

CITY OF BAYPORT
CITY COUNCIL WORKSHOP MEETING
CITY COUNCIL CHAMBERS
April 21, 2003
7:00 P.M.

CALL TO ORDER

Pursuant to due call and notice thereof, Mayor Rick Schneider called the City Council Workshop meeting of April 21, 2003, to order at 7:00 p.m.

ROLL CALL

Members present: Mayor Rick Schneider, Councilmembers Jon Nowaczek, Sharon Ridgway, Bob Kamps and Dan Johnson.

Members absent: None

Others present: Acting Administrator Wendi Lindquist, Planning Consultants Mike Darrow and Steve Grittman, City Engineer Barry Peters, Mike Waldo, Homer Tompkins, Bill Morris and Peter Leatherman

BUSINESS

Discussion of Survey – Decision Resources, Inc.

Mayor Schneider opened the meeting and stated the purpose of the meeting is to discuss the comprehensive plan and past surveys and process of developing a survey. The best resource to use to get the input of everyone in Bayport is to conduct a survey to determine what people in town want.

Dan Johnson read some factors and findings from the last survey in 1999.

Dan Johnson asked Bill Morris how they could expand on the type of survey that was used in previous years and what the benefits would be in continuing with the survey. Bill Morris stated that a survey will determine strengths and priorities regarding preferences of the citizens. Bill Morris explained what had happened with other cities that had used a survey and discussed some possibilities for the options to include in the survey.

Mayor Schneider inquired as to whether Decision Resources had done the survey in 1993. Bill Morris stated they did the survey in 1993 and 1999.

Jon Nowaczek inquired as to what the process for developing the survey, what works and doesn't work. Bill Morris stated that what works well is a fairly open process in terms of arriving at question topics. Bill Morris further stated that what they try to do is to facilitate a brainstorming session to take a look at topics of interest; then they "go away for a little while" and put together neutrally worded questions. Bill further explained that they then

come back for a second session for a “mark-up” to find out if the questions are asking what they should be and also whether the language is precise enough. Once that version is complete, there is a pre-testing session, calling between 25 and 30 households, asking them to answer the question, how clear are the questions, do they understand what it means, etc. If changes are needed, they are completed and then another pre-test of about 10 to 15 households; when that process is completed, the next step is field work. The field work is conducted from phone banks in St. Paul and Minneapolis. Bill Morris stated that they ask prior to the survey being taken that a notice is published in the city newspaper informing people that a survey is coming and that is isn’t a prank call.

Bill Morris further went on to explain the process of conducting the survey.

Jon Nowaczek inquired as to the amount of time the process takes; Bill Morris explained the different scenarios for surveys.

Discussion regarding rezoning of the property, what people think “small town” ambiance should be, etc. Bill Morris stated that small town ambiance means different things in different communities. He explained the process that other cities went through defining small town ambiance.

Discussion regarding adding tax base to the town; what the best way to add tax base would be. Further discussion regarding what impact on the town potential developments would have – additional police, fire, public works, etc.

Discussion regarding the length, costs and processes of doing the survey.

Discussion of Comp. Plan Steps

Steve Grittman discussed the survey and possibly waiting until after the survey is completed before proceeding with any other planning tasks.

Mayor Schneider stated he would feel very uncomfortable if they didn’t wait until the survey was completed. More discussion regarding waiting for the survey to be completed and going forward in some way.

Mayor Schneider stated it wouldn’t be prudent to spend a lot of money with NAC right now because the comp plan will be changed again when it is decided what will become of the land west of Bayport.

Dan Johnson suggested waiting until a new City Administrator is hired to proceed with this issue.

Discussion regarding whether a survey will actually provide the answers needed to amend the comp plan and decide what will become of the property west of Bayport.

Barry Peters stated that on April 24, 2003 at 9:00 a.m. Washington County and the Minnesota Department of Transportation are going to get together to discuss major projects that are coming up – there is one north of Bayport. Barry Peters stated they sent

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letters to the City Engineers and inquired as to whether the Council would like him to attend the meeting.

Discussion regarding the City taking back Pickett Avenue.

Some members of the Council stated no, Barry shouldn't attend the meeting. Wendi Lindquist stated she wouldn't attend the meeting because that from an engineering aspect, she may not understand what they are talking about. Barry Peters stated it would be a good idea to have someone there. It was decided that Wendi Lindquist would attend the meeting to take notes.

OTHER BUSINESS

A complete recording of the City Council Workshop meeting is available for further review or questions.

ADJOURN

Mayor Schneider adjourned the meeting at 8:50 p.m.

Respectfully submitted,

Wendi Lindquist
Acting Administrator