

**WORTHINGTON CITY COUNCIL**  
**SPECIAL MEETING**

**4:00 P.M. - Friday, April 9, 2021**  
**City Hall Council Chambers**

**A. CALL TO ORDER**

**B. CITY COUNCIL BUSINESS - ADMINISTRATION**

1. Worthington City Council Ward 2 Vacancy Appointment

**C. CITY COUNCIL BUSINESS - COMMUNITY EC./ DEVELOPMENT (GRAY)**

1. Engagement Letter for Professional Services (Nagell Appraisal & Consulting)

**D. ADJOURNMENT**

## **ADMINISTRATION MEMO**

**DATE: APRIL 9, 2021**  
**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

### **CASE ITEMS**

#### **1. WORTHINGTON CITY COUNCIL WARD 2 VACANCY APPOINTMENT**

Due to the unexpected passing of Worthington City Council Ward 2 representative Mike Harmon, a City Council Subcommittee has been established to provide a recommendation for a new representative for Ward 2. All eligible applicants were welcomed and encouraged to apply for the appointment no later than 5:00pm on March 31, 2021. On Friday, April 9 at 4:00pm in the City Council Chambers, the Worthington City Council will receive a recommendation from the Subcommittee and may take action to appoint a new representative for Ward 2 pursuant to Minnesota Statute § 412.02, Subd. 2a and Worthington City Charter Section 2.07. The appointee will serve the remainder of Councilmember Harmon's current term ending in 2022.

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

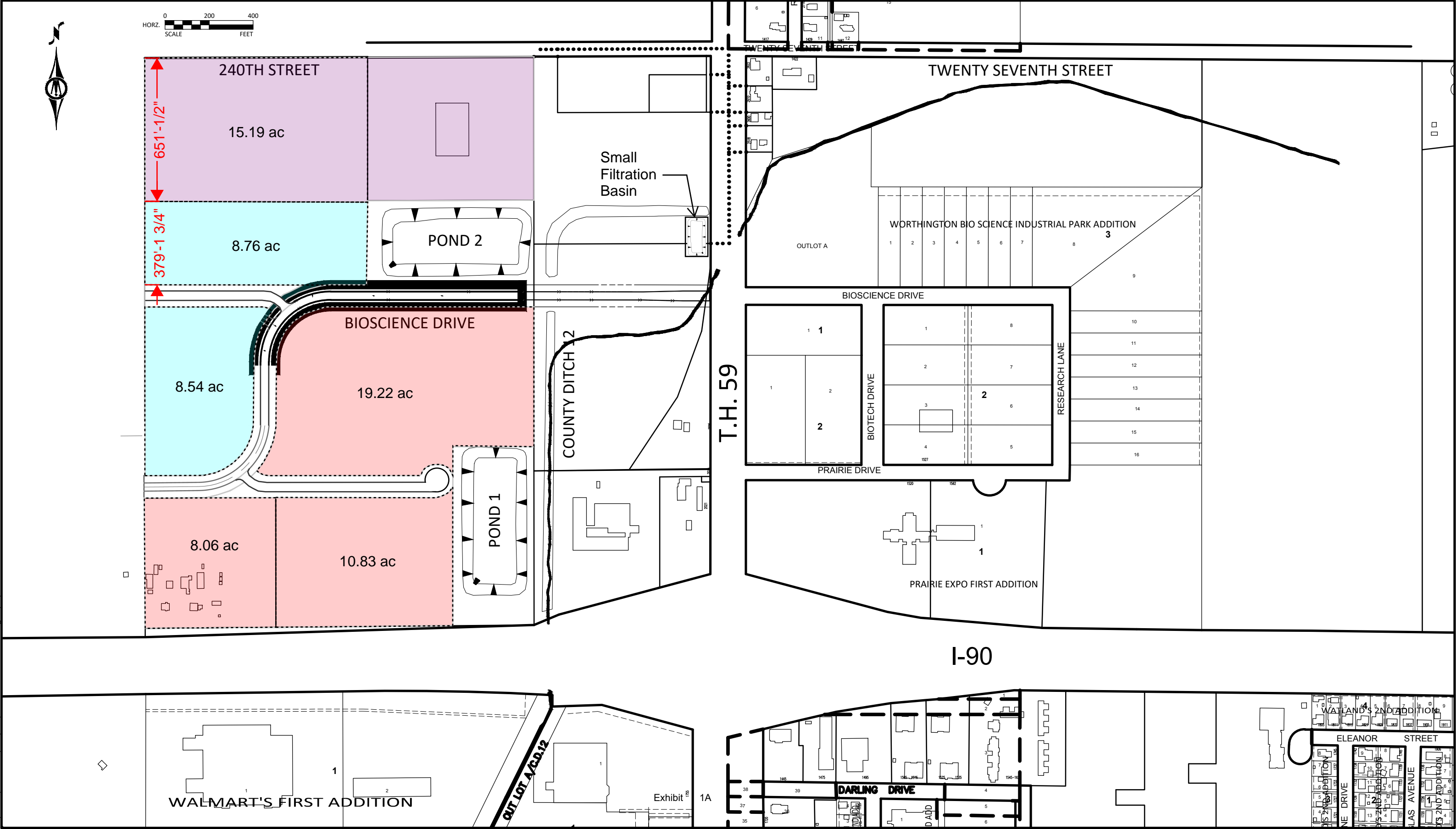
**DATE: APRIL 9, 2021**  
**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1. ENAGEMENT LETTER FOR PROFESSIONAL SERVICES (NAGELL APPRAISAL & CONSULTING)**

At its February 8, 2021 regular meeting, the City Council approved an engagement letter from Nagell Appraisal & Consulting for professional appraisal services not to exceed \$1,200.00. The proposal was to provide an appraisal for certain City EDA-owned property located south of Twenty-Seventh Street, west of Highway 59. The original scope of work included one per-acre price for the entire property. After speaking with City staff, the consultant advised it may be beneficial to increase the scope of work to include a tiered pricing structure based on the future land use plan for the area recently developed by Bolton & Menk, Inc. shown in Exhibit 1A. In the revised engagement letter, an appraised price would be provided for each land use category.

The new proposed not-to-exceed fee for the work is \$1,700.00, a \$500.00 increase (approximately 42%) from the previous approved amount and staff currently has adequate Community/Economic Development funds budgeted for reports and studies to cover the new proposed not-to-exceed amount. Staff is working with the appraiser to determine the updated deliverable date to ensure the timeline of the EDA's current economic development project will be unaffected.

Staff requests Council consider approval of the revised engagement letter shown in Exhibit 1B and authorizing the Mayor and Clerk to execute the document.



**NAGELL APPRAISAL & CONSULTING**

12805 Highway 55  
Plymouth, MN 55441  
*Established in 1968*

Phone: 952-544-8966  
Fax 952-544-8969

**Client:** City of Worthington  
Attn: Jason Brisson, Asst. City Adm.  
303 – 9<sup>th</sup> Street  
Worthington, MN 56187

March 27, 2021

**RE:** Appraisal of land (Real Estate only appraised)  
NWQ of I-90 and Humiston Ave N (31-3850-0000)  
Worthington, MN  
Owner: EDA of Worthington

Dear Jason:

Per our conversation it appears there are multiple uses on the property, as such, below is a bid reflecting that.

**Report Use:** Decision making regarding potential sale.

**Value Type:** Current market value per highest and best use per Uniform Standards of Professional Appraisal Practice will be provided.

**Property Description:** About 82.92 (please confirm actual site size).

**Contact for access:** \_\_\_\_\_

**Scope of Report:** (1) View the property (no building improvements) and neighborhood. (2) Report the physical and/or economic factors that could affect the property. (3) Appropriate research, collection, verification, analysis and viewing of pertinent market data will be conducted. ***The sales approach to value will be applied.*** (4) Report findings and conclusions.

**Report Format:** An **Appraisal Report** (full narrative format) will be used. It has a detailed description of statements of the data, analysis and conclusions. Appropriate photos, maps and exhibits are included. *An electronic (PDF) copy of the report will be provided.*

**Fee:** The fee not to exceed **\$1,700 total**. Named client is responsible for payment upon receipt of the appraisal.

**Due Date:** The report can be completed in about **4 weeks** from signed confirmation.

**Information needed by the appraiser:** Any site survey, access to utilities, easements.

**Our Company:** has 12 employees and has been in business since 1968 and has sufficient knowledge, experience, education, contacts and resources to competently complete this assignment. Neither the employment to make the appraisal, nor the compensation for it, is contingent upon the appraised value of the property. If you agree to the above terms, please sign below and return by fax or mail. If you have any additional questions, please do not hesitate to contact me.

Sincerely,



William R. Waytas  
Certified General 4000813, MN

Signature \_\_\_\_\_

Date \_\_\_\_\_