

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL WORKSHOP MEETING
October 14, 2013**

CALL TO ORDER

Mayor Martin called a workshop meeting of the Shoreview City Council to order at 6:00 p.m. on October 14, 2013.

ROLL CALL

The following attended the meeting:

City Council: Mayor Martin; Councilmembers Johnson, Quigley, Wickstrom and Withhart

Staff:	Terry Schwerm	City Manager
	Jeanne Haapala	Finance Director
	Fred Espe	Assistant Finance Director
	Kathleen Castle	City Planner
	Mark Maloney	Public Works Director

BWBR

Architects: Steve Erickson
Greg Fenton
Jennifer Stukenberg

**DISCUSSION REGARDING THE COMMUNITY CENTER EXPANSION PROJECT
WITH BWBR ARCHITECTS**

Representatives from BWBR Architects (BWBR) are in the process of meeting with key recreation staff, the City Council and Park and Recreation Commission to solicit feedback on a future Community Center expansion that is scheduled for 2015. This information will be used to develop concept design plans that incorporate the City's priorities for increased revenue and facility enhancements. BWBR plans to bring a concept plan to the City by December 2013 or January 2014.

Mayor Martin suggested the possibility of meeting with members of the Community Center to find out their wish list.

Councilmember Withhart stated that he would like to hear priorities of members, but that input cannot drive the project.

Councilmember Wickstrom suggested, and it was the consensus of the Council, that meeting with members would be an important step but not until there is a concept plan.

Councilmember Quigley stated that originally the Community Center was part of the Commons Concept Plan. This project should be framed in terms of strengthening the Commons area. The Community Center needs to be profitable. He expressed concern that many services are provided that are not profitable. The Community Center is not like a park. Cash flow must be kept strong.

Councilmember Johnson stated that as the City's demographics shift, it is important to be relevant to all ages.

One of the first goals for the expansion is to increase the revenue stream. While membership is steady, it is not increasing. It is important for the Community Center to stay competitive. Another goal would be to attract more corporate memberships. The areas identified for enhancement and expansion are:

- Fitness Center
- Multi-Purpose Activity Rooms
- Indoor Playground
- Family Locker Rooms
- Renovation of Outdoor Wading Pool Area
- Banquet Room Expansion/Improvements

Councilmember Withhart stated that the pool is not designed for lap swimming and is mostly used by youth for splashing and fun using the various amenities in the pool. He believes an outdoor wading splash area would be more of the same. With an aging community, people need a facility to accommodate water therapy as part of rehab for seniors. Mr. Schwerm responded that the only way lap swimming/water walkers could be offered would be to build another pool.

Mayor Martin stated that there is a real attraction to have an outdoor water play area, and it would bring in revenue. The space is wasted now. While it would only be used in the summer, she noted that money is invested in hockey rinks and an indoor playground. Accounting for seasonal use is part of the analysis. Pre-school is a growing program, and an outdoor water play area would serve a community need and get more people to the Community Center. Seniors use the pool in the morning hours, and she sees the pool as already multi-generational in its use patterns on a regular basis.

Councilmember Johnson stated that revenue drivers need to bring people in to use the Community Center during times that are slow.

Councilmember Quigley suggested a review of *The Wave Café*. Mr. Schwerm stated that when groups come in on weekends, *The Wave Café* does provide the need for a place for snacks. It is used in the mornings by young families using the indoor playground. *The Wave Café* brings in about \$200,000 per year with a profit of about \$75,000. The primary sources of revenue are from the Fitness Center, daily admissions and room rentals. The Fitness Center has brought the biggest growth in family memberships. Recreation programs such as swimming lessons, fitness, and Summer Discovery bring in enough to help pay the administrative costs of running the entire program division.

Councilmember Johnson asked how busy rental space is Monday through Friday from 8:00 a.m. to 5:00 p.m. Mr. Schwerm stated that community meetings use the space Monday through Thursday nights. Revenue groups use the space Friday, Saturday and Sunday. During the day, there are increasing rentals to a variety of corporate groups, although there is room for growth.

Mayor Martin asked if it would be worth increasing rental space to accommodate the number of birthday parties that are turned down on weekends. She would favor improvements to the Shoreview Room as that room is rented every Saturday year round.

Councilmember Withhart suggested a new rental room that would use the same kitchen as the Shoreview Room.

Councilmember Quigley suggested enhancements to the pavilion to make it more attractive for a rental space. Rental needs to include storage space. He asked if it would be profitable to offer a rehab program as part of the Fitness Center. Mr. Erickson stated that the Fitness Center needs more space for more equipment. The current space is tight. However, he is not sure how the two could be blended to provide a physical therapy clinic.

Mr. Schwerm stated that Shoreview's niche with the Fitness Center is providing high quality that is affordable. Typically, one of the biggest complaints about fitness centers is cleanliness. Shoreview, however, is rated very high for cleanliness. The fitness center was designed to be a quality space with openness and a lot of natural light, although there is now a lack of space for stretching and equipment. Another goal of staff is to expand the indoor playground. This would mean replacing the gym activity rooms with added multi-purpose rooms. Expansion of the playground area would create a more open feeling and include seating for parents. Currently, the playground does not include a designated area for toddlers, which has been requested.

Councilmember Withhart stated that if there were additional meeting spaces, numerous activities could be offered to seniors that are not offered now.

BWBR representatives thanked the Council for the discussion. These ideas will be incorporated into the concept plan.

DISCUSSION REGARDING RAILROAD QUIET ZONES

Presentation by City Planner Kathleen Castle

CP Rail was invited to a meeting with five mayors and County Commissioner Huffman this week. The city's congressional delegation was also invited, but those offices are closed. The purpose of the meeting was to discuss designating a segment of the railroad corridor as a Quiet Zone, a process that will take 12 to 24 months. The areas of concern to Shoreview are crossings at Lexington Avenue, Victoria Street, North Owasso Boulevard, and Jerrold Street. The crossings need to be rated and needed improvements identified to designate them as a Quiet Zone. The issue of CP Rail using the Cardigan Junction area as a rail yard and switching station is independent of the quiet zone issue.

Staff has talked to Mr. Dave McKenzie at SEH who has done work to establish rail Quiet Zones in many communities. The Lexington crossing has the required improvements to be designated as a Quiet Zone with additional signage. It would be difficult to establish a Quiet Zone at Victoria because of the configuration of County Road E. Road medians would be required, which are not possible with that intersection. Mr. McKenzie has suggested that crossings be grouped on the same corridor to create a Quiet Zone. Crossings grouped together would score higher to obtain a Quiet Zone than if rated individually. North Owasso Boulevard and Jerrold Street would both need upgrades that would be difficult and cost in the range of \$250,000 each. The State Department of Transportation has a program that could help finance up to 90% of the cost, but it is a competitive process to receive the funding. If funding was obtained, it may be a number of years before it would be available.

A comprehensive study is needed. SEH would do the study at a cost of about \$12,000. The study would look at the qualifications needed for each crossing to be designated a Quiet Zone. The study would be completed within three months.

Public Works Director Maloney stated that in his 20 years with the City there has been no occasion to deal with railroad issues. It would be in the City's best interest to have an inventory of existing infrastructure. The City will need to know how to respond to replacement of the bridge over I-694 and how that fits with corridor improvements. There will be value in having an expert analysis beyond responding to the issue of train noise.

Mayor Martin expressed concern with the proximity of Cardigan Junction to the St. Paul Water Utility and how any accidents with polluted material could impact water and how they would be addressed.

Councilmember Quigley requested that the City Attorney look into the blockage issue. He would support a study. It is worth the investment to have a response for the community.

Councilmember Wickstrom stated that frac sand coming from Wisconsin and going to North Dakota is causing a great increase in train traffic through Minnesota. She, too, would support a study. She believes this is just the tip of the iceberg in terms of the number of trains through the City.

Councilmember Withhart stated that he would support a study, even though it will not impact Cardigan Junction. It is important to find answers about what is required to establish Quiet Zones.

Mayor Martin called a three minute break at 7:55 p.m. and reconvened the meeting at 7:58 p.m.

REVIEW OF THE PROPOSED 2014-2019 CAPITAL IMPROVEMENT PROGRAM

Review of Capital Improvement Plan 2014 through 2019

Street Rehabilitation:

Projects being done in 2013 include reconstruction of Cottage Place, reconstruction of Red Fox Road, the Owasso Street realignment, County Road D reconstruction and rehabilitation of various street segments.

The Rice Street/I-694 Interchange is a placeholder item, as no state funding has been dedicated at this time. Mayor Martin stated that in meetings she has attended with County officials, funding for this interchange project is a No. 1 priority.

Lexington Avenue is scheduled to be reconstructed from County Road F to Red Fox Road next year in 2014. The City's cost participation is for utilities. Trail replacement costs are not included. The City will be working with Ramsey County and businesses in the area on this project.

Hanson Road is scheduled for a complete reconstruction and upgrades in 2014. This project includes Oakridge and the north half of Nottingham. Assessments will be for installation of curb and gutter, replacement of the water main and storm sewer improvements.

In 2015, complete reconstruction of Johns Road, Turtle Lane (east and west) and Schifsky Road is scheduled. The project includes storm water improvements.

In 2016, Gramsie and Victoria will be resurfaced with full depth reclamation.

Complete street reconstruction is scheduled in the Windward Heights Neighborhood over a period of two years in 2016 and 2017. This includes Dawn Avenue, Rustic Place, Colleen Avenue on the east side of Highway 49, Dennison Avenue, Lilac Lane and Virginia Avenue.

Highway 49/Hodgson Road from Gramsie to Highway 96 was planned by Ramsey County five years ago. The City requested a delay, as the road was in good condition. Widening of the road and adding a trail will impact many neighbors. The project is currently planned for 2017.

Street reconstruction is scheduled for the Bridge, Lion Neighborhood in 2018 with installation of water main and storm water collection system. The streets included are Arner Avenue (Dale to Mackubin), Dale Street (Highway 96 to Arner Avenue), Dale Court North and South, Bridge Street (Hodgson Road to Galtier Street), and Lion Lane (Bridge Street to Galtier Street).

Owasso Boulevard North and Arbogast Street are scheduled for a complete reconstruction in 2019. This will include curb and gutter, replacement of water main, addition of a storm water collection system and sanitary sewer repairs.

Streets on the east side of Lake Wabasso are scheduled to be totally reconstructed in 2019. The streets included are Cottage Place, Janice Street, Wabasso Avenue, Centre Street, Grand Avenue and the alley south of Grand. The streets are substandard. The project will include curb and gutter, water main repair, sanitary sewer repair, installation of a storm sewer system, and installation of street lights.

Councilmember Wickstrom asked if a trail to the lake is included. Mr. Schwerm stated that the project is not planned in detail at this time. A trail can be discussed as we move closer to planning this project. There will be an opportunity for a trail if the neighborhood will cover it.

Sealcoating city streets is done by zone. The entire City is comprised of seven zones of streets. Zones are scheduled as follows:

- 2013 Zone 6 streets
- 2014 Zone 7 streets
- 2015 Zone 1 streets
- 2016 Zone 2 streets
- 2017 Zone 3 streets
- 2018 Zone 4 streets
- 2019 Zone 5 streets.

Park Facility Replacements

McCullough and Shamrock Parks are scheduled for major renovations in 2017 and 2019, respectively. McCullough and Shamrock will get new features and playground equipment replaced. These are the big ticket items in the next five years. Pavement replacement, new parking lots and sealcoating in parks will be coordinated with other renovations scheduled. Each park is scheduled for various replacements and updates over the next five years. In 2014, the new sign design which is being implemented at Bucher Park, will be used for park signs throughout the system.

There is a schedule for sealcoating and color coating tennis and basketball courts. Some communities have dedicated pickleball courts.

The trail rehabilitation schedule includes the boardwalk at County Road I. Councilmember Wickstrom suggested using fake wood, as the wood warps and boards have to be replaced. Mr. Maloney stated that it is actually easier and cheaper to replace the boards.

Sleeping quarters will be added to each of the three fire stations to accommodate a 24-hour duty crew. Fire station additions and renovations are planned over the next four years one station at a time.

The needed roof replacement over the gym at the Community Center will likely be coordinated with the upcoming Community Center expansion planned in 2015. A number of other updates, maintenance items and renovations are planned at the Community Center over the next five

years. One change will be to use carpet tiles for carpet replacement to make it easier to replace carpet in the future.

Mayor Martin asked the rationale for \$2 million estimate for the Community Center. Mr. Schwerm stated that amount is estimated to cover a 4,000-5,000 square foot expansion at \$300 per square foot plus design and architect work and family locker rooms.

Public Works

A major infrastructure item planned over a period of three years from 2014 through 2016 is to build a water treatment plant. There is no mandate as to when the water treatment plant needs to be built. It is an issue of levels of manganese and iron in the water. These levels are not a human health issue, but they are a nuisance. The City has six wells that pump water to the booster station located near the underground reservoir that was built in anticipation of an eventual water treatment system.

Staff anticipates hiring an engineer/architect firm within the next four to six weeks.

Surface Water

With the redevelopment of the multi-unit dwellings east of Shoreview Lake in 2015, the City is planning installation of a storm water treatment structure to eliminate direct discharge into the lake in 2015.

Presentation by Finance Director Jeanne Haapala

MSA fund allocations and projected costs have been identified. Cash flows for the next five years do not work unless the City can advance encumber funds from the State. There will be more discussions on this issue.

Street Renewal Fund: The Street Renewal Fund will cover project costs over the next six years with the current planned levies, and the minimum \$2 million fund balance will be maintained.

Community Investment Fund: This fund was recently created and the fund balance from the Capital Improvement Fund will be transferred at the end of 2013. It was set up for community wide benefit projects. Projections show that it covers costs for planned park and trail projects.

Mayor Martin reported that the Community Investment Fund has also been identified for energy conservation. Mr. Schwerm stated that there are energy projects that could be funded, such as geothermal heat or a solar roof at the Community Center.

Councilmember Quigley indicated that he is not sure that the Community Investment Fund was set up for such infrastructure.

Capital Acquisition Fund: This is the fund used to buy computer equipment. Previously there was no source of funding other than support from other funds. When the Park Improvement Fund was closed, a portion of that balance was put into this fund.

It was the consensus of the Council to change the name of this fund to Technology Fund, or something similar to indicate its use for technology improvements.

General Fixed Asset Fund: At this time, fund balances are not too low and will climb next year. Mr. Schwerm stated that a transfer from the Capital Improvement Fund and General Fund surpluses have helped to maintain this fund balance.

DISCUSSION REGARDING PROPOSED CLEANUP DAY

Public Works Director Maloney reported that staff is looking for ways to speed up the lines on Cleanup Day. Only approximately 10% of residents participate in Cleanup Day. Costs for Cleanup Day range from \$50,000 to \$55,000 and brings in \$18,000 to \$20,000 in revenue. The City underwrites a portion of the cost from the recycling budget. More staff are needed on Cleanup Day to inspect what is being brought in to determine costs and then process payments. Inspection and pricing is what is holding up the line, especially for electronics. Best Buy takes all electronics for free. He is proposing that electronics be eliminated on Cleanup Day.

Mr. Schwerm noted an article in the newspaper today stating that the City of Bloomington provides free curbside pickup of everything. This service costs the City \$500,000 a year. This would be too costly to provide. He would support eliminating e-waste for a year and see how it works but not to increase staff on Cleanup Day. Getting rid of general debris costs approximately \$8,000 to \$10,000. A separate mailing will be sent to all residents. Signs and a newsletter article will also be used to inform residents and enforce no electronics on Cleanup Day.

Mayor Martin suggested contacting haulers to offer picking up bulky items at homes at a reduced rate. It was the consensus of the Council to try this new idea for cleanup day.

OTHER ISSUES

Councilmember Withhart reported contact by a resident who lives on Turtle Lake Road near Poplar Lake. The configuration of the road and speed of cars has, on three occasions, almost taken out his garage and has taken out an ash tree. He is requesting that the City post a deflector to protect his property and a post on the nearby trail where teenagers have driven. Staff will look into the situation.

The meeting adjourned at 9:50 p.m.