



## **CITY COUNCIL MEETING**

**MUNICIPAL CENTER COUNCIL CHAMBERS**  
**1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118**  
**MONDAY, MARCH 22, 2021**  
**6:30 P.M.**

### **CITY COUNCIL MEETING:**

The Regular City Council Meeting will be held in person in the Council Chambers and will be open to the public with social distancing restrictions.

### **SEATING:**

A limited number of attendees will be allowed in the Council Chambers to view live meetings. Seats are available first-come first-serve. Overflow seating is available in the lobby and Lobby Conference Room.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Adopt the Agenda**

5. **OCWS Briefing**

6. **Citizen Comments - In Person**

*Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to come to the podium, state their name and address for the Clerk's record. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

7. **Citizen Comments - Phone Line**

*Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to state their name and address for the Clerk's record. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

8. **Council Comments**

9. **Consent Agenda**

*All items on the Consent Agenda are considered to be routine and have been made available to the City Council at least two days prior to the meeting; these items will be enacted by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from this agenda and considered under separate motion.*

A. Minutes of March 6, 2021 Strategic Planning Meeting

Documents:

[03.06.21 STRATEGIC PLANNING MTG MINUTES \(EDITED 03.19\).PDF](#)

B. Financial Plans Policy

Documents:

[COUNCIL REPORT - FINANCIAL PLAN POLICY 03.22.PDF](#)  
[FINANCIAL PLAN POLICY.PDF](#)  
[CASH GOALS.PDF](#)  
[TOTAL LEVY REALLOCATION GRAPH.PDF](#)  
[INFRASTRUCTURE AND FACILITIES FUNDING GAP.PDF](#)

C. Claims for March 22, 2021

Documents:

[COUNCIL REPORT - 3.22.21 LIST OF CLAIMS.PDF](#)

D. City Licensing

Documents:

[COUNCIL REPORT - CITY LICENSING.PDF](#)

E. Rental Licensing

Documents:

[COUNCIL REPORT - RENTAL LICENSING.PDF](#)

F. City Manager Employment Agreement

Documents:

[COUNCIL REPORT - CITY MANAGER AGREEMENT-BURKETT.PDF](#)  
[ATTACHMENT - CITY MANAGER AGREEMENT-BURKETT.DOC.PDF](#)

G. Consultant Contract for Lift Station 4 and Forcemain 6 Design, City Projects 20-7 and 22-3

Documents:

[COUNCIL REPORT - CONSULTANT CONTRACT FOR LIFT STATION 4 AND FORCEMAIN 6.PDF](#)

H. Consultant Contract for Preliminary Engineering of Butler Avenue Trail Project 21-5

Documents:

[COUNCIL REPORT - CONSULTANT CONTRACT PRELIM ENG BUTLER TRAIL PROJECT 21-5.PDF](#)

I. Conversion of Emerson Tennis Court to Pickleball Courts

Documents:

[COUNCIL REPORT - CONVERSION OF TENNIS TO PICKLEBALL AT EMERSON PARK.PDF](#)

ATTACHMENT - 02-09-21 PRAC MINUTES.PDF  
ATTACHMENT - 03-09-21 DRAFT PRAC MINUTES.PDF  
ATTACHMENT - EMERSON PUBLIC MEETING LETTER.PDF  
ATTACHMENT - EMERSON PICKLEBALL LAYOUT.PDF

J. Materials Testing Contract for 2021 Street Improvements Project 21-1

Documents:

COUNCIL REPORT - MATERIALS TESTING CONTRACT CP 21-1.PDF

10. **Public Hearing**

A. Site Plan and Conditional Use Permit Applications for the Construction of a Fast Food Restaurant and Drive-Through Lane at 1650 Robert St. – Burger King

Documents:

COUNCIL REPORT - SITE PLAN AND CUP FOR 1650 ROBERT ST -  
BURGER KING.PDF  
ATTACHMENT - BURGER KING DOCUMENTS.PDF  
ATTACHMENT - BURGER KING PLANS - REDUCED FILE SIZE.PDF  
RESOLUTION - SITE PLAN FOR BURGER KING.PDF  
RESOLUTION - CUP FOR BURGER KING.PDF

B. Site Plan and Conditional Use Permit Applications for the Construction of a Drive-Through Lane at 1608 Robert St. – Jimmy John's

Documents:

COUNCIL REPORT - SITE PLAN AND CUP FOR 1608 ROBERT ST - JIMMY  
JOHNS.PDF  
ATTACHMENT - JIMMY JOHNS DOCUMENTS.PDF  
ATTACHMENT - JIMMY JOHNS PLANS - REDUCED FILE SIZE.PDF  
RESOLUTION - SITE PLAN FOR JIMMY JOHNS.PDF  
RESOLUTION - CUP FOR JIMMY JOHNS.PDF

C. Final Reading of Ordinance 21-004 Amending Section 2.06 of the West St. Paul City Charter Regarding the Mayor's Vote

Documents:

COUNCIL REPORT - CHARTER AMENDMENT RE MAYORS VOTE.PDF  
ORDINANCE 21-004 AMENDING CHARTER 2.06 RE THE MAYORS  
VOTE.PDF

D. Final Reading of Ordinance 21-005 Amending Section 3.04 of the West St. Paul City Charter Regarding Ordinances, Resolutions and Motions

Documents:

COUNCIL REPORT - CHARTER AMENDMENT RE ORDINANCES,  
RESOLUTIONS AND MOTIONS.PDF  
ORDINANCE 21-005 AMENDING CHARTER 3.04 RE ORDINANCES,  
RESOLUTIONS AND MOTIONS.PDF

E. Final Reading of Ordinance 21-006 Amending West St. Paul Charter Section 1.06 Increasing Membership Requirement from 11 to 13 Members

Documents:

COUNCIL REPORT - CHARTER AMENDMENT RE INCREASING  
MEMBERSHIP FROM 11 TO 13.PDF  
ORDINANCE 21-006 AMENDING CHARTER 1.06 INCREASING  
MEMBERSHIP FROM 11 TO 13 MEMBERS.PDF

**11. New Business**

- A. First Reading of an Ordinance Amending Section 153.004 and Section 153.171 of the West St. Paul City Code Regarding Cosmetic Tattooing – City Of West St. Paul

Documents:

COUNCIL REPORT - FIRST READING ORDINANCE AMENDMENT FOR  
COSMETIC TATTOOING.PDF  
ATTACHMENT - BODY ART STAFF MEMOS FROM 03.16.2021 AND  
03.09.2020.PDF  
ORDINANCE - REDLINE.PDF

- B. Strategic Planning Report of March 6, 2021

Documents:

COUNCIL REPORT - STRATEGIC PLANNING REPORT.PDF

**12. Old Business**

**13. Adjourn**

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at  
651-552-4108 or email [ADA@wspmn.gov](mailto:ADA@wspmn.gov) at least 5 business days prior to the meeting  
[www.wspmn.gov](http://www.wspmn.gov) EOE/AA*