

SPECIAL CITY COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 12, 2019
6:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on August 12, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp, Aaron Herzog and John Andrews. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park Director TJ Graumann, City Engineer Dave Reese, and City Attorney Brad Person. There were five people in the audience.

Mayor Nevin called the meeting to order at 6:00 P.M. and turned the meeting over to Dave Reese. Mr. Reese presented the proposed ordinance regarding special assessment procedures for public improvements and maintenance costs. In addition to assessing for roads and bridges as the City currently does, the ordinance will allow assessing of sanitary sewer, sidewalks, storm sewers, and street lighting, for example. Even though certain types of projects are listed in the policy, the Council has the discretion whether or not to assess each project. The three basic criteria that must be satisfied before a particular parcel can be assessed are: 1. The land must have received special benefit from the improvement, 2. The amount of the assessment must not exceed the special benefit, and 3. The assessment must be uniform in relation to the same class of property within the assessment area.

When determining assessments, the Council will have the choice to use the Fixed Assessment Rate Method or the Final Project Cost Method. Both methods have positives and negatives and can be beneficial when there is urgency to finish a project or when there is no hurry. Mr. Reese provided an example of the Fixed Assessment Rate Method on the Daggett Bay Road project. This method uses an appraisal to determine the benefit to the property. The City is less likely to receive appeals from residents because the appraisal backs up the assessed amount. The City has used the Final Project Cost Method for the last 30 years.

The City will use this ordinance for the Daggett Bay, Big Pine Trail and Moonlite Bay Sewer Extension projects. There were no public comments regarding the proposed ordinance. MOTION 08SP2-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ADOPT ORDINANCE NO. 358 PROVIDING SPECIAL ASSESSMENT PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS AND TO PUBLISH ORDINANCE SUMMARY IN OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.

The Council reviewed the feasibility study from WSN for the Daggett Bay sewer extension and road project using the Fixed Assessment Rate Method. The study included the scope of the project and a Discussion of Market Benefit from Nagell Appraisal Inc. The estimated cost for the project is \$226,300. The next step will be for the Public Works Commission to review the study and make a recommendation to the Council on which assessment method to use.

There being no further business at 6:58 P.M., MOTION 08SP2-02-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson
City Clerk