

**ARLINGTON CITY COUNCIL
SPECIAL WORKSHOP MEETING AGENDA
APRIL 17, 2017 AT 5:30 P.M.
COUNCIL CHAMBERS**

1. Call to Order

DISCUSSION ITEMS

2. Methodist Church – Alleyway Improvements.
3. Request for Deferral on 2017 Street & Utility Improvement Project.
4. Adjournment

**ARLINGTON CITY COUNCIL
SPECIAL WORKSHOP MEETING MINUTES
APRIL 17, 2017**

The special meeting was called to order at 5:30 p.m., Mayor Richard Nagel presiding.

Members present: Battcher, Cowell, Hatlestad, Jaszewski, Mayor Nagel

Members absent: Heiland

Also present: City Adm. Liza Donabauer, City Attorney Arneson, Engineer Femrite, Rod Stemme, Larry Sorenson

Mayor Nagel stated the purpose of the workshop was to discuss the Methodist Church Alleyway Improvements and a request for deferral on the 2017 Street & Utility Improvement Project.

Adm. Donabauer stated that the Streets Committee had met recently with Larry Sorenson and Pastor Rod Stemme from the Methodist Church to discuss Alternate #1 on the 2017 Improvement Project pertaining to alleyway drainage improvements; total project valued at \$34,261.25. The proposed improvements to the alley were added as an alternate based on verbal complaints over the years regarding ponding water in the alley. Improvements are to include installation of storm sewer and paved surface to minimize debris entering the storm sewer system. The church representatives felt that the improvements benefitted the school traffic and were requesting the City to minimize the percentage assessable to the Church down from 100% to 25% based on Section 10.2 of the City's Special Assessment Policy.

Larry Sorenson (representing the church) expressed his views on the usage of their parking lot and the alley. He stated that the alley is a public thoroughfare and gets used quite often due to the proximity of the school. He added that he felt the request to adjust the assessment percentage was justified under Section 10.2 of the Assessment Policy as more extensive work (a reconstruction) was being proposed versus just a resurfacing. Pastor Stemme expressed his views on the usage of the alley as being more general public than related to the church. He did not foresee the usage decreasing once the school construction gets completed. Engineer Femrite stated that no amount of grading will alleviate the problem as the area is just too flat. Stemme commented that members of the congregation didn't feel the project should be done (or least paid for by the church), as it benefitted the community and not the church. It was noted that no action could be taken on the issue, but the Council would discuss it further at the regular meeting following the special workshop.

Adm. Donabauer commented that a resident has requested a deferral from their portion of the 2017 Improvement Project. Financial Advisor Sweeney informed staff that the City must adopt a Deferment Policy in order to provide a deferral for special assessments. Attorney Arneson talked about what he recollected from past improvement projects and deferments. He explained how the deferment process works. It was noted that the City had adopted a Deferment Policy back in 2010 by motion only. State Law says that policy must be adopted by resolution or ordinance. Arneson commented that the 2010 policy was technically cancelled out by the Council's actions in 2015; as they didn't offer a deferral. Arneson commented that deferment requests can be considered on a case-by-case basis under State Law (no policy needed). Discussion was held with different possible scenarios considered. Going forward, Staff should notify the resident that the City does not currently offer a deferment policy, but the resident can request one from the Council and would have to be forthcoming with financial information. If the Council decides to authorize said deferment, it would then offer deferments to other residents in the area.

Motion by Battcher, seconded by Cowell, and passed by unanimous vote to adjourn the meeting at 6:24 pm.

City Administrator Liza M. Donabauer

Mayor Richard Nagel