



AGENDA

City Council Workshop

Oakdale City Council
November 26, 2019
Hadley Room


- 5 PM (Off-Site: KARE 11 Food Drive Event at Cub Foods)
- 5:40 PM City Administrator Search Firm RFPs and Potential Interviews
- 6:30 PM Capital Improvement Program: Redevelopment Chapter (Streetar)
- 6:58 PM Recess for Regular Council Meeting
-

Workshop Continues Following Regular Meeting Hadley Room

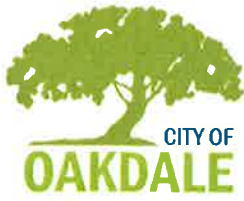
- 7:15 PM
(Estimated)
- Reconvene Workshop
- Financial Updates (Petersen)
 - Continue discussion of City Administrator Search Firm RFPs, if needed
 - Council Discussion
- Adjournment




COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Chelsea Petersen, Administrative Services Director 
Date:	November 26 2019
Subject:	City Administrator Search Firm RFPs

The City Council will discuss the six proposals submitted for the city's Executive Search Firm process. Should a firm be identified to conduct the search for a new city administrator, action will be taken at the regular meeting to authorize entering into an agreement with said firm.



COUNCIL MEMORANDUM

To	Mayor and City Council
From	Bob Streetar, Community Development Director
Through	Chelsea Petersen, Administrative Services Director 
Date	November 26 2019
Subject	2020-2024 Capital Improvement Program: Redevelopment Chapter

At the workshop, staff will provide a detailed report on the Redevelopment Chapter of the 2020-2024 Capital Improvement Program.

REDEVELOPMENT



REDEVELOPEMENT PROJECT IMPROVEMENTS

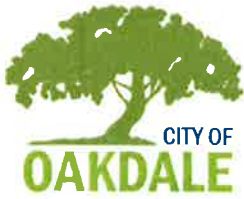
PROJECT TYPES

- A - REMOVE AND REPLACE ASHALT
- B - CORE CUT & BACKFILL WITH SAND
- C - INSTALL STORMSEWER
- D - INSTALL CURB & GUTTER
- E - INSTALL CITY STREET LIGHTS
- F - INSTALL XCEL STREET LIGHTS
- G - ASPHALT OVERLAY 26' WIDE
- H - ASPHALT OVERLAY 44' WIDE
- I - NEW ROADWAY CONSTRUCTION
- J - WATERMAIN INSTALLATION
- K - SANITARY SEWER INSTALLATION
- L - WATERMAIN REPLACEMENT
- M - SANITARY SEWER REPLACEMENT
- N - 8' BIKEWAY/PEDWAY
- O - 5' CONCRETE SIDEWALK
- P- UNDERGROUNDING OVERHEAD POWER LINES
- Q- TRAFFIC SIGNAL
- R - LANDSCAPING
- S - PARK
- T - STATION UPGRADES


OTHER FUNING TYPES

- AA - GOLD LINE PARTNERS
- BB - METC
- CC - DEED
- DD - REGIONAL SOLICITATION

CIP YEAR	PROJECT NAME	PROJECT TYPE	PROJECT COST TOTAL	ASSESSMENT TOTAL	OTHER FUNDS	MSA FUNDS	UTILTY RESERVES	PARK RESERVES	STORM SEWER	STREET LIGHT UTILITY	CIP FUND	PUBLIC BUILDING FUND	G.O. BOND	OTHER FUNDS COMMENTS
2020	3M Foundation Site	N,S	\$ 3,854,187.00	\$ 1,557,794.00	\$ 2,296,393.00									To Be Determined
2020	Redevelopment Projects		\$3,854,187.00	\$1,557,794.00	\$2,296,393.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	To Be Determined
TOTAL FINANCING													\$3,854,187.00	
2021	3M Foundation Site	N,S	\$ 2,067,188.00		\$ 2,067,188.00									To Be Determined
2021	Redevelopment Projects		\$2,067,188.00	\$0.00	\$2,067,188.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	To Be Determined
TOTAL FINANCING													\$2,067,188.00	
2022	3M Foundation Site	N,S	\$ 1,306,577.00		\$ 1,306,577.00									To Be Determined
2022	Helmo Station Area	I,C,K,J,N,E,Q,R,S,T	\$ 20,810,744.00	\$ 12,671,228.00	\$ 1,337,218.00			\$ 1,915,496.00					\$ 4,886,802.00	AA,BB,CC,DD
2022	Greenway Station Area	I,N	\$ 1,828,097.00		\$ 424,980.00									AA
2022	Redevelopment Projects		\$23,945,418.00	\$12,671,228.00	\$3,068,775.00	\$0.00	\$0.00	\$1,915,496.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,886,802.00	AA,BB,CC,DD, To Be Determined
TOTAL FINANCING													\$22,542,301.00	
FUNDING SHORTFALL													\$1,403,117.00	
2023	No Projects Noted		0	0	0	0	0	0	0	0	0	0	0	
2023	Redevelopment Projects		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL FINANCING													\$0.00	
2024	No Projects Noted		0	0	0	0	0	0	0	0	0	0	0	
2024	Redevelopment Projects		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL FINANCING													\$0.00	



COUNCIL MEMORANDUM

To:	Honorable Mayor and City Council
From:	Chelsea Petersen, Administrative Services Director 
Date:	November 26, 2019
Subject:	Financial Update

An update on a few items in recent workshop discussions relating to the budget:

- **In-house Electrician** – Council asked staff to investigate hiring an electrician as opposed to contracting electrical service needs. Staff surveyed several metro cities and was unable to find any that currently have an electrician on staff. Hastings did have a public works employee that was licensed as an electrician that would perform those services as needed (and in an additional pay range), but that person left and they have been unsuccessful in filling that vacancy. Many cities are unable to fill the position due to the current job market, or unwilling to take on additional liability for the position. It is the recommendation of staff to continue to contract for electrical services at this time.
- **Surface Water Management Fund Transfer** - There was a question on a large transfer out of the Surface Water Management fund and we were able to confirm that was due to the 2018 road project.
- **Pay Plan** – Earlier this year Council approved contracts for the five collective bargaining groups. Each contract set the cost of living adjustments at 3% for bargaining union members for 2020 and in order to maintain internal equity, it is recommended that the same 3% adjustment be extended to all non-union staff. A request to adopt the 2020 pay plan will be on the December 10 agenda.
- **Ring Doorbell Subsidy Match Program** – Staff has learned that Ring’s Community Partner Program is on a hiatus as it is being revamped. Updates are anticipated in early 2020 and will be made available to Council when available.
- **Public Building Fund Negative Fund Balance** – the cash balance of the fund was negative at the end of 2018 due mainly to the police department expansion study and engineering. The levy amount for that fund has been increased for 2019 and 2020 in anticipation of the police department expansion and new public works facility. It is important to note that this is the fund is for all public buildings.
- **Surface Water Funds** – Council asked staff whether or not funds from this utility could be used to offset water and sewer rates in lieu of an increase in 2020. After additional research staff found that this is not able to be done. Fees collected need to be used for the use for which they were collected (i.e. building permit fees are to be used for building and inspection related costs, water fees used for water costs, etc.). It remains the recommendation of staff to increase the fees to the water and sewer usage rates, but the recommendation is now being modified to recommend a 3% increase that is in line with past practice and general fund increases (see table). The Fee Study authorized by the Council will kick off in 2020 and will take approximately 6-8 weeks to complete.

Year	Residential water rates			Residential sewer rates			Total billing on usage of 20,000 gal.	Percent Increase
	Amount per 1,000 gal. used	Flat rate per quarter	Water billing on usage of 20,000 gal.	Amount per 1,000 gal. used	Flat rate per quarter	Sewer billing on usage of 20,000 gal.		
1999	\$0.96	\$7.50	\$26.70	\$2.14	\$15.00	\$57.80	\$84.50	
2000	1.04	7.50	28.30	2.14	15.00	57.80	86.10	2%
2001	1.08	7.50	29.10	2.22	15.00	59.40	88.50	3%
2002	1.11	7.50	29.70	2.28	15.00	60.60	90.30	2%
2003	1.14	7.50	30.30	2.33	15.00	61.60	91.90	2%
2004	1.20	7.50	31.50	2.33	15.00	61.60	93.10	1%
2005	1.24	7.50	32.30	2.35	15.00	62.00	94.30	1%
2006	1.25	7.50	32.50	2.38	15.00	62.60	95.10	1%
2007	1.29	7.50	33.30	2.40	15.00	63.00	96.30	1%
2008	1.33	7.50	34.10	2.47	15.00	64.40	98.50	2%
2009	1.38	7.50	35.10	2.58	15.00	66.60	101.70	3%
2010	1.45	7.50	36.50	2.68	15.00	68.60	105.10	3%
2011	1.51	7.50	37.70	2.79	15.00	70.80	108.50	3%
2012	1.57	7.50	38.90	2.90	15.00	73.00	111.90	3%
2013	1.62	7.50	39.90	2.99	15.00	74.80	114.70	3%
2014	1.67	7.50	40.90	3.14	15.00	77.80	118.70	3%
2015	1.72	7.50	41.90	3.26	15.00	80.20	122.10	3%
2016	1.75	9.00	44.00	3.33	18.00	84.60	128.60	5%
2017	1.82	9.00	45.40	3.50	18.00	88.00	133.40	4%
2018	1.89	12.00	49.80	3.64	21.00	93.80	143.60	8%
2019	1.97	12.00	51.40	3.79	21.00	96.80	148.20	3%