The meeting convened at 6:30 p.m.

Councilmembers present: Mayor Jake Spano, Rachel Harris, Larry Kraft, Anne Mavity, Nadia Mohamed, and Margaret Rog.

Councilmembers absent: Tim Brausen

Staff present: Deputy City Manager/Human Resources Director (Ms. Deno), Director of Community Development (Ms. Barton), CIO (Mr. Pires), Building and Energy Director (Mr. Hoffman), Planner (Ms. Monson), Senior Planner (Mr. Walther), Senior Management Analyst (Ms. Solano), and Recording Secretary (Ms. Pappas).

NOTE: The council met in council chambers from 6:30 – 7:00 p.m., for a safety and security session led by Mr. Hoffman, Mr. Pires, and Sergeant Balvin. The study session began at 7:00 p.m.

1. **Boards and commissions discussion**

Ms. Solano presented the staff report which is to provide time for the council to discuss various aspects of the city’s boards and commissions. She noted the discussion would provide information on the following items:

- Annual recognition meeting – to be held Feb. 24 from 6-8 p.m. at Treehouse, 5757 Wayzata Blvd. The evening will feature Wat Promwachirayan dance group, and a presentation focusing on goals, initiatives, and 2019-2020 highlights.

Councilmember Kraft asked if council ever sees work plans that are different than what council asked for. Ms. Solano stated the new structure for work plans has a box to check showing whether an item is either council-initiated or commission-initiated.

Councilmember Harris stated she understands the work plan is an opportunity to create alignment and asked if staff could create a governance model so that work plans can be aligned with the city’s strategic priorities. Ms. Solano stated yes, this does already occur with work plans. Ms. Deno added staff works with the commission liaisons to ensure commissions align with strategic priorities as well. Ms. Solano added that all boards and commissions are now doing race equity training as well.

Ms. Solano explained the annual recruitment process noting the following:

- Application deadline for boards and commissions is Feb. 28
- Applications provided to council for review and scoring during the week of March 2
- Council scores due to Ms. Solano and selection of candidates to interview on March 23
- Notify candidates of application status and schedule interviews during week of March 23
- Candidate interviews at city hall on April 13 and May 11
• Formal approval of appointments on May 18

Councilmember Mohamed asked where information about applications is posted. Ms. Solano stated on the city’s social media pages, neighborhood organizations, block captains, Friends of the Arts list group and every opportunity staff has to get the word out. She added staff welcomes more ideas on where to post this information.

Councilmember Harris encouraged the councilmembers to post it on their own Facebook pages.

Councilmember Rog stated in the future, she feels the choice to invite people to apply to their top choice, as well as 2\textsuperscript{nd} and 3\textsuperscript{rd} choices are not ideal and makes it a difficult process.

Mayor Spano agreed it has become a very complicated process, and it would be best to have folks apply for one commission position, which makes it simpler.

Councilmember Mavity stated she likes the ranking option, so folks are able to rank which commission they prefer to be on. She added she does not want to limit folks and encourages them to include all their choices.

Councilmember Rog added if a person wants to apply for multiple commissions, then they should do one application for each commission they want to be on.

Mayor Spano agreed with Councilmember Rog, adding the review process has become unworkable.

Ms. Solano stated the application process has already begun, so it would be difficult to change the process now, but this can be worked out for next year. She added incumbents on commissions must also reapply to continue on their respective board or commission.

Mayor Spano stated he would like to also address the interview process, which was clumsy last year as well. He stated it might be helpful to have a subcommittee of councilmembers and commissioners interview the top candidates and make recommendations to the council.

Councilmember Mavity disagreed with interviewing everyone and noted on the 0-5 scoring system, she votes a 5 for the person she wants on the commission, so that after scores are compiled, a clear line is created, and those above the line can be appointed.

Councilmember Kraft stated he would like to not appoint anyone unless they are interviewed. Councilmember Mohamed agreed. Councilmember Kraft added if a mid-year appointment is needed, those folks should also be interviewed.

Ms. Solano stated she will work on the scoring and interviewing process and come back to the council with further recommendations.

2. Redevelopment objectives for Wooddale Avenue Station Site RFP
Mr. Hunt stated staff is looking for feedback from council on redevelopment objectives for the Wooddale Avenue Station site RFP. He noted current objectives are:

- Mixed use, multi family, neighborhood commercial
- Mixed income, market rate and affordable
- Housing density to support transit ridership
- Attractive and creative architecture
- High quality site amenities
- Example for environmental sustainability
- Optimize redevelopment potential and integrate with neighborhood

During the brainstorming session the council was asked to each present five ideas. Mr. Walther also had the council members include their preferences on inclusionary housing minimum qualifications and requirements.

The council members agreed they preferred the all affordable option, and their minimum would be a higher percentage of affordable units and/or depth of affordability than the inclusionary housing policy currently requires for most development projects.

Mayor Spano and Councilmember Mavity stated they would be flexible, and their minimum would be the city’s policy.

Councilmember Mavity stated she would support the inclusion of market rate housing to help make a project financially feasible.

On sustainability requirements, the council agreed on a net zero emission development as a preferred choice, and inclusion of renewable energy sources in addition to the city’s green building policy requirements at a minimum.

On development objectives that should be incorporated in the request for proposal, the following were agreed upon by the council members:

- Commercial – affordable commercial space, small business opportunities such as an incubator market, restaurants and bicycle shop
- Placemaking – unique community landmark with unique look, bold architectural vision, public plaza, active, creative space, water feature, 2% of project budget on public art
- Building Design – signature, tall, visible, net zero emissions building
- Housing – intergenerational housing, multifamily housing
- Mobility – car sharing hub, destination for bikers on trail
- Nature – connection to nature, living walls

Councilmember Rog stated she attended an urban land institute seminar last year, with eight nationally recognized developers. She learned the developer’s preference is to tell them what cities want right at the beginning, and be as specific as possible, so as to make the process easier.

Mayor Spano and Councilmember Mavity agreed the placemaking will be a key desire for this area, and possibly a tall building placed such a way as to be a landmark of some kind.
Councilmember Mohamed added she would also prefer small local stores, where diverse populations could sell and buy affordable food and clothes. She would like to see it be inclusive and be affordable commercial.

Councilmember Rog stated she would be interested in looking at multifamily housing here where families with children live alongside seniors – not necessarily related families – and thereby helping to address senior isolation issues. She pointed to a model of this in Norway.

Councilmember Harris agreed and pointed to similar models in Sweden and Hawaii as well.

### 3. Future study session agenda planning and prioritization

The council discussed this and reached consensus to keep the crime free workgroup item as a presentation only – no discussion – on the March 9, 2020 agenda and then come back to discuss the topic two weeks later. Additionally, the crisis communication discussion will be moved to later in the spring as well.

Ms. Solano presented the study session topic prioritization results. She and Ms. Deno also presented a yearly calendar to the council to be used for staff planning and for a big picture overview.

Councilmember Mohamed addressed the ADU written report which discusses limited occupancy on pages 20-21 related to “two people over the age of 18 and their children.” She stated this raises concerns about other family relationships and family members living in the unit and also how children are defined, as they could be adult children. Ms. Deno stated these issues will be taken back to community development for further review.

Councilmember Mavity added on page 19 of the same report, it addresses the prohibition of short-term rentals. She stated the city needs a full policy for short-term rentals that would address both homes and ADU’s. She added street parking limits also do not seem to be enforceable, on a person’s property. Ms. Deno stated these concerns will be taken back to community development for further review.

The meeting adjourned at 9:45 p.m.

Written Reports provided and documented for recording purposes only:

4. Accessory dwelling units
5. Proposed allocation of 2020 Community Development Block Grant (CDBG) funds
6. Affordable Housing Trust Fund (AHTF) Use Guide-Amended
7. Cedar Place redevelopment

Melissa Kennedy, city clerk
Jake Spano, mayor