

City Council
Date: 4/17/07
REGULAR
Item: 14
Motion

ITEM: Consider appointing a Village Advisory Panel for the Alternative Urban Area wide Review (AUAR)

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Ciara Schlichting, DSU/Bonestroo

PURPOSE The city council is being asked to consider the role for the AUAR advisory panel and its membership. The panel serves a vital function in being the on-going contact and review party on the AUAR process that will work with the technical committee and make recommendations to the city council. The staff recommends a panel size of 9 to 12 persons with key involvement from the city's commissions that are directly related to environmental and land use topics.

commission as well as with major property owners in the New Village area, whose land will be most impacted by the environmental analysis and the mitigation solutions. Involving property owners in these meetings is a chance to join the public commissioners and the private land owners in conversations about these technical numbers. Council representation is not advised because the city council is the approving body. The meetings conform to open meeting law requirements.

In addition, to the advisory panel meetings, there will be citizen meetings for questions and information and input from Village residents, businesses and property owners and from greater Lake Elmo residents, who are also impacted by this.

Membership composition

The advisory panel needs to be manageable in size so it can work efficiently in reviewing and commenting on technical information. Ideally, 9 people are a good number, but up to 12 is typically reasonable to work with from a staff perspective. You may have ideas from your experience serving on boards and commissions.

In order to keep a reasonably sized group and to take advantage of the city's expertise and to directly engage the city's environment, planning and parks commissions in this process, a possible composition might include:

- Environmental Commission Chair 1 or 2 members (There is no vice chair)
- Planning Commission Chair Vice Chair
- Parks Commission Chair Vice Chair
- Major property owner representatives

Peter Schiltgen	Farmer	(351 acres)
Judith Screamton	Farmer	43 acres
John Dobbs	Heritage Development	99 acres
Paul Bruggeman	Lake Elmo Development	186 acres
Neil Krueger	Tree Farmer	36 acres

RECOMMENDATION

- Define the advisory role of the Village AUAR panel
- Select a manageable committee size.
- Use and involve parks, planning and environment commission.
- Involve key property owners in the discussion so they can be part of the public process and share their perspective at the table.
- Invite representatives of key areas to the sessions that impact them most (e.g. businesses on Highway 5 when traffic impacts are discussed; Lake Elmo Avenue businesses when downtown amenities are discussed; senior /special needs housing advocates when this type of housing is discussed).

Suggested motion for consideration: Move to approve an advisory panel to act as the primary working group during the course of the AUAR, to review the information, work products, recommendations and to provide input to the city council. The Village AUAR advisory panel will be comprised of

SUGGESTED ORDER OF BUSINESS

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| • Introduction and report | Susan Hoyt, City Administrator |
| • Questions from city council to staff | Mayor and Council members |
| • Questions / comments from the public (if any) | Mayor facilitates |
| • Discussion | Mayor and Council members |
| • Consider motion to assign role and appoint panel | City Council |