



## **Council Workshop Agenda**

**Monday, February 4, 2013  
City Council Chambers  
6:00 p.m.**

- 1. Call to Order**
- 2. Priorities for Wright County (memo attached)**
- 3. Economic Development/Saleable City Owned Parcels (presentation and memo attached)**
- 4. Recycling Program (memo attached)**
- 5. City Communications (verbal update)**
  - A. Website Update
  - B. Newsletter (options)
  - C. Council Meetings (recording, webcasts, televising)
- 6. Items to be Discussed at Future Workshops or Council Meetings**
  - A. Code Enforcement Policy
  - B. 2013 Infrastructure Projects
    - 1). 2013 Overlay Improvements
    - 2). 70<sup>th</sup> Street Seal Coat (joint project with Otsego)
    - 3). WWTP Facility Plan
    - 4). CSAH 18 Trail
    - 5). Cedar Creek Water Extension
    - 6). County Ditch #9 Improvements
    - 7). City Building Communication Connections
  - C. I-94 Improvements
    - 1). 6 – Lane Expansion
    - 2). Albertville Interchange Improvements (Phase II)
- 7. Adjournment** (workshop to potentially reconvene following regular meeting)

# Memorandum

To: Honorable Mayor and City Council Members

From: Adam Nafstad, City Administrator

Cc: City Clerk Olson

RE: **City Requests of Wright County**

January 28, 2013

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Wright County Commissioner Potter has asked the City to develop a list of items that the Council believes the County Board can assist with.

Below is a suggested list of priorities or issues to present to Commissioner Potter and for him to share with the County Board:

1. Appreciation of past support and partnerships with various projects, i.e. CSAH 19 and WB I-94 C-D Road.
2. Sheriff's Department/Emergency Management
  - a. Continued support of contract services provided to Cities
  - b. Continued and added support of Emergency Management Division to provide added support to Wright County Cities.
3. Transportation
  - a. Support and Funding for EB I-94 C-D Road
  - b. Support and Funding for CSAH 19 North
  - c. Continued Support and Involvement with I-94 Coalition
  - d. Review and Revise County Funding Policy



**PLANNING REPORT (Workshop Discussion Outline)**

TO: Adam Nafstad  
FROM: Alan Brixius  
DATE: January 29, 2013  
RE: Albertville – Economic Development Plan  
FILE NO: 163.05 – 12.09

**BACKGROUND**

The Albertville Vision Study identified economic development as a community priority. The study recommended a proactive approach to economic development to accomplish the following objectives:

- Stimulate commercial and industrial development within the City.
- Market and sell City-owned properties to reduce City land supply, land holding costs, and community infrastructure debt.
- Expand commercial and industrial tax base to reduce tax burden for City residents and businesses.
- Grow local employment opportunities.

This report outlines various steps that City staff will take to put the City into the position to market and to quickly react to potential development interests.

**CONTACT GROUP**

The contact group will be equipped to answer development questions most frequently asked by a prospective business. We would recommend the group to represent the City's interests in marketing the community to prospective businesses and industrial consist of the following:

1. City Council Member
  - Community Background
  - Community Police
  - Politics
2. City Administrator/Engineer
  - Finances

- Utility Availability
  - Transportation
3. City Planner
- Zoning/Subdivision
  - Site Design
  - Development Process/Schedule

**BACKGROUND INFORMATION**

City staff will assemble the following information to present to prospective businesses and industries:

1. Community Strengths
  - Location/Proximity to Metro Area
  - Access to I-94
  - Utility Availability
  - Work Forces
  - Growing Area Population/Markets
  - School District
  
2. Inventory of Available Lots
  - City Owned
  - Private Ownership
  - Lot Area/Size
  - Lot Costs
  
3. Utility Availability
  - Sanitary Sewer Size and Location
  - Municipal Water
  - Storm Sewer
  - Utility Costs
 

SAC	\$4,600 Res. Equivalent Unit
WAC	\$2,951 Res. Equivalent Unit
	(\$950 City / \$2,001 Joint Powers)
Water Trunk Charge	\$1,925 Per Acre
Sewer Trunk Charge	\$2,055 Per Acre
Storm Water Charge:	
Single Family	\$500 Per Unit
Multiple Family	\$400 Per Unit
Other Properties	\$1,500 Per Acre

4. Zoning/Development Review Process
  - Application Forms/Checklists
  - Development Application Schedule
  - Development Application Fees
  - Sign Standards
  - Zoning District and Performance Standards
  - Subdivision Park Dedication Fee:
 

Residential	\$3,300 Per Unit
Commercial	\$8,200 Per Acre/Subdivided
Industrial	\$2,500 Per Acre/Subdivided
  
5. Finance
  - Tax Rates
  - Financial Incentives (Tax Increment Financing, Tax Abatement, State Programs)

**LOT INVENTORY**

The City has the following City-owned lots:

**Northwest Albertville Commercial Lots**

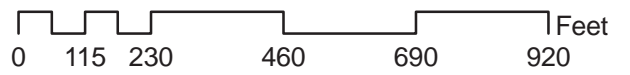
Northwest Albertville City lots are located along 67<sup>th</sup> Street. These lots are zoned B-2A, Special Business District. These lots have access to sewer and water within 67<sup>th</sup> Street.

Parcel ID: 1010910000020  
 2013 Gross/Net Taxable Value: \$1,092,200  
 Ownership: City of Albertville  
 Lot Area: 13.6 Gross Acres (572,240 square feet)  
 Zoning: B-2A, Special Business District

Parcel ID: 1010910000030  
 2013 Gross/Net Taxable Value: \$5,300 (wetland)  
 Ownership: City of Albertville  
 Lot Area: 5.3 Gross Acres (231,000 square feet)  
 Zoning: B-2A, Special Business District

Parcel ID: 101094001020  
 2013 Gross/Net Taxable Value: \$302,700  
 Ownership: City of Albertville  
 Lot Area: 3.9 Gross Acres (171,845 square feet)  
 Zoning: B-2A, Special Business District

Parcel ID: 1010910000040  
 2013 Gross/Net Taxable Value: \$1,200 (wetland)  
 Ownership: City of Albertville  
 Lot Area: 1.2 Gross Acres (52,495 square feet)  
 Zoning: B-2A, Special Business District



## Northwest Albertville City Owned Parcels

## **Barthel Industrial Park**

In 2007, the City of Albertville accepted a land donation from Scherer Bros. Lumber and platted six lots along 52<sup>nd</sup> Street. This area is zoned industrial. The industrial park has access to I-94 via Barthel Industrial Drive. The lots have utility access from 52<sup>nd</sup> Street.

Parcel ID: 101135001020  
2013 Gross/Net Taxable Value: \$171,100  
Ownership: City of Albertville  
Lot Area: 2.2 Gross Acres (95,066 square feet)  
Zoning: I-1, Limited Industrial

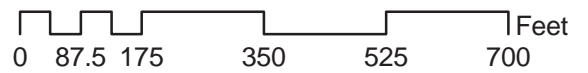
Parcel ID: 101135000010  
2013 Gross/Net Taxable Value: \$3,200 (wetland/ponds)  
Ownership: City of Albertville  
Lot Area: 3.15 Gross Acres (137,121 square feet)  
Zoning: I-1, Limited Industrial

Parcel ID: 101135002010  
2013 Gross/Net Taxable Value: \$251,300  
Ownership: City of Albertville  
Lot Area: 3.2 Gross Acres (139,609 square feet)  
Zoning: I-1, Limited Industrial

Parcel ID: 101135003010  
2013 Gross/Net Taxable Value: \$138,800  
Ownership: City of Albertville  
Lot Area: 1.8 Gross Acres (77,123 square feet)  
Zoning: I-1, Limited Industrial

Parcel ID: 101135000020  
2013 Gross/Net Taxable Value: \$5,500 (wetland)  
Ownership: City of Albertville  
Lot Area: 5.5 Gross Acres (239,410 square feet)  
Zoning: I-1, Limited Industrial

Parcel ID: 101135004010  
2013 Gross/Net Taxable Value: \$110,600  
Ownership: City of Albertville  
Lot Area: 1.4 Gross Acres (61,433 square feet)  
Zoning: I-1, Limited Industrial



## Barthel Industrial Park City Owned Parcels



## Prairie Run

The City has acquired 10 detached townhome lots in the Prairie Run subdivision. These undeveloped lots carry a special assessment for utility improvements. County records indicate that each lot carries a special assessment of approximately \$20,000.

Prairie Run Single Family Lots					
101103002080	10679 51 <sup>st</sup> Street NE	0.24	See Plat	PUD	Yes
101103002090	10680 51 <sup>st</sup> Street NE	0.24	See Plat	PUD	Yes
101103002100	10684 51 <sup>st</sup> Street NE	0.24	See Plat	PUD	Yes
101103002060	10687 51 <sup>st</sup> Street NE	0.24	See Plat	PUD	Yes
101103002110	10688 51 <sup>st</sup> Street NE	0.64	See Plat	PUD	Yes
101103002050	10691 51 <sup>st</sup> Street NE	0.98	See Plat	PUD	Yes
101103002120	10692 51 <sup>st</sup> Street NE	0.77	See Plat	PUD	Yes
101103002040	10695 51 <sup>st</sup> Street NE	0.58	See Plat	PUD	Yes
101103002030	10699 51 <sup>st</sup> Street NE	0.65	See Plat	PUD	Yes
101103002130	10700 51 <sup>st</sup> Street NE	1.01	See Plat	PUD	Yes

## SALE PRICE

The lot inventory provides the City Council with the taxable value of each of the City-owned properties. The City has also initiated an appraisal of one of the City-owned lots along 67<sup>th</sup> Street in Northwest Albertville to determine the market value of these properties for sale.

The following table illustrates listed vacant commercial and industrial lots from the Multiple Listing Service (MLS) in Albertville and surrounding communities. Albertville has three commercial lot identified. One of the lots abuts the City-owned lots along 67<sup>th</sup> Avenue. The list price of this lot is \$388,500 for a 2.52 acre site. This is \$3.53 per square foot. The other Albertville commercial sites have better visibility and accessibility to I-94, resulting in higher asking prices.

Examination of the surrounding communities reveals sale prices that hover around the \$5.00 per square foot price. Higher prices are being sought for lots having premium locations near major interstates, highways, or big box retailers. Lower prices are generally reflective of sites that do not offer strong market advantages (i.e., poor visibility, low traffic volumes, poor accessibility).

The MLS offered one industrial site for comparison. The 3.17 acre industrial site located in Monticello has an asking price of \$199,900 or \$1.45 per square foot. This must be considered in establishing a sale price for Albertville's industrial sites.



**Prairie Run  
Single Family Lots**

Address	Zoning	Area (Acres)	Sale Price	Price Per Sq. Foot	Comments
<b>Albertville</b>					
67 <sup>th</sup> Street NE	C	2.52	\$388,500	\$3.53	
C.R. 37 / C.R. 19	C	0.69	\$395,000	\$13.14	
C.R. 37 / MacKenzie	C	5.00	\$1,742,400	\$8.00	
<b>Otsego</b>					
15849 90 <sup>th</sup> Street	C	12.93	\$5,977,777	\$10.61	Church
8116 River Road	C	19.51	\$4,674,205	\$5.53	
C.R. 39 & Hwy 42	C	3.40	\$747,777	\$5.05	Distressed
<b>Monticello</b>					
Oakwood Drive	C	1.37	\$250,000	\$4.19	
1511 East Broadway	C	1.80	\$719,900	\$9.18	
Hart Boulevard	C	1.00	\$207,936	\$4.77	
7 <sup>th</sup> Street	I	3.17	\$199,900	\$1.45	Industrial
<b>Buffalo</b>					
Crossroad Campus Drive	C	8.00	\$1,750,000	\$5.02	
2 <sup>nd</sup> Avenue NE	C	0.16	\$52,000	\$7.46	
<b>Hanover</b>					
29940 N. 109 <sup>th</sup> Avenue	C/M	7.17	\$380,000	\$1.22	
<b>Elk River</b>					
17323 Highway 10	C	1.37	\$165,000	\$2.76	
17175 Yale St. NW	C	1.00	\$299,900	\$6.99	Highway 169
Highway 10	C	1.50	\$157,777	\$3.14	
Jackson Ave. NW	C	1.76	\$94,777	\$1.24	Neighborhood

## STRATEGIES

The previous sections of this report provide inventory information that may assist in defining the City's economic strategies. The following next step strategies are offered for City Council consideration:

### Marketing

1. Developers Meeting. Staff would meet with the following area commercial and industrial development contractors to identify opportunities for commercial development in Albertville. Through these meetings, the City will also solicit opinions as to amenities, programs, and incentives that will be sought by

prospective businesses wishing to locate in Albertville. Our list of development contractors would include:

- Darkenwald
- Shingobee
- Kinghorn
- Ebert Construction
- Bauer Design/Build

These are companies that have done work in Albertville and Wright County and may have prospective businesses that have development interests. We would look to the Council to add to the developer list.

2. Meeting With Local Existing Industries. City staff will create a directory of local industries and arrange a meeting with industrial park industries to find out their growth needs and to determine if there is any future expansion plans. The City-owned industrial lots lend themselves to the expansion of the neighboring businesses.
3. Identify Sale Price. Identify workable sale prices for the land to be regionally competitive and yet to cover City debt service.
4. Financial Incentives. Work with bond consultants to identify workable financing options and research grant opportunities through the Department of Employment and Economic Development.
  - Tax Increment Financing
  - Tax Abatement
  - State Programs
  - Deferral of SAC/WAC Assessments
5. Define Economic Development Priorities.
  - Reduce City land holdings and debt
  - Grow existing in-place industries
  - Provide subsidies for the creation of new living wage jobs
  - Promote building intensive industries to balance private investment with City investment
    - Require significant building/lot coverage with public assistance
    - Require masonry construction with public assistance

- Promote economic development, building and site design that is consistent with the goals and policies of the Albertville Vision Study and Land Use Plan
- Priority will be given to projects that limit the City's financial risk
- Priority will be given to projects with immediate construction schedules
- Priority will be given to projects which request business subsidies for shorter periods of time or creative revenues that immediately finance City debt

## Memorandum

To: Honorable Mayor and City Council Members

From: Adam Nafstad, City Administrator

Cc: City Clerk Olson

RE: **Recycling Program (February 4<sup>th</sup> Workshop)**

January 28, 2013

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The Council has asked that the City's recycling program be discussed at the February workshop.

The City is currently under contract with Allied Waste Services for the city's curbside/single-sort recycling program. In late 2010, when the Council directed staff to draft a contract with Allied, the motion included direction for grant funds be dedicated to "recycling expenses or possibly a document shredding day". It is believed that the intent of the motion was to use the funds to give back to the community and promote the recycling program.

Programs the Council may wish to pursue include:

- Document shredding
- Customer rewards program
- Service to businesses
- Large item pick-up day