reduced the tax rate on Class C, 4D properties. This led to another shift, on top of the variable changes in value across the property types.

7.52% Levy Impact							
	20	24	2025				
	Median Est. Market Value	Property Tax Payable	Median Est. Market Value	Property Tax Payable	Percent Change 24 to 25	Annual Increase	Monthly Increase
Single-Family							
Homestead	\$373,300	\$1,646	\$377,200	\$1,755	6.60%	\$108.71	\$9.06
Non-Hmstd	\$373,300	\$1,663	\$377,200	\$1,816	9.21%	\$153.15	\$12.76
Condominium							
Homestead	\$208,800	\$848	\$203,900	\$846	-0.24%	-\$2.00	-\$0.17
Non-Hmstd	\$208,800	\$930	\$203,900	\$981	5.55%	\$51.58	\$4.30
Townhome							
Homestead	\$260,700	\$1,100	\$252,200	\$1,099	-0.05%	-\$0.53	-\$0.04
Non-Hmstd	\$260,700	\$1,161	\$252,200	\$1,214	4.56%	\$52.93	\$4.41
Apartments							
Class A	\$280,500	\$1,562	\$280,000	\$1,685	7.89%	\$123.21	\$10.27
Class B	\$192,200	\$1,070	\$185,000	\$1,113	4.03%	\$43.16	\$3.60
Class C	\$124,000	\$690	\$123,900	\$745	8.00%	\$55.19	\$4.60
Class A (4D-1)	\$280,500	\$937	\$280,000	\$337	-64.0%	-\$599.97	-\$50.00
Class C (4D-1)	\$124,000	\$414	\$123,900	\$149	-64.00%	-\$265.08	-\$22.09

### **Next Steps**

On Sept. 16, 2024, city council will approve the 2025 preliminary maximum levy. Staff recommends the budget and associated 7.52% levy increase detailed in this report, with the understanding that staff will continue to work towards lowering the final levy that is approved in December 2024.

#### Resolution No. 24-

## Approving 2025 preliminary property tax levy, and setting public hearing date for the 2025 budget and final property tax levy

**Whereas**, the City of St. Louis Park is required by Charter and state law to approve a resolution setting forth an annual tax levy to the Hennepin County Auditor; and

**Whereas**, Minnesota Statutes require approval of a preliminary property tax levy on or before September 30th of each year; and

Whereas, the city council has received the proposed budget information; and

Whereas, after the approval of the proposed EDA and HRA levies by the EDA and city council in addition to the general and debt service levies below, the overall preliminary levy increase will be 7.52 percent

**Now therefore be it resolved** that the truth in taxation public hearing will be held on December 2, 2024; and

It is further resolved that the city council of the City of St. Louis Park, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2025 upon the taxable property in said City of St. Louis Park for the following purposes:

	2024	2025
	adopted	proposed
Tax capacity-based tax		
levy	levy	levy
General	\$37,385,447	\$41,742,311
Debt service	6,362,813	6,856,221
Tota	\$43,748,260	\$48,598,532

**Be it further resolved** that the chief financial officer is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

#### Resolution No. 24-\_\_\_

#### **Authorizing the preliminary HRA levy for 2025**

Whereas, pursuant to Minnesota Statutes, Section 469.090 to 469.108 (the "EDA Act"), the city council of the City of St. Louis Park created the St. Louis Park Economic Development Authority (the "Authority"); and

Whereas, pursuant to the EDA Act, the city council granted to the Authority all of the powers and duties of a housing and redevelopment authority under the provisions of the Minnesota Statutes, sections 469.001 to 469.047 (the "HRA Act"); and

Whereas, Section 469.033, subdivision 6 of the Act authorizes the Authority to levy a tax upon all taxable property within the city to be expended for the purposes authorized by the HRA Act; and

**Whereas**, such levy may be in an amount not to exceed 0.0185 percent of estimated market value of the city; and

Whereas, the Authority has filed its budget for the special benefit levy in accordance with the budget procedures of the city in the amount of \$1,194,133 and

Whereas, based upon such budgets the Authority will levy all or such portion of the authorized levy as it deems necessary and proper;

**Now therefore be it resolved** by the St. Louis Park City Council that approval is hereby given for the Authority to levy, for taxes payable in 2025, such tax upon the taxable property of the city as the Authority may determine, subject to the limitations contained in the HRA Act.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

#### Resolution No. 24-\_\_\_\_

# Authorizing a present intent to levy a tax for Economic Development Authority purposes pursuant to Minnesota Statutes, Section 469.107

Whereas, pursuant to Minnesota Statutes, Sections 469.090 through 469.1082, as amended (the "Act"), the city established the St. Louis Park Economic Development Authority (the "EDA"); and

**Whereas,** Section 469.107, subdivision 1 of the Act authorizes the city, at the request of the EDA, to levy and collect a tax of up to 0.01813% of the estimated market value of taxable property within the city, levied upon all taxable real property within the city, for economic development purposes; and

Whereas, the EDA has requested that the city approve such a levy in the amount of \$187,000 and the city finds that such a levy is in the best interest of the city and EDA because it will facilitate economic development,

**Now therefore be it resolved** that the city council of St. Louis Park hereby approves the levy of a tax for economic development purposes pursuant to Section 469.107, subdivision 1 of the Act in the amount equal to \$187,000 with respect to taxes payable in calendar year 2025.

Reviewed for administration:	Adopted by the city council September 16, 2024:
Kim Keller, city manager	Nadia Mohamed, mayor
Attest:	
Melissa Kennedy, city clerk	

**Meeting:** Special study session **Meeting date:** September 16, 2024

Discussion item: 1

#### **Executive summary**

**Title:** Advisory boards and commissions annual meeting preparation discussion

**Recommended action:** There is no action being requested today, this item is for discussion purposes only.

**Policy consideration:** The council will discuss the following questions with representatives of the city's five advisory board and commissions:

- 1. What has each commission been working on in 2024?
- 2. What does it mean to be advisory to council, and how can council best support your commission in the future?

**Summary:** The city council expressed a desire to play a more significant role with boards and commissions. In response, staff has organized a conversation with the five advisory boards and commissions as the start of new opportunities and interactions between the council and boards and commissions.

The goal of this conversation is for the council to hear from boards and commissions what they are working on and how they might work together better going forward. The insights gathered will help council members set future priorities for them.

A second conversation with the same purpose is scheduled to take place in October, 2024 with the city's statutory boards (planning commission, zoning board of adjustments and housing authority).

**Financial or budget considerations:** No, there are no financial or budget considerations for this item.

**Strategic priority consideration:** Not applicable.

**Supporting documents:** Discussion

Appendix A: Advisory boards and commissions current workplans

**Prepared by:** Pat Coleman, community engagement coordinator **Reviewed by:** Cheyenne Brodeen, administrative services director

Approved by: Cindy Walsh, deputy city manager

#### Discussion

#### Background:

During a study session on May 20, 2024, council members discussed the following policy consideration: How should the council provide policy direction to advisory boards and commissions? This question stemmed from previous council directives, where members expressed a desire to play a more significant role with boards and commissions. A key part of the discussion focused on the nature and frequency of interactions between the council and the advisory bodies. As the conversation evolved from past practices to exploring new opportunities for engagement, the following points emerged:

- The council agreed on holding an annual meeting with boards and commissions to discuss priorities.
- The council supported one-on-one meetings with commissions to discuss their systems approach and work plans.

Several factors, such as the COVID-19 pandemic and a recent redesign project, influenced the changes in past interactions. Now that the council has made a final decision on <a href="the redesign">the redesign</a> project, board and commission members have expressed a need for more engagement with the council to feel they are effectively fulfilling their advisory roles.

#### **Present considerations:**

Today's study session will serve as the start of new opportunities for interaction between the council and members of the city's five advisory boards and commissions: human rights commission, environment and sustainability commission, police advisory commission, community technology advisory commission, and parks and recreation commission. The discussion will center on the following questions:

- 1. What has each commission been working on in 2024?
- 2. What does it mean to be advisory to council, and how can council best support your commission in the future?

This meeting will feature a roundtable format with one representative from each advisory board and commission. Each commission will be given time to share what their group has been working on in 2024. Then as a group will discuss what it means to be advisory to council. The insights and details gathered from this discussion will provide the council with essential guidance as they set priorities for the boards and commissions later this year.

#### Next steps:

A second conversation with the same purpose will be held in October 2024 with the statutory boards and commissions.

Based upon the direction provided by council during these two discussions, staff will incorporate the information to the design of the annual priority setting meeting with the council and boards and commissions that will be held later this year. The priority setting meeting will in turn, provide guidance to board and commission members as they are developing their 2025 work plans.

In 2025, boards will begin their annual one on one conversation with the council. Staff is in the process of developing the 2025 systems calendar and will provide schedule to the council and board and commissions later this fall.



# Board and Commission Annual Workplan 2024

### Work Plan Template | Parks and Recreation Advisory Commission

Time	Initiative		Strategic	Purpose	Outcome (fill in after
Frame			Priorities	(see page 2 for definitions)	completed)
1 <sup>st</sup> quarter	Update on Boards and Commissions	☐ New Initiative ☑ Continued Initiative ☐ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 □ 5 ⊠ N/A	<ul> <li>□ Commission Initiated Project</li> <li>☑ Council Initiated Project</li> <li>□ Report Findings (council requested)</li> <li>□ Formal Recommendation (council requested)</li> </ul>	The commission was kept apprised of the boards and commission study which resulted in no changes.
2 <sup>nd</sup> quarter	Association Presidential Summit	☐ New Initiative ☐ Continued Initiative ☐ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 ⊠ 5 □N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	In partnership with the school district, a summit meeting was held May 7, and the fall meeting will be held Nov. 13.
3 <sup>rd</sup> quarter	Minnehaha Creek clean-up: Fall	☐ New Initiative ☐ Continued Initiative ☐ Ongoing Responsibility	□ 1 ⊠ 2 □ 3 □ 4 □ 5 □ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	The Minnehaha Creek fall clean-up is scheduled for Oct. 5 behind the Municipal Service Center.
3 <sup>rd</sup> quarter	Review and provide input on Webster Park master plan process.	☐ New Initiative ☑ Continued Initiative ☐ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 ⊠ 5 □N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	Staff to obtain property.
3 <sup>rd</sup> quarter	Host annual staff appreciation event	☐ New Initiative ☑ Continued Initiative ☐ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 ⊠ 5 □ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	The annual staff appreciation event will be held Oct. 9 at Westwood Hills Nature Center.
Monthly	Invite Youth Associations and other community groups to discuss opportunities and successes monthly. Invite staff members for updates and/or introduction (new staff).	□New Initiative □Continued Initiative □ Ongoing Responsibility	⊠ 1 □ 2 □ 3 □ 4 □ 5 □ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	The Traveling Baseball Association as well as various staff members attended.



Board and Commission
Annual Workplan

Approved: Updated:

As	Encourage Commissioners to volunteer	☐New Initiative	$\Box$ 1 $\Box$ 2 $\Box$ 3	□ Commission Initiated Project	
needed	at special events such as ShamROC Ice	⊠Continued	□ 4 ⊠ 5	☐ Council Initiated Project	
	Bowling, UGLY Sweater Dash, Penny	Initiative	□N/A	☐ Report Findings (council requested)	
	Carnival, ROCtoberfest, and other	☐ Ongoing	шил	☐ Formal Recommendation (council	
	opportunities that arise.	Responsibility		requested)	

#### **City of St. Louis Park Strategic Priorities**

- 1. St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.
- 2. St. Louis Park is committed to continue to lead in environmental stewardship.
- 3. St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.
- 4. St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.
- 5. St. Louis Park is committed to creating opportunities to build social capital through community engagement OR Other



**Board and Commission** Approved: **Annual Workplan** Updated:

#### **Purpose: definitions**

#### **Commission Initiated Project**

• Project initiated by the board or commission

#### **Council Initiated Project**

• Project tasked to a board or commission by the city council

#### Report Findings

- Initiated by the city council
- Board and commission will study a specific issue or topic and report its findings or comments to the city council in writing
- No direct action is taken by the board/commission

#### Formal Recommandation

- Initiated by the city council
- Board and commission will study a specific issue or topic and makes a formal recommendation to the city council on what action to take
- A recommendation requires a majoirty of the commissioners' support

#### **Modifications:**

Work plans may be modified, to add or delete items, in one of three ways:

- Work plans can be modified by mutual agreement during a joint work session.
- If immediate approval is important, the board or commission can work with their staff liaison to present a modified work plan for city council approval at a council meeting.
- The city council can direct a change to the work plan at their discretion.



**Board and Commission** Approved: **Annual Workplan** Updated:

#### **Parking Lot**

Items that are being considered by the board/commission but not proposed in the annual work plan. Council approval is needed if the board/commission decides they would like to move forward with an initiative.

Initiative	Comments:



## Board and Commission Approved: TBD, 2024 **Annual Workplan**

Updated:

#### Work Plan | Human Rights Commission

Time Frame	Initiative		Strategic Priorities	Purpose (see page 2 for definitions)	Outcome (fill in after completed)
1 <sup>st</sup> Quarter	Neighborhood grant program	☐New Initiative ☐Continued Initiative ☐ Ongoing Responsibility	<ul><li>□ 1 □ 2 □ 3</li><li>□ 4 □ 5</li><li>□ N/A</li></ul>	<ul> <li>□ Commission Initiated Project</li> <li>⋈ Council Initiated Project</li> <li>□ Report Findings (council requested)</li> <li>□ Formal Recommendation (council requested)</li> </ul>	
4 <sup>th</sup> Quarter	Cashless business and unbanked policy	<ul><li>☑New Initiative</li><li>☐Continued</li><li>Initiative</li><li>☐ Ongoing</li><li>Responsibility</li></ul>	<ul><li>□ 1 □ 2 □ 3</li><li>□ 4 □ 5</li><li>□ N/A</li></ul>	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	
3 <sup>rd</sup> Quarter	Children's first literacy festival	<ul><li>☑New Initiative</li><li>☐Continued</li><li>Initiative</li><li>☐ Ongoing</li><li>Responsibility</li></ul>	⊠ 1 □ 2 □ 3 □ 4 ⊠ 5 □ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	Commission members tabled at the children's first literacy festival to engage with the community, share voting information, and recruit for current community engagement opportunity prospects.
4 <sup>th</sup> Quarter	Human Rights Commission Awards	☐ New Initiative ☐ Continued Initiative ☐ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 ⊠ 5 □N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	

#### **City of St. Louis Park Strategic Priorities**

- 1. St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.
- St. Louis Park is committed to continue to lead in environmental stewardship.
- St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.
- 4. St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.
- 5. St. Louis Park is committed to creating opportunities to build social capital through community engagement OR Other



## Board and Commission Approved: TBD, 2024 Annual Workplan Updated:

#### **Purpose: definitions**

#### **Commission Initiated Project**

• Project initiated by the board or commission

#### **Council Initiated Project**

• Project tasked to a board or commission by the city council

#### Report Findings

- Initiated by the city council
- Board and commission will study a specific issue or topic and report its findings or comments to the city council in writing
- No direct action is taken by the board/commission

#### Formal Recommendation

- Initiated by the city council
- Board and commission will study a specific issue or topic and makes a formal recommendation to the city council on what action to take
- A recommendation requires a majoirty of the commissioners' support

#### **Modifications:**

Work plans may be modified, to add or delete items, in one of three ways:

- Work plans can be modified by mutual agreement during a joint work session.
- If immediate approval is important, the board or commission can work with their staff liaison to present a modified work plan for city council approval at a council meeting.



Board and Commission Approved: TBD, 2024 **Annual Workplan** 

Updated:

Experience LIFE in the Park

• The city council can direct a change to the work plan at their discretion.

#### **Parking Lot**

Items that are being considered by the board/commission but not proposed in the annual work plan. Council approval is needed if the board/commission decides they would like to move forward with an initiative.

Initiative	Comments:
LGBTQIA+ allyship (mental health resources and resources)	Commission is interested in seeking allyship with the LGBTQIA+ community citywide to continue to understand their challenges and work alongside them to promote equity and inclusion.



Board and Commission Approved: TBD Annual Workplan Updated: July 10, 2019

Work Plan Template | community technology advisory commission

Time Frame	Initiative		Strategic Priorities	Purpose (see page 2 for definitions)	Outcome (fill in after completed)
4Q 2019	Establish committees to research technologies, providers, implementation issues and risks.	□ New Initiative □ Continued Initiative □ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 □ 5 ⊠ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	<ul> <li>Community engagement committee established and meeting regularly</li> <li>Technical committee to be established at Oct. 30, 2019, meeting to address a specific initiative</li> <li>Three committees established in late 2020 for three smart city areas: GIS, environment and connected communities.</li> </ul>
3Q-4Q 2019	Attend meetings of other city boards and commissions to learn how technology might help their activities and related city services	⊠New Initiative     □Continued     Initiative     □ Ongoing     Responsibility	□ 1 □ 2 □ 3 □ 4 □ 5 ⊠ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	<ul> <li>Did not happen due to the pandemic and change in commission direction to focus on smart cities.</li> <li>Collaborated with city staff on smart cities workshop in October 2020; continued to work collaboratively with city staff as appropriate to develop smart city projects.</li> </ul>
3Q-4Q 2019	Connect with similar commissions from other agencies	<ul><li>☑ New Initiative</li><li>☐ Continued</li><li>Initiative</li><li>☐ Ongoing</li><li>Responsibility</li></ul>	□ 1 □ 2 □ 3 □ 4 □ 5 ⊠ N/A	<ul> <li>☑ Commission Initiated Project</li> <li>☐ Council Initiated Project</li> <li>☐ Report Findings (council requested)</li> <li>☐ Formal Recommendation (council requested)</li> </ul>	<ul> <li>Commission has been provided with League of Minnesota Cities contacts to research activities of other Minnesota cities.</li> <li>Commission has modeled some activities on similar commissions in Tacoma and Seattle, Wash.</li> </ul>



## **Board and Commission** Approved: TBD **Annual Workplan**

Updated:

					<ul> <li>Commission has met with school district to understand technology access needs.</li> <li>City staff and commission members have contacted broadband providers to understand their plans around access and equity in technology.</li> </ul>
3Q 2019	Develop a plan for community engagement. Determine methods for informed public input on activities and priorities.	⊠New Initiative □Continued Initiative □ Ongoing Responsibility	□ 1 □ 2 □ 3 □ 4 ⋈ 5 □ N/A	□ Council Initiated Project     □ Council Initiated Project     □ Report Findings (council requested)     □ Formal Recommendation (council requested)	<ul> <li>Community engagement committee has contacted local private school Benilde-St.         Margaret, resulting in recruitment of a youth member for the commission (Theo Pohlen)</li> <li>Committee developed an online survey for residents to help the commission understand what the needs/wants are of the community. Survey was not deployed due to concerns that it was equipment focused rather than access focused; and limitations of what the commission can solve.</li> <li>Commission researched possible venues for in-person focus groups in early 2020.</li> <li>Work continues in 2021 as part of committee work for smart cities.</li> </ul>



## **Board and Commission** Approved: TBD **Annual Workplan**

Updated:

- St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.
- St. Louis Park is committed to continue to lead in environmental stewardship.
- St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.
- St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.
- 5. St. Louis Park is committed to creating opportunities to build social capital through community engagement OR Other

#### **Purpose: definitions**

#### **Commission Initiated Project**

• Project initiated by the board or commission

#### Council Initiated Project

• Project tasked to a board or commission by the city council

- Initiated by the city council
- Board and commission will study a specific issue or topic and report its findings or comments to the city council in writing
- No direct action is taken by the board/commission

#### Formal Recommandation

- Initiated by the city council
- Board and commission will study a specific issue or topic and makes a formal recommendation to the city council on what action to take
- A recommendation requires a majoirty of the commissioners' support



## **Board and Commission** Approved: TBD **Annual Workplan**

Updated:

#### **Modifications:**

Work plans may be modified, to add or delete items, in one of three ways:

- Work plans can be modified by mutual agreement during a joint work session.
- If immediate approval is important, the board or commission can work with their staff liaison to present a modified work plan for city council approval at a council meeting.
- The city council can direct a change to the work plan at their discretion.

#### **Parking Lot**

Items that are being considered by the board/commission but not proposed in the annual work plan. Council approval is needed if the board/commission decides they would like to move forward with an initiative.

Initiative	Comments:
Produce a quarterly report	Commission has provided a report and/or met with city council in January, March and June 2021.
for the city council of	
relevant technology	
activities and advances.	
Produce final reports on	June 14, 2021, study session report
completed commission	
activities, with	March 8, 2021, study session report
recommendations for	March 8, 2021, study session minutes
consideration by other	
commissions or by the city	January 25, 2021, study session report
council.	
Enhance the commission's	Commission website continues to be kept up to date with member information, agendas and minutes.
presence on the city	
website.	
Provide analysis of	In 2020, the community technology advisory commission began exploring how the concept and practice of smart
proposed or considered	cities might be applied in St. Louis Park. Following a delay due to the COVID-19 pandemic, the project kicked off
technology for the	with an October workshop for commission members and city staff.
community and city	



### **Board and Commission** Approved: TBD **Annual Workplan**

Updated:

operations and provide recommendations and feedback to staff, the city council and other commissions.

At the workshop, Insight staff helped participants understand the concept and practice of smart cities, defined in this case as application of technology to improve quality of life. Potential use cases (applications) as defined by pre-workshop survey results were prioritized against both measurable benefits and the council's strategic priorities. Three main themes emerged: connected community, environment and geographic information system (GIS)-enabled applications.

Committees that included commission members, city staff, the city's GIS account manager and Insight staff were established for each theme. The committees developed charters outlining goals, methods, initial tasks and opportunities for investigation, included in the Jan. 25, 2021, report to the city council.

Since then, the committees have worked with Insight facilitators and city staff to create use case definitions. These definitions outline project goals, potential benefits and limitations, scope and impact for the prospective initiatives. The committee chairs presented highlights of the use cases at the March 8, 2021 city council study session and will follow up at the June 14, 2021 city council study session.





## **Environment and Sustainability Commission Amplify the Impact: our 2023 Work Plan**

The City of St. Louis Park has significant and expanding programs to meet our Climate Action Plan goals, yet the mere presence of these programs will not achieve these goals. We need to empower more of our residents, workers, and visitors to take advantage of these programs. There are also limits to what we as a single city can do on our own. For example, the city does not have the authority to go beyond the state building code.

To "Amplify the Impact" and achieve our community goal of carbon neutrality by 2040, the Environment and Sustainability Commission will:

#### A. Expand our Outreach

- a. Build relationships with community-based organizations, SLP city commissions and other groups to engage stakeholders typically not engaged in climate conversations, and to reach those most vulnerable to climate change.
- b. Collaborate with staff to update existing materials and engagement kits to use at events, for outreach, etc.
- c. Assist in identifying candidate sites for new programs in a multifamily or business setting.
- d. Help organize and participate in new and existing events to educate and engage the St. Louis Park community.
- e. Empower commission members to act as ambassadors for various local, state, and federal sustainability programs such as city incentive programs, energy assistance providers and Inflation Reduction Act provisions.

#### B. Share our Voice

- a. Continue communication between council, staff and the ESC on CAP goals as advisors of the work, and discuss possible opportunity areas.
- b. Dialogue with community and advisory organizations in other Minnesota cities on policy collaboration.
- c. Identify statewide policies that will help us meet our CAP and justice goals.
- d. Advocate through written communications and public testimony as appropriate.

#### C. Measure our Progress

a. Review quarterly updates on metrics that track participation in incentive programs (provided by staff) as well as community member engagement at events (provided by ESC volunteers).



# 2023 Annual Report, Pg. 1/3 Police Advisory Commission (PAC)

(Presented in 2024)

#### 1. 2023 Goals and Key Initiatives:

- Onboarding new members.
- Monthly discussion and updates from staff liaison on PD hiring, promotions,
   major training developments, and police policy/procedure manual updates.
- Monthly discussion and updates from staff liaison on calls for service types/ totals, major incidents, in-progress investigations appropriate for community input or knowledge, regional crime trends, violent crime info, highlights on drug overdoses and domestic violence.
- Monthly public info sharing on bias crime occurrences in SLP and discussion of patterns. PAC members also requested to know if those committing bias crimes are typically community members, or external actors.
- Group members worked with consultants and city staff to provide feedback and input into a revisioning of city commissions.
- Community surveys on satisfaction with public safety services discussed throughout 2023.
- Ongoing discussion of outreach to other Minnesota cities on PAC work and opportunities for collaboration.

#### II. 2024 Goals:

- a. Outreach to other cities' public safety-related boards/commissions with an emphasis on building relationships which allow us to share experiences and best practices.
- b. Community engagement and listening sessions to offer a safe space for open dialogue focused on building strong networks of relationships and communication pathways.
- c. Review and update bylaws for submission to the City Council.



# 2023 Annual Report, Pg. 2/3 Police Advisory Commission (PAC)

(Presented in 2024)

d. Continue to advocate for launching a community survey. PAC members approved and submitted a letter requesting the survey be forwarded to the City Council at the June 7, 2023, meeting.

#### II. Race Equity and Inclusion:

- a. Focus on and inclusion of race/demographic data in Use of Force dashboard project.
- b. Tailored proposed survey questions to assess community perceptions related to SLP PD's diversity, equity, & inclusivity.
- c. Continue to review monthly bias crime reports.
- d. Community engagement and listening sessions to offer a safe space for open dialogue focused on building strong networks of relationships and communication pathways.

#### **III.** Strategic Priorities:

- St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.
  - Focus on and inclusion of race/demographic data in Use of Force dashboard project.
  - Tailored proposed survey questions to assess community perceptions related to SLP PD's diversity, equity, & inclusivity.
  - Continue to review monthly bias crime reports.
  - Community engagement and listening sessions to offer a safe space for open dialogue focused on building strong networks of relationships and communication pathways.
- St. Louis Park is committed to continue to lead in environmental stewardship.



# 2023 Annual Report, Pg. 3/3 Police Advisory Commission (PAC)

(Presented in 2024)

- While the SLP PAC does not currently have oversight of anything pertaining to environmental stewardship, we welcome any opportunity to review relevant potential future policy proposals related to SLP PD operations with a focus on minimizing or eliminating environmental impact.
- St. Louis Park is committed to providing a broad range of housing and neighborhoodoriented development.
  - As matters pertaining to housing options and neighborhood development are most appropriately addressed by numerous other commissions/boards
     (Planning, Housing Authority, etc.), the PAC does not currently engage in any specific work related to this strategic priority.
- St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.
  - While we are not currently engaged in any specific initiatives pertaining to this strategic priority, we look forward to feedback from the community survey and listening sessions to determine how we may best address community needs related to safety and comfortability.
- St. Louis Park is committed to creating opportunities to build social capital through community engagement.
  - Community-wide survey and public listening sessions to offer a safe space for open dialogue/feedback focused on building strong networks of relationships and communication pathways.

(Reviewed and approved by vote of the Commission at its regular meeting, Wed. 4.3.24.)

Meeting: Special study session
Meeting date: September 16, 2024

Written report: 2

#### **Executive summary**

Title: MnDOT I-394 and Louisiana Avenue Improvements project - next steps - Ward 4

**Recommended action:** No action at this time. This report provides responses to the questions presented by the community and council at the Sept. 9, 2024 city council meeting. To provide MnDOT time to respond to questions from the community, this item will now be brought back to the city council on Oct. 7, 2024 for decision instead of Sept. 16 as presented during the Sept. 9 meeting.

**Policy consideration:** Does the city council support MnDOT's proposed work on I-394 and Louisiana Avenue?

**Summary:** In 2025, MnDOT has improvements proposed for I-394 and Louisiana Avenue, including:

- I-394 eastbound land extension. To build this project, they require the permanent dedication of a portion of the city right of way on Wayzata Boulevard to MnDOT.
- Construct extension of general-purpose lane on eastbound I-394 from Louisiana Avenue exit ramp to Louisiana Avenue entrance ramp.
- Construct a new auxiliary lane from the eastbound Louisiana Avenue on-ramp to the Xenia Avenue/Park Place Boulevard exit.
- Replace I-394 and Louisiana Avenue north and south ramp signal systems.
- Remove channelized right turns at the I-394 and Louisiana Avenue north and south ramp intersections.
- Sidewalk improvements.
- Relocate the city watermain on Wayzata Boulevard between 500 feet west of Dakota Avenue and Dakota Avenue.

The city's approval is required for this project because it increases highway traffic capacity on I-394 and requires acquisition of permanent rights in two areas along Wayzata Boulevard, a city-owned street.

During the Sept. 9, 2024, council meeting, the public and council had several questions. The questions fall into two categories: questions for city staff and questions for MnDOT. The questions and responses are included in the discussion section and attached.

**Financial or budget considerations:** This project is included in the city's draft 2025 capital improvement plan (CIP). This is a MnDOT project with an overall cost estimated to be \$3.65 million. The city's cost share is \$250,000, which will be paid for using municipal state aid funds.

**Strategic priority consideration:** Not applicable.

**Supporting documents:** Discussion, MnDOT responses

Public hearing council report Sept. 9, 2024

**Prepared by:** Debra Heiser, engineering director **Approved by:** Cindy Walsh, deputy city manager

#### Discussion

**Background**: In 2025, MnDOT has improvements proposed for I-394 and Louisiana Avenue. The city's approval is required for this project because it increases highway traffic capacity on I-394 and requires acquisition of permanent rights in two areas along Wayzata Boulevard, a cityowned street.

In addition to the expansion of the highway capacity, this project also includes the reconstruction of the signal at the eastbound I-394 and Louisiana Avenue ramps. Operation, maintenance and replacement of this signal is covered by an agreement with MnDOT. As laid out in the agreement, the city is obligated to participate in signal replacement costs based on the number of legs of the signal under our jurisdiction. Due to this, the city is obligated to pay for half of the cost to replace this signal system.

Information on the route identification, public engagement and selection of a recommended route can be found in the <u>Sept. 9, 2024 council report</u>.

**Community feedback:** The public was able to comment during the Sept. 9, 2024, council meeting. The questions from the public and from council members fall into two categories: questions for city staff and questions for MnDOT. The following is a summary of questions and responses from city staff. MnDOT's questions and responses are attached.

#### 1. How is biking being accommodated with this project?

There are no bikeway improvements proposed with this project. It is a MnDOT-led project with the intent to add a lane on the mainline of I-394 where there is currently a lane drop/add between the US 169/General Mills Boulevard and Louisiana Avenue ramps. Doing this required MnDOT to realign the eastbound Louisiana Avenue ramps, prompting the reconstruction of the traffic signals. There are no proposed structural modifications to the bridge as a part of this project.

The Louisiana bridge over I-394 was built in 1988 and is in good shape. Due to this, the bridge isn't in any plans to be replaced. The bridge carries about 20,000 vehicles a day, and the recommended bikeway design would be a separated facility. There is not adequate room on the bridge to create a separated facility. For safety reasons, city staff does not recommend adding a stripe to the road to designate a space for bicycles as an interim measure.

In addition, there is no bikeway north of Louisiana Avenue in Golden Valley. While a bikeway is in Golden Valley's master plan, they do not have it in their CIP.

2. How many lanes will the new Louisiana Avenue have after it is reconstructed? In 2025, Louisiana Avenue, between Wayzata Boulevard and Fire Station #2, will be reconstructed. The new street will have one lane of traffic in each direction. There will also be a new continuous sidewalk constructed along the east side of the road. This is in addition to the existing sidewalk on the west side of the road. City staff is working closely with MnDOT to coordinate the work on the city's project with their project.

**Present considerations:** During the public hearing there were many questions from the public regarding what modifications MnDOT would be making to the highway as well as the ramps. During the meeting, MnDOT went through the project layout to describe the improvements. However, there was not adequate time or exhibits to do this in a comprehensive way.

To provide this information more comprehensively, MnDOT has agreed to hold a public open house to further discuss the details of the project with the public. Date, time and location details will be forthcoming. City staff will assist MnDOT in getting the word out for this meeting.

To provide time to hold this meeting, this item will not return to the council for decision until Oct. 7, 2024.

In addition, MnDOT's presentation from the Sept. 9 meeting is now included on the webpage that the city created for this project.

**Next steps:** The proposed schedule for MnDOT's project:

Public open house	n house September 2024 (date to be determined)	
Council project approval	Oct. 7, 2024	
Construction	August 2025	
Construction complete	November 2025	

#### **Attachment – MnDOT responses**

#### 1. How is biking being accommodated with this project?

There are no bikeway improvements proposed with this project. It is a MnDOT-led project with the intent to add a lane on the mainline of I-394 where there is currently a lane drop/add between the US 169/General Mills Boulevard and Louisiana Avenue ramps. Doing this required MnDOT to realign the eastbound Louisiana Avenue ramps, prompting the reconstruction of the traffic signals. There are no proposed structural modifications to the bridge as a part of this project.

2. Design plan document states that the project is being motivated by congestion data from 2016 (8 years ago). Is this data still accurate today (in 2024)?

Correct, the project need was identified based upon the 2016 MnDOT Metro Freeway Congestion Report. However, the 2023 MnDOT Metro Freeway Congestion Report shows similar congestion on I-394 in the vicinity of Louisiana Avenue. Traffic volumes today on I-394 are within 10% of those in 2016.

Additionally, interstate vehicle detector data indicates that the morning traffic slow-downs on I-394 in this area seen in 2016 remain today. On average there is one to two hours of congestion in the AM peak hours.

3. Why is the speed limit (60mph) lower than the design speed (70mph) on 394? Shouldn't roads be designed to communicate what speed is safe to drivers without a speed limit sign?

The scope of this project will not impact existing speed limits or design speeds on I-394.

4. What community engagement has taken place for this project?

There will be an open house this fall to further discuss details of the project with the public. Date, time and location details will be forthcoming.

5. Will MnDOT include leading pedestrian interval for upgraded signal systems and crossings?

Yes, this can be implemented with the installation of the new traffic signals.

6. Will MnDOT add a "no right turn on red" to discourage drivers driving into the pedestrian crossing. Include restrictions during peak times?

The "No Right Turn on Red" signs are typically only installed in locations where there is limited visibility for vehicles turning right. In locations where these signs are not warranted due to site lines, they are often violated by drivers. The "No Right Turn on Red" would not necessarily address people encroaching on the crosswalk.

7. Is the Louisiana Ave bridge going to be wider?

There are no proposed structural modifications to the bridge included in the scope of this project.

## 8. What is the timeline for construction? Is Wayzata Boulevard going to be closed? What will be the detour routes?

Construction will occur from August to November 2025. The off-ramp and on-ramp of eastbound I-394 and Louisiana Avenue will be closed for the duration of the project. Entering/ exiting traffic will be rerouted to General Mills Boulevard to the west and Xenia Avenue/ Park Place Boulevard to the east.

Design is ongoing for the watermain relocation on Wayzata Boulevard and the traffic control and staging will follow. The contractor will be required to maintain access to businesses throughout construction. More information will be communicated to businesses as the project develops.

**Meeting:** Special study session **Meeting date:** September 16, 2024

Written report: 3

#### **Executive summary**

Title: Cannabis zoning ordinance

**Recommended action:** The purpose of this report is to provide information to aid in council's discussion and subsequent actions related to the proposed cannabis zoning regulations.

#### **Policy consideration:**

- Does city council support the proposed zoning regulations for cannabis operation?
- Does city council support limiting the number of cannabis retailers permitted within the city?

**Summary:** St. Louis Park City Council supported legalizing medical and recreational marijuana. The city's regulatory approach to this industry seeks to provide safe, convenient and equitable access for adult-use. The regulations intend to protect children and youth and mitigate potential negative impacts for the neighborhoods where these businesses operate. Council indicated that regulatory approaches similar to on- and off-sale liquor and lower-potency hemp products are appropriate models, with some additional controls because this is a new industry.

In 2023, the State of Minnesota passed legislation to legalize adult use of cannabis which included the creation of the Office of Cannabis Management (OCM) to oversee the regulation of commercial production and sale of cannabis and related products. Municipalities have the ability to enact regulations related to the zoning, local registration and enforcement of state regulations regarding cannabis sales. OCM will not finalize some regulations until 2025.

Staff recommend the city permit cannabis retailers with conditions in the C-2, MX-1 and MX-2 zoning districts, along with the existing planned unit developments that allow liquor stores. Staff recommend these businesses be at least 1,000 feet from a school, another cannabis retailer and other specified commercial uses. Staff suggest limiting the number of cannabis retailers to locate within the city to one retailer per 12,500 residents.

Also, staff recommend the city permit, with conditions, cannabis operations in the I-G zoning district, provided they are at least 1,000 feet from a school and other cannabis operations.

**Financial or budget considerations:** None related to adopting zoning regulations.

**Strategic priority consideration:** St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.

Supporting documents: November 20, 2023 city council special study session minutes,

August 7, 2024 planning commission study session minutes

**Prepared by:** Katelyn Champoux, associate planner

Reviewed by: Sean Walther, planning manager / deputy community development director

Karen Barton, community development director

**Approved by:** Cindy Walsh, deputy city manager

#### **Discussion**

#### **Background:**

In 2023, the State of Minnesota passed legislation to legalize adult use of cannabis which included the creation of the Office of Cannabis Management (OCM) to oversee the regulation of commercial production and sale of cannabis and related products. The OCM is working through the formal rulemaking process to implement the regulatory framework for the adult-use cannabis industry established by the legislation. The agency plans to publish a notice of intent to adopt rules later this year, which will prompt a 30-day formal comment period.

Municipalities have the ability to enact regulations related to the zoning, local registration and enforcement of state regulations regarding cannabis sales. Cities may impose reasonable restrictions on the time, place and manner of land use activities. The restrictions typically include:

- 1. The location (e.g. zoning districts) where the use is allowed.
- 2. The review and approval process such as administrative (e.g. permitted by right, permitted with conditions) or quasi-judicial (e.g. conditional use permit).
- 3. Specific standards and conditions that would mitigate potential nuisances, and health and safety concerns that may accompany the use.
- 4. The manner such uses may operate, such as limited hours of operation and/or distance separation requirements from other uses.

The legislation allows local governments to enact buffers for cannabis retailers up to 1,000 feet from schools and/or up to 500 feet from residential treatment facilities, athletic facilities, attractions within a public park and childcare facilities.

Local governments that register cannabis retailers may also limit the number of cannabis retailers allowed within their jurisdiction, but they must allow for at least one retail location per 12,500 residents. According to the State Demographer population estimates from 2022 and guidance from the OCM, this would equate to a minimum of four retail locations for St. Louis Park.

As part of the state licensing process, the OCM will notify a local government when an applicant intends to operate within their jurisdiction and request certification of zoning compliance. Local governments must complete this certification within 30 days of receiving a copy of an application from OCM. If the OCM does not receive a response within 30 days, the legislation allows the OCM to move forward with issuing the license. The city zoning approval/certification can only be achieved in that timeframe through an administrative process.

#### **Previous considerations:**

In 2023, the city enacted a moratorium on cannabis-related businesses to protect the planning process as it researches and considers zoning controls for cannabis products and related activities. It is anticipated that the city will adopt zoning regulations for cannabis businesses prior to the end of 2024 so that they may go into effect on Jan. 1, 2025.

City council previously discussed zoning regulations for the sale of lower potency hemp products and cannabis products for on- and off-site consumption and provided policy direction to staff. Last month, the planning commission reviewed and provided feedback on the proposed cannabis zoning regulations. Commissioners did not indicate concerns for the proposed districts in which to allow cannabis businesses nor the buffers between cannabis businesses and other uses.

The following sections outline the proposed regulations given city council direction for previous policy questions related to the sale of lower potency hemp products and cannabis products.

#### Proposed regulations for off-sale and on-sale of lower potency hemp products

As directed by city council, staff recommend maintaining the existing regulations for the off-sale and on-sale of lower potency hemp products. These regulations allow the sale of lower potency hemp products at any place of business where retail, food or beverage sales occur under the condition that they are located more than 300 feet from a school and have the appropriate licenses and registrations. Food and beverage establishments that meet these conditions may also sell lower potency hemp products for on-site consumption.

#### Proposed regulations for on-sale of cannabis products

As directed by city council, staff recommend regulating the sale of cannabis edibles and beverages for on-site consumption in the same manner as the city currently regulates the sale of lower potency hemp edibles and beverages for on-site consumption. This would allow the sale of cannabis edibles and beverages for on-site consumption at food and beverage establishments located more than 300 feet from a school.

#### Proposed regulations for off-sale of cannabis products (cannabis retailers)

City council previously discussed appropriate buffers for cannabis retailers from other uses including schools, attractions within a public park and childcare facilities. Staff suggested city council consider mirroring the existing regulations for liquor stores which requires this use to locate at least 300 feet from a school. In discussion, some council members indicated a preference for a larger buffer between schools and cannabis retailers. Given this direction, staff recommend requiring cannabis retailers to locate at least 1,000 feet from schools. Staff also recommend requiring cannabis retailers to be at least 1,000 feet from other cannabis retailers and 1,000 feet from pawnshops, currency exchanges, payday loan agencies, firearm sales and sexually oriented businesses.

Type of business	Permitted with conditions	Separation requirements
		1,000 feet from schools
Cannabis retailer	C-2, MX-1, MX-2, PUD 2, PUD 10, PUD 22, PUD 24	1,000 feet from a pawn shop, currency exchange, payday loan agency, firearm sale or sexually oriented business
		1,000 feet from other cannabis retailers

#### **Present considerations:**

#### Proposed land use descriptions and conditions for cannabis businesses

Staff recommend grouping various cannabis businesses into two categories for zoning purposes: cannabis retailer and cannabis operation.

Cannabis retailer means a retailer that sells packaged cannabis products to the general public and medical patients. This land use description would apply to cannabis businesses with the following licenses: cannabis retailer, cannabis microbusiness with a retail endorsement, cannabis mezzobusiness with a retail endorsement and medical cannabis combination business. This term excludes cannabis operation.

In previous conversations, city council supported the staff recommendation to align regulations for cannabis retailers closely with those the city has for liquor stores by allowing cannabis retailers as a use permitted with conditions in the C-2 general commercial, MX-1 vertical mixed use, and MX-2 neighborhood mixed use districts. Staff also suggest allowing cannabis retailers as a use permitted with conditions in existing planned unit developments (PUD) that permit liquor stores. Additional conditions for cannabis retailers the city can consider include limiting the hours of operation, prohibiting in-vehicle sales or service (e.g., drive throughs, curbside pickup), prohibiting on-site consumption of lower potency hemp and cannabis edibles and beverages, and requiring all uses to be completely contained within an enclosed building.

Cannabis operation means a facility where cannabis is grown, processed, or manufactured into various products such as edibles, concentrates, wax, oils and tinctures. This land use description would apply to cannabis businesses with the following licenses: cannabis microbusiness, cannabis mezzobusiness, cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis transporter, cannabis testing facility, cannabis event organizer and cannabis delivery service. This term excludes cannabis retailer.

Staff recommend allowing cannabis operation as a use permitted with conditions in the I-G general industrial district. Cannabis operation would be required to locate a minimum of 1,000 feet from schools and 1,000 feet from another cannabis producer. Staff also recommend permitting cannabis retailers as an accessory use to cannabis operation within the I-G general industrial district given they meet the same conditions required for cannabis retailers as a principal use.

Type of business	Permitted with conditions	Separation requirements
Cannabis operation	I-G	1,000 feet from schools 1,000 feet from another cannabis operation

Staff acknowledge that cannabis operation may generate odors and noise. Staff find the existing nuisance ordinances, general provisions and performance standards for industrial

districts, district and use specific provisions and architectural design standards in the city code will help mitigate impacts and provide regulatory tools to address nuisances caused by any of these activities. Existing provisions limit noise, odor, vibration, glare, heat and waste material; limit hours of operation when abutting residential property; require noise-producing portions of a development to locate away from adjacent residential areas; and prohibit interior and exterior bars, grills, mesh or similar obstructions on doors and windows.

#### Proposed limit on cannabis retailers

Staff recommend limiting the number of cannabis retailers allowed to locate within the city to one retailer per 12,500 residents. This limit will only apply to cannabis retailers; it will not apply to lower potency hemp retailers. Staff find it in the city's best interest to take a conservative approach to establishing regulations for cannabis retailers given that we do not know how many businesses may want to locate in the city. Limiting the number of cannabis retailers will allow the city to track business interest, monitor administration of the new regulations and adjust as needed.

#### Equity implications of cannabis retailer regulations

Staff acknowledge the potential equity implications of regulating cannabis retailers and have taken steps to mitigate disproportionate negative impacts on residents and to promote equitable access to these businesses.

Staff find the proposed buffer between cannabis retailers and schools will help reduce youth access to cannabis products without prohibiting these businesses from locating in each quadrant of the city. The proposed buffer between cannabis retailers will also mitigate clustering of these businesses in one area of the city.

The State of Minnesota has also built equity considerations into the adult-use cannabis law that further support equitable outcomes at the local level. The legislation establishes a social equity application process to provide early opportunities for communities that experienced a disproportionate, negative impact from cannabis prohibition and cannabis use. People who qualify for social equity applicant status must submit information for verification and, when verified by the OCM, can apply for license preapproval. The first round of social equity verifications and preapprovals is in process. The OCM plans to offer additional social equity verification and licensing opportunities in the future.

#### **Next steps:**

On Oct. 7, 2024, staff will present the proposed cannabis regulations to council and seek direction on the policy questions raised in this report. Following this discussion, the planning commission will hold a public hearing on a proposed zoning ordinance and make formal recommendations to city council. The council must take final action on the proposed zoning ordinance by Dec. 2, 2024, to ensure the regulations go into effect by Jan. 1, 2025, and prior to the expiration of the city's moratorium on cannabis-related businesses. The council will also need to repeal related licensing regulations and adopt an ordinance relating to registration.

Future actions	Governing body	Date
City council discussion of cannabis zoning ordinance	City council	Oct. 7, 2024
Public hearing for cannabis zoning ordinance	Planning commission	Nov. 6, 2024
First reading of cannabis zoning ordinance	City council	Nov. 18, 2024 (tentative)
Second reading of cannabis zoning ordinance	City council	Dec. 2, 2024 (tentative)
Cannabis zoning ordinance goes into effect		Jan. 1, 2025