

1 CITY OF ST. ANTHONY  
2 CITY COUNCIL REGULAR MEETING MINUTES  
3 FEBRUARY 9, 2021  
4

5 **CALL TO ORDER.**

6  
7 Mayor Stille called the meeting to order at 7:00 p.m.  
8

9 **PLEDGE OF ALLEGIANCE.**

10  
11 Mayor Stille invited the Council and audience to join him in the Pledge of Allegiance.  
12

13 **ROLL CALL.**

14  
15 Present: Mayor Stille, Councilmembers Jenson, Randle, Walker and Webster.

16 Absent: None

17 Also Present: City Manager Charlie Yunker, Finance Director Shelly Rueckert, and City Planner  
18 Steve Gritman

19 Guests: Mr. Robert Wall, Representing the Developer, Mr. Adam Pagh, Great Lakes  
20 Management  
21

22 **CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON ALL OF THE FOLLOWING  
23 ITEMS.**

24  
25 **I. APPROVAL OF FEBRUARY 9, 2021 CITY COUNCIL MEETING AGENDA.**

26  
27 Motion by Councilmember Webster, seconded by Councilmember Jenson, to approve the City  
28 Council Meeting Agenda of February 9, 2021.  
29

30 **Motion carried 5-0.**

31  
32 **II. PROCLAMATIONS AND RECOGNITIONS – NONE.**

33  
34 **III. CONSENT AGENDA.**

35  
36 A. Approve January 26, 2021, Council meeting minutes.

37 B. Licenses and permits.

38 C. Claims.

39 D. Resolution 21-019 a resolution authorizing the City Manager and Finance Director to  
40 make certain transactions with Multi-Bank Securities.

41  
42 Motion by Councilmember Jenson, seconded by Councilmember Walker, to approve the Consent  
43 Agenda items.  
44

45 **Motion carried 5-0.**

46  
47 **IV. PUBLIC HEARING.**

48  
49 A. 2022 Budget Calendar and Process

1  
2 Mayor Stille opened the public hearing at 7:08 p.m.

3  
4 Finance Director Shelly Rueckert provided an overview of the 2022 Budget Process and the  
5 Budget Calendar. The annual goal setting session begins the Budget Process and it was held  
6 January 13-15, 2021. This evening's public hearing is an opportunity for residents to provide  
7 input in the 2022 Budget Process along with longer term insights to be included in future budget  
8 deliberations. During February – April 2021, City Council work sessions with City Manager,  
9 Finance Director and City Engineer discussions will include 2022 debt levy and Updated Street  
10 and Utility Improvements Plan. Once the year-to-year costs are updated, the level of bonding is  
11 determined, to be required to support the costs. Impacts to the levy are also discussed.

12  
13 During April – May 2021 Staff Meetings are held with City Department Heads including  
14 discussion on 2022 Operating Budget and Capital Budgets using City's Budget Parameters. City  
15 revenues budgeted using current run rates for sources that are subject to trends and conservative  
16 baseline estimates for re-occurring aids and charges for services are reviewed, as well as  
17 expenses budgeted at amounts that will maintain present level of City services and liquor  
18 transfers are based on operating results.

19  
20 In June – August 2021 further work sessions are held with the City Council to discuss Staff  
21 proposals for 2022 Operating and Capital Budgets.

22  
23 Ms. Rueckert continued reviewing the 2022 Budget Calendar. On August 24, 2021, a  
24 presentation of the Proposed 2022 Operating Budget & Property Tax Levy will be made to the  
25 City Council. On September 14, 2021, a resolution will be proposed for approval setting the  
26 proposed 2022 Operating Budget and Property Tax Levy. At that meeting, the date and time will  
27 be announced for the final Budget and Tax Levy discussion.

28  
29 October – November 2021, the Long-Term Capital Budgets/Plans will be presented. On  
30 December 14, 2021, there will be a presentation of 2022 Operating Budget and Levy with Public  
31 Input, as well as, adoption of the 2022 Operating Budget and Property Tax.

32  
33 Ms. Rueckert presented a background graph showing 2021 General Fund Revenues.

34  
35 Tax Levy 63%  
36 Licenses 1%  
37 Permits 3%  
38 Inter-government Revenue 13%  
39 Charges for Services 13%  
40 Fines 1%  
41 Reimbursable Revenue 3%  
42 Transfers 3%

43  
44 The general fund is the main operating fund.

45  
46 A graph showing the 2021 General Fund Expenditures was provided.

- 1
- 2           General Government 11%
- 3           Financial Services 4%
- 4           Inspections 1%
- 5           Police 48%
- 6           City Buildings 3%
- 7           Fire 16%
- 8           Public Works 11%
- 9           Parks 4%
- 10          Reimbursable Expenditures 2%

11

12 Ms. Rueckert provided an overview of the General Fund and Overall Levies showing 2020  
13 Actual and 2021 Proposed. These levies are reviewed during the 2022 Budget Process and  
14 provide a starting point.

15

16 Mayor Stille noted this is a high-level presentation and no motions are made this evening. The  
17 process is very methodical and the public can contact Ms. Rueckert with any questions other than  
18 this evening. Mayor Stille asked Mr. Yunker if there were any questions from the public. Mr.  
19 Yunker stated there were no residents in the chambers or on the zoom meeting that had any  
20 questions.

21

22 There being no additional public input, Mayor Stille closed the public hearing at 7:16 p.m.

23

24 **V.       REPORTS FROM COMMISSION AND STAFF**

25

26 A.       Resolution 21-020 a Resolution to approve a Conditional Use Permit by Culvers  
27 restaurant, to allow for a Dynamic Display Electronic Sign at 4004 Silver Lake Road.

28

29 City Planner Steve Gritman reviewed the resolution with the Council and indicated that the  
30 applicant is proposing to upgrade an existing ground sign identifying its business location at  
31 4004 Silver Lake Road. The ground sign would be located along the northeast side of the  
32 building, adjacent to Silver Lake Road NE. Because a portion of the sign will include an  
33 electronic digital display, the sign requires a Conditional Use Permit pursuant to Section 155.29  
34 of the City's Sign Ordinance.

35

36 The Planning Commission considered this item at a public hearing on January 19, 2021. There  
37 were no members of the public who spoke at the hearing, and both the applicant and  
38 representative were available to answer questions. Based on a review of the proposed sign and  
39 the applicable regulations, Planning Commission and Staff recommend approval of the CUP  
40 request, with conditions related to compliance with code requirements applicable to dynamic  
41 display signs.

42

43 Mr. Gritman provided a drawing indicating the property location along with description of  
44 adjacent properties. The proposed location for the sign is in the northwest corner of the property.  
45 The code allowance for the height of the sign is 8 feet and the applicant's proposal is 8 feet, 2  
46 inches. It appears the height may be an existing condition, and would be presumably legally non-

1 conforming. If this is the case, the applicant should verify that they are not adding to the height  
2 of the existing sign. Otherwise, the applicant is in compliance with the zoning code. The  
3 applicant has confirmed they will comply. Staff is recommending approval of the resolution with  
4 the following conditions:

- 5 1. Applicant will submit plans either showing a height of 8 feet, or verifying the existing height  
6 of the sign as it currently exists as a “grandfathered” condition.
- 7 2. Applicant will submit plans verifying that the dynamic sign accounts for a maximum of no  
8 more than 35% of the maximum allowable sign area.
- 9 3. Compliance with the operational standards of the code in Section 155.29, notably the  
10 requirements for a static, monochrome message of at least 5 minutes duration, and other  
11 related requirements.

12  
13 Staff recommends the following motion. Motion to approve the Conditional Use Permit  
14 application for a dynamic display sign, pursuant to findings related to compliance with the  
15 applicable city regulations, conditioned on modifications to the sign, along with ongoing  
16 operational practices, that meet the requirements of the sign ordinance.

17  
18 Mayor Stille confirmed if the new sign is the same height as the current sign, no variance is  
19 needed. City Manager Yunker confirmed that is correct.

20  
21 Motion by Councilmember Webster, seconded by Councilmember Walker, to approve  
22 Resolution 21-020; a Resolution Approving the Conditional Use Permit application for a  
23 dynamic display sign, pursuant to findings related to compliance with the applicable city  
24 regulations, conditioned on modifications to the sign, along with ongoing operational practices,  
25 that meet the requirements of the sign ordinance.

26  
27 **Motion carried 5-0.**

- 28  
29 B. Resolution 21-021 a Resolution to approve a Preliminary Plan stage PUD by  
30 Development 65, for construction of a 135-unit full service senior living building on a  
31 4.35-acre site along the eastern edge of Stinson Parkway, between Lowry Avenue and  
32 27<sup>th</sup> Avenue at 2501 Lowry Avenue.

33  
34 City Planner Steve Gritman reviewed the resolution with the Council and indicated that staff has  
35 reviewed the project for land use compliance with the intent and policies of the City’s  
36 Comprehensive Plan, and for zoning consistency with the R-4 Multiple Family Residential  
37 District as a baseline. The Comprehensive Plan promotes use of the subject property for high  
38 density multiple family residential uses of up to 40 units per acre as allowable in this area. The  
39 applicant is seeking the PUD, consisting of up to 135 units of “aging-in-place” senior housing on  
40 4.25 acres, a density of 31.8 units per acre.

41  
42 The site plan also relies on a shared driveway with the Urban Grove Manufactured Home Park,  
43 extending from the east side of the building to Kenzie Terrace on the south. That shared  
44 driveway (approximately .5 acres in area), would have the effect of reducing overall density to  
45 approximately 28 units per acre if included in the subject property total. There will be an access  
46 point from Stinson that would remain in place which would provide access to the front entry and

1 parking lot. The shared driveway goes to the NE corner of the site. There is an extended  
2 emergency vehicle access from the front of the building and an emergency access to the alley to  
3 the north if necessary. An updated site plan was provided for staff review which included a green  
4 area with pedestrian access on the east side of the building. The underground garage plan was  
5 provided for Council review.

6  
7 The Concept Review was done in joint session with the Planning Commission earlier last year  
8 and after some modifications the Preliminary Plan PUD is before Council this evening. The final  
9 stage a Final Plan PUD would come before Council at a later date.

10  
11 The property was indicated on a map and it is currently zoned R-1. This PUD would change the  
12 zoning to PUD zoning. A map was shown indicating the property location.

13  
14 The facility is proposed to include, initially, 83 independent living units, 28 assisted living units,  
15 and 24 memory care units for a total of 135 units. In staff's experience, it is not uncommon that  
16 these facilities shift between assisted and independent living status, based on the needs of the  
17 individual tenants. Within the apartment building, a range of unit types are to be provided. The  
18 independent living units are broken down into the following unit sizes:

- 19 11 studio units from 434 – 804sf
- 20 38 one-bedroom units from 651-754sf
- 21 22 one-bedroom units plus dent units 942sf
- 22 18 two-bedroom units from 1127-1226sf

23  
24 The landscape plan was provided. The plant species would be diversified with pollinator style  
25 applications.

26  
27 Mr. Grittmann reviewed the PUD Considerations. Building Height (code is 35 feet/3 stories);  
28 applicant proposes approximately 46 feet and 4 stories. Lot coverage/impervious surface (r-4  
29 code limits this to 50%); applicant's proposal is approximately 50.5%. Density (R-4 code limits  
30 this to approximately 24 units per acre, Comprehensive Plan calls for 20-40 units per acre);  
31 applicant is proposing approximately 28-32 units per acre.

32  
33 The Planning Commission reviewed this in January and recommended approval with ten  
34 conditions:

- 35 1. An access easement shall be in place to accommodate the easterly shared access road with  
36 the Urban Grove development site to Kenzie Terrace. Proof of such access easement shall be  
37 provided to the City as a part of the final PUD documentation.
- 38 2. Access-related issues shall be subject to comment and recommendation by the City Engineer.
- 39 3. The City finds that the proposed parking supply is adequate to serve the facility.
- 40 4. Final PUD Plans demonstrate compliance with ADA parking supply requirements (for  
41 disabled persons).
- 42 5. City Officials find the proposed four-story apartment building heights to be acceptable  
43 (within the context of the PUD).
- 44 6. As part of the Final Plan submission, the submitted landscape plan be amended to add  
45 evergreen plantings along the north edge of the shared driveway.

- 1           7. As part of the Final PUD Plan submission, a signage plan be submitted for review which
- 2           demonstrates compliance with City requirements.
- 3           8. Issues related to grading, drainage and utilities shall be subject to comment and
- 4           recommendation by the City Engineer.
- 5           9. The applicant enter into a PUD agreement with the City and post all the necessary securities
- 6           required by it.
- 7           10. Consideration of comments of other City Staff.

8  
9           This recommendation is based on a finding that the proposal, with the conditions cited, is  
10          consistent with the requirements for PUD consideration, with the long-term objectives of the  
11          recommendations and policies of the St. Anthony Comprehensive Plan.

12  
13          Staff and the Planning Commission are recommending approval of the Preliminary Plan PUD.

14  
15          Mayor Stille stated the developer is online on the call. Councilmembers are invited to ask any  
16          questions of Mr. Gritman.

17  
18          Councilmember Jenson stated he noticed on the northern edge of the property there is an  
19          entrance with a gate to provide fire department access. Mr. Gritman stated the gate would be  
20          there only for emergency fire access if needed. Mayor Stille stated there was some discussion at  
21          the Planning Commission Meeting and Mr. Gritman stated ambulance services would enter  
22          through the other access.

23  
24          Mr. Wall, representing the developer, reviewed the 2-year history of pre-developing this project.  
25          There were two neighborhood meetings and all the suggestions have been considered and  
26          enhancements have been done to the site plan. Mr. Wall reviewed the enhancements made  
27          including increasing the landscaping at the north end of the property, natural pollinators and  
28          native plants were added along with more landscaping around the stormwater retention ponds.  
29          All deliveries and staff will enter off of Kenzie. Mechanical screening areas have been identified.  
30          The circulation from sidewalk into the green space and open areas to give pedestrians access.  
31          Two or three parking spots were removed to achieve the 50% property coverage.

32  
33          Councilmember Randle asked about the management company that will oversee the employees  
34          and the pool staff. He has some concerns about the vulnerable adults. Mr. Wall stated their brand  
35          is Haven Grow Senior Living. The social connection is a big factor. Great Lakes Management is  
36          the operator for the Bloomington location. They are gold plated in the industry for over 30 years.  
37          The staff provides the human touch to the residents. Mr. Adam Pagh from Great Lakes  
38          Management was present online. They recognize the importance of the staff that can deliver the  
39          care needed.

40  
41          Mr. Pagh stated Great Lakes has been in this business for over 30 years. They are the third  
42          largest operator in Minnesota. Their mission is to make a positive difference in the lives of others  
43          which is accomplished through the staff they hire. They have a rigorous training program for  
44          their staff. The leadership team makes sure staff feels comfortable and are trained as needed.  
45          Mayor Stille is familiar with Great Lakes Management Company and he will vouch for them.

1 City Manager Yunker stated no one in the zoom meeting has any questions.

2  
3 Mayor Stille asked Mr. Gritman if all the questions from the Planning Commission were  
4 addressed. Mr. Gritman stated they were answered.

5  
6 Motion by Councilmember Jenson, seconded by Councilmember Walker, to approve Resolution  
7 21-021; a Resolution Approving a Preliminary Plan stage PUD by Development 65, for  
8 construction of a 135-unit full service senior living building on a 4.35-acre site along the eastern  
9 edge of Stinson Parkway, between Lowry Avenue and 27<sup>th</sup> Avenue at 2501 Lowry Avenue.

10  
11 **Motion carried 5-0.**

12  
13 **VI. GENERAL BUSINESS OF COUNCIL.**

14  
15 A. Resolution 21-022 a Resolution approving the Planned Unit Development Agreement for  
16 Stinson Apartments.

17  
18 City Planner Steve Gritman reviewed the resolution with the Council and indicated that staff is  
19 recommending the approval of the Planned Unit Development Agreement for the Stinson  
20 Apartments project at 3725 Stinson Blvd. The applicants have completed the required conditions  
21 for Final Plan PUD approval and execution of the PUD Agreement as a requirement of both the  
22 Zoning Ordinance and the City Council's approval. The City Attorney's office has reviewed the  
23 agreement and has approved its form and content.

24  
25 Mayor Stille noted the developer needs to put up a \$18,000 surety for landscaping.

26  
27 Motion by Councilmember Walker, seconded by Councilmember Jenson, to approve Resolution  
28 21-022; a Resolution Approving the Planned Unit Development Agreement for Stinson  
29 Apartments located at 3725 Stinson Blvd.

30  
31 **Motion carried 4-0-1 (Webster abstained).**

32  
33 B. 2021 Planning Commission Work Plan.

34  
35 City Planner Steve Gritman reviewed the work plan with the Council for the proposed 2021  
36 Planning Commission Work Plan for 2021. The Planning Commission has reviewed this and  
37 recommends Council approval.

38  
39 Motion by Councilmember Jenson, seconded by Councilmember Randle, to approve the 2021  
40 Planning Commission Work Plan as presented.

41  
42 **Motion carried 5-0.**

43  
44 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

45  
46 City Manager Charlie Yunker stated he had no report.

1  
2 Councilmember Webster stated she attended a St. Anthony Family Services Collaborative  
3 Meeting a couple weeks ago. Two Community Engagement Circles will be held each month.  
4 How to best address the mental health needs of the teens in the community is another issue the  
5 Collaborative will be considering. The Kiwanis member Jack Kiefner passed away last week at  
6 the age of 94.

7  
8 Councilmember Walker stated on February 8, 2021 he was invited to be a career speaker at the  
9 French Immersion School. He spoke about being a college professor and a City Councilmember.

10  
11 Councilmember Randle had no report.

12  
13 Councilmember Jenson had no report

14  
15 Mayor Stille stated he attended the Regional Council of Mayors Meeting on February 8, 2021.

16  
17 **VIII. COMMUNITY FORUM.**

18  
19 Mayor Stille invited residents to come forward at this time and address the Council on items that  
20 are not on the regular agenda.

21  
22 Hearing none, Mayor Stille moved forward with the agenda.

23  
24 **IX. INFORMATION AND ANNOUNCEMENTS.**

25  
26 None.

27  
28 **X. ADJOURNMENT.**

29  
30 Mayor Stille adjourned the meeting at 8:04 p.m.

31  
32  
33 Respectfully submitted,  
34 Debbie Wolfe  
35 *TimeSaver Off Site Secretarial, Inc.*

36  
37 \_\_\_\_\_  
Mayor

38 ATTEST: \_\_\_\_\_  
39 City Clerk  
40