

MEDINA CITY COUNCIL MEETING MINUTES OF SEPTEMBER 19, 2006

The City Council of Medina, Minnesota met in regular session on September 19, 2006 at 7:30 p.m. in the City Hall Chambers. Mayor Workman presided.

I. ROLL CALL

Members present: Brinkman, Smith, and Workman.

Members absent: Weir and Cavanaugh.

Also present: City Attorney Ron Batty, City Engineer Tom Kellogg, Police Chief Ed Belland, Finance Director Jeanne Day, City Administrator Chad Adams and Recording Secretary Lauren McKay.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

Adams noted the addition of 9D to the agenda relating to Roof Shelter Agreement.

*Moved by Smith, seconded by Brinkman, to approve the agenda as amended. **Motion passed unanimously.***

IV. APPROVAL OF MINUTES

A. Approval of the September 5, 2006 Regular City Council Meeting Minutes

Adams stated that on page 11 and 12 there was an updated version reflecting the correct language that should read as:

1. *Exceptional or extraordinary circumstances do apply to the property ~~and result from lot size or shape, topography, or other circumstances over which the owners had no control.~~ due to its bisection by Lakeshore Avenue and the setbacks which reduce the buildable area; and*
2. *~~The~~ Literal interpretation of the provisions of the ~~Medina Zoning~~ ordinance would deprive the applicants of land use rights that have commonly been granted enjoyed by to other properties in the same this district; and*
3. *~~The existence of the road across the property is a pre-existing circumstance and is not the result of~~ The special conditions or circumstances do not result from the actions of the applicant; and*
4. *Granting of the minimal variance will not confer on the applicant any special privileges that other owners in this district have not been granted; and*
5. *~~The four-foot overhang of one corner of the deck is a minimum variance~~ The variance requested is the minimum variance, which would alleviate the hardship; and*
6. *The minimal variance ~~will would~~ not be materially detrimental to the purposes of this the Ordinance or to property in the same zoning district zone.*

*Moved by Brinkman, seconded by Smith, to approve the September 5, 2006 regular City Council meeting minutes as amended. **Motion passed unanimously.***

V. CONSENT AGENDA

Adams recommended pulling item A.

- ~~A. Acceptance of Medina Celebration Day Donations~~
- B. Resolution Denying a Request to Vacate a Portion of the ROW and Utility and Drainage Easement on Shawnee Woods Road
- C. Resolution Granting Variance Approval for 2845 Lakeshore Avenue
- D. Approve Interim Retainer with Bonestroo, Rosene, Anderlik and Associates
- E. Approve Salary Increase and Lift Probationary Status for Finance Director Jeanne Day
- F. Approve Sale of Police Squad #124 at ABC Auction Services
- G. Accept \$200 Donation from Liberty Triathlon to Medina Police Reserves
- H. Reschedule November 7, 2006 Regular Meeting to Wednesday, November 8, 2006 at 7:00 p.m. in City Hall
- I. Approve Grant Application and Commitment of \$5,000 for Nutrient Management Program Through Clean Water Legacy Act

Moved by Smith, seconded by Brinkman, to approve the consent agenda as amended. Motion passed unanimously.

A. Acceptance of Medina Celebration Day Donations

Adams stated there was an updated list of donations, which was passed out to the Council.

Moved by Smith, seconded by Brinkman, to accept the donations for Medina Celebration Day as amended. Motion passed unanimously.

VI. COMMENTS

A. Comments from Citizens on Items not on the Agenda

Betty Goodman, 2495 Willow Drive, stated that there was a resolution approving a lot division and rearrangement in April, which expires on October 4th unless she asks in writing that it be extended. She presented the Council with her written request.

She stated she has not bought the property yet because she has a court date on October 17th to ensure she has a clean title to buy the property, as well as an easement agreement with the City that is not yet completed. She stated the judgment may not be passed until Thanksgiving.

Batty recommended authorizing a resolution to extend the deadline until December 31st. Adams stated that was the intent of Staff to bring it to the October 3rd meeting.

Moved by Smith, seconded by Brinkman, to authorize the preparation of a resolution to extend the date for the Goodman/LeJeune Lot Division to December 31st, 2006. Motion passed unanimously.

B. Park Commission

Adams stated the park commission will discuss the County Road 19 Trail which includes a public hearing, and Hennepin County will present two options and will discuss both. He stated the Commission will be recommending the best option and will bring it forward to the Council in October.

Adams noted other updates would be given at the meeting.

CI. Planning Commission

Adams stated the Commission discussed the site plan and CUP amendment for the LORAM application, including a variance for outside storage and building height, which will be discussed by the Council on October 3rd. He also noted the Planning Commission is in favor of a preliminary plat submitted by Wells Fargo, but not a PUD amendment.

Adams noted that Ryan Companies has also presented a PUD amendment and plat for the retail pad and the Planning Commission approved the plat but not the PUD amendment.

Adams stated ordinance recommendations relating to park dedication updates would be discussed on October 3rd, which would include new language to be in compliance with new statute requirements, as well as rural residential setbacks, and 1000-foot residential notification for public hearings.

1. Acceptance of Steven Jacobson Resignation

The Council thanked Jacobson for his service to the Commission.

*Moved by Smith, seconded by Brinkman to Accept the Resignation of Steven Jacobson, as requested. **Motion passed unanimously.***

2. Discussion of Planning Commission Vacancy

Adams stated he is looking for direction from Council whether to approve a representative based on applications from last year. He suggested that, as per Weir's recommendation, Robin Reid be approved as the new member of the Planning Commission.

Brinkman noted she was interested in the position on the Planning Commission.

*Moved by Smith, seconded by Brinkman, to appoint Robin Reid to the Planning Commission, as requested. **Motion passed unanimously.***

Workman asked if she would resign from the Parks Commission. Adams stated the issue would be brought up at the next Park Commission meeting.

VII. OLD BUSINESS

A. Policy to Reduce Greenhouse Gas Emissions and/or to Establish “Green” Initiatives

Adams stated Staff has prepared a preliminary memo discussing possibly City implementation practices.

Adams stated Staff is looking for direction regarding green practices and if a resolution should be drafted comparable to the City of Plymouth.

Workman stated he would support actions to make the City green, but may not want to set up a task force. Brinkman asked if the City could determine who would be affected by the policy. Smith stated it will apply to City practices, not to business or homeowners. She further explained that long-range green practices save significant money due to increasing efficiency.

Workman stated if the City can make such changes to make the planet better, it is worth it. Smith stated it may cost more up front due to some initial costs, but will save the City money in the long run.

Smith noted that a 20/20 plan to reduce greenhouse gases has been supported by the governor. She stated she would like to have staff and departments to look at the policy in their own areas and make suggestions.

Adams stated there are two options the Council could consider. One includes a broad city policy and the other includes detailed practices to implement. He noted some possible constraints of adopting a specific policy including budget, availability to implement, etc.

Workman suggested a resolution to move forward with the policy discussions and determine how such a policy would affect the City. He added that the priority in planning needs to be green.

Smith stated a broad policy would be supported. She asked if Adams would like a broad resolution or if a more specific policy should be requested. Adams stated a broad policy would be similar to Plymouth's and the staff would also discuss implementation of such the policy as well as day-to-day practices.

Smith offered to call the League of MN Cities to find out if any policies have been passed by other cities.

*Moved by Brinkman, seconded by Smith, to direct Staff to bring a resolution back to the Council. **Motion passed unanimously.***

VIII. NEW BUSINESS

A. Uptown Hamel Special Assessments - Public Hearing (7:15 p.m.)

1. Resolution Adopting Assessment Roll for Uptown Hamel Improvement Project

Kellogg stated that last August the project for storm sewer and street improvements was approved. He noted Mill and Sioux Drives and explained the improvements that have been made. He also explained the improvements to the storm sewers system.

Kellogg stated the purpose of the project was to remove the whistle crossing and provide pedestrian access to Uptown Hamel and access to the park.

Kellogg stated the storm sewer system would give the area a better regional-wide storm water system and it will relieve the obligation of individual developers of the responsibility to manage their own storm water ponds.

Kellogg noted the properties that will be served by the regional storm water system and stated the total area served is approximately 23 acres. He said the regional storm water system means any improvements and redevelopments will not be required to have their own storm water ponds. He stated it will allow for more development on each parcel and associated environmental impacts will improve.

Kellogg stated the total project cost was \$960,000 and explained the costs for the areas. He noted the eight properties that will be assessed the cost for the road improvements and explained the cost would be \$5,000 per lot, which will equal \$40,000.

Kellogg stated the remaining assessment for the storm water system was \$440,000 and would cost \$20,300 per acre. He explained the assessment for the roads is on a per-lot cost, while the storm sewer will be assessed per-acre. He noted the total assessment would be about half of the total project cost.

Batty pointed out that state law is specific about how an appeal can be filed. He stated property owners can appeal to district court, but before that happens, they must provide a written objection to the Council before the public hearing is closed. He noted it preserves citizens' right to appeal. He stated the objection can be simple and must be turned in; otherwise, there will be no right to appeal.

Mayor Workman opened the public hearing at 7:31 p.m.

Adams stated for the record that the Council received written objections from the Church of St. Anne's at 200 Hamel Road, Dino and Donald DesLauriers at 342 and 322 Hamel Road, Neil Barnes of Endeavor Design at 62 Hamel Road, and Clifford Fortin, ID numbers of 121823410038, 121823410019, supporting a reconsideration of the assessment.

Marilyn Fortin, 645 Commanchee Trail, asked about the drainage along Hamel Road. She asked if there will be drainage traps to collect the water that will connect to the regional storm water system when the road is rebuilt with new curb and gutter. She asked if affected properties will be reassessed at such a time.

Kellogg stated that such improvements have been discussed, but assessments for the storm sewer improvements will be a small part of the cost of the rebuilding of Hamel Road. He noted where there would be pipes and drainage added to Hamel Road but said it has not been discussed yet in detail.

Smith clarified that the question was if the storm sewer will be reassessed. Kellogg replied that the residents are being assessed for current road improvements, not for future improvements.

Workman explained the need for storm sewers in Uptown Hamel. He noted that any developers who wish to develop any lot are responsible for their own storm sewer management. He stated in order to encourage development, a regional storm water system needed to be implemented. He stated it will help residents improve their own properties and will encourage more investment.

Brinkman stated the original idea was that development would happen at a quicker rate than it has, and that the assessment would not be necessary. He stated the assessment is necessary at this time to continue the improvement project in Uptown Hamel.

Adams offered several options for moving forward, such as leaving the public hearing open until October 3rd or 17th meetings, or closing it now.

Workman and Brinkman stated they would like to close the hearing. Batty noted that the right to written objection would be cut off if the public hearing is closed at the current time.

Workman closed the public hearing at 7:39 p.m.

Workman noted there have been previous discussions about the issue. He brought up the St. Anne's Church property and the future cemetery property. Adams questioned if the Council waived a portion of the assessment for the Church property if the assessment would be spread across the other remaining properties? He noted the City does not have the current cash flow to completely waive the assessment, and the City would need to depend on future development or other source of revenue to make up the cash flow shortage.

Batty stated the basic parameters for the assessment were set at a previous meeting. He noted that the storm water improvements were spread across the properties affected, and taking any properties out of the assessment will affect the equation. He noted the church is more complicated because a credit can be given to the cemetery, but not for the actual property the Church sits on. He said if the church is not assessed, the City will have to cover the costs.

Smith noted the assessment reduction relating to the two church parcels would be just over \$50,000. Adams stated it comes own to risk. He said if more development occurs, the full assessment may not be necessary but added that Staff does not recommend borrowing from other funds for this project.

Batty stated that if the property is reassessed, and if the assessment is spread out among other properties, there has to be another notice and public hearing. Batty explained the law that states churches are exempt from taxation, but not from special assessments. He noted that church cemeteries that are actively used are exempt from special assessments. He stated there is case law that states other property that may be considered for use, as a cemetery in the future is not exempt. He stated that only the land currently used by a cemetery is exempt.

Workman asked Dave Callister of Ehlers and Associates if there is any extra TIF funding. Callister replied that using current TIF, the project would cash flow in about 15 years. He stated neither the inflationary rate nor more projects were factored in. He stated over the life of the TIF district, the \$50,000 will be insignificant.

Workman asked where the \$50,000 would come from. Callister stated the project has already been financed, and the \$50,000 will not have to be paid immediately. He stated the interest was calculated into the cost. He restated that \$50,000 is very minimal in the large scope of the project.

Workman suggested having the City take on the \$50,000. Smith responded that she is uncomfortable with the suggestion.

Batty stated there are arguments from both sides, and one of the arguments for the special assessments are that they must be uniform as to class of property. He stated that anyone else whose assessment is not changed could ask why the church is given the advantage. He noted the only difference between the Church and other properties is the cemetery. He also noted there has been no action by the Church to establish the property as a cemetery.

Smith stated that since the Church is not currently using the land as a cemetery, it should not be counted as a cemetery. She stated that if the TIF comes in and the assessment is alleviated for the two properties, it would not be fair for the other properties. She asked if there was any way to assess the property if it is not used as a cemetery.

Batty suggested that the property be assessed, and if the church takes any action to claim the parcels as cemetery, the City could relieve some of the assessments on the portion that was actively being used as a cemetery. He stated that the property could currently be assessed, and as the parcels are used as cemetery, the assessments could be relieved.

Smith stated that the properties be joined. Adams said the property owner have expressed their intent to file a CUP for a cemetery in the area and are planning to meet with Planner Lorsung. Workman asked if the City could relieve the assessment as the church uses the properties as cemetery.

Batty explained the time constraints on the project and that the assessments must be levied by 2007, and have to be to the County by November 1st

Donald Atkinson, 2000 Pawnee Road, stated he was working for the parish when they laid out the area that has been designated as future cemetery.

Workman stated his concern was assessing cemeteries and added that there is a mechanism to relieve the assessment on the cemetery areas. Adams stated the potential \$50,000 loss would affect the rest of the properties because it would affect the bottom line and could increase the length of assessment payments for the rest of the property owners.

Brinkman stated he would only like to relieve the assessment after the Church applies for a CUP.

Batty stated some of the property could be used as something else and he would like to balance the portion of land that is legitimately used as cemetery and other property that may not be used.

Workman stated he sees distinction because the church is not a for-profit entity.

Smith stated that she is concerned that the rest of the Hamel property owners are picking up the extra cost.

Brinkman said the improvement projects have been started in the hope to bring in more development so the assessment can be relieved. Smith added that there is some risk because so far, the developments in Uptown Hamel are not selling.

Workman suggested approving a resolution for the special assessments and suggesting Staff work on a proposal for the Church. Brinkman stated he would like to discuss development in the area.

Batty explained the City must pass a resolution approving the assessment with or without the Church. Smith suggested the assessment include the Church property.

Adams asked what the annual amount that will be assessed for the church. Callister responded that the Church would have to pay approximately \$3,500 a year in assessment until the TIF funding comes in to relieve them.

Brinkman asked if there is any way for the Church to pay the assessment if the Church did decide to develop the land differently. Batty stated the property must be levied now and relieved later.

Batty suggested the amount be levied now and at the point at which the Church is granted a CUP, the Council could go back and revisit the special assessment decision and change some of the Church's special assessment. He suggested levying the amount now, and rethinking the levy next year.

Moved by Workman, seconded by Brinkman, to approve the Special Assessment and exempt the two St. Anne's properties that are designated for use as a future cemetery.

Smith noted she would not support such a motion.

Aye – 2, Nay – 1 (Smith), Motion passed.

Smith stated every other property should be assessed if the properties are exempted and that the special assessments should be readjusted.

B. Uptown Hamel

1. Discussion of Request for Proposal (RFP) Process and Marketing of Uptown Hamel

Callister stated that there were assumptions made that several redevelopment projects would be built and the TIF would pay off the debt for the improvement projects. He

stated it is crucial that the City consider how to spur redevelopment and determine what properties can be redeveloped.

Callister noted 3 things the City must consider before an RFP:

1. Is there a plan and vision for the area;
2. Would the City consider incentives such as abatement or TIF funding; and
3. The City must have an inventory of properties and those property owners who may be willing to sell.

Callister suggested that once the City develops an inventory and vision for the area, the City sit down with developers to determine the pros and cons of the area. He stated there are a number of ways for the proposal. He suggested the City do up-front planning before an RFP is presented.

Brinkman said the City should move swiftly and be more proactive about approaching potential developers. He agreed the most efficient way to accomplish the task is to talk to specific developers.

Smith noted that she has read there has been a glut of condos in the metro area and asked what other options the City has, such as four-plexes or row houses. She said the City should ask developers what is marketable at this point.

Callister said that until the City speaks with developers, they would not be able to determine market feasibility, financial feasibility, and what projects fit with the Council's vision for the area. He said the City should set the framework for the area and then allow developers to suggest projects that fit with the vision.

Adams suggested sending the proposal back to Staff to determine the best way to go about the RFP. He noted there are timelines and said there are policy questions which need to be outlined, such as if the City would like to provide incentives or TIF to the developers. Workman supported sending the issue back to Staff for further discussion and potential proposals.

Workman stated that in six years, only two projects have been completed in Uptown Hamel and expressed his desire is to speed up development in the area. He stated landowners in the area must be willing to invest.

Adams said Staff has no formal applications, but there are three parcels conceptually and periodically being discussed at a Staff level.

Smith stated Staff should spend some time on the issue and come back with options. She said it must be a cooperative venture by landowners, the City, and developers.

The Council reached consensus to direct Staff to come back to the Council with options.

Smith suggested a temporary sign be erected that indicates the area as a redevelopment area. Adams requested some examples of such a sign.

2. Discussion of Community Building and Area Naming

Adams referenced a few letters received including the Uptown Hamel Business Association, and a petition with over 300 signatures supporting keeping the name of Hamel.

Smith stated that the Council has not discussed renaming Uptown Hamel.

Workman explained how the issue was raised and how the name of the Community Building should include Medina. He stated he would not like to change the feel and character of Uptown Hamel, but reminded citizens that it is the City of Medina, not the City of Hamel. He stated it was not the Council's intent to change the name of Uptown Hamel, just to ensure that the Community Building is indicated as the City of Medina.

Smith noted that there was not a serious discussion to change the name of Uptown Hamel to Uptown Medina. She noted the conversation was centered on how to better market the area.

Brinkman stated he would like to ensure that citizens notice that the redevelopment will affect the area. He stated it was his intention was to open the issue to discussion on the name of Uptown Hamel or Medina.

Dr. Brenda Fortin, 149 Hamel Road, stated she owns the health and wellness clinic and passed along 32 other signatures for the petition. She stated the Uptown Hamel businesses would like to keep their name and ensure that the sign remains as Uptown Hamel. She stated the business owners in Uptown Hamel would like to ensure that Uptown Hamel is highlighted on the sign on Highway 55.

Workman stated the Community Building sign would remain the same.

Workman said most people outside the City of Medina do not understand the distinction between the City of Medina and area of Hamel. He added that both Medina and Hamel have identity problems.

Ms. Fortin stated the Uptown Hamel Business Association has discussed naming the area the "Hamel Community or Hamel Township." Smith mentioned that Navarre is not a City, but the signs say "Navarre, City of Orono." She stated the sign on the Community Center was patterned after the Navarre sign, and that she would like the sign to say Uptown Hamel, City of Medina.

3. Discussion of Uptown Hamel Sign

Adams presented illustrations of the potential signs. Smith explained the discussions surrounding the sign.

Brinkman noted the history of Hamel and how the original design of the sign reflected the history of the area.

Workman and Smith pointed out the confusion about the post office and addresses.

Workman explained that the City is attempting to ensure that Historic Uptown Hamel is designated and highlighted.

Gerry Dykhoff, 562 Hwy. 55, an active member of Uptown Hamel and Lions Club, noted the water tower states "Hamel Area, City of Medina." He suggested the sign read "Uptown Hamel Area, City of Medina."

Ms. Fortin stated "Hamel Community" was suggested by the business association because the area is a true community and the signage should reflect such. She stated she would like a more friendly word, such as "community," or "township."

Dennis Hedke, 3225 Sioux Drive, stated the sign is presently on his property. He asked if the location of the sign would be moved and stated he would like some input as far as where the sign is placed if it will infringe on his property in the future. Workman reassured Hedke that Staff will discuss location with him before the sign is built.

Smith noted how the City would like to put up the sign that will be visible from 3 areas.

*Moved by Smith, seconded by Brinkman, to maintain the Hamel Community Building, City of Medina name. **Motion passed unanimously.***

Sarah Lux, Ridgeview Circle, stated there are three issues, the third of which is the landmark sign.

*Moved by Brinkman, seconded by Smith, to maintain Uptown Hamel's identity. **Motion passed unanimously.***

Brinkman asked for public input for the landmark sign. Workman stated at this point, the City will have a meeting where citizens can discuss sign proposals. Brinkman stated he would like the illustration of the original sign distributed. Smith noted that the sign was approved, but will not work in the area.

Workman stated the sign discussion will be on a future meeting agenda.

Doug Dickerson, 2625 Pioneer Trail, stated that the sign shown was not a marketable design. He noted that he would like to present a design at a future meeting.

Workman stated there will be a meeting about the design and such proposals could be presented.

A recess was taken at 8:51 p.m. The meeting reconvened at 8:56 p.m.

C. Open Space Task Force

1. Acceptance of Steven Jacobson Resignation

*Moved by Smith, seconded by Brinkman, to accept Resignation of Steven Jacobson, as requested. **Motion passed unanimously.***

2. Discussion of Task Force Vacancy

Adams stated William Kroll has been recommended to fill the vacant role. Smith noted Mr. Kroll is not on the Planning Commission, and asked if there would be any representative from the Planning Commission on the task force. She stated a Planning

Commission member should be appointed. She asked if Mary Verbick would be interested. Ms. Verbick stated she would need to think about it.

Adams noted the meetings are once a month. Ms. Verbick stated there should be a Planning Commission member on the committee. Smith stated Ms. Verbick or Ms. Reid could sit on the Open Space Task Force. Smith suggested Ms. Reid, since she is well versed about open space, and added someone should be appointed as soon as possible.

Ms. Verbick noted she would attend and could discuss the issue with Ms. Reid and if she is interested, she could sit on the committee. Ms. Verbick stated either she or Ms. Reid would attend the meeting on Thursday.

Workman noted a formal appointment will be made at the next meeting.

IX. CITY ADMINISTRATOR REPORT

A. Appointment of Office Assistant

Adams recommended the current intern, Jodi Wunsch, be hired in the position at \$16.25 an hour. He noted that she should be commended for her hard work and dedication. Smith noted that she would be a great addition to the permanent Staff.

*Moved by Smith, seconded by Brinkman, to approve Appointment of Office Assistant, Jodi Wunsch, as requested. **Motion passed unanimously.***

B. Appointment of Public Works Maintenance Worker

Adams noted there were 29 applicants and interviews were held. He stated Greg Leuer is recommended to be appointed to the position on October 1st at a wage of \$20.50 an hour.

*Moved by Brinkman, seconded by Smith, to approve Appointment of Public Works Maintenance Worker, Greg Leuer, as requested. **Motion passed unanimously.***

C. Upcoming Special Meetings (Work Sessions)

Adams asked if there should be more time dedicated to the survey results on October 3rd, and if it should be moved to 6:00.

Smith stated 6:00 would be too early for most of the public to arrive and have input. Workman stated the original council meeting could be moved to 6:00. Smith suggested the survey discussion be moved to later in the agenda.

*Moved by Smith, seconded by Brinkman, to change the October 3, 2006 regular meeting to 6:00 at City Hall. **Motion passed unanimously.***

Adams noted the next work session discussion will surround the Highway 55 environmental assessment process.

Kellogg stated the State and County will focus on the environmental assessment and would like to discuss what it involves and future plans the City might have that will affect the County and State's plans. He stated it will be more of an educational session.

Smith asked if the meeting would be published. Adams said it would be posted, but it would not be a formal public meeting. Smith noted that a property owner was concerned that he was not being informed and it is important that businesses on the corridor are invited. Adams stated that the session is intended to be an educational work session between the Council and County.

*Moved by Brinkman, seconded by Smith, to schedule an October 17, 2006 Work Session at 6:00 p.m. to discuss the Highway 55 corridor at City Hall. **Motion passed unanimously.***

Adams discussed a possible joint session with the Planning Commission and Park Commission. He stated it is a critical period because open spaces and Comprehensive Plans are being discussed.

Smith asked if the meeting could be held before the open houses. Adams stated it could. Smith suggested the meeting be held before an existing neighborhood meeting. Adams stated the options are October 11th or October 24th.

*Moved by Smith, seconded by Brinkman, to schedule the joint Planning Commission and Park Commission meeting for October 24, 2006 at 6:00 at the Hamel Community Building. **Motion passed unanimously.***

Adams stated the last special meeting request will address the 2007 budget, which needs to be held before the December 4th Truth in Taxation meeting.

Adams stated he would come back in October to the Council with a potential date in November.

D. Amended Roof Shelter Agreement for Hunter Lions Park

Adams noted that it was the contractor's mistake to re-roof the wrong building and there are two options available to the City. He stated the original quote was \$5,000 to do the picnic shelter and the contractor has proposed \$5,500 to pay for the re-roofing of the shed and picnic shelter.

*Moved by Brinkman, seconded by Smith, to approve the Amended Roof Shelter Agreement for Hunter Lions Park for \$5,500, as requested. **Motion passed unanimously.***

Adams reported that Sarah Scheild will be leaving Landform and he and Lorsung will be meeting with Landform to discuss potential replacements for the City's planning needs.

Adams noted that the City would discuss the potential contract with Landform. Workman explained the City's justification for using outside consultants. Smith stated there is not a full-time need for another planner.

Adams estimated that around 90% of the billable time is passed on to developers. Adams stated another issue is that the city does not have much space to accommodate more full-time employees.

Brinkman stated he would like to ensure the City is paying the correct rate. Smith noted that Schield is working on several applications. Adams stated it makes sense to keep Landform working on such issues. He noted the city has Landform under a long-term contract. He also noted the City has options to change the contract if desired.

X. MAYOR & CITY COUNCIL REPORTS

Workman stated his concern is ensuring Uptown Hamel development is on track.

He noted he is encouraged at the response with the survey and is excited to discuss the results. Adams noted a hard copy of the results will be presented to the Council in a few weeks.

XI. APPROVAL TO PAY THE BILLS

Adams noted two additions:

\$300 for the second payment to the band for Celebration Day, and \$295 for the face painter at the event.

*Moved by Smith, seconded by Brinkman, to approve the bills, order check numbers 029874-029935 for \$106,332.01, and payroll check numbers 19963-19966 and EFTs for \$30,966.34, as presented. **Motion passed unanimously.***

XII. ADJOURN

*Moved by Smith, seconded by Brinkman to adjourn the meeting at 9:27 p.m. **Motion passed unanimously.***

Bruce D. Workman, Mayor

Attest:

Chad M. Adams, City Administrator-Clerk