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**PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

APPROVED City Council Work Session Minutes
May 2, 2017
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
6:30 P.M.

1. **THE MEETING WAS CALLED TO ORDER** at 7:15 P.M. by Mayor Bend.

2. **ROLL CALL:** Council Members Nelson, Ross, Richter, Palmquist, and Mayor Bend. Absent: None.
Quorum Present.

ALSO PRESENT: City Engineer Todd Hubmer and City Administrator Ron Moorse.

3. **APPROVAL OF AGENDA –**
Agenda for the City Council Work Session of May 2, 2017

Motion/Second: Richter/Palmquist. To approve the agenda of the May 2, 2017 Work Session as presented. Motion carried 5-0-0.

4. **CITY COUNCIL BUSINESS**

A. **Downtown Village Improvements Project.** The Downtown Project was taken up earlier than indicated on the agenda because Todd Hubmer, City Engineer was present Moorse indicated that Council members Joe Richter and Stan Ross, who have been authorized by the Council to oversee the finances related to the Downtown Project, as well as Administrator Moorse and Accountant Tom Niedzwiecki, met with City Engineering staff to review the financial status of the Downtown Project, both from an overall project cost vs. revenue perspective, and from a short term cash flow perspective. Without the additional funding from the bonding bill for both the Public Facilities Authority (PFA) and the DNR grant, there is a funding gap for the project.

Todd Hubmer, City Engineer, provided information regarding the amount and timing of expenditures, both in terms of the timing of cash flow needs and the timing and elements of the project that would exceed the funding available without the bonding bill.

The Council agreed that Todd Hubmer will refine the financial information to determine the amount of temporary financing needed for cash flow purposes when the large contractor payment is paid in late June, and Moorse will review with the City's Financial Consultant, Bond Counsel and City Attorney the City's ability to use a portion of the proceeds from the Street Improvement Abatement Bonds as temporary financing for the Downtown Project. Todd Hubmer will also refine the information regarding the funding gap if the bonding bill does not pass.

B. **WSB 2017 Fee Schedule -** The Council discussed the WSB proposed 2017 Fee schedule and a survey of fees for similar engineering staff positions across metro engineering firms. Todd Hubmer, of WSB, indicated the survey information does not include a number of important elements, including that WSB does not charge an hourly rate for attendance at Council meetings, and uses graduate engineers at a lower rate when possible to reduce costs.

The Council requested Moorse to determine the annual fee increases provided to WSB over the years they have been the City Engineer.

C. Council member Nelson suggested that agenda items A and B be tabled to a future work session.

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5. ADJOURN –

Motion/Second: Bend/Palmquist. To adjourn the meeting at 8:20 P.M. Motion carried 5-0-0.

Respectfully submitted by:

Ronald J. Moore, City Administrator

Approved by Council (on May 16, 2017) as (check one): Presented: X Amended: _____

Signed by Mayor Richard Bend _____ Date _____