

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
COUNCIL CHAMBERS
MAY 22, 2017
4:30 PM**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the Special City Council meeting to order.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, John Buckley, Michele Hanson and Patrick McGann

Members Absent: None

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Finance Office Wanda Madsen, Public Works Director Matt Kline, City Attorney Mark Vierling, and City Engineer John Parotti

REVIEW THE CITY'S SPECIAL ASSESSMENT POLICY

Administrator Bell noted the purpose of the meeting was to review the city's existing special assessment policy, based on direction from the City Council, specifically in regard to the rate of interest on assessments. He reviewed his memo in detail, noting the city's current policy follows the League of Minnesota Cities model policy, as well as several other cities with similar populations and infrastructure.

Staff provided additional answers to the questions posed by Council Member Hanson. It was explained what the impact of any delay in construction would have on the project. It was determined that construction would need to be completed before the end of the year to not have a negative impact. Discussion followed on the benefits of the manner Bayport conducts assessments and the correlating lower tax rate than other communities that pay a greater share of improvement projects.

Staff noted that once the city's comprehensive infrastructure study is complete, we will know the extent of projects needed to prepare for and the financial impact over the next 10 years, which will dictate whether the city could endure longer assessment terms. Staff reiterated that because the policy impacts all future projects, this long-term planning is critical information to obtain prior to making any long-term policy decisions.

Based on the information provided, the consensus of the City Council was not to make any revisions to the policy at this time. However, the City Council inquired about the possibility of extending the term of special assessments beyond 10 years and questioned if the city could financially sustain a longer assessment term.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Buckley to adjourn the meeting at 6:04 p.m. Motion carried 5-0.

City Administrator/Clerk