

MEDINA CITY COUNCIL SPECIAL MEETING MINUTES OF FEBRUARY 25, 2003

The City Council of Medina, Minnesota met in special session on February 25, 2003 at 7:08 p.m. in the City Hall Chambers. Mayor Zietlow presided.

I. CALL TO ORDER (7:08 p.m.)

Members present: Workman, Lane (arrived at 8:15 p.m.), Zietlow, Smith, Brinkman (arrived at 7:25 p.m.)

Members absent: None.

Also present: City Attorney Ron Batty, Public Works Director Jim Dillman, City Engineer Tom Kellogg, Planning and Zoning Administrator Loren Kohonen, City Administrator Chad Adams and Police Chief Ed Belland.

II. Discussion of Uptown Hamel Development

Zietlow and Adams clarified the purpose of the meeting as a special meeting for Council and staff discussion, and not a public hearing on the agenda items.

Batty provided a background and history of the Uptown Hamel development area. Batty also mentioned the feasibility reports on storm water and Sioux Drive, which would assist future development potential.

Adams provided an overview of the present status of the development area, thus stating that a developer was still interested. Adams also mentioned a need to define the purpose of the development, problems surrounding the area, and the priority this issue has in relationship to other City projects or objectives.

Dillman addressed the planned work for Hamel Road over the next two years, to include some patchwork for 2003.

Batty discussed the options for financing, which included special assessments, storm water taxing district, special service district, tax increment financing and tax abatement.

Brinkman arrived at 7:25 p.m.

Smith commented on the need to look at taxes generated by increased development.

Workman questioned if those desiring or benefiting from development would be willing to pay for it as well? Workman also asked if this redevelopment would be viewed as an improvement for the City altogether?

Kellogg stated costs for Sioux Drive improvements is about \$270,000. Kellogg also explained the storm water feasibility report and stated the cost for storm water would amount to about \$27,000/acre. Kellogg noted that there are about 26 developable acres in the targeted area.

Workman asked if the storm water improvements could be piece-mealed or if they should all be done at once. Smith asked if existing storm water in area is acceptable

now, or if it will continue to be in future. Zietlow believed that no data has been presented to suggest any problems.

Dillman stated that improvements to road will have to be made, regardless of plans to broad streetscape/development for the area.

Zietlow asked if area, pertaining to storm water, could be broken into districts for stages of development. Kellogg responded that they could be separated into three districts.

Dillman mentioned that some of the City's public works could be built into the Uptown Hamel over time, as part of annual budgetary and capital planning.

Zietlow and Kellogg stated that there would not be much interest for special assessment for the area.

Smith asked if the environmental fund could be used for Uptown Hamel. Zietlow stated the fund was targeted for other uses, but could be changed upon Council direction.

Zietlow desired cost estimates for entire master plan of area.

Lane arrived at 8:15 p.m.

Adams stated staff will work on a master plan. A work session will be scheduled to address the master plan and potential costs.

Adams questioned the Council's interest to accept the storm water and Sioux Drive studies. The items will be placed on the March 4, 2003 regular meeting agenda.

III. Discussion of City Administrative functions

Adams clarified the purpose of this discussion was to gain a common understanding of policy and administrative functions.

Batty discussed components of special meeting and work session items. Consensus received that votes will not be taken at special meetings.

Adams commented on roles and responsibilities of Council and staff, and the desired involvement by Council. Discussion was held on commissioner versus liaison role, use of committees.

Adams discussed Council and staff correspondence. Action items/administrative direction should be coordinated through City Administrator's office. Adams requested items for Council meeting be coordinated through him and that these items for agenda's should be provided to him prior to close of business on Thursdays (preceding the meetings).

Discussion was held on council meeting proceedings, style and content of minutes, and future attendance of department heads at council meetings.

IV. Adjournment - Workman moved and Brinkman seconded to adjourn at 9:08 p.m. Unanimous approval.