

The Mandan City Commission met in a working session at 6:00 p.m. on September 10, 2013 in the former Morton County Library Room at City Hall, 205 2nd Ave NW, Mandan, ND. Commissioners present were *Van Beek, Tibke, Rohr, Frank and Braun*. Department Heads present were: Finance Director Welch, Police Chief Bullinger, City Attorney Brown, City Administrator Neubauer, Fire Chief Nardello, Business Development and Communications Director Huber, Planning & Engineering Director Froseth, Engineering Project Manager Fettig, Public Works Director Wright and Waste Water Treatment Plant Superintendent Himmelspach. Others present were: Casey Chapman, Cy Fix, Joe Hoffert, Patsy Chapman, Katie Jones, and Thomas Jackson.

Discussion Items:

1. *Discussion related to liquor licenses:* Commissioners discussed the possibility of utilizing a different measuring date to determine if the Board would consider the number of licenses issued, a more clear description of what is expected for seating, square footage, or possibility the percent of sales that are on sale of a Class A licensed establishment. The possibility of removing the limits on the number of licenses and in turn creating a resolution establishing an issuance fee was discussed. Grand Forks has an unlimited number of licenses and with an issuance fee and West Fargo also has an unlimited number of licenses however, does not have an issuance fee. Currently our ordinance contains a May 31st measuring date for living units. At May 31, 2013 there was not an increase of 500 living units from July 1, 2012, therefore, the discussion was not brought back to the Board for their consideration. It was suggested that maybe we should be tracking the living units on a monthly basis and when there is an increase of 500 from the previous measure date, the Board would have the discussion. Consistency was mentioned as a key factor in the ordinances. Additional information will be presented at the upcoming regular board meeting relative to what other cities in North Dakota do related to liquor licenses.
2. *Discussion related to special assessments:* Finance Director Welch presented scenarios indicating the effects of a newly constructed \$200,000 home with different levels of tax exemptions, with special assessments included versus the cost of special assessments added to a potential mortgage. Welch reviewed the City's current Debt per Capita calculations including special assessment bonds. Advantages and disadvantages were also presented regarding developers to pay for street improvements along with various options for the City to consider. In surveying other communities Jamestown is doing more with special assessments to assist development and Dickinson may need to do more assessing to assist with infill development. There are many variables to consider and the Board suggested a roundtable discussion with homebuilders, developers, and lenders to gather additional feedback.
3. *Discussion related to retail incentives:* Board discussed the use of incentives to attract retail establishments in light of recent legislation that limits the use of the property tax incentives for retail establishments unless the city takes the question to a vote in a general election and in turn receives that direction from the citizens. The Board would like to have further discussion with the Bismarck Mandan Development Association, Chamber of Commerce and commercial real estate

brokers. A meeting will be scheduled with the respective parties to gather their input.

4. *Discussion related to departmental projects:* Administrator Neubauer presented a brief overview of projects that the departments are currently working on in addition to those that are planned for the next few years.

ADJOURN

There being no further actions to come before the Board Commissioner Rohr moved and Commissioner Tibke Braun seconded to adjourn at 8:50 p.m. The motion received unanimous approval of the Board members present and the meeting adjourned.

/s/ James Neubauer

James Neubauer,
City Administrator

/s/ Arlyn Van Beek

Arlyn Van Beek
President, Board of City
Commissioners