

**WORKSHOP  
OAKDALE CITY COUNCIL  
April 28, 2020**

**ATTENDANCE**

The City Council held a workshop on Tuesday, April 28, 2020, at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 5 PM.

Present: Mayor Paul Reinke

Council Members: Jake Ingebrigtsen  
Susan Olson  
Colleen Swedberg  
Kevin Zabel

Also Present: Jeff Anderson, Fire Chief  
Brian Bachmeier, Public Works Director/City Engineer  
Susan Barry, City Clerk  
Craig Dawson, Interim City Administrator  
Patty Kettles, Baker Tilly (participated electronically)  
Alyssa MacLeod, Communications Specialist  
Chelsea Petersen, Administrative Services Director  
Dallas Pierson, Planning Commission  
Emily Shively, City Planner  
Bob Streetar, Community Development Director  
Bill Sullivan, Chief of Police  
Jim Thomson, City Attorney  
Julie Williams, Recreation Superintendent

**COVID-19 RESPONSE UPDATE**

Interim City Administrator Dawson reviewed five recommendations from staff relating to extending closures of City buildings and canceling events and programs through May 31; extending the cancelation of board and commission meetings through May 31, provided no time-sensitive business needs to be addressed, and with the option to conduct meetings via Zoom; restrict availability of the City's athletic fields and facilities for organized use through August 31; reopen certain park facilities (tennis and pickleball courts, hockey rinks, and skate park) once the governor's Stay at Home order is lifted; continue other park facility use limitations to May 31 or to August 31; and direct Recreation staff to evaluate and offer those activities and programs that can be offered safely.

In reference to organized sports, Public Works Director/City Engineer Bachmeier noted that the president of the Oakdale Athletic Association is gearing up to begin team play. He further noted that the City's Parks Division would need to hire 10 seasonal employees to groom fields and would like to rent a trailer to be used by the seasonal staff so as to not increase the capacity in the Public Works facility.

Recreation Superintendent Williams reviewed activities and programs that could be offered safely to the community. She commented on the need to hire seasonal staff in May to run camps.

Council Member Olson commented on the importance of reopening the noted park facilities as soon as possible to provide more opportunities for residents to spend time recreating.

Recommendation 1: Restrict Public Access to City Buildings through May 31 It was the consensus of the City Council to continue to restrict public access to City building through May 13, with the matter being reviewed on May 12.

Recommendation 2: Cancel Advisory Body Meetings through May 31 It was the consensus of the City Council to continue to cancel board and commission meetings through May 13; with the proviso that meetings be held in person or via Zoom where time sensitive matters need to be addressed.

Recommendation 3: Restrict Use of Athletic Fields and Facilities through August 31

Public Works Director/City Engineer Bachmeier stated that should the City Council wish to allow organized sports prior to August 31, the hiring of seasonal staff for the Public Works Department would need to be done no later than May 28 to allow for the start of field preparations.

In response to a question from Council Member Zabel, Public Works Director/City Engineer Bachmeier provided an overview of the extensive staff and time commitment for preparing and maintaining fields.

Council Member Zabel commented on the difference between the “Stay at Home Order”, ending May 4, and the governor’s “Peacetime Emergency”, ending May 13 and stated his support to restrict the use of athletic fields and facilities for organized sports through August 31.

Council Members Swedberg and Zabel supported August 1.

Council Member Olson stated that the governor would likely not remove the restriction on organized sports due to social distancing concerns.

The majority of the City Council supported extending restrictions to May 13, with the matter being reviewed on May 12.

Recommendation 4: Reopen Certain Park Facilities

Mayor Reinke supported reopening tennis and pickleball courts, hockey rinks, and the skate park on May 4 and for signage relating to social distancing and hygiene be posted at each location.

Council Members Swedberg and Zabel supported selecting a date tied to information to be provided by Governor Walz.

Council Member Ingebrigtsen supported a reopening date of May 5.

Council Member Swedberg added that a determination would need to be made on reopening basketball courts and playgrounds.

Council Member Olson supported opening them now.

Interim City Administrator Dawson indicated that basketball courts and playgrounds would likely reopen May 13 when the governor’s emergency order ends.

#### Recommendation 5: Staff Evaluate Offering Certain Recreation Activities and Programs

In response to a question from Council Member Ingebrigtson, Recreation Superintendent Williams provided an overview of the activities and programs that were included in the recently published issue of the *Oakdale Update* newsletter and the department is prepared to proceed; however, hiring seasonal staff would need to be approved as soon as possible. She also asked for direction on when to commence picnic shelter reservations.

Interim City Administrator Dawson noted that shelters are operating a half capacity.

Staff was directed to present a recommendation that identifies the maximum capacity to be tied to picnic shelter reservations to the City Council on May 12.

Referencing seasonal staff for the Recreation Department, Mayor Reinke stated that a special meeting could be held to approve the hiring.

#### FINANCIAL FORECAST: 2020 to 2030

Community Development Director Streetar and Baker Tilly representative, Financial Consultant Patty Kettles, provided a detailed overview of the City's financial forecast for the next decade. They explained the importance of financial forecasting; reviewed forecast components, assumptions, and scenarios; and discussed sales tax revenue.

Community Development Director Streetar added that financial forecasts provide a clearer picture for budget planning. He suggested the forecast be reviewed annually prior to start of the budget review.

Council Member Zabel asked to be provided with data from the Minnesota Department of Revenue on sales tax collected.

In response to a question from Council Member Zabel, Community Development Director Streetar explained that the Willowbrooke Addition was anticipated to provide an additional two percent property tax revenue based on home values.

#### 2020 BUDGET PERFORMANCE AND 2021 BUDGET OUTLOOK

Administrative Services Director Petersen provided an overview of the City's revenue, expenditures, and fund balances to date as well as the outlook and schedule for preparing the 2021 Budget. She noted that staff was in the process of identifying the more impactful components of the budget, such as the GIS system upgrade, transitioning to a career fire department, police department partnerships (HERO Center and breath alcohol testing), police and public works facilities, and workers compensation and general liability insurance.

#### OAKDALE MARKETPLACE AND OAKDALE STATION

Community Development Director Streetar provided an overview of the Oakdale Marketplace and Oakdale Station commercial areas south of County Road 14.

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In response to a question from Council Member Ingebrigtsen, Community Development Director Streetar noted that the City continues to get inquiries from commercial developers on the two sites.

The City Council workshop recessed at 6:46 PM.

The City Council workshop reconvened at 7:24 PM.

#### **COUNCIL DISCUSSION**

Council Member Olson noted that she had spoken with some local businesses about their desire to reopen. She commented on the long terms effects and mental health issues relating to the COVID-19 pandemic and the need for the City to do whatever possible to relax restrictions where possible.

Mayor Reinke asked Interim City Administrator Dawson and Administrative Services Director Petersen to provide for information on the deputy fire chief position and on posting the fire chief position.

#### **ADJOURNMENT**

The workshop adjourned at 7:30 PM.

Respectfully submitted,  
Susan Barry,  
City Clerk