

**City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, April 11th, 2023**

The City Council Workshop was called to Order by Mayor Renee Hafften at 5 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland were also in attendance.

Members of the Staff and Council discussed the Local Board of Equalization and Appeal process, discussed the Elm Street Crosswalk Improvement Project, and reviewed the option and opportunity to restrict THC edible sales and reviewed the potential option of having municipal cannabis sales.

No formal action was taken, as these matters were set on for informational purposes only.

**City of Rockford, Minnesota Board of Equalization and Appeal
Meeting Minutes
6:00 p.m., Tuesday, April 11th, 2023**

The Board of Equalization and Appeal Public Hearing was called to Order by Mayor Renee Hafften at 6:04 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; Tammy Anderson, Kirsten Olson and Wally Peterson of the Wright County Assessors Office and Kari Theisen and Sean LeBraun of the Hennepin County Assessors Office were also in attendance.

Members of the Hennepin County Assessors Office presented information on the comparable sales and market value assessments made by them for the Hennepin County side of Rockford, noting that three property owners sought to lower the valuation of their properties. PID 29-119-24-14-0044 was valued at \$636,400 and was recommended to be reduced in value to \$629,800 based upon an interior inspection and condition of the first floor fireplace.

PID 29-119-24-44-0012 was valued at \$425,000 and was recommended to be reduced to \$330,000 based upon the condition of the property, deferred maintenance and other issues impacting value.

PID 29-119-24-44-0015 was valued at \$354,000, and no change in valuation was recommended. The property owner raised the issue to preserve their right of appeal and access to tax court.

Members of the Staff and Council discussed the valuation of the properties, taking some issue with the decrease in market value based upon maintenance and upkeep. After discussion and

review, Mayor Hafften called for public comment and discussion. Hearing none, Mayor Hafften again called for public comment or for anyone present to share any thoughts, questions, comments or concerns they had. No one present wished to address the Board of Equalization and Appeal.

Motion was made by Michalik, and seconded by Gutzke, to approve the reduction for PID 29-119-24-14-0044 as proposed.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke.and Michalik.

Motion was made by Gutzke, and seconded by Werman, to reject the recommendation and approve no change in the valuation of PID 29-119-24-44-0012.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke.and Michalik.

Motion was made by Michalik, and seconded by Gutzke, to approve the recommended no change in valuation for PID 29-119-24-44-0015 as proposed.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke.and Michalik.

Members of the Wright County Assessors Office then provided a presentation with information regarding the comparable sales and market value assessments made by them for the Wright County side of Rockford, noting that seven property owners sought to lower the valuation of their properties.

PID 113-050-00-3040 was valued at \$572,300, with a proposed reduction of \$21,500 to a value of \$550,800 based upon incorrect square footage and the quality of construction.

PID 113-034-00-1070 was valued at \$408,800 with a recommended reduction of \$17,800 to a value of \$391,000 based upon subflooring issues and incorrect square footage.

PID 113-047-02-8010 was valued at \$331,600 with a recommended reduction of \$13,400 to a value of \$318,200 for a smaller garage and inaccurate square footage.

PID 113-013-00-1040 was valued at \$394,000 with a recommended reduction in value of \$15,400 to a value of \$378,600 based upon outdated interior finishes, flooring issues and the deck being in poor condition.

PID 113-046-00-2160 was valued at \$325,600 with a recommended reduction of \$10,000 to a value of \$315,600 based upon an unfinished basement, concrete flooring, walls with studs and rafters.

PID 113-022-00-4090 was valued at \$357,900 with a recommended reduction of \$12,400 to a value of \$345,500 based upon outdated interior details and less documented square footage.

PID 113-042-00-1020 was valued at \$4,660,500 with a recommended reduction of \$360,500 to a new value of \$4,300,000 based upon settling issues and deterioration of the loading dock.

Members of the Council and Staff discussed each property, reviewing the proposed reductions and comparing them to other similar properties in Rockford. The discussion included consideration of the book of sales, presentation made by the Assessors and trends in property valuation and sales in the area. Mayor Hafften called for public comment and discussion. Hearing none, Mayor Hafften again called for public comment or for anyone present to share any thoughts, questions, comments or concerns they had. No one present wished to address the Board of Equalization and Appeal.

Motion was made by Michalik, and seconded by Gutzke, to approve all reductions as discussed, presented and recommended by the Wright County Assessor's Office.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke.and Michalik.

Motion was then made by Willenbring, and seconded by Werman, to close the Board of Equalization and Appeal Meeting and Hearing.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke.and Michalik and the meeting was closed and adjourned at approximately 7:26 p.m.

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, April 11th, 2023

The City Council Workshop was called to Order by Mayor Renee Hafften at 7:26 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland were also in attendance.

A motion was made by Willenbring, and seconded by Gutzke, to approve the Consent Agenda Items 2A through 2F as listed and set the Agenda for the Council Meeting:

- 2A. Approve Minutes from March 28, 2023 Workshop & Regular Council Meeting
- 2B. Approve Payment of Claims, check number 35029 through 35078 totalling \$116,162.29
- 2C. Approve 1st Quarter Building Permits
- 2D. Approve Pay Request 7 and Change Order 3
- 2E. Approve Pay Request, Countryside Flags
- 2F. Approve Veterans Memorial Irrigation Quote

Motion Carried: Voting in favor; Hafften, Willenbring, Gutzke.

New Business: Elm Street Crosswalk Improvement Project

Engineer Hegland presented information on the Elm Street Crosswalk Project that included four forms or avenues for funding the project. The first option, while not budgeted, would be to cash flow the project and build it at the Council's approval. Two additional options were presented that provided for partial funding of the project, estimated to be up to \$20,000 of the project's total estimated cost of approximately \$90,000. The final option was to apply through the Safe Routes to Schools process, which would fund the majority of the project but would require delay in the project for one or more years to work through the approvals process.

Members of the Staff and Council discussed the need for the project, weighed the challenge of having an unbudgeted project that would require deficit spending against the safety needs and importance of the crosswalk and reviewed other options and avenues that could be used to fund the project this year.

No formal action was taken, as the Council discussed reviewing updated budget numbers at the end of the second quarter to determine what funding may be available to move the project forward this summer.

Members of the Staff and Council then discussed other general updates related to the city including updates regarding the Rockford Veterans Memorial Dedication and Flag Raising Event on April 22 at 10 AM at Riverside park.

Motion was then made by Werman, and seconded by Gutzke to adjourn the meeting.

Motion Carried: Voting in favor: Hafften, Willenbring, Gutzke and Michalik, and the meeting was adjourned at approximately 8:20 pm.

Typed this 20th day of April, 2023.

Dan Madsen
City Administrator / City Attorney
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

Renee Hafften
Mayor

Attest:

Amy McNellis
Deputy Clerk