

**BIG LAKE CITY COUNCIL  
WORKSHOP MEETING MINUTES**

**APRIL 16, 2008**

**1. CALL TO ORDER**

Mayor Orrock called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Council Members present: Dick Backlund, Chuck Heitz, Lori Kampa, Patricia May, and Donald Orrock.

Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, Building Official Sam Rudd, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Police Chief Sean Rifenberick, Public Works Director Mike Goebel, and City Engineer Brad DeWolf and Jared Voge from Bolton & Menk, Inc.

**3. PROPOSED AGENDA**

Council Member Kampa motioned to adopt the proposed Agenda with the removal of item 4A. Seconded by Council Member May, unanimous ayes, agenda adopted.

**4. BUSINESS**

**4A. Baseball Stadium Update**

Dan Loegering was unable to attend the Meeting. Item was removed from the Agenda.

**4B. Hidden River Developer Request Discussion**

Brad DeWolf discussed the trail area in the Hidden River Development located east of CR 5. The Developer has requested a trail reimbursement for the trail area located adjacent to CR 5. Mr. DeWolf explained that the trail area was not listed as a requirement in the Developers Agreement but was listed as a requirement in the Preliminary Plat Resolution. Council directed staff to draft a letter to the developer indicating that the City is not in favor of a reimbursement.

#### **4C. Apartment Complex Trunk Fee Discussion**

Corey Boyer reviewed the City's current trunk fees. Mr. Boyer indicated that questions arose in calculating multi-family properties and whether the trunk fees are to be calculated on a per-unit or per acre basis for these types of structures. Staff is recommending that calculations be based on per-acreage calculations and that a future amendment to the fee schedule Ordinance include omitting the per-unit language, and changing it to a per-acre calculation for City trunk fees. The general consensus of the Council was in agreement with staff's recommendation.

#### **4D. Five-Year Financial Forecast**

Corey Boyer reviewed the five-year financial forecast and discussed the potential impact market variables could have on the City's tax rate and property taxes for individual properties. Mr. Boyer informed Council that one item that will help the City to weather this economic downturn is the decertification of current TIF Districts. By decertifying these parcels, the TIF Districts will be put back on the general tax rolls which will help in the general taxing capacity of the City. Mr. Boyer also discussed potential impacts from the mortgage foreclosure sales, the six month fund balance reserve threshold, and tax capacity forecast assumptions.

#### **4E. Police Department Operations Overview**

Sean Rifenberick provided a Police Department Operations Overview which included a listing of current employees and their years of service, services provided to the Big Lake Community, various committees and organizations, revenues recovered for 2007, five-year financial comparisons, monthly costs for law enforcement services, and statistics on the number of DWI Arrests from 2003 – 2007 in the City of Big Lake.

### **5. OTHER**

Jim Thares updated Council on the status of the Big Lake Area Jaycee's efforts to move the structure located at 300 Eagle Lake Road North to a residential site located at 421 Eagle Lake Road North. As the Jaycee's have been unable to raise the funds necessary to complete this type of community project, staff has given a Notice to Proceed with demolition to Schluender Construction and the structure will be demolished at the end of April.

Brad DeWolf informed Council that three trees are set to be removed along Eagle Lake Road by the telephone utility company and that the house structure located in the new Industrial Park will be burned by the Fire Department for training.

Cullen Czech provided an update to Council on the K-9 training he has been attending with the new K-9 Officer Major. Graduation is expected in June 2008.

**6. ADJOURN**

Council Member Heitz motioned to adjourn at 8:09 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

Gina Wolbeck  
City Clerk

Date Approved By Council 04/23/08