

City of Norwood Young America – City Hall
EDA Agenda and City Council Agenda
June 27, 2016 – 6:30 pm

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

2. Approve Agenda

2.1 Approve minutes of May 23, 2016

3. Adjournment

1. Call Meeting of City Council to Order

2. Approve Agenda

3. Introductions, Presentations, Proclamations, Awards, and Public Comment (Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

4. Consent Agenda (NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

4.1 Approve minutes of June 13 and 22, 2016 meetings

4.2 Approve payment of claims

4.3 Approve Resolution 2016-12 – Appointment of Election Judges

4.4 Approve amendments to Personnel Policy Handbook

4.5 Approve Street Closing for Stiftungsfest Parade

5. Old Business

5.1 Resolution 2016-13, General Obligation Refunding Bonds, Series 2016A

5.2 Willkommen Memorial Park Restrooms Project

6. New Business

6.1 Ordinance No. 273, Zoning Code Amendment

6.2 Ordinance No. 274, Zoning Code Amendment

6.3 Resolution 2016-14, Waconia Dodge Conditional Use Permit

6.4 Vickerman Building Expansion Project - Watermain Extension and Fire Hydrant Installation

6.5 Schedule Special City Council Meeting

7. Council Member Reports

8. Mayor's Report

9. Adjournment

The following informational items have been included in the Council packet for informational purposes, council review and discussion. No action is required by the City Council:

UPCOMING MEETINGS/EVENTS

July 11 City Council – 6:30 p.m.

July 13 Economic Development Commission – 6:30 p.m.

July 14 Senior Advisory Committee – 9:00 a.m.

July 19 Parks and Rec. Commission – 5:30 p.m.; Planning Commission – 7:00 p.m.

July 25 EDA and City Council – 6:30 p.m.

City of Norwood Young America - CITY COUNCIL MINUTES – City Hall
June 13, 2016 – 6:30pm

Council Members Present: Tina Diedrick, Craig Heher, Mike McPadden, Dick Stolz

Council Members Absent: Carol Lagergren

City Staff Present: City Administrator Steve Helget, City Clerk / Treasurer Kelly Hayes

Also Present: Adam Gruenwald - NYA Times, Tom Sudheimer, Bill Grundahl, Justin Black – SHE, Sharilyn Feltmann, JR Hoernemann, Brandon Stender

1. Call Meeting of City Council to Order

1.1 Pledge of Allegiance

Meeting was called to order by Mayor Tina Diedrick at 6:31pm.

2. Approve Agenda

Motion: Heher, second Stolz to approve the agenda. Vote 4 – 0. Motion carried.

3. Introductions, Presentations, Proclamations, Awards, and Public Comment – none

4. Consent Agenda

4.1 Approve minutes of May 23, 2016 meetings

4.2 Approve payment of claims

4.3 Promotion of Jason Kloempken as Public Works Operator II

4.4 Martingale Drive - Street Closing Request

4.5 Liquor License Application – Lazy Loon Lanes, LLC

Helget explained check for Carver County CDA could be split to include 2015 payment and half of 2016 payment with the remainder to be paid at the end of the year.

Motion: Stolz, second McPadden to approve the consent agenda with the check to Carver County CDA to be voided and a new check created for all of 2015 and half of 2016. Vote 4 – 0. Motion carried.

5. Public Hearing

none

6. Old Business

6.1 Willkommen Memorial Park Restrooms Project – Justin Black from SEH

Presentation of estimated cost and timeline of Willkommen Memorial Park Restroom. Estimation:

\$142,325 - based on current projects in metro area, \$200 square foot. Community residents questioned why the cost was so high and asked if they could volunteer their time to have it ready by Stiftungsfest. Council concerned that the current timeline would put the completion date at Aug 23, only a couple of days before Stiftungsfest. This amount of money is not in the budget – current amount earmarked for this project is \$85,000. SEH can send in plumbing permit request to the state, takes approximately 5 weeks for permit. If the permit isn't received in time, project may have to be put on hold until after Stiftungsfest.

Motion: Heher, second McPadden to advertise for bids for the Willkommen Memorial Park Restroom Project. Vote 4 – 0. Motion carried.

7. New Business

7.1 Credit Card Policy

Policy was created to keep employees accountable for items purchased with the City credit card and to also make sure that all receipts are turned in within a certain timeframe.

Motion: Heher, second Stolz to approve the Credit Card Policy with the addition of the word "Itemized" on bullet-point 8. Vote 4 – 0. Motion carried.

7.2 Re-establish Monthly City Council Workshop Meetings

Motion: McPadden, second Heher to schedule a Public Hearing for 6:30pm on July 11, 2016, for the purpose of considering an amendment to Chapter 2, changing the regular City Council meeting starting time for the second meeting of each month from 6pm – 7pm. Vote 4 – 0. Motion carried.

7.3 Minnesota Historical & Cultural Heritage Grant and Consultant Agreement
City applied and was awarded a grant for \$6300 to pay for consultant services, this would cover 100%. Consultant will complete paperwork required for state to review to see if it qualifies for National Historical Register.

Motion: Stolz, second Heher to approve the MN Historical and Cultural Heritage Grant Agreement. Vote 4 – 0. Motion carried.

Motion: Heher, second McPadden to approve the Deco Cultural Consultant agreement. Vote 4 – 0. Motion carried.

7.4 Schedule Special City Council Meeting

Request from Economic Development Commission to establish new brand for the city. Consultant will give presentation.

Motion: McPadden, second Heher to schedule special City Council meeting June 22 at 6:00pm to interview consultant company. Vote 4 – 0. Motion carried.

8. Council Member Reports

McPadden – EDC has been talking about branding the city for past several months. Next step will be the special meeting that is now scheduled for 6/22 at 6pm to interview consultant company.

9. Mayor's Report

Attended meeting in Washington DC. Met with several congress members, Senator Franken's staff and Senator Amy Klobachar to discuss Hwy 212; four lanes and safety.
Pool is open!

10. Adjournment

Motion: McPadden, second Stolz to adjourn at 7:54pm. Vote 4 – 0. Motion carried.

UPCOMING MEETINGS/EVENTS

June 21 Parks and Rec. Commission – 5:30pm; Planning Commission – 7:00pm

June 22 EDC and Council Meeting regarding Branding of City – 6:00pm

June 27 EDA and City Council – 6:30pm

July 11 City Council – 6:30pm

July 13 Economic Development Commission – 6:30pm

July 14 Senior Advisory Committee – 9:00am

Respectfully Submitted,

Mayor

City Clerk / Treasurer

Norwood Young America
City Council Special Meeting Minutes
June 22, 2016

Council Present: Tina Diedrick, Carol Lagergren, Craig Heher, Mike McPadden, and Dick Stolz.

Council Absent: None.

City Staff Present: Steve Helget, City Administrator, and Joanne Foust, Economic Development Coordinator.

Others Present: Charles Storms, Chris Lund, Bruce Mathwig, and three representatives of OrangeBall Creative.

Mayor Tina Diedrick called the meeting to order at 6:30 p.m.

Approve Agenda

Motion by CL/MM to approve the agenda with the addition of Highway 212 Feasibility Study and unanimously carried.

Introductions, Presentations, Proclamations, Awards, and Public Comment: None

Consent Agenda None

Old Business None

New Business

Joint EDC Meeting – Branding & Marketing Interview

Representatives of OrangeBall Creative introduced themselves and provided a presentation on their services for assisting in the establishment of a new brand, logo, and marketing for the City.

Highway 212 Feasibility Study

SH reported Carver County is willing to apply for a SafeRoutes to Schools grant for the installation of an underpass under Highway 212 in 2020 as part of MnDOT's Mill & Overlay project. The maximum grant available is \$1 million and it's a matching grant. Conservatively SRF Consulting is estimating it to be about a \$2 million project. DS questioned the priority of this project in comparison to other City projects and also the timing of such a project considering the City's current debt obligations. TD stated she supports applying for the grant and the installation of an underpass to address the pedestrian and bikers crossing safety issues. MM questioned the estimate cost and where the underpass would be specifically located.

The Council consented that further discussion was necessary and agreed to schedule another workshop meeting at its June 27th meeting. Specific questions to be addressed at the next workshop meeting include, what is actual estimated cost, what is the precise location, what the financial impacts will there be to the City, and whether or not the City would be obligated to accept the grant if awarded it.

Council Member Reports None

Mayor's Report None

Adjournment

Motion by CL/CH to adjourn the meeting. Unanimously carried the meeting was adjourned at 8:55 p.m.

Respectfully Submitted,

Kelly Hayes
City Clerk/Treasurer

City of Norwood Young America - EDA MINUTES

City Hall

May 23, 2016 – 6:30pm

Council Members Present: Tina Diedrick, Craig Heher, Mike McPadden, Dick Stolz

Absent: Carol Lagergren

City Staff Present: City Administrator Steve Helget, Public Works Director Brent Aretz

Also Present: Adam Gruenwald - NYA Times, Nick Anhut – Ehlers, Heidi Hoks, Tom Sudheimer, Josh Kroells, Bill Grundahl, Paul Ericsson, Paul Lano, Karla Hormann

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

Meeting was called to order by Mayor Diedrick at 6:30pm

2. Approve Agenda

2.1 Approve minutes of April 25, 2016

Motion: Stolz, second Heher to approve the agenda. Vote 4 – 0. Motion carried.

3. Adjournment

Motion: Stolz, second McPadden to adjourn. Vote 4 – 0. Motion carried.

Respectfully Submitted,

Kelly Hayes
City Clerk - Treasurer

Tina Diedrick
Mayor



City of Norwood Young America
310 West Elm Street, PO Box 59
Norwood Young America, MN 55368
www.cityofnya.com
952/467-1800

TO: Honorable Mayor Diedrick and Members of the City Council
FROM: Kelly Hayes, City Clerk/Treasurer
CC: Steve Helget, City Administrator
DATE: June 27, 2016
RE: Personnel Policy Updates

The Personnel Committee recommends the following updates/changes for the Personnel Policy Handbook:

- **Call back pay** – The following sentence on Page 13 is going to be removed: “Employees that are called to plow snow do not qualify for the call back pay.” It is being replaced with: “Employees that are called in to plow snow will qualify for call back pay on non-scheduled workdays.”
- **Travel and Meal Allowance** Page 30, the third paragraph will be removed and replaced with “Expenses for meals will be reimbursed when training occurs over a meal time. Gratuity and alcoholic beverages do not qualify for reimbursement. The maximum allowed coverage per meal is: \$8.00 breakfast, \$12 lunch, \$15 supper. Expenses over these amounts will not be reimbursed. Employees must complete an Employee Expense Form and attach the receipt to receive reimbursement.”
- **Internal Job Posting** – to be added to page 8 under Employee Recruitment and Selection: When a position becomes available, it will be posted both internally and externally. Internal applicants will be considered first. If no one internally applies for the position - or if no one internally meets the qualifications, we will continue to the external applications.
- **Health Savings Account** – to be added to page 15 under Benefits: The City will contribute a monthly amount toward a Health Saving Account (HSA). The amount will be determined annually by the City Council. Employees are required to set up their HSA through a bank or company of their choice and submit the account information to the City Clerk / Treasurer within the first 30 days of employment.
- **Credit Card Use Policy** – This policy was approved by the City Council on June 13, 2016. It will be placed in the Personnel Policy Handbook following the Cell Phone Policy on Page 32.

Recommendation:

To approve the changes to the Personnel Policy Handbook listed above effective immediately.

CITY OF NORWOOD YOUNG AMERICA

**VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE**

To Be Approved: JUNE 27, 2016

Pre-Paid Claims **\$47,175.55**

(Check Sequence #503668-503698; 25745-25747)

Claims Pending Payment **\$57,210.01**

(Check Sequence #25748-25793)

Grand Total **\$104,385.56**

PAYROLL 6/16/16

CHECK #	EMPLOYEE	GROSS
503668	ARETZ, BRENT R	\$2,536.81
503669	BIXBY, ATTICUS	\$152.00
503670	BRINKMAN, MATTHEW J.	\$455.13
503671	CARLSON, COURTNEY	\$14.25
503672	EICHNER, REESE, W.	\$180.66
503673	FRAHM, KEVIN	\$668.00
503674	GOLBERG, KAILEY	\$202.65
503675	GOLBERG, KATANA J.	\$392.35
503676	HAAG, HERMAN	\$26.24
503677	HAYES, KELLY	\$2,090.72
503678	HOEN, ROBERT G.	\$496.76
503679	JACOBS, CAMBRIA S	\$67.55
503680	LAGERGREN, BEN	\$202.56
503681	MICHNIEWICZ, ERIKA	\$215.70
503682	NIESEN, CHRISTOPHER D.	\$1,551.83
503683	ORR, AMBER G	\$262.28
503684	PEREZ, ANGEL M	\$71.25
503685	SCHNEEDWIND, BRIAN O	\$1,068.80
503686	SCHRUPP, GARY	\$329.18
503687	SWANSON, ELLE L	\$232.88
503688	WILABY, TYLER L	\$38.00
503689	LENZ, DEBRA A	\$1,844.00
503690	MENZEL, ALICIA	\$1,511.20
503691	SCHRUPP, JOHN O	\$1,577.84
503692	STENDER, DANIEL H	\$1,844.00
503693	WINTER, RYAN P	\$2,475.20
503694	HELGET, STEVE	\$3,434.40
503695	KLOEMPKEN, JASON A	\$1,500.39
503696	HOOF, DALE H	\$341.12
503697	JOHNSON, MATTHEW	\$455.13
	GROSS TOTAL	\$26,238.88
503698	KLEINBANK NET TOTAL	\$18,229.53

CITY OF NORWOOD YOUNG AMERICA

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*Check Summary Register©

JUNE 2016

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 025745 CARVER COUNTY CDA	6/15/2016	\$22,681.44	1ST HALF OF 2016
Paid Chk# 025746 COMMUNITY EDUCATION DIST #	6/15/2016	\$5,600.00	
Paid Chk# 025747 SUN LIFE ASSURANCE COMPAN	6/15/2016	\$664.58	MAY PAYMENT
	Total Checks	\$28,946.02	

CITY OF NORWOOD YOUNG AMERICA

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***Check Detail Register©**

JUNE 2016

			Check Amt	Invoice	Comment
10100 CHECKING					
Paid Chk#	025748	6/27/2016	ALL TRAFFIC SOLUTIONS		
E 101-43100-221	Repair/Maintenance Equipment		\$1,500.00	SIN009173	
	Total ALL TRAFFIC SOLUTIONS		\$1,500.00		
Paid Chk#	025749	6/27/2016	BEDFORD TECHNOLOGY, LLC		
E 101-45200-530	Improvements Other Than Bldgs		\$774.98	52412	LIONS BENCH
	Total BEDFORD TECHNOLOGY, LLC		\$774.98		
Paid Chk#	025750	6/27/2016	BOLTON & MENK, INC		
E 602-49450-303	Engineering Fees		\$74.40	0190896	SEWER
E 101-41320-303	Engineering Fees		\$149.00	0190896	COMM DEV
E 101-41500-303	Engineering Fees		\$1,016.50	0190896	BRAND LAKE HIGHLANDS
G 810-22100	Escrow Collected		\$194.50	0190896	VICKERMAN
E 101-41500-303	Engineering Fees		\$364.00	0190896	MISC ENGINEERING
G 810-22100	Escrow Collected		\$3,772.50	0190897	VICKERMAN
	Total BOLTON & MENK, INC		\$5,570.90		
Paid Chk#	025751	6/27/2016	BRYAN ROCK PRODUCTS, INC.		
E 101-43100-224	Street Maint Materials		\$189.20	15386	ROCK
	Total BRYAN ROCK PRODUCTS, INC.		\$189.20		
Paid Chk#	025752	6/27/2016	CARDMEMBER SERVICE		
E 101-45200-221	Repair/Maintenance Equipment		\$343.72		PARKS
E 101-43100-221	Repair/Maintenance Equipment		\$23.97		STREETS
E 101-49860-209	Swlm Uniforms		\$304.00		POOL UNIFORMS
E 601-49400-221	Repair/Maintenance Equipment		\$225.75		WATER
E 101-49860-251	Concessions		\$42.75		POOL CONCESSIONS
E 602-49450-221	Repair/Maintenance Equipment		\$245.20		SEWER
	Total CARDMEMBER SERVICE		\$1,185.39		
Paid Chk#	025753	6/27/2016	CARVERLINK-CARVER CO BROADBAND		
E 101-42100-321	Telephone		\$24.08		
E 101-41940-321	Telephone		\$186.94		
E 101-41400-321	Telephone		\$144.50		
E 101-41320-321	Telephone		\$120.42		
E 101-41300-321	Telephone		\$120.42		
E 101-46500-321	Telephone		\$48.17		
E 101-45200-321	Telephone		\$34.30		
E 101-43100-321	Telephone		\$34.30		
E 101-42200-321	Telephone		\$156.94		
E 602-49450-321	Telephone		\$76.94		
E 101-45200-321	Telephone		\$113.88		
E 101-45500-321	Telephone		\$24.08		
E 601-49400-321	Telephone		\$76.94		
	al CARVERLINK-CARVER CO BROADBAND		\$1,161.91		
Paid Chk#	025754	6/27/2016	CENTER POINT		

CITY OF NORWOOD YOUNG AMERICA

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JUNE 2016

			Check Amt	Invoice	Comment
E 602-49450-383	Gas Utilities		\$16.79		406 2ND AVE SE
E 101-41940-383	Gas Utilities		\$15.85		318 ELM ST W
E 601-49400-383	Gas Utilities		\$148.63		104 3RD AVE SE
E 101-41940-383	Gas Utilities		\$29.25		310 ELM ST W
E 101-45500-383	Gas Utilities		\$23.12		314 ELM ST W
Total CENTER POINT			\$233.64		
<hr/>					
Paid Chk# 025755	6/27/2016	CITIZEN STATE BANK HSA ACCTS			
G 101-21718	HSA ACCOUNT		\$1,333.32		MAY HSA PAYMENT
Total CITIZEN STATE BANK HSA ACCTS			\$1,333.32		
<hr/>					
Paid Chk# 025756	6/27/2016	CITIZENS STATE BANK WAVERLY			
G 101-21718	HSA ACCOUNT		\$166.67		MAY HSA PAYMENT
Total CITIZENS STATE BANK WAVERLY			\$166.67		
<hr/>					
Paid Chk# 025757	6/27/2016	DIEDRICK, TINA			
E 101-41110-331	Travel/Meeting Expense		\$21.92		LUNCH
E 101-41110-331	Travel/Meeting Expense		\$21.71		TAXI
E 101-41110-331	Travel/Meeting Expense		\$657.46		HOTEL
Total DIEDRICK, TINA			\$701.09		
<hr/>					
Paid Chk# 025758	6/27/2016	EHLERS AND ASSOCIATES, INC			
E 101-46500-305	Other Professional Fees		\$215.00	70641	TIF ADMIN
Total EHLERS AND ASSOCIATES, INC			\$215.00		
<hr/>					
Paid Chk# 025759	6/27/2016	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-210	Operating Supplies (GENERAL)		\$120.14	6585	CARTRIDGES
Total EMERGENCY RESPONSE SOLUTIONS			\$120.14		
<hr/>					
Paid Chk# 025760	6/27/2016	GOPHER STATE ONE-CALL, INC.			
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$29.70	6050610-IN	LOCATES
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$29.70	6050610-IN	LOCATES
Total GOPHER STATE ONE-CALL, INC.			\$59.40		
<hr/>					
Paid Chk# 025761	6/27/2016	HAYES, KELLY			
E 101-41400-331	Travel/Meeting Expense		\$45.36		
E 101-49860-251	Concessions		\$47.24		
E 101-41400-200	Office Supplies (GENERAL)		\$57.67		
Total HAYES, KELLY			\$150.27		
<hr/>					
Paid Chk# 025762	6/27/2016	HD SUPPLY WATERWORKS			
E 601-49400-229	Water Meters		\$2,405.63	F637364	
Total HD SUPPLY WATERWORKS			\$2,405.63		
<hr/>					
Paid Chk# 025763	6/27/2016	HEALTH EQUITY			
G 101-21718	HSA ACCOUNT		\$2,324.36		MAY HAS PAYMENT
Total HEALTH EQUITY			\$2,324.36		
<hr/>					
Paid Chk# 025764	6/27/2016	HEALTH PARTNERS			

CITY OF NORWOOD YOUNG AMERICA

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*Check Detail Register©

JUNE 2016

			Check Amt	Invoice	Comment
G 101-21706	Hospitalization/Medical Ins		\$11,627.77		
	Total HEALTH PARTNERS		\$11,627.77		
Paid Chk# 025765	6/27/2016 HERMEL WHOLESAL				
E 101-49860-251	Concessions		\$307.59	583663	POOL CONCESSIONS
	Total HERMEL WHOLESAL		\$307.59		
Paid Chk# 025766	6/27/2016 HILLYARD FLOOR CARE SUPPLY				
E 601-49400-210	Operating Supplies (GENERAL)		\$48.54	602117501	DISP & TOWEL ROLL
E 602-49450-210	Operating Supplies (GENERAL)		\$48.54	602117501	DISP & TOWEL ROLL
	Total HILLYARD FLOOR CARE SUPPLY		\$97.08		
Paid Chk# 025767	6/27/2016 HOME SOLUTIONS				
E 101-42200-210	Operating Supplies (GENERAL)		\$167.80		
	Total HOME SOLUTIONS		\$167.80		
Paid Chk# 025768	6/27/2016 HORIZON COMMERCIAL POOL SUPPLY				
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$89.86	160601060	BULBS
	Total HORIZON COMMERCIAL POOL SUPPLY		\$89.86		
Paid Chk# 025769	6/27/2016 HYDRO ENGINEERING INC				
E 101-43100-221	Repair/Maintenance Equipment		\$17.84	76326	SQUARE TUBING
	Total HYDRO ENGINEERING INC		\$17.84		
Paid Chk# 025770	6/27/2016 HYDRO KLEAN				
E 601-49400-221	Repair/Maintenance Equipment		\$45.00	55017	BAGS OF HYPERFORM
E 602-49450-221	Repair/Maintenance Equipment		\$45.00	55017	BAGS OF HYPERFORM
	Total HYDRO KLEAN		\$90.00		
Paid Chk# 025771	6/27/2016 INITIAL ATTACK FIRE TRAINING				
E 101-42200-207	Training Instructional		\$1,500.00		LIVE BURN/VENT SIMULATOR
	Total INITIAL ATTACK FIRE TRAINING		\$1,500.00		
Paid Chk# 025772	6/27/2016 KLEINBANK HSA ACCOUNTS				
G 101-21718	HSA ACCOUNT		\$666.66		MAY HSA PAYMENT
	Total KLEINBANK HSA ACCOUNTS		\$666.66		
Paid Chk# 025773	6/27/2016 KWIK TRIP INC.				
E 601-49400-212	Motor Fuels		\$6.95		
E 101-45200-212	Motor Fuels		\$52.33		
E 101-43100-212	Motor Fuels		\$122.09		
	Total KWIK TRIP INC.		\$181.37		
Paid Chk# 025774	6/27/2016 LENZ, DEBRA				
E 101-41400-331	Travel/Meeting Expense		\$42.93		MILEAGE REIMBURSEMENT
	Total LENZ, DEBRA		\$42.93		
Paid Chk# 025775	6/27/2016 LOFFLER BUSINESS SYS LLC				
E 101-41400-437	Maintenance Contract		\$112.41	2249476	COPIES

CITY OF NORWOOD YOUNG AMERICA

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*Check Detail Register©

JUNE 2016

			Check Amt	Invoice	Comment
Total LOFFLER BUSINESS SYS LLC			\$112.41		
Paid Chk#	025776	6/27/2016	METRO WEST INSPECTION SERVICES		
E 101-42400-312	Building Inspection Fee		\$806.63		INSPECTIONS
Total METRO WEST INSPECTION SERVICES			\$806.63		
Paid Chk#	025777	6/27/2016	MID COUNTRY BANK		
G 101-21718	HSA ACCOUNT		\$333.33		MAY HSA PAYMENT
Total MID COUNTRY BANK			\$333.33		
Paid Chk#	025778	6/27/2016	MID-COUNTY CO-OP OIL ASSN		
E 101-45200-212	Motor Fuels		\$739.39	17881	DYED DIESEL
Total MID-COUNTY CO-OP OIL ASSN			\$739.39		
Paid Chk#	025779	6/27/2016	MINI BIFF		
E 101-45200-418	Other Rentals (Biffs)		\$189.21	A-78059	SPORTS COMPLEX
E 101-45200-418	Other Rentals (Biffs)		\$107.61	A-78060	LEGION
E 101-45200-418	Other Rentals (Biffs)		\$107.61	A-78072	FRIENDSHIP PARK
E 101-45200-418	Other Rentals (Biffs)		\$107.61	A-78173	FRIENDSHIP PARK
E 101-45200-418	Other Rentals (Biffs)		\$81.60	A-78175	WILLKOMMEN PARK
E 101-45200-418	Other Rentals (Biffs)		\$215.22	A-78366	WILLKOMMEN PARK
Total MINI BIFF			\$808.86		
Paid Chk#	025780	6/27/2016	MINNESOTA VALLEY TESTING LAB		
E 602-49450-217	Lab Fees		\$36.20	812672	PHOSPHORUS
E 601-49400-217	Lab Fees		\$89.00	813307	COLIFORM
E 602-49450-217	Lab Fees		\$36.20	813944	PHOSPHORUS
Total MINNESOTA VALLEY TESTING LAB			\$161.40		
Paid Chk#	025781	6/27/2016	MUNICIPAL DEVELOPMENT GROUP		
E 101-46500-305	Other Professional Fees		\$1,843.29	NYAMAY16	EDC SERVICES
Total MUNICIPAL DEVELOPMENT GROUP			\$1,843.29		
Paid Chk#	025782	6/27/2016	NORTH AMERICAN SAFETY INC		
E 101-43100-211	Personal Protection Equipment		\$285.00	19674	SHIRTS
Total NORTH AMERICAN SAFETY INC			\$285.00		
Paid Chk#	025783	6/27/2016	NYA TIMES		
E 101-41320-350	Print/Publishing/Postage		\$34.02	362405	MAIN ST CUP
E 101-41320-350	Print/Publishing/Postage		\$34.02	362406	ZONING ORD
E 101-41320-350	Print/Publishing/Postage		\$37.80	362407	AUTO SALES
E 101-42200-350	Print/Publishing/Postage		\$37.80	366417	MINI PUMPER
E 101-45200-350	Print/Publishing/Postage		\$64.26	366418	WILLKOMMEN RESTROOMS BIDS
Total NYA TIMES			\$207.90		
Paid Chk#	025784	6/27/2016	QUILL CORPORATION		
E 101-41400-200	Office Supplies (GENERAL)		\$90.47	6367980	LAM POUCH, PENS
E 101-41400-200	Office Supplies (GENERAL)		\$125.99	6517829	PRINT CARTRIDGES
E 101-41400-200	Office Supplies (GENERAL)		\$279.05	6593951	PAPER

CITY OF NORWOOD YOUNG AMERICA

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		Check Amt	Invoice	Comment
E 101-41400-200	Office Supplies (GENERAL)	\$35.32	6594506	PENS, WALLET BAG
E 601-49400-210	Operating Supplies (GENERAL)	\$6.28	6594506	WALLET BAG
E 602-49450-210	Operating Supplies (GENERAL)	\$6.29	6594506	WALLET BAG
	Total QULL CORPORATION	\$543.40		
Paid Chk# 025785	6/27/2016 SEASONAL SERVICES			
E 101-45200-223	Repair/Maintenance Bldg/Ground	\$60.00		STUMP REMOVAL
	Total SEASONAL SERVICES	\$60.00		
Paid Chk# 025786	6/27/2016 SEH			
E 101-45200-303	Engineering Fees	\$1,180.00	315687	WILLKOMMEN PARK RESTROOMS
	Total SEH	\$1,180.00		
Paid Chk# 025787	6/27/2016 STIFTUNGSFEST, INC.			
E 101-45200-220	Game Fund Disbursements	\$712.00		PEDAL PULL
	Total STIFTUNGSFEST, INC.	\$712.00		
Paid Chk# 025788	6/27/2016 TECHSTAR IT SOLUTIONS			
E 101-41400-437	Maintenance Contract	\$322.50	5644	
E 101-41400-437	Maintenance Contract	\$617.00	MSP-5643	
E 101-41400-437	Maintenance Contract	\$617.00	MSP-5685	
	Total TECHSTAR IT SOLUTIONS	\$1,556.50		
Paid Chk# 025789	6/27/2016 TRAFFIC CONTROL CORP			
E 101-43100-223	Repair/Maintenance Bldg/Ground	\$252.00	91386	GREEN LED
	Total TRAFFIC CONTROL CORP	\$252.00		
Paid Chk# 025790	6/27/2016 UHL COMPANY, INC			
E 101-42200-223	Repair/Maintenance Bldg/Ground	\$754.71	43569	REPAIRS
	Total UHL COMPANY, INC	\$754.71		
Paid Chk# 025791	6/27/2016 UNITED FARMERS CO-OP			
E 101-45200-221	Repair/Maintenance Equipment	\$193.39		
E 601-49400-221	Repair/Maintenance Equipment	\$59.59		
	Total UNITED FARMERS CO-OP	\$252.98		
Paid Chk# 025792	6/27/2016 USA BLUE BOOK			
E 602-49450-221	Repair/Maintenance Equipment	\$137.43	976252	FLOAT SWITCH
E 601-49400-221	Repair/Maintenance Equipment	\$137.44	976252	FLOAT SWITCH
	Total USA BLUE BOOK	\$274.87		
Paid Chk# 025793	6/27/2016 XCEL ENERGY			
E 101-42500-381	Electric Utilities	\$12.41		
E 601-49400-381	Electric Utilities	\$2,560.13		104 3RD AVE SE
E 101-49860-381	Electric Utilities	\$145.45		
E 602-49450-381	Electric Utilities	\$4,453.20		
E 601-49400-381	Electric Utilities	\$657.33		
E 101-45500-381	Electric Utilities	\$795.83		
E 101-45200-381	Electric Utilities	\$478.16		

CITY OF NORWOOD YOUNG AMERICA

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JUNE 2016

Check Amt Invoice Comment

E 101-43100-380	Street Lighting	\$2,245.03		
E 101-42200-381	Electric Utilities	\$225.81		
E 101-41940-381	Electric Utilities	\$1,544.99		
E 101-43100-381	Electric Utilities	\$346.20		
	Total XCEL ENERGY	\$13,464.54		
	10100 CHECKING	\$57,210.01		

Fund Summary

10100 CHECKING		
101 GENERAL FUND		\$41,540.21
601 WATER FUND		\$6,496.91
602 SEWER FUND		\$5,205.89
810 Escrow - Vickerman phase 4		\$3,967.00
		\$57,210.01



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: June 27, 2016

SUBJECT: Resolution 2016-13, General Obligation Refunding Bonds, Series 2016A

On behalf of the City, on June 22nd Ehlers held a sale for the \$3,875,000 General Obligation Refunding Bonds, Series 2016A. The bonds to be refunded are the 2008A General Obligation Bonds, the 2008B General Obligation Water Revenue Bonds, and the 2009A Taxable General Obligation Library Bonds.

Nick Anhut, Ehlers, will be present to review the enclosed Sale Day Report, Standard & Poors Bond Rating Report, the Crossover Refunding Escrow Agreement, and Resolution 2016-13, General Obligation Refunding Bonds, Series 2016A.

Suggested Motion:

Motion to approve Resolution 2016-13, a resolution ratifying the sale of General Obligation Refunding Bonds, Series 2016A, in the original aggregate principal amount of \$3,875,000; fixing their form and specifications; directing their execution and delivery; providing for their payment; providing for the escrowing and investment of portion of the proceeds thereof; and providing for the redemption of bonds refunded thereby.

June 22, 2016

Sale Day Report for

City of Norwood Young America, Minnesota

\$3,875,000 General Obligation Refunding Bonds,
Series 2016A



Prepared by:

Nick Anhut
Municipal Advisor

and

Shelly Eldridge
Senior Municipal Advisor

Sale Day Report – June 22, 2016

City of Norwood Young America, Minnesota
\$3,875,000 General Obligation Refunding Bonds, Series 2016A

Purpose: For the purpose of effecting a refunding of certain general obligations of the City.

Rating: Standard & Poor's Credit Markets "AA-"

Number of Bids: 3

Low Bidder: Baird, Milwaukee, Wisconsin

Comparison from Lowest to Highest Bid: (TIC as bid)	Low Bid	High Bid	Interest Difference
	2.1955%	2.2436%	\$16,611

Summary of Results:	Results of Sale
Principal Amount*:	\$3,875,000
Underwriter's Discount:	\$50,084
Reoffering Premium:	\$105,091
True Interest Cost*:	2.1905%
Costs of Issuance:	\$50,040
Yield:	0.850% - 2.500%
Future Value Savings:	\$795,332
Present Value Savings:	\$556,491
Savings Percentage:	10.510%
Total Net P&I	\$4,767,942

Notes: The final principal amount was adjusted downward due to reoffering premium included in the winning bid. The final True Interest Cost is calculated to reflect the adjustment.

Closing Date: July 21, 2016

City Council Action: Resolution authorizing issuance, awarding the sale, prescribing the form and details and providing for the payment of \$3,875,000 General Obligation Refunding Bonds, Series 2016A.

Attachments:

- Bid Tabulation
- Sources and Uses of Funds
- Refunding Savings Analysis
- Rating Report
- Bond Resolution (Distributed separately)





Ehlers Bond Sale Summary

\$3,875,000 General Obligation Refunding Bonds, Series 2016A

City of Norwood Young America, Minnesota

SALE: June 22, 2016

AWARD: BAIRD

NAME OF BIDDER	MATURITY (February 1)	AMOUNT	TERM	RATE	PRICE	NET INTEREST COST	TRUE INTEREST RATE
BAIRD					\$4,021,676.65	\$861,824.74	2.1955%
Milwaukee, Wisconsin	2018	\$105,000.00		2.000%			
	2019	\$265,000.00		2.000%			
	2020	\$275,000.00		2.000%			
	2021	\$275,000.00		2.000%			
	2022	\$280,000.00		2.000%			
	2023	\$170,000.00		2.000%			
	2024	\$175,000.00		2.000%			
	2025	\$175,000.00		2.000%			
	2026	\$285,000.00		2.000%			
	2027	\$290,000.00		2.000%			
	2028	\$290,000.00		2.000%			
	2029	\$300,000.00		2.250%			
	2030	\$110,000.00		2.500%			
	2031	\$115,000.00		2.500%			
	2032	\$180,000.00		2.750%			
	2033	\$190,000.00		2.750%			
	2034	\$195,000.00		3.000%			
	2035	\$200,000.00		3.000%			
BOSC, INC.							2.2095%
Dallas, Texas							
NORTHLAND SECURITIES, INC.							2.2436%
Minneapolis, Minnesota							



City of Norwood Young America, Minnesota

\$3,875,000 General Obligation Refunding Bonds, Series 2016A

Issue Summary

Crossover Ref 08A & 08B and Current Ref 09 RZEDs

Total Issue Sources And Uses

Dated 07/21/2016 | Delivered 07/21/2016

	Xover 08A - Street Imp Portion	Xover 08A - Capital Imp Portion	Xover Ref 08B GO Water Rev	Cur Ref 2009 Library RZED	Issue Summary
Sources Of Funds					
Par Amount of Bonds	\$455,000.00	\$85,000.00	\$1,920,000.00	\$1,415,000.00	\$3,875,000.00
Reoffering Premium	14,000.15	1,816.45	50,922.15	38,352.00	105,090.75
Transfers from Prior Issue Debt Service Funds	180,000.00	-	-	-	180,000.00
Total Sources	\$649,000.15	\$86,816.45	\$1,970,922.15	\$1,453,352.00	\$4,160,090.75
Uses Of Funds					
Total Underwriter's Discount (1.292%)	5,880.86	1,098.62	24,815.94	18,288.83	50,084.25
Costs of Issuance	9,622.69	8.23	25,345.91	15,063.17	50,040.00
Deposit to Current Refunding Fund	633,381.58	85,704.92	1,920,453.31	1,420,000.00	4,059,539.81
Rounding (Deposit to Debt Service Fund)	115.02	4.68	306.99	-	426.69
Total Uses	\$649,000.15	\$86,816.45	\$1,970,922.15	\$1,453,352.00	\$4,160,090.75

City of Norwood Young America, Minnesota

\$3,875,000 General Obligation Refunding Bonds, Series 2016A

Issue Summary

Crossover Ref 08A & 08B and Current Ref 09 RZEDs

Debt Service Comparison

Date	Total P+I	PCF	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2017	45,441.67	(741,217.36)	1,055,577.50	359,375.12	185,790.06	(173,585.06)
02/01/2018	191,100.00	(1,918,875.00)	2,103,040.00	375,265.00	392,290.12	17,025.12
02/01/2019	349,000.00	-	-	349,000.00	393,165.12	44,165.12
02/01/2020	353,700.00	-	-	353,700.00	398,425.12	44,725.12
02/01/2021	348,200.00	-	-	348,200.00	393,045.12	44,845.12
02/01/2022	347,700.00	-	-	347,700.00	392,445.12	44,745.12
02/01/2023	232,100.00	-	-	232,100.00	391,270.12	159,170.12
02/01/2024	233,700.00	-	-	233,700.00	394,560.12	160,860.12
02/01/2025	230,200.00	-	-	230,200.00	272,025.12	41,825.12
02/01/2026	336,700.00	-	-	336,700.00	273,975.12	(62,724.88)
02/01/2027	336,000.00	-	-	336,000.00	275,187.62	(60,812.38)
02/01/2028	330,200.00	-	-	330,200.00	270,925.12	(59,274.88)
02/01/2029	334,400.00	-	-	334,400.00	270,925.12	(63,474.88)
02/01/2030	137,650.00	-	-	137,650.00	50,425.12	(87,224.88)
02/01/2031	139,900.00	-	-	139,900.00	50,425.12	(89,474.88)
02/01/2032	202,025.00	-	-	202,025.00	205,425.12	3,400.12
02/01/2033	207,075.00	-	-	207,075.00	210,025.54	2,950.54
02/01/2034	206,850.00	-	-	206,850.00	209,277.60	2,427.60
02/01/2035	206,000.00	-	-	206,000.00	208,207.42	2,207.42
02/01/2036	-	-	-	-	206,958.72	206,958.72
02/01/2037	-	-	-	-	205,531.48	205,531.48
02/01/2038	-	-	-	-	203,925.70	203,925.70
02/01/2039	-	-	-	-	207,141.38	207,141.38
Total	\$4,767,941.67	(2,660,092.36)	\$3,158,617.50	\$5,266,040.12	\$6,061,372.20	\$795,332.08

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	1,319,562.63
Effects of changes in Expenses.....	(583,498.49)
Net PV Cashflow Savings @ 1.870%(Bond Yield).....	736,064.15
Transfers from Prior Issue Debt Service Fund.....	(180,000.00)
Contingency or Rounding Amount.....	426.69
Net Present Value Benefit	\$556,490.84
Net PV Benefit / \$5,294,717.32 PV Refunded Debt Service	10.510%
Net PV Benefit / \$4,015,000 Refunded Principal...	13.860%
Net PV Benefit / \$3,875,000 Refunding Principal..	14.361%

Refunding Bond Information

Refunding Dated Date	7/21/2016
Refunding Delivery Date	7/21/2016

City of Norwood Young America, Minnesota

\$540,000 General Obligation Refunding Bonds, Series 2016A
2008A combined (Street Improvement and Capital Improvement portions)

Debt Service Comparison

Date	Total P+I	PCF	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2017	5,700.00	(720,700.00)	832,225.00	297,105.30	117,225.00	(179,880.30)
02/01/2018	115,800.00	-	-	115,800.00	118,825.00	3,025.00
02/01/2019	113,700.00	-	-	113,700.00	120,225.00	6,525.00
02/01/2020	116,600.00	-	-	116,600.00	121,425.00	4,825.00
02/01/2021	114,400.00	-	-	114,400.00	117,425.00	3,025.00
02/01/2022	112,200.00	-	-	112,200.00	118,425.00	6,225.00
02/01/2023	-	-	-	-	119,225.00	119,225.00
02/01/2024	-	-	-	-	119,715.00	119,715.00
Total	\$578,400.00	(720,700.00)	\$832,225.00	\$869,805.30	\$952,490.00	\$82,684.70

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	232,102.50
Net PV Cashflow Savings @ 1.870%(Bond Yield).....	232,102.50
Total Cash contribution.....	(180,000.00)
Contingency or Rounding Amount.....	119.70
Net Present Value Benefit	\$52,222.20
Net PV Benefit / \$681,985.41 PV Refunded Debt Service	7.657%
Net PV Benefit / \$715,000 Refunded Principal...	7.304%
Net PV Benefit / \$540,000 Refunding Principal..	9.671%

Refunding Bond Information

Refunding Dated Date	
Refunding Delivery Date	7/21/2016

City of Norwood Young America, Minnesota

\$1,920,000 General Obligation Refunding Bonds, Series 2016A

Xover Ref 08B GO Water Rev

Debt Service Comparison

Date	Total P+I	PCF	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2017	20,517.36	(20,517.36)	223,352.50	223,045.51	223,352.50	306.99
02/01/2018	38,875.00	(1,918,875.00)	2,103,040.00	223,040.00	223,040.00	-
02/01/2019	198,875.00	-	-	198,875.00	222,515.00	23,640.00
02/01/2020	200,675.00	-	-	200,675.00	226,575.00	25,900.00
02/01/2021	197,375.00	-	-	197,375.00	225,195.00	27,820.00
02/01/2022	199,075.00	-	-	199,075.00	223,595.00	24,520.00
02/01/2023	195,675.00	-	-	195,675.00	221,620.00	25,945.00
02/01/2024	197,275.00	-	-	197,275.00	224,420.00	27,145.00
02/01/2025	193,775.00	-	-	193,775.00	221,600.00	27,825.00
02/01/2026	195,275.00	-	-	195,275.00	223,550.00	28,275.00
02/01/2027	196,675.00	-	-	196,675.00	224,762.50	28,087.50
02/01/2028	192,975.00	-	-	192,975.00	220,500.00	27,525.00
02/01/2029	194,275.00	-	-	194,275.00	220,500.00	26,225.00
Total	\$2,221,317.36	(1,939,392.36)	\$2,326,392.50	\$2,608,010.51	\$2,901,225.00	\$293,214.49

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	255,946.70
Net PV Cashflow Savings @ 1.870%(Bond Yield).....	255,946.70
Contingency or Rounding Amount.....	306.99
Net Present Value Benefit	\$256,253.69
Net PV Benefit / \$2,140,489.49 PV Refunded Debt Service	11.972%
Net PV Benefit / \$1,880,000 Refunded Principal...	13.631%
Net PV Benefit / \$1,920,000 Refunding Principal..	13.347%

Refunding Bond Information

Refunding Dated Date	7/21/2016
Refunding Delivery Date	7/21/2016

City of Norwood Young America, Minnesota

\$1,415,000 General Obligation Refunding Bonds, Series 2016A

Cur Ref 2009 Library RZED

Debt Service Comparison

Date	Total P+	Net New D/S	Old Net D/S	Savings
02/01/2017	19,224.31	19,224.31	25,212.56	5,988.25
02/01/2018	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2019	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2020	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2021	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2022	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2023	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2024	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2025	36,425.00	36,425.00	50,425.12	14,000.12
02/01/2026	141,425.00	141,425.00	50,425.12	(90,999.88)
02/01/2027	139,325.00	139,325.00	50,425.12	(88,899.88)
02/01/2028	137,225.00	137,225.00	50,425.12	(86,799.88)
02/01/2029	140,125.00	140,125.00	50,425.12	(89,699.88)
02/01/2030	137,650.00	137,650.00	50,425.12	(87,224.88)
02/01/2031	139,900.00	139,900.00	50,425.12	(89,474.88)
02/01/2032	202,025.00	202,025.00	205,425.12	3,400.12
02/01/2033	207,075.00	207,075.00	210,025.54	2,950.54
02/01/2034	206,850.00	206,850.00	209,277.60	2,427.60
02/01/2035	206,000.00	206,000.00	208,207.42	2,207.42
02/01/2036	-	-	206,958.72	206,958.72
02/01/2037	-	-	205,531.48	205,531.48
02/01/2038	-	-	203,925.70	203,925.70
02/01/2039	-	-	207,141.38	207,141.38
Total	\$1,968,224.31	\$1,968,224.31	\$2,387,657.20	\$419,432.89

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	831,513.44
Effects of changes in Expenses.....	(583,498.49)
Net PV Cashflow Savings @ 1.870%(Bond Yield).....	248,014.95
Net Present Value Benefit	\$248,014.95
Net PV Benefit / \$2,385,387.42 PV Refunded Debt Service	10.397%
Net PV Benefit / \$1,420,000 Refunded Principal...	17.466%
Net PV Benefit / \$1,415,000 Refunding Principal..	17.528%

Refunding Bond Information

Refunding Dated Date	7/21/2016
Refunding Delivery Date	7/21/2016

City of Norwood Young America, Minnesota

\$3,875,000 General Obligation Refunding Bonds, Series 2016A

Issue Summary

Crossover Ref 08A & 08B and Current Ref 09 RZEDs

Detail Costs Of Issuance

Dated 07/21/2016 | Delivered 07/21/2016

COSTS OF ISSUANCE DETAIL

Financial Advisor	\$27,525.00
Bond Counsel (Kennedy & Graven)	\$6,500.00
Rating Agency Fee (S&P)	\$10,750.00
Carver County Fee	\$375.00
Paying Agent (Bond Trust Services)	\$590.00
Escrow Agent (U.S. Bank)	\$1,800.00
Verification Agent (Grant Thornton)	\$2,500.00
TOTAL	\$50,040.00

CROSSOVER REFUNDING ESCROW AGREEMENT

Relating to:

\$1,325,000
City of Norwood Young America, Minnesota
General Obligation Bonds
Series 2008A

\$2,715,000
City of Norwood Young America, Minnesota
General Obligation Water Revenue Bonds
Series 2008B

THIS CROSSOVER REFUNDING ESCROW AGREEMENT, dated July 21, 2016 (the "Agreement"), is made pursuant to Minnesota Statutes, Section 475.67, subdivision 13 (the "Act") and executed by and between the City of Norwood Young America, Minnesota (the "City"), and U.S. Bank National Association, Saint Paul, Minnesota, a national banking association (the "Escrow Agent"):

WITNESSETH: That the parties hereto recite and, in consideration of the mutual covenants contained herein, covenant and agree as follows:

1. The City previously issued its (i) General Obligation Bonds, Series 2008A (the "Series 2008A Bonds"), dated July 2, 2008, in the original aggregate principal amount of \$1,325,000, of which \$715,000 in principal amount is callable on or after February 1, 2017; and (ii) General Obligation Water Revenue Bonds, Series 2008A (the "Series 2008B Bonds," and together with the Series 2008A Bonds, the "Refunded Bonds"), dated October 30, 2008, in the original aggregate principal amount of \$2,715,000, of which \$1,880,000 in principal amount is callable on or after February 1, 2018. Pursuant to a resolution adopted by the City Council of the City on June 27, 2016 (the "Resolution"), the City has provided for the issuance of its General Obligation Refunding Bonds, Series 2016A (the "Bonds"), in the original aggregate principal amount of \$3,875,000. The portion of the Bonds allocated to refunding the Refunded Bonds is referred to herein as the "Refunding Bonds." The portion of the Refunding Bonds allocated to refunding the Series 2008A Bonds is referred to herein as the "Series 2008A Refunding Bonds," and the portion of the Refunding Bonds allocated to refunding the Series 2008B Bonds is referred to herein as the "Series 2008B Refunding Bonds." On the date hereof, a portion of the proceeds of the Refunding Bonds will be deposited with the Escrow Agent to be used to (i) pay the interest due on the Series 2008A Refunding Bonds to and including February 1, 2017 (the "Series 2008A Bonds Redemption Date"); (ii) redeem and prepay on the Series 2008A Bonds Redemption Date the Series 2008A Bonds maturing after the Series 2008A Bonds Redemption Date; (iii) pay the interest due on the Series 2008B Refunding Bonds to and including February 1, 2018 (the "Series 2008B Bonds Redemption Date"); and (iv) redeem and prepay on the Series 2008B Bonds Redemption Date the Series 2008B Bonds maturing after the Series 2008B Bonds Redemption Date.

2. The City, in accordance with the Resolution, issued and sold the Bonds in the original aggregate principal amount of \$3,875,000 and has received proceeds of the Bonds in the amount of \$3,930,006.50 (par amount of the Bonds of \$3,875,000.00, plus original issue premium of \$105,090.75, less underwriter's discount of \$50,084.25). The City has deposited proceeds of the Bonds in the amount of \$2,690,006.50 to the Escrow Account (as defined herein) to be allocated as follows: (i) the amount of \$2,459,538.00 shall be invested in securities which are general obligations of the United States, securities whose principal and interest payments are guaranteed by the United States (the "Federal Securities"), as described in the schedule which is attached hereto, marked EXHIBIT A and made a part hereof; (ii) the amount of \$1.81 shall be an initial cash deposit in the Escrow Account and shall remain uninvested; (iii) the amount of \$50,040.00 shall be applied by the Escrow Agent to payment of costs of issuance of the Bonds as specified in paragraph 3 hereof; and (iv) the amount of \$426.69 shall be disbursed to the City on the date hereof for deposit to the Debt Service Fund established for the Bonds. The purchased securities and initial

cash deposit will be irrevocably deposited with the Escrow Agent on the date of this Agreement. It is understood and agreed that the dates and amounts of payments of principal and interest due on the securities so deposited are as indicated in EXHIBIT B, and that the principal and interest payments due on such securities together with the initial cash deposit are such as to provide the funds required to pay the interest payable on the Refunding Bonds to the respective date on which any of the Refunded Bonds have been directed to be prepaid, as stated in the Resolution, and to pay the outstanding principal amount of the Refunded Bonds on such dates.

3. The Escrow Agent acknowledges receipt of the securities described in paragraph 2 hereof and agrees that it will hold such securities in a special escrow account (the "Escrow Account") created by the Resolution in the name of the City, and will collect and receive on behalf of the City all payments of principal of and interest on such securities and will remit from the Escrow Account (i) to the paying agent for the Refunding Bonds, the funds required to pay the interest due on the Refunding Bonds to and including the respective Redemption Date; and (ii) to the paying agent for the Refunded Bonds, the funds needed for the redemption and prepayment of the outstanding principal amount of the Refunded Bonds on the respective Redemption Date. After provision for payment of the principal of all remaining Refunded Bonds, the Escrow Agent will remit any remaining funds in the Escrow Account to the City. Of the amounts deposited with the Escrow Agent, the sum of \$50,040.00 shall be used by the Escrow Agent for payment and disbursement of the costs of issuance of the Bonds as set forth in EXHIBIT C attached hereto. The Escrow Agent shall return the sum of \$426.69 to the City in the form of a check for deposit to the Debt Service Fund established for the Bonds.

4. In order to ensure continuing compliance with the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder (collectively, the "Code"), the Escrow Agent agrees that it will not reinvest any cash received in payment of the principal of and interest on the Federal Securities held in the Escrow Account. This prohibition on reinvestment shall continue unless and until an opinion is received by the Escrow Agent from nationally recognized bond counsel that reinvestments, as specified in said opinion, may be made in a manner consistent with the Code. Reinvestment, if any, of amounts in the Escrow Account made pursuant to this paragraph may be made only in direct obligations of the United States of America which mature prior to the next date on which either principal of or interest on the Refunded Bonds is payable.

5. The Escrow Agent expressly waives any lien upon or claim against the moneys and investments in the Escrow Account.

6. If at any time it shall appear to the Escrow Agent that the money in the Escrow Account allocable for such use hereunder will not be sufficient to make any interest payment due to the holders of any of the Refunding Bonds, or principal payment due to the holders of any of the Refunded Bonds, the Escrow Agent shall immediately notify the City. The City thereupon shall forthwith deposit in the Escrow Account from funds on hand and legally available to it such additional funds as may be required to meet fully the amount to become due and payable. The City acknowledges its obligation to levy ad valorem taxes on all taxable property in the City to the extent required to produce moneys necessary for this purpose. The City and Escrow Agent acknowledge receipt of a verification report from Grant Thornton LLP, Minneapolis, Minnesota, certified public accountants, of even date herewith, to the effect that such cash and securities are sufficient to comply with the requirements of the Act.

7. The City will not repeal or amend the Resolution which calls the Refunded Bonds for redemption on the respective Redemption Date. The Escrow Agent shall cause the Notices of Call for Redemption attached hereto as EXHIBITS D-1 and D-2 to be mailed not less than sixty (60) days prior to the respective Redemption Date of the Refunded Bonds to the paying agents for the Refunded Bonds for the purpose of giving notice not less than thirty (30) days prior to the respective Redemption Date to the

registered owners of the Refunded Bonds to be redeemed, at their addresses appearing in the bond register and also to the banks at which the principal of and interest on the Refunded Bonds are then payable.

8. The Escrow Agent shall cause the Notices of Defeasance attached hereto as EXHIBITS E-1 and E-2 to be filed with the Municipal Securities Rulemaking Board within ten (10) business days of the issuance of the Refunding Bonds.

9. Within thirty (30) days of December 31, 2016, and each December 31 thereafter until termination of the Escrow Account, the Escrow Agent shall submit to the City a report covering all money it shall have received and all payments it shall have made or caused to be made hereunder during the preceding twelve months. Such report shall also list all obligations held in the Escrow Account and the amount of money on hand in the Escrow Account on the last day of December of each year.

10. It is recognized that title to the Federal Securities and money held in the Escrow Account from time to time shall remain vested in the City but subject always to the prior charge and lien thereon of this Agreement and the use thereof required to be made by the provisions of this Agreement. The Escrow Agent shall hold all such money and obligations in a separate special escrow account wholly segregated from all other funds and securities of the Escrow Agent, and shall never commingle such money or securities with other money or securities. It is understood and agreed that the responsibility of the Escrow Agent under this Agreement is limited to the safekeeping and segregation of the funds and securities deposited with it in said escrow account, the collection of and accounting for the principal and interest payable with respect thereto, the reinvestment of certain funds in United States Treasury Obligations, State and Local Government Series with zero interest which are not being held as uninvested cash and the remittance of the funds to the paying agent as provided in this Agreement.

11. This Agreement is made by the City for the benefit of the holders of the Refunded Bonds, and is not revocable by the City, and the investments and other funds deposited in the Escrow Account and all income therefrom have been irrevocably appropriated for the payment of the callable principal amount of the Refunded Bonds on the respective Redemption Date and the interest on the Refunding Bonds to the respective Redemption Date in accordance with this Agreement.

12. This Agreement shall be binding upon and shall inure to the benefit of the City and the Escrow Agent and their respective successors and assigns. In addition, this Agreement shall constitute a third-party beneficiary contract for the benefit of the holders of the Refunded Bonds and said third-party beneficiaries shall be entitled to enforce performance and observance by the City and the Escrow Agent of the respective agreements and covenants herein contained as fully and completely as if said third-party beneficiaries were parties hereto. Any bank into which the Escrow Agent may be merged or with which it may be consolidated or any bank resulting from any merger or consolidation to which it shall be a party or any bank to which it may sell or transfer all or substantially all of its corporate trust business shall, if the City approves, be the successor agent without the execution of any document or the performance of any further act.

13. The Escrow Agent hereby certifies that it is a financial institution whose deposits are insured by the Federal Deposit Insurance Corporation and whose capital and surplus is not less than \$500,000.

14. The Escrow Agent may at any time resign and be discharged of its obligations hereunder by giving to the City Administrator of the City written notice of such resignation not less than sixty (60) days before the date when the same is to take effect, provided that the Escrow Agent shall return to the City the pro rata portion of its fee which is allocable to the period of time commencing on the effective date of such resignation. Such resignation shall take effect upon the date specified in the notice, or upon the appointment and qualification of a successor prior to that date. In the event of such resignation, a successor shall promptly

be appointed by the City, and the City Administrator of the City shall immediately give written notice thereof to the predecessor escrow agent and publish the notice in the manner described in this paragraph 14. If, in a proper case, no appointment of a successor agent is made within forty-five (45) days after the receipt by the City of notice of such resignation, the Escrow Agent or the holder of any Refunded Bond may apply to any court of competent jurisdiction to appoint a successor escrow agent, which appointment may be made by the Court after such notice, if any, as the Court may prescribe. Any successor escrow agent appointed hereunder shall execute, acknowledge and deliver to its predecessor escrow agent and to the City a written acceptance of such appointment, and shall thereupon without any further act, deed or conveyance become fully vested with all moneys, properties, duties and obligations of its predecessor, but the predecessor shall nevertheless pay over, transfer, assign and deliver all moneys, securities or other property held by it to the successor escrow agent, shall execute, acknowledge and deliver such instruments of conveyance and do such other things as may reasonably be required to vest and confirm more fully and certainly in the successor escrow agent all right, title and interest in and to any property held by it hereunder. Any bank into which the Escrow Agent may be merged or with which it may be consolidated or any bank resulting from any merger or consolidation to which it shall be a party or any bank to which it may sell or transfer all or substantially all of its corporate trust business shall, if the City approves, be the successor escrow agent without the execution of any document or the performance of any further act.

15. The Escrow Agent acknowledges receipt of the sum of \$1,800 as its full compensation for its services to be performed under this Agreement.

16. The duties and obligations of the Escrow Agent shall be as prescribed by the provisions of this Agreement and the Escrow Agent shall not be liable hereunder except for failure to perform its duties and obligations as specifically set forth herein or to act in good faith in the performance thereof and no implied duties or obligations shall be incurred by the Escrow Agent other than those specified herein.

17. Any notice, authorization, request or demand required or permitted to be given in accordance with the terms of this Agreement shall be in writing and sent by registered or certified mail addressed:

If to the City: City of Norwood Young America
 P.O. Box 59
 Norwood Young America, MN 55368
 Attention: City Administrator

If to the Escrow Agent: U.S. Bank National Association
 60 Livingston Avenue
 EP-MN-WS3C
 St. Paul, MN 55107-2292
 Attention: Corporate Trust Services

18. The exhibits which are a part of this Agreement are as follows:

- EXHIBIT A Federal Securities
- EXHIBIT B Principal and Interest Payments on Federal Securities
- EXHIBIT C Costs of Issuance
- EXHIBIT D-1 Notice of Call for Redemption for the Series 2008A Bonds
- EXHIBIT D-2 Notice of Call for Redemption for the Series 2008B Bonds
- EXHIBIT E-1 Notice of Defeasance for the Series 2008A Bonds
- EXHIBIT E-2 Notice of Defeasance for the Series 2008B Bonds

IN WITNESS WHEREOF the parties hereto have caused this Crossover Refunding Escrow Agreement to be duly executed by their duly authorized officers, in counterparts, each of which is deemed to be an original agreement, as of the date and year first written above.

**CITY OF NORWOOD YOUNG AMERICA,
MINNESOTA**

By _____
Its Mayor

By _____
Its City Administrator

Security Advice Waiver:

The City acknowledges that to the extent regulations of the Comptroller of the Currency or any other regulatory entity grant the City the right to receive brokerage confirmations of the security transactions as they occur, the City specifically waives receipt of such confirmations to the extent permitted by law. The Escrow Agent will furnish the City with period cash transaction statements that include the detail for all investment transactions made by the Escrow Agent for all current and future accounts.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT:

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. For a non-individual person such as a business entity, a charity, a Trust or other legal entity we will ask for documentation to verify its formation and existence as a legal entity. We may also ask to see financial statements, licenses, and identification and authorization documents from individuals claiming authority to represent the entity or other relevant documentation.

(Signature page of the City to the Crossover Refunding Escrow Agreement
related to the City's General Obligation Bonds, Series 2008A and
General Obligation Water Revenue Bonds, Series 2008B)

Execution page of the Escrow Agent to the Crossover Refunding Escrow Agreement, dated as of the date and year first written above.

U.S. BANK NATIONAL ASSOCIATION

By _____
Its Vice President

(Signature page of the Escrow Agent to the Crossover Refunding Escrow Agreement
related to the City's General Obligation Bonds, Series 2008A and
General Obligation Water Revenue Bonds, Series 2008B)

EXHIBIT A
FEDERAL SECURITIES

EXHIBIT B

PRINCIPAL AND INTEREST PAYMENTS ON FEDERAL SECURITIES

EXHIBIT C
COSTS OF ISSUANCE

Municipal Advisor	\$27,525
Rating Agency	10,750
Bond Counsel	6,500
Verification Agent	2,500
Escrow Agent	1,800
Paying Agent	590
Carver County	<u>375</u>
TOTAL	<u>\$50,040</u>

In addition to paying the above-referenced costs of issuance, the Escrow Agent shall return the amount of \$426.69 to the City for deposit to the Debt Service Fund established for the Bonds.

EXHIBIT D-1

**NOTICE OF CALL FOR REDEMPTION
FOR THE SERIES 2008A BONDS**

\$1,325,000
CITY OF NORWOOD YOUNG AMERICA, MINNESOTA
GENERAL OBLIGATION BONDS
SERIES 2008A

NOTICE IS HEREBY GIVEN that, by order of the City of Norwood Young America, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2017

all outstanding bonds of the City designated as General Obligation Bonds, Series 2008A, dated July 2, 2008, having stated maturity dates of February 1 in the years 2018 through 2024, both inclusive, totaling \$715,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2018	\$ 90,000	669738 EQ5
2020	195,000	669738 ES1
2022	205,000	669738 EU6
2024	225,000	669738 EW2

The bonds are being called at a price of par plus accrued interest to February 1, 2017, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of Bond Trust Services Corporation, 3060 Centre Pointe Drive, Roseville, Minnesota 55113, on or before February 1, 2017.

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2009, the paying agent is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any bonds subject to redemption and prepayment on the redemption date, unless the paying agent is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9, will satisfy the requirements of this paragraph.

Dated: _____.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF NORWOOD YOUNG AMERICA,
MINNESOTA

By /s/ Kelly Hayes
City Clerk-Treasurer
City of Norwood Young America, Minnesota

EXHIBIT D-2

**NOTICE OF CALL FOR REDEMPTION
FOR THE SERIES 2008B BONDS**

\$2,715,000
CITY OF NORWOOD YOUNG AMERICA, MINNESOTA
GENERAL OBLIGATION WATER REVENUE BONDS
SERIES 2008B

NOTICE IS HEREBY GIVEN that, by order of the City of Norwood Young America, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2018

all outstanding bonds of the City designated as General Obligation Water Revenue Bonds, Series 2008B, dated October 30, 2008, having stated maturity dates of February 1 in the years 2021 through 2029, both inclusive, totaling \$1,880,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2021	\$430,000	669738 FG6
2023	315,000	669738 FJ0
2025	345,000	669738 FL5
2027	380,000	669738 FN1
2029	410,000	669738 FQ4

The bonds are being called at a price of par plus accrued interest to February 1, 2018, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of Bond Trust Services Corporation, 3060 Centre Pointe Drive, Roseville, Minnesota 55113, on or before February 1, 2018.

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2009, the paying agent is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any bonds subject to redemption and prepayment on the redemption date, unless the paying agent is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9, will satisfy the requirements of this paragraph.

Dated: _____.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF NORWOOD YOUNG AMERICA,
MINNESOTA

By /s/ Kelly Hayes
City Clerk-Treasurer
City of Norwood Young America, Minnesota

EXHIBIT E-1

**NOTICE OF DEFEASANCE
FOR THE SERIES 2008A BONDS**

\$1,325,000
CITY OF NORWOOD YOUNG AMERICA, MINNESOTA
GENERAL OBLIGATION BONDS
SERIES 2008A

NOTICE IS HEREBY GIVEN to the holders of the above-described bonds (the “Bonds”), dated July 2, 2008, and maturing on February 1 of the years and amounts shown below, that U.S. Government Securities have been deposited with U.S. Bank National Association, Saint Paul, Minnesota (the “Escrow Agent”), in an amount sufficient to defease \$90,000 in principal amount of the 2018 maturity and all of the principal amount of the 2020 through 2024 maturities of such Bonds. Interest on the Bonds will continue to be paid by the City of Norwood Young America, Minnesota, from cash on hand. The outstanding Bonds will be redeemed and prepaid in full on February 1, 2017, and are identified below by CUSIP number:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2018	\$ 90,000	669738 EQ5
2020	195,000	669738 ES1
2022	205,000	669738 EU6
2024	225,000	669738 EW2

Dated: _____, 2016

U.S. BANK NATIONAL ASSOCIATION, as
Escrow Agent

EXHIBIT E-2

**NOTICE OF DEFEASANCE
FOR THE SERIES 2008B BONDS**

\$2,715,000

CITY OF NORWOOD YOUNG AMERICA, MINNESOTA
GENERAL OBLIGATION WATER REVENUE BONDS
SERIES 2008B

NOTICE IS HEREBY GIVEN to the holders of the above-described bonds (the “Bonds”), dated October 30, 2008, and maturing on February 1 of the years and amounts shown below, that U.S. Government Securities have been deposited with U.S. Bank National Association, Saint Paul, Minnesota (the “Escrow Agent”), in an amount sufficient to defease the 2021 through 2029 maturities of such Bonds. Interest on the Bonds will continue to be paid by the City of Norwood Young America, Minnesota, from cash on hand. The outstanding Bonds will be redeemed and prepaid in full on February 1, 2018, and are identified below by CUSIP number:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2021	\$430,000	669738 FG6
2023	315,000	669738 FJ0
2025	345,000	669738 FL5
2027	380,000	669738 FN1
2029	410,000	669738 FQ4

Dated: _____, 2016

U.S. BANK NATIONAL ASSOCIATION, as
Escrow Agent



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: June 27, 2016

SUBJECT: Willkommen Memorial Park Restrooms Project

As authorized by the City Council at its June 13th regular meeting, the City has advertised for bids for the construction of new restrooms at Willkommen Memorial Park. The deadline for bids submittal is June 27th at 2:00 p.m. Justin Black of SEH Engineering will be present to review the bids received and the construction schedule.

Suggested Motions:

Motion to award the bid for the Willkommen Memorial Park Restrooms Project to

Motion to reject all bids received for the Willkommen Memorial Park Restrooms Project.



To: Honorable Mayor Diedrick
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: June 23, 2016

Re: Proposed Ordinance: Adding Definitions for Light and Heavy Industrial

BACKGROUND

The PC held a work session in March to discuss potential uses of an existing industrial/commercial structure. During the work session the precise definitions of 'light industrial' and 'heavy industrial' were scrutinized and the PC suggested working toward better defining said terms.

In April the PC reviewed several sample definitions and purpose statements for light and heavy industrial and applicable zoning classifications from other communities. The PC directed staff to structure definitions on the concept of light industrial uses having impacts confined within typical lot size and heavy industrial uses having the potential to impact adjacent parcels.

In May the PC further refined proposed definitions to include relevant use examples. A public hearing was set for and held at the June meeting. Following the hearing the PC approved a motion recommending the Council approve an Ordinance updating the definitions as follows:

Industrial, Light. All uses which include the compounding, processing, packaging, treatment or assembly of products and materials, provided such use will not generate offensive odors, glare, smoke, dust, noise, vibration or other objectionable influences that extend beyond the lot on which the use is located. Uses such as on-site administrative offices, company headquarters, incidental retail sales, wholesale trade, warehousing, mini-storage, assembly, contractor yards, contractor shops, repair services, goods production, truck terminals, distribution facilities, greenhouses/nurseries, data centers, and material processing generally qualify as light industrial.

Industrial, Heavy. The manufacture, compounding, processing, packaging, treatment or assembly of products and materials that may emit objectionable and offensive influences beyond the lot on which the use is located. Uses such as bulk storage, outdoor storage of large amounts of raw materials or finished product, agricultural processing, manufacture or fabrication of large, bulky items, and potentially hazardous or explosive product manufacture, production, or distribution generally qualify as heavy industrial.

Please find attached an Ordinance amending Section 1200.04 of the Code by adding the aforementioned definitions.

ACTION

Review and approval of the attached Ordinance.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 273**

**AN ORDINANCE AMENDING SECTION 1200.04 OF THE CITY CODE
RELATING TO DEFINITIONS.**

I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1200.04 OF THE CITY CODE SHALL AMENDED THE FOLLOWING DEFINITIONS:

Industrial, Light. A use engaged in the manufacture, predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales, and distribution of such products, but excluding basic industrial processing. All uses which include the compounding, processing, packaging, treatment or assembly of products and materials, provided such use will not generate offensive odors, glare, smoke, dust, noise, vibration or other objectionable influences that extend beyond the lot on which the use is located. Uses such as on-site administrative offices, company headquarters, incidental retail sales, wholesale trade, warehousing, mini-storage, assembly, contractor yards, contractor shops, repair services, goods production, truck terminals, distribution facilities, greenhouses/nurseries, data centers, and material processing generally qualify as light industrial.

Industrial, Heavy. A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage of, or manufacturing processes using flammable or explosive materials, or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions. The manufacture, compounding, processing, packaging, treatment or assembly of products and materials that may emit objectionable and offensive influences beyond the lot on which the use is located. Uses such as bulk storage, outdoor storage of large amounts of raw materials or finished product, agricultural processing, manufacture or fabrication of large, bulky items, and potentially hazardous or explosive product manufacture, production, or distribution generally qualify as heavy industrial.

II. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the 27th day of June, 2016.

Tina Diedrick, Mayor

ATTEST:

Kelly Hayes, City Clerk/Treasurer

City of Norwood Young America
Summary of Ordinance No. 273
Amending City Code Chapter 12, Zoning Code

The City of Norwood Young America has adopted Ordinance No. 273 entitled "An Ordinance Amending Chapter 12, Section 1200.04, Definitions.

1200.04 Definitions. The following words and terms, as they occur in this Ordinance, shall be interpreted as herein defined.

Industrial, Light. All uses which include the compounding, processing, packaging, treatment or assembly of products and materials, provided such use will not generate offensive odors, glare, smoke, dust, noise, vibration or other objectionable influences that extend beyond the lot on which the use is located. Uses such as on-site administrative offices, company headquarters, incidental retail sales, wholesale trade, warehousing, mini-storage, assembly, contractor yards, contractor shops, repair services, goods production, truck terminals, distribution facilities, greenhouses/nurseries, data centers, and material processing generally qualify as light industrial.

Industrial, Heavy. The manufacture, compounding, processing, packaging, treatment or assembly of products and materials that may emit objectionable and offensive influences beyond the lot on which the use is located. Uses such as bulk storage, outdoor storage of large amounts of raw materials or finished product, agricultural processing, manufacture or fabrication of large, bulky items, and potentially hazardous or explosive product manufacture, production, or distribution generally qualify as heavy industrial.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. Ordinance No. 273 was adopted by the City Council on June 27, 2016.

A complete printed copy of Ordinance No. 273 is available for review by any person during regular office hours at the Norwood Young America City Offices, located at 310 Elm St West.

Steven Helget
City Administrator



To: Honorable Mayor Diedrick
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: June 24, 2016

Re: Public Hearing: Text Amendment – Auto Dealers in C-3 Downtown Districts

BACKGROUND

Hydro Real Estate, LLC and Waconia Dodge have applied for a text amendment to the C-3 Downtown District. The Applicant's request the City consider amending Chapter 1230.10, Subd.(4) by adding subsection (E) allowing auto sales, auto storage, and auto display with or without ancillary auto repair and service. If approved the amendment would allow Waconia Dodge to pursue a conditional use permit to operate an auto storage, sale, and repair facility at 115 Main Street East.

The C-3 Downtown District is located in both the north and south downtowns as illustrated on the attached maps. The C-3 District is intended to serve as the specialized service, retail, employment, and public business district for the community. Auto dealer sales and service are not uncommon in original city downtowns in rural Minnesota. As proposed auto dealer sales, display, and storage would need to be the primary use of the property/structure with subordinate repair and service allowed.

Auto dealer sales and service are not uncommon in original city downtowns in rural Minnesota. As proposed auto dealer sales, display, and storage would need to be the primary use of the property/structure with subordinate repair and service allowed.

A draft Ordinance is attached for consideration. To limit visual intrusion and the nature of the use the following conditions are proposed for contemplated uses:

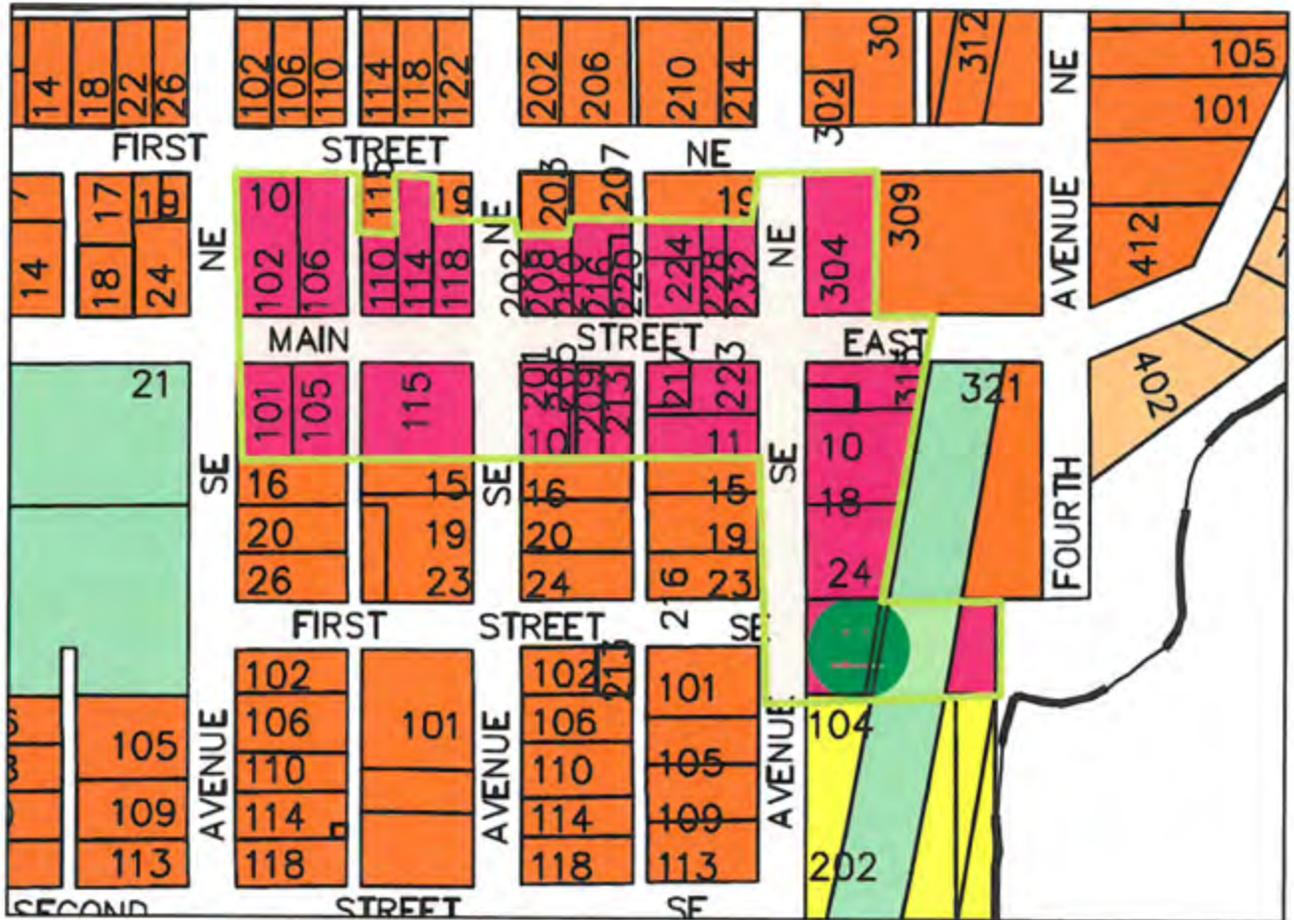
- i. Sales, display, and storage are limited to new and used passenger automobiles.
- ii. A valid dealership license is maintained.
- iii. Office space devoted to perform transactions in conjunction with the business is provided on site.
- iv. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
- v. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
- vi. Auto repair shall not include vehicle painting or auto body work.

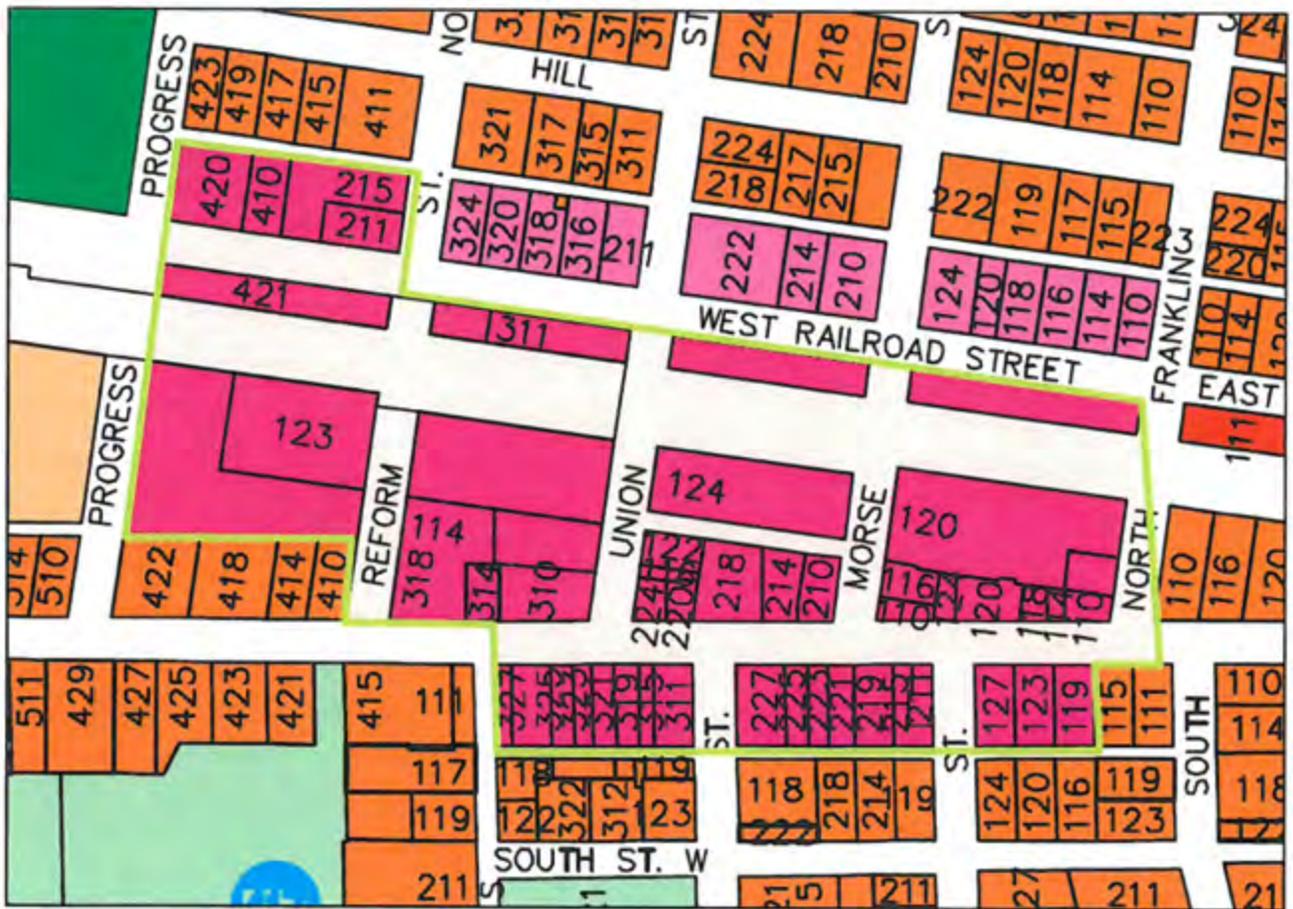
RECOMMENDATION

The Planning Commission held a public hearing on the text amendment on June 21, 2016. Following the hearing the PC approved a motion recommending the Council approve the Ordinance. Draft meeting minutes applicable to the discussion are attached for Council information.

ACTION

The Ordinance is attached for consideration.





A. Ordinance Amendment: Auto Dealer Sales, Storage, Display in C-3 Downtown District.

Chairperson Heher opened the public hearing at 7:08 p.m. Strack provided an overview of the request.

Strack stated Hydro Real Estate, LLC and Waconia Dodge have applied for a text amendment to the C-3 Downtown District. The Applicant's request the City consider amending Chapter 1230.10, Subd.(4) by adding subsection (E) allowing auto sales, auto storage, and auto display with or without ancillary auto repair and service.

The C-3 Downtown District is located in both the north and south downtowns as illustrated on the maps in the packet. The C-3 District is intended to serve as the specialized service, retail, employment, and public business district for the community. Auto dealer sales and service are not uncommon in original city downtowns in rural Minnesota. As proposed auto dealer sales, display, and storage would need to be the primary use of the property/structure with subordinate repair and service allowed.

Strack stated that to limit visual intrusion and the nature of the use the following conditions are proposed for contemplated uses:

- i. Sales, display, and storage are limited to new and used passenger automobiles.
- ii. A valid dealership license is maintained.
- iii. Office space devoted to perform transactions in conjunction with the business is provided on site.
- iv. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
- v. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
- vi. Auto repair shall not include vehicle painting or auto body work.

A public notice was drafted, published, and posted. The City has not received any oral or written comments for or against the proposed ordinance.

Lagergren inquired as to whether or not outdoor display would be allowed. Strack confirmed that was the intent, but no vehicles could be stored on the street.

Strack noted Tim Fahey, Fahey Real Estate and Andy Strong with Waconia Dodge were in the audience.

Heher inquired as to whether or not vehicles would be sold on the site. Strong noted at this time the site was to be used for indoor storage of vehicles and readying of vehicles for sale, including detailing and servicing. Retail sales are not envisioned at this time but could be in the future.

Lagergren clarified the geographic area to which the Ordinance would apply.

Storms inquired as to whether or not the building was sprinkled. Strong confirmed the building is sprinkled.

Heher noted the Applicant appeared to be representing a primary use of structure would be repair versus storage. Strack noted her discussion of the request was primary dealership storage with accessory service.

Lagergren noted he didn't want to have Waconia Dodge return in a few months because the use of the property wasn't principally sales, display, or storage.

Strack noted a key question was whether or not the PC was comfortable with auto repair and service as a principal use of property in the downtown. That is a different use than what is contemplated under the draft Ordinance. The requirement for a dealer license could curtail owner/operator repair shops. The City could also look at limiting volume of auto repair and service by limiting number of bays used for repair.

Sharon Feldman was in the audience and inquired as to how many vehicles would be stored outside of the structure. Strong noted there wasn't much area that could be used for outdoor parking. Occasionally that may occur but during most times the service/repair vehicles will be stored indoors.

Fahey noted the building was inspected by several entities and it was viewed as very suitable to the intended use.

Storms inquired as to whether or not access to property should be reviewed. Strack noted current discussion related to Ordinance amendment and not a specific conditional use permit request; but access is a consideration. Ingress/egress from the street is required elsewhere in the Code.

Storms inquired as to any issues with adjacent property owners. No issues foreseen.

Grundahl asked whether or not a separate sign permit is needed. Strack confirmed a sign permit would be needed.

Motion – Grundahl, second Storms to close the public hearing. Motion carried 5-0. Hearing closed at 7:25 p.m.

A. Ordinance Amendment – Auto Sales, Display, Storage in C-3 District.

Heher introduced the business discussion.

Strack reviewed the proposed Ordinance and conditions for the use. She noted the proposed language could be changed and added/deleted at this time. She requested a recommendation on the draft Ordinance to the Council.

Lagergren supported the proposed use of the building and the amendment.

Motion – Motion by Lagergren, second by Storms to recommend the City Council approve the Ordinance amendment. Motion carried 5-0.

DRAFT

Planning and Zoning Application

City of Norwood Young America
 310 Elm St. W, PO Box 59
 Norwood Young America, MN 55368
 Phone: (952) 467-1800 Fax: (952) 467-1818

Applicant's Name CPS Holdings, LLC, Waconia Dodge, Inc.		Telephone Home Work/Cell 952 442 2010
Address (Street, City, State, ZIP) 905 STRONG DR Waconia MINN 55387		
Property Owner's Name (If different from above) CPS Holdings, LLC		Telephone Home 952-442-2010 Work/Cell 612-791-1244
Location of Project 115 MAIN ST EAST Waconia Dodge, Inc. NORWOOD YOUNG AMERICA MN 55397		
Legal Description PID 580510800 PID 58-0510-790 115 MAIN ST EAST 15 2ND AVE SE NYA MN 55397		
Description of Request (Attach separate sheet, if necessary) Sales and Service related to Automotive, storage, Rental or Lease space, Detailing, Retail and Service		
Proposed Action(s): Check all that apply		
<input type="checkbox"/> Annexation \$300.00	<input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow	<input type="checkbox"/> Storm Water Plan \$250.00
<input type="checkbox"/> Application for Appeal \$150.00	<input type="checkbox"/> Sketch Plat \$200.00 + Escrow	<input type="checkbox"/> Rezoning \$350.00
<input type="checkbox"/> City Code Amendment \$250.00	<input type="checkbox"/> Site Plan \$300.00 + Escrow	<input type="checkbox"/> Street/Alley Vacation \$150.00
<input type="checkbox"/> Parking Reduction \$100.00	<input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow	<input checked="" type="checkbox"/> Zoning Text Amendment \$300.00
<input type="checkbox"/> CUP/IUP \$200.00 (Residential)	<input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow	<input type="checkbox"/> Recording Fee \$46.00
<input type="checkbox"/> CUP/IUP \$300.00 (Non Residential)	<input type="checkbox"/> PUD Final Plan \$300.00 + Escrow	<input type="checkbox"/> Other _____
<input type="checkbox"/> Variance \$150.00 (Residential)	<input type="checkbox"/> PUD General Concept Plan \$400.00 + Escrow	
<input type="checkbox"/> Variance \$200.00 (Non Residential)	<input type="checkbox"/> Preliminary Plat \$350.00 + \$10.00/Lot + Escrow	
<input type="checkbox"/> Lot Split \$200.00	<input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow	
<input checked="" type="checkbox"/> Public Hearing Notice \$75.00	<input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow	
<p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK</p> <p>Escrow Deposit \$2,000.00</p> <p>Escrow Deposit - Site Plan Review- \$7,500 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews)</p> <p>Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p>ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p>*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p>		
The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.		
Applicant's Signature: Heidi Smith		Date 5/16/16
Fee Owner's Signature: Karen Walter <i>Hydro Real Estate LLC</i>		Date 4-26-16
For Office Use Only		
Accepted By:	Amount	Date



This map was created using Carver County's Geographic Information Systems (GIS). It is a compilation of information and data from various City, County, State, and legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 274**

**AN ORDINANCE AMENDING SECTION 1230.10 OF THE CITY CODE
RELATING TO CONDITIONAL USES IN THE
C-3 DOWNTOWN DISTRICT**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1230.10 OF THE CITY CODE SHALL BE AMENDED BY ADDING THE FOLLOWING TO SUBD. 1230.10, SUBD. 4, CONDITIONAL USES IN THE C-3 DOWNTOWN DISTRICT:**

1230.10 C-3 Downtown Districts

Subd. 1 Intent. The C-3, Downtown Districts, which include the original Norwood downtown, known as "Downtown Business" and the original Young America downtown, known as "Community Uptown", is intended to serve as the specialized service, retail, employment, and public business district for the community. The specific intent of this district is:

- A. To be the focal point for specialty services and goods focusing on neighborhood service related businesses;
- B. To allow for mixed commercial and residential uses since the district offers convenient access to services.
- C. To promote pedestrian-friendly design and development and encourage gathering areas.

Subd. 2 Permitted Uses. The following uses are permitted in the Downtown District:

- A. General commercial office space;
- B. Professional Services, such as medical/dental clinics, law offices, and accounting offices;
- C. Finance, Insurance and Real Estate;
- D. Personal or Business Services, such as laundry, barber, shoe repair, beauty salons, photography studios and physical fitness centers less than 5,000 square feet
- E. Public facilities serving all or portions of the city, such as municipal offices, library, post office.
- F. Retail Trade, such as grocery, hardware, drug, clothing, appliance and furniture stores.
- G. Dwelling units, if located above the street level in nonresidential structures.

- H. Specialty Shops, such as book and stationary stores, candy stores, ice cream parlors, tobacco, coffee, gift and florist shops;
- I. Standard restaurants
- J. On and off-sale liquor establishments
- K. Public Parks

Subd. 3 Permitted Accessory Uses. The following accessory uses are permitted in the Downtown Districts.

- A. Off-street parking and loading facilities, subject to Section 1250
- B. Fences, subject to Section 1245.05
- C. Lighting, subject to Section 1245.08
- D. Decks, patios and porches in conjunction with the principal use;
- E. Signs, subject to Section 1260

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Contractor Operations (*Amended by Ord. 216; 8-24-2009*)
- B. Lodging Services, such as hotels, motels and bed and breakfasts.
- C. Entertainment Services, such as motion picture theaters and bowling alleys
- D. Licensed Daycare Facilities
- E. Custom or limited manufacturing, assembly, or treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool (*Amended by Ord. 261, 5-11-2015*)
- F. Auto Dealership Sales, Storage, and Display with or without ancillary minor auto repair and service, provided:
 - i. Sales, display, and storage are limited to new and used passenger automobiles.
 - ii. A valid dealership license is maintained.
 - iii. Office space devoted to perform transactions in conjunction with the business is provided on site.
 - iv. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
 - v. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
 - vi. Auto repair shall not include vehicle painting or auto body work.

Accessory Uses:

- A. Outdoor Dining;
- B. Recreational Facilities;

Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-3 District, with the exception of "Lot Coverage" and building height, which shall be the maximum amount allowed:

- A. Lot Area: no minimum established
- B. Lot Width: no minimum established
- C. Lot Coverage: no maximum established
- D. Building Height: 45 feet (principal structure) (*Amended by Ord. 216; 8-24-2009*)
25 feet (accessory structure)

E. Setbacks:

Principal Structures:

- Front yard: 0 feet
- Side yard: 0 feet
- Side yard: 5 feet (if adjacent to a residential district)
- Street side yard: 0 feet
- Rear yard: 0 feet
- Rear yard: 10 feet (if adjacent to a residential district or alley)

Accessory Structures:

- Front yard: not permitted in front yards
- Side yard: 5 feet
- Street side yard: 0 feet
- Rear yard: 5 feet
- Alley rear yard: 10 feet

Subd. 6 Architectural Standards and Guidelines. Architectural standards and guidelines shall follow the provisions of Section 1245.02 of this Chapter.

EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City Council of the City of Norwood Young America on this 27th day of June, 2016.

Tina Diedrick, Mayor

ATTEST:

Kelly Hayes, City Clerk/Treasurer

City of Norwood Young America
Summary of Ordinance No. 274
Amending City Code Chapter 12, Zoning Code

The City of Norwood Young America has adopted Ordinance No. 274 entitled "An Ordinance Amending Chapter 12, Section 1230.10, Subd. 4, Conditional Uses in the C-3, Downtown District.

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

- F. Auto Dealership Sales, Storage, and Display with or without ancillary minor auto repair and service, provided:
 - i. Sales, display, and storage are limited to new and used passenger automobiles.
 - ii. A valid dealership license is maintained.
 - iii. Office space devoted to perform transactions in conjunction with the business is provided on site.
 - iv. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
 - v. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
 - vi. Auto repair shall not include vehicle painting or auto body work.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. Ordinance No. 274 was adopted by the City Council on June 27, 2016.

A complete printed copy of Ordinance No. 274 is available for review by any person during regular office hours at the Norwood Young America City Offices, located at 310 Elm St West.

Steven Helget
City Administrator



To: Honorable Mayor Diedrick
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: June 21, 2016

Re: Conditional Use Permit: 115 Main Street East & 15 2nd Ave SE (Waconia Dodge)

BACKGROUND

Hydro Real Estate, LLC (Property Owner) and Waconia Dodge (Applicant) have applied for a conditional use permit concurrent with filing of a text amendment to the C-3 Downtown District.

If the text amendment is reviewed favorably, the Applicant requests the City consider issuance of a CUP for auto dealer sales, display, and storage with subordinate auto repair and service at 115 East Main Street and 15 2nd Ave SE.

As evident in the map, the site is nearly fully covered by an existing structure. The Applicant proposes to use the building initially primarily for storage initially with the potential for auto sales in the future. Limited auto repair and service is contemplated as a subordinate use.

Examination of Code Requirements

NYA City Code requirements applicable to this Conditional Use Permit Request are itemized below; consulting staff comments are illustrated in **red bold, italic type face**.

General Criteria for Approval of Conditional Use Permits

The Planning Commission is to examine the request under Section 1210.06 Conditional Use Permits, Subd. 3(A). The City may, as it deems necessary to protect the health, safety, and general welfare of the public, require additional performance standards.

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan. ***DISCUSSION: The 2008 NYA Comprehensive Plan guides the subject area to continued commercial use.***
2. The use is consistent with the intent of this Ordinance. ***DISCUSSION: The intent of the C-3 District is to serve specialized service, retail, employment, and public business to the community. The district is intended to be the focal point for specialty services and receipt of goods. As regulated under Section 1210.06, Subd. 3(B)(6) the use appears to be***



consistent with the intent of the Code. In the event a concurrent request for text amendment is acted on favorably, any/all standards required for auto sales, display, and storage are hereby incorporated by reference.

3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements. *DISCUSSION: The proposed use shall occupy and existing structure which is currently served by a full array of urban services. The proposed use will not overly burden existing utilities in terms of volume used/capacity required or type of waste produced.*
4. The use does not have an undue adverse impact on the public health, safety or welfare. *DISCUSSION: The proposed use will be operated within an existing structure.*
5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. *DISCUSSION: Adjacent uses are commercial/mixed use in nature. The use as provided for in the City Code appears to blend in with the uses within the general locale.*
6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. *DISCUSSION: The subject site lies within a fully developed part of the original townsite and appears to be consistent with adjacent uses.*
7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. *DISCUSSION: The subject parcel is an existing, improved lot with a full complement of urban services provided.*
8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site. *DISCUSSION: No changes to the structure are proposed. Vehicular and pedestrian circulation patterns are already established.*
9. The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter. *DISCUSSION: As a condition of approval, the proposed use shall meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.*
10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. *DISCUSSION: Lot area and width minimums and lot coverage maximums do not apply to lots in the C-3 District. The existing structure is lower than the maximum building height. Side and rear setbacks are existing legal non-conforming and the architectural standards and guidelines of Section 1245.03 are not applicable as new construction/expansion is not contemplated. Section 1250.12 of the Code allows the City to decrease the number of parking spaces required for uses within the C, Civic District and the "CBD Central Business District". There is no "CBD Central Business District" within the existing zoning district, however, in every sense of the term the "Downtown District" is analogous to a central business district. To those ends it is presumed the reference to CBD should be a reference to the Downtown District but the reference was not updated when the code was updated in 2009 amounting to a typographical error. As such the ability of the City to decrease required parking spaces is presumed allowed. The Applicant proposes no parking spaces at this time.*

PLANNING COMMISSION RECOMMENDATION

All conditions pertaining to a specific site are subject to change when the Council, upon investigation in relation to a formal request, finds that the general welfare and public betterment can be served as well or better by modifying or expanding the conditions set forth herein. The Council may impose conditions which are considered reasonably necessary to meet the standards of City Code and to protect the best interests of the surrounding area or the City as a whole. Violation of any such condition of approval is a violation of the Code.

The Planning Commission held a public hearing on the CUP request June 21, 2016. Following the hearing and discussion, the PC approved a motion recommending the City Council approve the request subject to the following conditions:

1. The "Use" is defined as auto sales, display, and storage with ancillary minor repair and service at the subject property. No other use shall be allowed under this Conditional Use Permit. The Use is subject to the following standards:
 - A. Sales, display, and storage are limited to new and used passenger automobiles.
 - B. A valid dealership license is maintained.
 - C. Office space devoted to perform transactions in conjunction with the business is provided on site.
 - D. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
 - E. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
 - F. Auto repair shall not include vehicle painting or auto body work.
2. No outdoor storage of any kind, including but not limited to garbage, refuse, materials, equipment or machinery shall be permitted.
3. All business vehicles stored at the site shall be accommodated by off-street parking.
4. An office area shall be maintained at the front (street-facing) side of the building to the greatest extent possible.
5. All loading/unloading at the subject site shall occur separate and independent from CSAH 34 right-of-way unless specifically authorized in writing by Carver County Public Works Department.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. The Property Owner shall not discharge industrial waste into the sanitary sewer system.
8. Any proposed signage will require the issuance of a sign/building permit.
9. This approval is applicable only to the property at 115 Main Street East and 15 2nd Ave SE.
10. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
11. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
12. The permit shall be subject to annual inspection and audit by the City.

13. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
14. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

ACTION

Action on the CUP is kindly requested. A sample RESOLUTION is attached for consideration.

A. Conditional Use Permit: Waconia - 115 East Main Street and 15 2nd Ave SE

Chairperson Heher opened the public hearing at 7:03 p.m. Strack provided an overview of the request.

Strack stated Hydro Real Estate, LLC (Property Owner) and Waconia Dodge (Applicant) have applied for a conditional use permit concurrent with filing of a text amendment to the C-3 Downtown District.

The Applicant requests the City consider issuance of a CUP for auto dealer sales, display, and storage with subordinate auto repair and service at 115 East Main Street and 15 2nd Ave SE. No changes to existing structural footprints are contemplated in conjunction with the change in use.

Public hearing notices were mailed and the notice was published and posted. The City hasn't received any oral or written comments for or against the proposed CUP.

Heher inquired as to whether or not exterior building standards would apply to the CUP request.

Strack noted the Commission is functioning in a dual capacity relating to this request. It is serving in a legislative capacity in creating an ordinance and the Commission is serving in a quasi-judicial capacity in applying the proposed CUP to the proposed Ordinance. The City could incorporate language in the Ordinance regarding exterior adornment. The City also has broad discretion in applying conditions, but those conditions should be based in ordinance language.

Heher and Lagergren inquired as to whether or not building exterior improvements were proposed. Strong noted exterior improvements were not being contemplated.

Grundahl inquired as to hours of operation and number of vehicles to be stored outdoors. Strong stated typical office hours were foreseen. Grundahl asked how many cars would likely be moving into and out of the facility each day. Strong indicated a limited number of vehicles would be moving in and out of the building each day. Strong stated the typical routine would be driving one or two vehicles in the facility at one time. Unloading of truck carrier loads of cars is not envisioned at this time.

Grundahl inquired as to whether or not the facility in NYA would be mostly a storage area for vehicles. Strong confirmed that was the case.

Storms inquired about vehicles using alley. Strong stated vehicles wouldn't have a need to use the alley.

Storms inquired as to whether or not facility had necessary containment systems for oil. Strong stated necessary containment systems were in the facility.

Grundahl asked whether or not a car wash bay was in the building. There is not a wash facility in the building. Strong noted there is a paint booth but Waconia Dodge will not be using it.

Feldman asked whether or not dumpsters would be located on the lot. Strong stated dumpsters would not be located on the street.

Fahey opined the use was ideal for the 24,000 sf building. He opined the business had a track record of keeping up their buildings. Fahey also opined sprucing up buildings was a nice idea but having buildings occupied was more important for NYA at this time. Sprucing up buildings could be a big demand on small businesses.

Feldman inquired as to whether or not Waconia Dodge would become a true member of the community or just store vehicles at the site. Strong noted Waconia Dodge supported NYA with donations as it did to other areas in the county.

Heher inquired as to how many employees would be on site. Strong indicated approximately four detailers and two repair technicians.

Hoernemann supported occupancy of the building.

Heher inquired as to whether or not building permit and/or fire review was needed. Strack noted change of occupancy permit likely required by Building official.

A. CUP Request: Waconia Dodge - 115 East Main Street and 15 2nd Ave SE

Heher introduced the business discussion.

Strack stated the Planning Commission is to examine the request under Section 1210.06 Conditional Use Permits, Subd. 3(A). The City may, as it deems necessary to protect the health, safety, and general welfare of the public, require additional performance standards.

Strack noted the use appeared to be consistent with goals, policies and objectives of the Comprehensive Plan and consistent with the intent of the Code.

The use appeared to not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements as the building and services were existing and not proposed for expansion.

The use as proposed appeared not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.

Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.

The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter.

Strack reviewed proposed conditions for the CUP:

1. The "Use" is defined as auto sales, display, and storage with ancillary minor repair and service at the subject property. No other use shall be allowed under this Conditional Use Permit. The Use is subject to the following standards:
 - A. Sales, display, and storage are limited to new and used passenger automobiles.
 - B. A valid dealership license is maintained.
 - C. Office space devoted to perform transactions in conjunction with the business is provided on site.
 - D. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
 - E. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
 - F. Auto repair shall not include vehicle painting or auto body work.
2. No outdoor storage of any kind, including but not limited to garbage, refuse, materials, equipment or machinery shall be permitted.
3. All business vehicles stored at the site shall be accommodated by off-street parking.
4. An office area shall be maintained at the front (street-facing) side of the building to the greatest extent possible.
5. All loading/unloading at the subject site shall occur separate and independent from CSAH 34 right-of-way unless specifically authorized in writing by Carver County Public Works Department.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. The Property Owner shall not discharge industrial waste into the sanitary sewer system.
8. Any proposed signage will require the issuance of a sign/building permit.
9. This approval is applicable only to the property at 115 Main Street East and 15 2nd Ave SE.

10. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
11. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
12. The permit shall be subject to annual inspection and audit by the City.
13. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
14. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

Lagergren inquired as to where loading and unloading would occur. Strong stated truck loading or unloading is not envisioned at the site.

Lagergren clarified if loading/unloading was to happen it would be on 2nd Street. Strong confirmed that was the case.

Grundahl inquired as to cost for auditing CUP. No additional costs are anticipated.

Motion – Motion by Strong, second by Lagergren to recommend the City Council approve the conditional use permit with conditions suggested. Motion carried 5-0.

Heher advised the Applicants of the next step and requested attendance at the Council meeting.

Planning and Zoning Application

City of Norwood Young America
 310 Elm St. W, PO Box 59
 Norwood Young America, MN 55368
 Phone: (952) 467-1800 Fax: (952) 467-1818

Applicant's Name CPS Holdings, LLC, Waconia Dodge, Inc.		Telephone Home Work/Cell 952 442 2010																														
Address (Street, City, State, ZIP) 905 Strong Dr Waconia MN 55387																																
Property Owner's Name (If different from above) CPS Holdings, LLC		Telephone Home Work/Cell 952-442-2010 612-791-1244																														
Location of Project 115 Main St East Waconia Dodge, Inc. Norwood Young America MN 55387																																
Legal Description P10 580510800 P10 58.0510.790 115 MAIN ST EAST 15 2ND AVE SE NYA MN 55387																																
Description of Request (Attach separate sheet, if necessary) Sales and Service related to Automotive, storage, Rental or Lease space, Detailing, Retail and Service																																
<p style="text-align: center;">Proposed Action(s): Check all that apply</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"><input type="checkbox"/> Annexation \$300.00</td> <td style="width: 33%; border: none;"><input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow</td> <td style="width: 33%; border: none;"><input type="checkbox"/> Storm Water Plan \$250.00</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Application for Appeal \$150.00</td> <td style="border: none;"><input type="checkbox"/> Sketch Plat \$200.00 + Escrow</td> <td style="border: none;"><input type="checkbox"/> Rezoning \$350.00</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> City Code Amendment \$250.00</td> <td style="border: none;"><input type="checkbox"/> Site Plan \$300.00 + Escrow</td> <td style="border: none;"><input type="checkbox"/> Street/Alley Vacation \$150.00</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Parking Reduction \$100.00</td> <td style="border: none;"><input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow</td> <td style="border: none;"><input checked="" type="checkbox"/> Zoning Text Amendment \$300.00</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> CUP/IUP \$200.00 (Residential)</td> <td style="border: none;"><input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow</td> <td style="border: none;"><input checked="" type="checkbox"/> Recording Fee \$46.00</td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential)</td> <td style="border: none;"><input type="checkbox"/> PUD Final Plan \$300.00 + Escrow</td> <td style="border: none;"><input type="checkbox"/> Other _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Variance \$150.00 (Residential)</td> <td style="border: none;"><input type="checkbox"/> PUD General Concept Plan \$400.00 + Escrow</td> <td></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Variance \$200.00 (Non Residential)</td> <td style="border: none;"><input type="checkbox"/> Preliminary Plat \$350.00 + \$10.00/Lot + Escrow</td> <td></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Lot Split \$200.00</td> <td style="border: none;"><input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow</td> <td></td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> Public Hearing Notice \$75.00</td> <td style="border: none;"><input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow</td> <td></td> </tr> </table>			<input type="checkbox"/> Annexation \$300.00	<input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow	<input type="checkbox"/> Storm Water Plan \$250.00	<input type="checkbox"/> Application for Appeal \$150.00	<input type="checkbox"/> Sketch Plat \$200.00 + Escrow	<input type="checkbox"/> Rezoning \$350.00	<input type="checkbox"/> City Code Amendment \$250.00	<input type="checkbox"/> Site Plan \$300.00 + Escrow	<input type="checkbox"/> Street/Alley Vacation \$150.00	<input type="checkbox"/> Parking Reduction \$100.00	<input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow	<input checked="" type="checkbox"/> Zoning Text Amendment \$300.00	<input type="checkbox"/> CUP/IUP \$200.00 (Residential)	<input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow	<input checked="" type="checkbox"/> Recording Fee \$46.00	<input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential)	<input type="checkbox"/> PUD Final Plan \$300.00 + Escrow	<input type="checkbox"/> Other _____	<input type="checkbox"/> Variance \$150.00 (Residential)	<input type="checkbox"/> PUD General Concept Plan \$400.00 + Escrow		<input type="checkbox"/> Variance \$200.00 (Non Residential)	<input type="checkbox"/> Preliminary Plat \$350.00 + \$10.00/Lot + Escrow		<input type="checkbox"/> Lot Split \$200.00	<input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow		<input checked="" type="checkbox"/> Public Hearing Notice \$75.00	<input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow	
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<p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK</p> <p>Escrow Deposit \$2,000.00</p> <p>Escrow Deposit - Site Plan Review: \$7,500 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews)</p> <p>Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p style="text-align: center;">ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p style="text-align: center;">*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p>																																
<p>The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.</p>																																
Applicant's Signature: Heidi Spring		Date 5/16/16																														
Fee Owner's Signature: Kerri Walter Hydro Real Estate LLC		Date 4-26-16																														
For Office Use Only																																
Accepted By: Steve Kelly	Amount 721.00	Date 5-24-16																														

RESOLUTION 2016-14

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW AUTO SALES, DISPLAY, AND STORAGE WITH ACCESSORY AUTO REPAIR AND SERVICE AT 115 MAIN STREET EAST AND 15 2ND AVE SE

BE IT RESOLVED by the City Council of Norwood Young America, Carver County, Minnesota as follows:

WHEREAS, a conditional use permit is required under §1230.10, Subd. 4(E) of the City Code which provides for auto sales, display, and storage with or without ancillary minor auto repair and service in the C-3 District; and

WHEREAS, Hydro Real Estate, LLC (the "Property Owner") and Waconia Dodge (the "Applicant") have applied for a conditional use permit to conduct an indoor auto storage, display, and sales operation with ancillary minor auto repair and service operation (the "Use") at the property located at 115 Main Street East and 15 2nd Avenue SE (the "Property"); and

WHEREAS, the City of Norwood Young America Planning Commission on June 21, 2016 held a public hearing regarding the request after the hearing notice was posted, published, and distributed as required under law; and

WHEREAS, the Planning Commission, after review and discussion, recommended the City Council approve the use permit based on several conditions; and

WHEREAS, at a regularly meeting on June 27, 2016, the City Council considered the application materials on file with the City and the recommendation of the Planning Commission.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following findings of fact:

1. The subject property is zoned C-3, Downtown District.
2. The Use, subject to certain conditions listed below, appears to be consistent with the intent of the Zoning Ordinance for properties within the C-3 District.
3. The Use, subject to certain conditions listed below, appears to be consistent with the goals and policies set forth in the City of Norwood Young America Comprehensive Plan for properties in the C-3 District.
4. The use, subject to certain conditions below, does not appear to have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements because the proposed use shall occupy the existing structure which is currently served by a full array of urban services. The proposed use will not overly

- burden existing utilities in terms of volume use/capacity required or type of waste produced.
5. The use, subject to certain conditions below, does not appear to pose an undue adverse impact on the public health, safety or welfare.
 6. The use, subject to certain conditions below, does not appear to be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose is already permitted, nor substantially diminish and impair property values within the neighborhood. The Council finds adjacent uses are commercial/mixed use in nature and the use as provided for in the City Code appears to blend in with the uses within the general locale.
 7. The use, subject to certain conditions below, will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
 8. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. The subject parcel is an existing, improved lot with a full complement of urban services provided.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves a conditional use permit authorizing an indoor auto storage, display, and sales operation with ancillary minor auto repair and service operation (the "Use") at the property located at 115 Main Street East and 15 2nd Avenue SE (the "Property");, subject to the following conditions:

1. The "Use" is defined as auto sales, display, and storage with ancillary minor repair and service at the subject property. No other use shall be allowed under this Conditional Use Permit. The Use is subject to the following standards:
 - A. Sales, display, and storage are limited to new and used passenger automobiles.
 - B. A valid dealership license is maintained.
 - C. Office space devoted to perform transactions in conjunction with the business is provided on site.
 - D. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
 - E. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
 - F. Auto repair shall not include vehicle painting or auto body work.
2. No outdoor storage of any kind, including but not limited to garbage, refuse, materials, equipment or machinery shall be permitted.
3. All business vehicles stored at the site shall be accommodated by off-street parking.
4. An office area shall be maintained at the front (street-facing) side of the building to the greatest extent possible.

5. All loading/unloading at the subject site shall occur separate and independent from CSAH 34 right-of-way unless specifically authorized in writing by Carver County Public Works Department.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. The Property Owner shall not discharge industrial waste into the sanitary sewer system.
8. Any proposed signage will require the issuance of a sign/building permit.
9. This approval is applicable only to the property at 115 Main Street East and 15 2nd Ave SE.
10. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the use on-site.
11. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
12. The permit shall be subject to annual inspection and audit by the City.
13. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
14. The conditional use permitted under this Resolution shall be revoked if the use ceases for more than 12 consecutive months.

Resolution 2016-14 is hereby adopted by the City Council this 27th day of June, 2016.

Tina Diedrick, Mayor

ATTEST:

Kelly Hayes, City Clerk/Treasurer



TO: Honorable Mayor Diedrick and City Council Members

FROM: Ryan Winter, Public Utilities Director

DATE: June 27, 2016

SUBJECT: Vickerman Building Expansion Project - Watermain Extension and Fire Hydrant Installation

In respect to the Vickerman Companies building expansion project that was approved earlier this year, approved with the project was for the City to extend the watermain and install a fire hydrant on the southwest side of Vickerman's property. This includes a 400' roadway. Specifications were prepared and proposals were solicited from three contractors. They were Schneider Excavating, Henning Excavating, and Swan Companies Excavating and Utilities. Henning Excavating elected not to submit a proposal. The following bid proposals were received:

Schneider Excavating	\$53,119.12
Swan Companies Excavating and Utilities	\$56,406.75

An agreement was made with Vickerman Company in 2013 to have this hydrant installed. This is currently an unbudgeted item.

Suggested Motion:

Motion to award the project to the Schneider Excavating.



TO: Honorable Mayor Diedrick and City Council Members
FROM: Steven Helget, City Administrator
DATE: June 27, 2016
SUBJECT: Schedule Special City Council Meeting

Proposed is to schedule a special City Council meeting to discuss applying for a SafeRoutes to Schools grant for the purpose of constructing an underpass under U.S. Highway 212 as part of the Minnesota Department of Transportation's 2020 Mill & Overlay Project. This is matching grant and potentially could be a sizeable project.

Possible dates include June 30th, July 5th or 7th at 6:30 p.m. The meeting will be held in the Large Conference Room at City Hall.

Suggested Motion:

**Motion to schedule a Special City Council Meeting for 6:30 p.m., _____
_____, 2016.**