

**City of Norwood Young America**  
**City Council Agenda**  
**March 13, 2017 – 6:00 p.m. – City Hall Council Chambers**

**1. Call Meeting of City Council to Order**

1.1 Pledge of Allegiance

**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 February 27, 2017 meetings

4.2 Approve payment of claims

4.3 Approve 2017 Lawn Abatement Contract with Dave's Season-All

4.4 Approve resignation of Fire Fighter Matthew Smith

**5. Public Hearings**

5.1 Ordinance No. 284, Amending Chapter 7 to remove No Parking Restriction on Brush Street

**6. Old Business**

6.1 The Harbor Bus Grant – FY 2016 Certifications and Assurances

**7. New Business**

7.1 City Branding & Marketing

7.2 2017 Goals & Objectives

7.3 Resolution 2017-06, Carver County Transportation Sales Tax

7.4 Ordinance No. 284, Amending Chapter 7, to remove No Parking Restriction on Brush Street

7.5 Special Meeting – Joint meeting Planning Commission, EDC, & Chamber of Commerce Board

**8. Council Member's Reports**

**9. Mayor's Report**

**10. Closed Meeting**

**11. 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:** February building permit report, February Sheriff's Report

**UPCOMING EVENTS**

March	17	Highway 212, SW Corridor Transportation Coalition – 7:30 a.m., Chaska
March	21	Parks and Rec. Commission – 5:30 p.m.; Planning Commission 7:00 p.m.
March	27	City Council Work Session, EDA and City Council – 6:00 p.m.
April	12	Safety Committee – 1:30 p.m.
April	12	Economic Development Commission – 6:30 p.m.
April	13	Senior Advisory Committee – 9:00 a.m.

**City of Norwood Young America  
City Council Workshop Minutes  
February 27, 2017 – 6:00pm – City Hall Council Chambers**

Council Members Present: Craig Heher, Carol Lagergren, Mike McPadden, Dick Stolz

City Staff Present: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Public Works Director Brent Aretz

Others Present: Charlie Storms, Jim Ische, Lyndon Robjent, Dave Hemsey

**1. Call Meeting of City Council Workshop to Order**

Meeting was called to order by Mayor Carol Lagergren at 6:00pm.

**2. Approve Agenda**

Carver County Transportation Sales Tax

Jim Ische, Lyndon Robjent and Dave Hemsey from Carver County presented a proposed ½ percent sales tax and also increasing the wheelage tax from \$10 to \$20 per vehicle. This tax will generate approximately \$3.5 million per year for a total of \$102 million by 2041. Currently 26 counties in Minnesota have a ½ percent sales tax that assists in supporting transportation.

**3. Adjournment**

**Motion:** Stolz to adjourn the workshop at 6:54pm. Second McPadden. All in favor, motion carried.

Sincerely Submitted:

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Kelly Hayes, City Clerk/Treasurer

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Mayor

**City of Norwood Young America**  
**City Council Minutes**  
**February 27, 2017 – 7:00pm – City Hall Council Chambers**

Members Present: Craig Heher, Carol Lagergren, Mike McPadden, Dick Stolz, Charlie Storms

City Staff Present: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Public Works Director Brent Aretz, Planning Consultant Cynthia Smith-Strack

Others Present: Tom Ridge, Tom Sudheimer, Adam Glander, Cathy Storms

**1. Call Meeting of City Council to Order**

Meeting was called to order by Mayor Lagergren at 7:05pm.

1.1 Oath of Office

**2. Approve Agenda**

Amend agenda: removal of 1.1 Oath of Office (taken during the EDA Meeting) and addition of 7.9 Advertise for Pool Staff.

**Motion:** Storms to approve the agenda with the said changes. Second Heher. Vote 5 – 0. Motion carried.

**3. Introductions, Presentations, Proclamations, Awards, and Public Comment**

a) Ironman Bike Ride - Tom ~~Sullivan~~ Ridge

Tom Ridge of the Ironman Bike Ride presented the planned event on April 30, 2017. The Pavilion will be one of the rest stops. Mr. Ridge was guessing that bikers will probably come through Norwood Young America between 8:30am and Noon. Bikers are required to follow all traffic signs.

**4. Consent Agenda**

4.1 Approve minutes of January 23, 2017 meetings

4.2 Approve payment of claims

4.3 Request for Proposals – Liquor License at Pavilion

4.4 Request for Bids – Lawn Mowing

4.5 Request for Bids – Hay Baling

4.6 Lawful Gambling Application – The Young America Baseball, Inc.

4.7 Carver County Collaboration Agreement for GIS ESRI Software

4.8 Schedule Public Hearing – to remove no parking on Brush Street

**Motion:** Heher to approve the consent agenda. Second Stolz. Vote 5 – 0. Motion carried.

**5. Public Hearings**

5.1 Ordinance No. 282 - Chapter 2 Amendment - City Council meeting starting time

Current meeting time for 2<sup>nd</sup> meeting of the month is 6:00pm for the workshop and 7:00pm for the City Council. Ordinance No. 282 will change the City Council meeting to begin immediately following the workshop.

Resident Tom Sudheimer was concerned that 6:00pm start time will be difficult for some people to get to because of work.

**Motion:** Stolz to close the public hearing. Second McPadden. Vote 5 – 0. Motion carried.

**6. Old Business**

6.1 Comprehensive Plan Request for Proposals

**Motion:** McPadden to request for proposals for the purpose of updating the 2018 Comprehensive Plan from: Bolton & Menk, Short Elliot Hendrickson, SRF Consulting and Stantec. Second Heher. Vote 5 – 0. Motion carried.

6.2 Resolution 2017-03, City Council Appointments Amendment

Change to Section 24. Dick Stolz will be appointment to Highway 212 Southwest Corridor Transportation Coalition. Section 32, subdivision 3, Charlie Storms will be the City Council Representative to the Parks & Recreation Commission.

**Motion:** Heher to approve Resolution 2017-03, a resolution amending resolution 2017-01 Relating to the Organization of the City of Norwood Young America. Second McPadden. Vote 5 – 0. Motion carried.

**7. New Business**

7.1 Resolution 2017-04 and Resolution 2017-05, 211 Railroad Street W. - Variance and Site Plan

Todd Miller from Xtreme Properties is requesting a variance for 211 Railroad St W to allow for alternate exterior building materials. Planning Commission reviewed the site plan and recommends unanimously to approve the variance.

**Motion:** Heher to approve Resolution 2017-04 a Resolution Conditionally Approving a Variance Relating to Allowable Exterior Building Materials for a 6,400 square foot Principal Structure at 211 Railroad Street West. Second Stolz. Vote 5 – 0. Motion carried.

**Motion:** Heher to Approve Resolution 2017-05 A Resolution Conditionally Approving A Site Plan For A 6,400 Square Foot Principal Structure At 211 Railroad Street West. Second Storms. Vote 5 – 0. Motion carried.

7.2 Ordinance No. 283, Administrative Subdivisions/Lot Combinations

This ordinance will allow for two lots to be combined and the waiver of standard platting requirements.

**Motion:** Heher to approve Ordinance No. 283, An Ordinance Amending Chapter 1100.11 Of The City Code To Provide For Administrative Subdivisions And Lot Combinations. Second Storms. Vote 5 – 0. Motion carried.

**Motion:** Heher to approve the summary publication of Ordinance No. 283. Second McPadden. Vote 5 – 0. Motion carried.

7.3 Ordinance No. 282, Chapter 2 Amendment – City Council meeting starting time

**Motion:** Stolz to approve Ordinance No. 282, Chapter 2 Amendment – City Council meeting starting time. Second Storms. Vote 5 – 0. Motion carried.

**Motion:** Heher to approve the summary publication of Ordinance No. 282, Chapter 2 Amendment – City Council meeting starting time. Second McPadden. Vote 5 – 0. Motion carried.

7.4 Public Service Director Hiring Recommendation

Personnel Committee along with some City Staff interviewed 5 candidates for the Public Service Director position on February 9, 2017. It is the recommendation of the Personnel Committee to hire Tony Voigt at a Pay Grade 17, Step 1.

Resident Tom Sudheimer shared his concerns of adding additional staff. Although this is a new position, the City will not be adding additional staff. The Public Utilities Director position was vacated in September 2016. The organization of the City will be changed to having one director oversee parks, streets, water, and sewer, verses having two directors.

**Motion:** Heher to approve hiring Anthony Voigt as the Public Service Director at a Pay Grade 17, Step 1 with a start date of Monday, March 13, contingent on the results of a background check. Second Stolz. Vote 5 – 0. Motion carried.

7.5 Public Service Lead Appointment

**Motion:** Heher to approve eliminating the Public Works Director position, approving the adjusted salary chart, and appointing Brent Aretz as the Public Service Lead position at a Pay Grade 13, Step 10. Second McPadden. Vote 5 – 0. Motion carried.

7.6 Lawn Mower Purchase Proposal

**Motion:** Stolz to approve purchasing the demo Jacobsen HR700 lawn mower. Second Heher. Vote 5 – 0. Motion carried.

7.7 Shovel Ready Designation – Tacoma West Industrial Park

**Motion:** McPadden to authorize staff to begin the application for submittal for the Session 1 deadline. Second Heher. Vote 5 – 0. Motion carried.

7.8 Custodian Position

Dale Hoof resigned due to personal reasons. The City has been dealing with turnover issues in this position for the past three years. The Personnel Committee recommends making the Custodian position a 30 hours a week benefited position.

**Motion:** Heher to accept Dale Hoof's resignation and to post and accept applications for the Custodian position at 30 hours a week which will be eligible for health, dental, life and disability insurance. The pay range will be \$12.83 - \$15.93. Second Storms. Vote 5 – 0. Motion carried.

7.9 Advertise for Pool Staff

**Motion:** McPadden to approve posting for Pool Staff. Second Storms. Vote 5 – 0. Motion carried.

## 8. Council Member & Mayor Reports

**Heher:** Planning Commission looking at rental housing code. Moving starting time and date due to the Lion's meeting at the same date/time. Will be holding a public hearing to change the meeting to the first

Tuesday of the month at 6:00pm. There are two open seats on the Planning Commission. Contact City Hall for an application.

Parks Commission is taking a look at having the Willkommen Memorial Park restroom next to the Pavilion on the east side. Also discussing what to do with the \$5,000 donation from YAC.

**McPadden:** EDC is close to having a logo recommendation.

**Stolz:** Met at the Harbor to discuss the bus.

**Storms:** Attended a new council member class.

**Lagergren:** Smartlink group met to discuss transportation needs in this area. Attended Civic's class in high school. Received feedback from students regarding the underpass.

## **9. Adjournment**

**Motion:** McPadden to adjourn at 8:59pm. Second Heher. Vote 5 – 0. Motion carried.

### **UPCOMING MEETINGS/EVENTS**

March 3	Employee Appreciation Day
March 8	Joint Meeting EDC & Marketing Comm. – 5:30/EDC - 6:30pm
March 9	Senior Advisory Committee – 8:30am
March 13	City Council – 6:00pm
March 21	Parks and Rec. Commission – 5:30pm/Planning Commission – 7:00pm
March 27	City Council Work Session – 6:00pm; EDA and City Council to follow

Sincerely Submitted:

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Kelly Hayes, City Clerk/Treasurer

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President

**CITY OF NORWOOD YOUNG AMERICA**

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

**To Be Approved: March 13, 2017**

<b>Pre-Paid Claims</b>	<b><u>\$14,787.70</u></b>
(Check Sequence #504144-504156; 26609-26611)	

<b>Claims Pending Payment</b>	<b><u>\$97,497.63</u></b>
(Check Sequence #26612-26656)	

<b>Grand Total</b>	<b><u>\$112,285.33</u></b>
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PAYROLL March 9, 2017

CHECK #	EMPLOYEE	GROSS
504144	ARETZ, BRENT R	\$2,968.46
504145	FRAHM, KEVIN	\$1,476.00
504146	HAAG, HERMAN	\$247.90
504147	HAYES, KELLY	\$2,238.40
504148	Hormann, Duane	\$375.18
504149	NIESEN, CHRISTOPHER D,	\$1,616.96
504150	SCHNEEDWIND, BRIAN O	\$1,476.00
504151	LENZ, DEBRA A	\$1,887.20
504152	MENZEL, ALICIA	\$1,628.00
504153	STENDER, DANIEL H	\$2,128.50
504154	HELGET, STEVE	\$3,485.61
504155	KLOEMPKEN, JASON A	<u>\$1,549.60</u>
504156	KLEINBANK - net	\$13,886.05
	<i>gross</i>	\$21,077.81

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## \*Check Summary Register©

FEBRUARY 2017 to MARCH 2017

Name	Check Date	Check Amt
<b>10100 CHECKING</b>		
Paid Chk# 026609 DVS RENEWAL	2/24/2017	\$21.75 FIRE TRUCK REGISTRATION
Paid Chk# 026610 XCEL ENERGY	2/27/2017	\$69.90 VETERANS PARK
Paid Chk# 026611 HORIZON SEMINARS	3/1/2017	\$810.00 SCHNEEWIND
<b>Total Checks</b>		<b>\$901.65</b>



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**\*Check Detail Register©**

MARCH 2017

			Check Amt	Invoice	Comment
<b>10100 CHECKING</b>					
Paid Chk#	026612	3/13/2017	<b>ABDO, EICK, &amp; MEYERS</b>		
E 101-41500-301	Auditing and Acct g Services		\$13,800.00	378251	AUDIT SERVICES
	<b>Total ABDO, EICK, &amp; MEYERS</b>		\$13,800.00		
Paid Chk#	026613	3/13/2017	<b>AMERICAN FLAGPOLE &amp; FLAG CO</b>		
E 101-45200-220	Game Fund Disbursements		\$1,731.87	12501	FLAG POLE FOR THE PARK
	<b>Total AMERICAN FLAGPOLE &amp; FLAG CO</b>		\$1,731.87		
Paid Chk#	026614	3/13/2017	<b>BERKLEY RISK ADMIN COMPANY</b>		
G 251-22100	Escrow Collected		\$7,680.61		WORKMANS COMP
E 101-41400-360	Insurance (GENERAL)		\$505.52		WORKMANS COMP
E 101-45200-360	Insurance (GENERAL)		\$12,734.13		WORKMANS COMP
E 101-41940-360	Insurance (GENERAL)		\$3,032.18		WORKMANS COMP
E 101-42200-360	Insurance (GENERAL)		\$4,032.36		WORKMANS COMP
E 601-49400-360	Insurance (GENERAL)		\$3,923.92		WORKMANS COMP
E 101-45500-360	Insurance (GENERAL)		\$29.98		WORKMANS COMP
E 101-49860-360	Insurance (GENERAL)		\$1,847.87		WORKMANS COMP
E 602-49450-360	Insurance (GENERAL)		\$6,441.04		WORKMANS COMP
E 603-49500-360	Insurance (GENERAL)		\$100.83		WORKMANS COMP
E 101-43100-360	Insurance (GENERAL)		\$6,294.56		WORKMANS COMP
	<b>Total BERKLEY RISK ADMIN COMPANY</b>		\$46,623.00		
Paid Chk#	026615	3/13/2017	<b>BINDER LIFT LLC</b>		
E 101-42200-542	FD Equipment		\$719.00	17066	PATIENT LIFT, LEG STRAP
	<b>Total BINDER LIFT LLC</b>		\$719.00		
Paid Chk#	026616	3/13/2017	<b>BOLTON &amp; MENK, INC</b>		
G 803-22100	Escrow Collected		\$568.00	0200479	XTREME PROPERTIES
E 101-41500-303	Engineering Fees		\$78.50	0200483	MISC
E 101-41500-303	Engineering Fees		\$598.00	0200483	WILLKOMMEN PARK RESTROOMS
	<b>Total BOLTON &amp; MENK, INC</b>		\$1,244.50		
Paid Chk#	026617	3/13/2017	<b>BRYAN ROCK PRODUCTS, INC.</b>		
E 101-43100-224	Street Maint Materials		\$291.40	20106	1" WITH FINES
	<b>Total BRYAN ROCK PRODUCTS, INC.</b>		\$291.40		
Paid Chk#	026618	3/13/2017	<b>CARQUEST AUTO PARTS</b>		
E 101-45200-221	Repair/Maintenance Equipment		\$8.88	5927-142811	LAMP, GREASE
E 101-43100-221	Repair/Maintenance Equipment		\$26.75	5927-143019	OIL FILTER
E 602-49450-221	Repair/Maintenance Equipment		\$21.90	5927-143052	BOLT
E 601-49400-221	Repair/Maintenance Equipment		\$4.00	5927-143104	SCREWDRIVER BIT
E 101-43100-221	Repair/Maintenance Equipment		\$96.98	5927-143124	HYD HOSE, SLEEVING, HOSE BRAID
E 101-43100-221	Repair/Maintenance Equipment		\$13.77	5927-143125	PLIERS
E 101-43100-221	Repair/Maintenance Equipment		\$26.83	5927-143501	AIR FRESHNER, ATD TRAY
E 602-49450-221	Repair/Maintenance Equipment		\$27.54	5927-143534	10W30 OIL
E 601-49400-221	Repair/Maintenance Equipment		\$27.54	5927-143534	10W30 OIL
	<b>Total CARQUEST AUTO PARTS</b>		\$254.19		

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MARCH 2017

			Check Amt	Invoice	Comment
Paid Chk# 026619	3/13/2017	CARVER COUNTY			
E 101-43100-226	Signs		\$2,596.21	PW4361	STREET SIGNS
	<b>Total</b>	<b>CARVER COUNTY</b>	<b>\$2,596.21</b>		
Paid Chk# 026620	3/13/2017	CENTER POINT			
E 101-41940-383	Gas Utilities		\$638.75		
E 101-43100-383	Gas Utilities		\$1,529.66		
E 101-45200-383	Gas Utilities		\$536.16		
E 601-49400-383	Gas Utilities		\$338.76		
E 602-49450-383	Gas Utilities		\$1,420.50		
E 101-49860-383	Gas Utilities		\$22.44		
E 101-42200-383	Gas Utilities		\$203.48		
	<b>Total</b>	<b>CENTER POINT</b>	<b>\$4,689.75</b>		
Paid Chk# 026621	3/13/2017	COHRS TREE SERVICE			
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$350.00		TREE REMOVAL FROM PARK & DITCH
	<b>Total</b>	<b>COHRS TREE SERVICE</b>	<b>\$350.00</b>		
Paid Chk# 026622	3/13/2017	CONNELLY INDUSTRIAL ELECTRONIC			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$2,083.29	10597	WWTP & WTP REPAIRS
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$1,136.67	10597	WWTP & WTP REPAIRS
	<b>Total</b>	<b>CONNELLY INDUSTRIAL ELECTRONIC</b>	<b>\$3,219.96</b>		
Paid Chk# 026623	3/13/2017	CUSTOMIZED FIRE/RESCUE TRAIN			
E 101-42200-207	Training Instructional		\$1,500.00	983	RAILWAY & PIPELINE RESPONSE
	<b>Total</b>	<b>CUSTOMIZED FIRE/RESCUE TRAIN</b>	<b>\$1,500.00</b>		
Paid Chk# 026624	3/13/2017	DATACHOICE LIST SOLUTIONS			
E 101-41330-319	Sr. Advisory Committee		\$150.00	307793	AFFLUENT FILE
	<b>Total</b>	<b>DATACHOICE LIST SOLUTIONS</b>	<b>\$150.00</b>		
Paid Chk# 026625	3/13/2017	DWK CLEAN WATER SERVICES LLC			
E 601-49400-314	Contracts Payments		\$585.00	0217	CONTRACT HOURS
E 602-49450-314	Contracts Payments		\$585.00	0217	CONTRACT HOURS
	<b>Total</b>	<b>DWK CLEAN WATER SERVICES LLC</b>	<b>\$1,170.00</b>		
Paid Chk# 026626	3/13/2017	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-542	FD Equipment		\$1,590.92	8226	HYDRANT WRENCH, ADAPTER, LUG SPANNER, HAZ MAT
E 101-42200-542	FD Equipment		\$531.27	8268	FIRE HOSE
	<b>Total</b>	<b>EMERGENCY RESPONSE SOLUTIONS</b>	<b>\$2,122.19</b>		
Paid Chk# 026627	3/13/2017	GOPHER STATE ONE-CALL, INC.			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$8.10	7020613	LOCATES
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$8.10	7020613	LOCATES
	<b>Total</b>	<b>GOPHER STATE ONE-CALL, INC.</b>	<b>\$16.20</b>		
Paid Chk# 026628	3/13/2017	GRAINGER			
E 601-49400-210	Operating Supplies (GENERAL)		\$32.23	9370352370	SAFETY GLASSES

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## MARCH 2017

			Check Amt	Invoice	Comment
E 602-49450-210	Operating Supplies (GENERAL)		\$32.23	9370352370	SAFETY GLASSES
	<b>Total GRAINGER</b>		\$64.46		
Paid Chk# 026629	3/13/2017	HILLYARD FLOOR CARE SUPPLY			
E 101-45200-221	Repair/Maintenance Equipment		\$80.48	602433839	BUFFER PADS
	<b>Total HILLYARD FLOOR CARE SUPPLY</b>		\$80.48		
Paid Chk# 026630	3/13/2017	HOLIDAY FLEET			
E 101-43100-212	Motor Fuels		\$477.35		FUEL
	<b>Total HOLIDAY FLEET</b>		\$477.35		
Paid Chk# 026631	3/13/2017	HYDRO ENGINEERING INC			
E 101-43100-221	Repair/Maintenance Equipment		\$59.00	79056	EXCHANGE OXY TANK
	<b>Total HYDRO ENGINEERING INC</b>		\$59.00		
Paid Chk# 026632	3/13/2017	KNUJ			
E 101-41300-340	Advertising		\$99.00		NYA DAYS
	<b>Total KNUJ</b>		\$99.00		
Paid Chk# 026633	3/13/2017	LEAGUE OF MN CITIES			
E 101-41110-207	Training Instructional		\$325.00	252245	STORMS CONFERENCE
	<b>Total LEAGUE OF MN CITIES</b>		\$325.00		
Paid Chk# 026634	3/13/2017	LOFFLER BUSINESS SYS LLC			
E 101-41400-437	Maintenance Contract		\$123.80	2461128	COPIES
	<b>Total LOFFLER BUSINESS SYS LLC</b>		\$123.80		
Paid Chk# 026635	3/13/2017	LOFFLER COMPANIES, INC.			
E 101-41400-437	Maintenance Contract		\$296.31		COPIER RENT
	<b>Total LOFFLER COMPANIES, INC.</b>		\$296.31		
Paid Chk# 026636	3/13/2017	MAYER LUMBER CO.			
E 101-45200-221	Repair/Maintenance Equipment		\$69.12		
	<b>Total MAYER LUMBER CO.</b>		\$69.12		
Paid Chk# 026637	3/13/2017	MENARDS-HUTCHINSON			
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$255.92	5832	GARAGE FLOOR EPOXY, WELD ROD, CAULK
E 101-43100-221	Repair/Maintenance Equipment		\$131.03	5832	GARAGE FLOOR EPOXY, WELD ROD, CAULK
	<b>Total MENARDS-HUTCHINSON</b>		\$386.95		
Paid Chk# 026638	3/13/2017	METRO WEST INSPECTION SERVICES			
E 101-42400-312	Building Inspection Fee		\$5,266.13		PERMIT
	<b>otal METRO WEST INSPECTION SERVICES</b>		\$5,266.13		
Paid Chk# 026639	3/13/2017	MN DEPARTMENT OF HEALTH			
G 601-20281	MDH FEE		\$2,098.00		CONNECTION FEE
	<b>Total MN DEPARTMENT OF HEALTH</b>		\$2,098.00		
Paid Chk# 026640	3/13/2017	MN STATE FIRE CHIEFS ASSOC			

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MARCH 2017

		Check Amt	Invoice	Comment
E 101-42200-433	Dues and Subscriptions	\$93.00	300002544	ZUMBERGE
E 101-42200-433	Dues and Subscriptions	\$57.00	300002545	DROEGE
E 101-42200-433	Dues and Subscriptions	\$57.00	300002546	EHRENBERG
E 101-42200-433	Dues and Subscriptions	\$57.00	300002547	GLANDER
E 101-42200-433	Dues and Subscriptions	\$57.00	300002548	NOLL
E 101-42200-433	Dues and Subscriptions	\$57.00	300002549	RAETHER
E 101-42200-433	Dues and Subscriptions	\$57.00	300002550	STENDER
E 101-42200-433	Dues and Subscriptions	\$57.00	300002551	THOMAS
E 101-42200-433	Dues and Subscriptions	\$57.00	300002552	WENISH
E 101-42200-433	Dues and Subscriptions	\$57.00	300002553	WIGFIELD
<b>Total MN STATE FIRE CHIEFS ASSOC</b>		<b>\$606.00</b>		
<hr/>				
Paid Chk# 026641	3/13/2017	<b>MN VALLEY ELECTRIC COOPERATIVE</b>		
E 602-49450-381	Electric Utilities	\$45.80		LIFT STATION
E 101-43100-380	Street Lighting	\$101.56		STREET LIGHTS
E 601-49400-381	Electric Utilities	\$622.86		640 TACOMA BLVD
<b>total MN VALLEY ELECTRIC COOPERATIVE</b>		<b>\$770.22</b>		
<hr/>				
Paid Chk# 026642	3/13/2017	<b>NCPERS 855401LIFE INS</b>		
G 101-21705	PERA Life	\$16.00		LIFE INSURANCE
<b>Total NCPERS 855401LIFE INS</b>		<b>\$16.00</b>		
<hr/>				
Paid Chk# 026643	3/13/2017	<b>NFPA MEMBERSHIP SERV CENTER</b>		
E 101-42200-433	Dues and Subscriptions	\$175.00	6915784Y	MEMBERSHIP DUES
<b>Total NFPA MEMBERSHIP SERV CENTER</b>		<b>\$175.00</b>		
<hr/>				
Paid Chk# 026644	3/13/2017	<b>NYA CHAMBER OF COMMERCE</b>		
E 101-46500-331	Travel/Meeting Expense	\$135.00		EXPO
<b>Total NYA CHAMBER OF COMMERCE</b>		<b>\$135.00</b>		
<hr/>				
Paid Chk# 026645	3/13/2017	<b>PRO AUTO &amp; TRANSMISSION REPAIR</b>		
E 101-42200-221	Repair/Maintenance Equipment	\$479.31	0055859	GRASS RIG REPAIRS
<b>total PRO AUTO &amp; TRANSMISSION REPAIR</b>		<b>\$479.31</b>		
<hr/>				
Paid Chk# 026646	3/13/2017	<b>PRO HYDRO TESTING LLC</b>		
E 101-42200-221	Repair/Maintenance Equipment	\$200.00	102567	TESTING DOT CYLINDERS
<b>Total PRO HYDRO TESTING LLC</b>		<b>\$200.00</b>		
<hr/>				
Paid Chk# 026647	3/13/2017	<b>QUILL CORPORATION</b>		
E 101-41400-200	Office Supplies (GENERAL)	\$39.97	4573530	PAPER
E 101-41400-200	Office Supplies (GENERAL)	\$9.19	4593015	FRAMES
<b>Total QUILL CORPORATION</b>		<b>\$49.16</b>		
<hr/>				
Paid Chk# 026648	3/13/2017	<b>RHOMAR INDUSTRIES, INC</b>		
E 101-43100-224	Street Maint Materials	\$279.00	88026	NEUTRO WASH
<b>Total RHOMAR INDUSTRIES, INC</b>		<b>\$279.00</b>		
<hr/>				
Paid Chk# 026649	3/13/2017	<b>SMITH OIL CO</b>		
E 101-42200-212	Motor Fuels	\$261.65		FIRE DEPT FUEL

## CITY OF NORWOOD YOUNG AMERICA

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## \*Check Detail Register©

## MARCH 2017

		Check Amt	Invoice	Comment
E 101-43100-212	Motor Fuels	\$143.31		
E 101-45200-212	Motor Fuels	\$61.42		
E 601-49400-212	Motor Fuels	\$85.75		
E 602-49450-212	Motor Fuels	\$85.75		
<b>Total SMITH OIL CO</b>		<b>\$637.88</b>		
Paid Chk# 026650	3/13/2017	<b>STRACK CONSULTING LLC</b>		
E 101-41320-305	Other Professional Fees	\$1,493.60	1049	PLANNING CONSULTANT
<b>Total STRACK CONSULTING LLC</b>		<b>\$1,493.60</b>		
Paid Chk# 026651	3/13/2017	<b>TECHSTAR IT SOLUTIONS</b>		
E 101-41400-437	Maintenance Contract	\$322.50	6574	MARCH
E 101-41400-437	Maintenance Contract	\$617.00	MSP-6568	MARCH
<b>Total TECHSTAR IT SOLUTIONS</b>		<b>\$939.50</b>		
Paid Chk# 026652	3/13/2017	<b>TRINITY LUTHERAN CHURCH</b>		
E 101-45200-432	Rental Refund	\$350.00		PAVILION CANCELLATION
<b>Total TRINITY LUTHERAN CHURCH</b>		<b>\$350.00</b>		
Paid Chk# 026653	3/13/2017	<b>UTILITY CONSULTANTS</b>		
E 602-49450-217	Lab Fees	\$576.75	94261	CBOD/TSS TESTING
<b>Total UTILITY CONSULTANTS</b>		<b>\$576.75</b>		
Paid Chk# 026654	3/13/2017	<b>VERIZON WIRELESS</b>		
E 101-43100-321	Telephone	\$148.93		
E 101-42200-321	Telephone	\$140.04		
E 101-45200-321	Telephone	\$63.83		
E 601-49400-321	Telephone	\$156.17		
E 602-49450-321	Telephone	\$156.17		
<b>Total VERIZON WIRELESS</b>		<b>\$665.14</b>		
Paid Chk# 026655	3/13/2017	<b>WASTE MANAGEMENT</b>		
E 101-41940-223	Repair/Maintenance Bldg/Ground	\$255.45		
<b>Total WASTE MANAGEMENT</b>		<b>\$255.45</b>		
Paid Chk# 026656	3/13/2017	<b>WM MUELLER &amp; SONS INC</b>		
E 101-43100-224	Street Maint Materials	\$45.75	221743	CONCRETE SAND
<b>Total WM MUELLER &amp; SONS INC</b>		<b>\$45.75</b>		
<b>10100 CHECKING</b>		<b>\$97,497.63</b>		

## CITY OF NORWOOD YOUNG AMERICA

03/09/17 12:56 PM

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**\*Check Detail Register©**

MARCH 2017

Check Amt Invoice Comment

**Fund Summary****10100 CHECKING**

101 GENERAL FUND	\$68,645.12
251 HARBOR AT PEACE	\$7,680.61
601 WATER FUND	\$9,019.00
602 SEWER FUND	\$11,484.07
603 STORM WATER UTILITY	\$100.83
803 Escrow - Xtreme Properties LLC	\$568.00
	<hr/>
	\$97,497.63

## STAFF MEMO

### City Council City of Norwood Young America

**To:** Honorable Mayor Lagergren and Members of the City Council

**From:** Alicia Menzel, Administrative Assistant

**CC:** Steve Helget, City Administrator  
Kelly Hayes, City Clerk/Treasurer

**Date:** March 13, 2017

**Agenda Item:** 2017 Lawn abatement contract with Dave's Season-All

**Requested Action(s):** Approve Agreement and Contract for Lawn Abatement Services with Dave's Season-All

---

**Background:**

Staff is seeking approval to renew the contract for long grass/weed abatement services with Dave's Season-All for the 2017 season. This would be the City's seventh year contracting with the company, who has also held the contract for cemetery mowing in the past before Public Works took that over. They will charge \$65/hour for abatement services, this is the same rate as the last two years. The abatement costs will be invoiced to the property owner upon completion of the abatement. Any unpaid invoices at the end of the year will be assessed to the property taxes.

**Recommendation:**

Approve a contract with Dave's Season-All for 2017 Lawn Abatement Services

Attachments:

Dave's Season All Quote

Lawn Abatement Contract





## AGREEMENT AND CONTRACT FOR LAWN ABATEMENT SERVICES

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Norwood Young America, Minnesota ("City") and Dave's Season All, a Minnesota Corporation ("Contractor").

WITNESSETH:

WHEREAS, the City is desirous of contracting with the Contractor for the performance of various services within the City of Norwood Young America to include:

1. Long grass/weed abatement services

WHEREAS, the Contractor is agreeable to rendering services on the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties hereto agree to general terms as follows and to the specific terms as set forth in the indicated appendices:

1. Terms of Agreement.

This Agreement shall commence on the date upon which it is approved and executed by both parties and remain in force and effect until December 31, 2017 or until canceled by either party upon ninety (90) days advance written notice, whichever is sooner. The last day of the contract is the last day the Contractor shall perform services.

2. Scope of Contract.

The Contractor agrees to provide long grass/weed abatement service for the City in accordance with the terms of this Agreement.

- A. Abatement: The Contractor shall, upon written order (via e-mail or fax) cut and remove all long grass, weeds, and overgrowth. Generally accepted professional landscaping standards, methods, and equipment shall be used to accomplish the abatement.
- B. Work Orders: Upon written order, the Contractor shall notify the City of the date and time the abatement will occur so the City may adequately notify the property owner. The abatement service is expected to be completed within 48 hours of assignment. If completion date needs to be extended due to weather, or other reasons, a written request shall be provided.
- C. Specifications: The following specifications are defined as part of this Agreement:

- i. Services shall include cutting grass, not to exceed 2.5 inches, and weed abatement. If grass/weeds are excessively overgrown, or other conditions are present that are not in the scope of this Agreement, Contractor shall notify the City within 24 hours and will send bid and photos to request additional consideration.
- ii. All exterior holes, indentures, damage to the lawn or other areas of the property caused by the Contractor are to be repaired by the Contractor.
- iii. All items including but not limited to grass clippings, tree trimmings, and leaves are to be properly disposed of by the Contractor off of the property location.

3. Normal Business Hours.

Normal business hours are defined as: 8:00 am to 4:30 pm, Monday through Friday, except on holidays recognized by the City.

4. Independent Contractor.

It is acknowledged by and between the parties hereto that the Contractor is an independent contractor with the City in regards to the performance of services as provided in this agreement.

- A. Qualifications- The Contractor agrees that it will perform the duties pursuant to this Agreement and that all employees are experienced in performing services under this Agreement.
- B. Non-Employee Status- Personnel assigned to perform the Services to be provided by the Contractor pursuant to this Agreement shall be officers, employees, or sub-contractors of the Contractor. The Contractor assumes full responsibility for the actions of such personnel while performing services pursuant to this Agreement, and shall be solely responsible for their supervision, daily direction and control, provision of employment benefits and payment of salary (workers' compensation insurance, salary, retirement contributions, withholding tax, health insurance, and unemployment insurance). The City shall not be responsible to furnish any benefits to such personnel.
- C. Communications, Equipment and Supplies- The Contractor shall provide, at its sole expense, all necessary equipment, vehicles and supplies to carry out its obligations under this Agreement.
- D. Technical Requirements- At a minimum, the Contractor shall adhere to the following expectations:
  - i. The Contractor shall maintain e-mail and/or fax capability sufficient to handle the work capacity covered by this Agreement, and must be able to receive orders and order-related

communications via e-mail and/or fax during normal business hours.

- ii. The Contractor shall ensure that sufficient personnel and equipment are maintained and available to perform abatement services required by the scope of this Agreement.
- iii. The Contractor shall have identification badges for all employees who provide services. The badges must have the business name and address as well as the employee name and photograph. Badges must be worn outside of clothing so that they are visible.

- E. Insurance and Indemnification requirements- The Contractor, in carrying out its obligation under this Agreement, certifies that it maintains Liability Insurance in an amount not less than \$1,000,000 and has added the City as additionally insured. The Contractor also maintains Workers Compensation Insurance. The Contractor has provided evidence of coverage to the City and will advise the City of any changes of coverage. Failure to do so may be ground for revocation of this Agreement.

6. Payment for Services

- A. Cost to City for Services - The City shall pay to the Contractor for services under this Agreement the following:
  - i. \$65 per hour, per person, not including tax where applicable, pursuant to the quote provided to the City dated 3/6/2017.
- B. Additional work under this Agreement- If conditions are present that are not in the scope of this Agreement, the Contractor will notify the City within 24 hours and will send bid and photos to request additional consideration.
- C. Reimbursement for Expenses- The Contractor agrees that it will seek no reimbursement for out-of-pocket expenses incurred in the performance of this Agreement.
- D. Payment for Additional Work- Work that may require additional fees above and beyond the scope of this Agreement, as referenced in Sections 2.C. and 6.B., shall not proceed without the written consent of the City. Invoices for additional work completed without a written order will not be paid.
- E. Billing- A separate invoice shall be prepared for each separate address and/or incident.

7. Assignment.

The Contractor shall not assign this agreement without the prior written consent of the City.

8. Hold Harmless and Indemnification.

The Contractor shall hold harmless and indemnify the City from any and all claims of any nature brought by others injured or damaged by the actions of the Contractor, its officers, employees, or agents.

9. Entire Agreement.

This Agreement, and its designated sections, contains the entire agreement between the parties and supersedes any and all agreement, written or oral, express or implied, pertaining to its subject matter. It may be changed only by written instrument signed by both parties and approval of the City of Norwood Young America City Council.

10. Choice of Law.

This agreement shall be governed and construed in accordance with the State of Minnesota Law.

IN WITNESS THEREOF, the Contractor and the City have executed this Agreement and agree to the terms and obligations contained herein this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF NORWOOD YOUNG AMERICA

DAVE'S SEASON ALL

By: \_\_\_\_\_  
Steven Helget  
Its: City Administrator

By: \_\_\_\_\_  
David Bleichner  
Its: Owner

By: \_\_\_\_\_  
Carol Lagergren  
Its: Mayor



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

TO: Honorable Mayor Lagergren and Members of the City Council

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: March 13, 2017

RE: Accepting Fire Fighter Resignation – Matthew Smith

---

Matthew Smith has submitted his resignation from the Norwood Young America Fire Department effective March 6, 2017. Matt has been with the NYA Fire Department since 2003. We thank Matt for 13 years of service to the Department.

**Recommendation:**

**Motion to accept Matthew Smith's resignation from the Norwood Young America Fire Department.**



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 13, 2017

SUBJECT: Ordinance No. 284, Amending Chapter 7, to remove No Parking Restriction on Brush Street

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The City Council at its February 27<sup>th</sup> regular meeting, scheduled a public hearing for the purpose of considering an amendment to Chapter 7, Section 720.05 of the City Code. Proposed is to consider removing the no parking restriction on Brush Street, on the east side, from the public alley to its intersection with Elm Street. Currently no parking is permissible in this area from November 1 to April 1 between the hours of 2:00 a.m. until 7:00 a.m. An aerial photo is enclosed of Brush Street and the street portion in question.

**Suggested Motions:**

**Motion to adopt Ordinance No. 284, an Ordinance Amending the Text of Chapter 7, Section 720.05, Other Restricted Parking.**

**Motion to approve the summary of Ordinance No. 284 and its publication.**



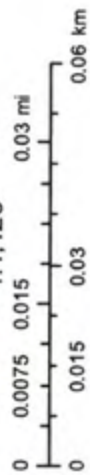
# Brush Street



March 9, 2017

☐ Parcels

1:1,128



Surlex 2016  
City of Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA  
CARVER COUNTY, MINNESOTA**

**ORDINANCE NO. 284  
AN ORDINANCE AMENDING THE TEXT OF CHAPTER 7  
SECTION 720.05 – OTHER RESTRICTED PARKING**

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA HEREBY ORDAINS:

**720.05 Other Restricted Parking.**

- A. There shall be no parking at any time of the day or night on that portion of Faxon Road between:
1. Its intersection with U.S. Highway 212 on the south and its point of termination on the north.
  2. Its intersection with US Highway 212 on the north and its intersection with Railroad Street on the south. *(Amended by Ord. 150, 11/25/02)*
- B. No person shall park or leave a motorized vehicle for longer than three (3) hours upon the below described streets between the hours of 7:00 a.m. to 6:00 p.m. on any day of the week except Sunday:
1. Elm Street between Reform Street and Oak Street
  2. Union Street between Elm Street and the Twin Cities and Western Railroad right-of-way
  3. Morse Street between Elm Street and the Milwaukee Railroad right-of-way  
*(Amended by Ord. 150, 11/25/02)*
- C. Effective November 1 to April 1, no parking shall be permitted from 2:00 a.m. until 7:00 a.m. on the following streets:
1. Elm Street between Reform Street and Oak Street
  2. Union Street between Elm Street and the Twin Cities and Western Railroad right-of-way
  3. Morse Street between Elm Street and the Milwaukee Railroad right-of-way
  4. ~~Brush Street, on the east side, from the public alley to its intersection with Elm Street~~
  5. Central Avenue North
  6. Central Avenue South *(Amended by Ord. 174, 1/9/06)*

*The ~~stricken~~ language is deleted; the underlined language is inserted.*



D. There shall be no parking at any time in the following designated areas:

1. On the southern side of 7<sup>th</sup> Street SW between the five-way stop until 650 feet west of its intersection with Fourth Avenue SW, unless for the purpose of loading and unloading of school buses during school hours
2. Poplar Ridge Drive from Industrial Boulevard to Faxon Road
3. Industrial Boulevard from Highway 212 to Faxon Road
4. On the eastern side of Reform Street from its intersection with Elm Street until its termination on the south with Lake Street
5. On the western side of 5<sup>th</sup> Avenue NE, beginning at its intersection with 4<sup>th</sup> Avenue NE until its intersection with 118<sup>th</sup> Street
6. CSAH 34/County Road 134 between Highway 212 to 300 feet south of Second Street S.E.

*(Amended by Ord. 175, 2/27/06)*

E. There shall be two hour parking during school hours on:

1. Fourth Avenue SW from 7<sup>th</sup> Street SW until its intersection with Webster Street
2. The northern side of 7<sup>th</sup> Street SW from the five-way stop until its intersection with Fourth Avenue SW *(Amended by Ord. 150, 11/25/02)*

F. There shall be no parking between signs from 7:00 a.m. and 9:00 a.m. on Morse Street in front of Central High School

G. There shall be no parking between signs on the eastern side of Brush Street unless for the purpose of loading or unloading of vehicles

H. There shall be no parking on Main Street from 2:00 am until 7:00 am beginning at its intersection with Central Avenue until its intersection with Third Avenue NE

I. There shall be no parking 8:00 am to 4:00 pm, Monday through Friday on the north side of Main Street from its intersection with Third Avenue NE, until the posted sign

J. No person shall park a vehicle or permit it to stand attended or unattended at any parking lot at Friendship Park, including the Park and Ride Lot off of Fourth Avenue SW at State Highway 5, while displaying a "For Sale" sign or similar sign, unless the driver is using the park facilities or Park and Ride service during the time in which the vehicle is so parked

K. During the annual Stiftungsfest event, normally scheduled on or about the last full weekend in August, no parking shall be permitted from 2:00 am Friday until Noon Monday on the following streets:

1. Main Street from Second Avenue SE to the far western end
2. First Avenue SE and NE from First Street SE to First Street NE

L. During the annual Stiftungsfest event, normally scheduled on or about the last full weekend in August, no parking shall be permitted from 3:00 am to 6:00 pm on Saturday on the following streets:

1. First Street SE from First Avenue SE to Second Avenue SE
2. Second Avenue SE from First Street SE to Main Street E

*The ~~stricken~~ language is deleted; the underlined language is inserted.*

3. Main Street E from Second Avenue SE to Third Avenue SE
- M. During the City's annual Stiftungsfest event, normally scheduled on or about the last full weekend in August, no person shall park in the City parking lot located at 10 First Avenue NE, except by permit issued by the City Office, from 6:00 am on Friday until 11:00 pm on Sunday. *(Amended by Ord. 150, 11-25-2002)*

**SECTION 2. EFFECTIVE DATE.** This ordinance shall be in full force and effect upon its passage and publication.

Adopted by the Norwood Young America City Council this 13<sup>th</sup> day of March, 2017.

\_\_\_\_\_  
Carol Lagergren, Mayor

ATTEST:

\_\_\_\_\_  
Kelly Hayes, City Clerk/Treasurer

( S E A L )

**City of Norwood Young America**  
**Summary of Ordinance No. 284**  
**Amending City Code Chapter 7, Traffic and Vehicles**

The City of Norwood Young America has adopted Ordinance No. 284 entitled "an Ordinance Amending the Text of Chapter 7, Section 720.05, Other Restricted Parking.

The following is a summary of the adopted ordinance: The Ordinance removes the no parking restriction on Brush Street, on the east side, from the public alley to its intersection with Elm Street.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. The ordinance was adopted by the City Council on March 13, 2017.

A copy of the complete ordinance is available for review at the Norwood Young America City Offices, located at 310 Elm St W., Norwood Young America.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 13, 2017

SUBJECT: The Harbor Bus Grant – FY 2016 Certifications and Assurances

In respect to the MnDOT Grant received for the new Harbor bus, the Federal Transit Administration (FTA) who is providing the financial assistance requires applicants to authorize a representative to sign its Certifications and Assurances which binds the applicant's compliance.

I asked Jay Squires, City Attorney, to review Certifications and Assurances document and he suggested the City Council review Category 01, 03, and 15 (see enclosures).

Proposed is to designate the City Administrator as the authorized representative of the City. Jay Squires as the City Attorney is also required to sign the document and by doing such is stating the proper authority has been given.

**Suggested Motion:**

**Motion to authorize the City Administrator to execute the FTA Fiscal Year 2016 Certification and Assurances.**

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

### PREFACE

*Except as the Federal Transit Administration (FTA or We) determines otherwise in writing, before FTA may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, or loan guarantee, certain pre-award Certifications and Assurances are required. The Applicant must authorize a representative (Authorized Representative) to select and sign its Certifications and Assurances and bind the Applicant's compliance. You, as your Applicant's Authorized Representative, must select and sign all Certifications and Assurances that your Applicant must provide to support each application it submits to FTA for federal assistance during federal fiscal year (FY) 2016.*

*We request that you read each Certification and Assurance and select those that will apply to any application for which your Applicant might seek federal assistance from FTA during FY 2016. As provided by federal laws, regulations, and requirements, only if you select adequate Certifications and Assurances on your Applicant's behalf may FTA award federal assistance.*

*We have consolidated our Certifications and Assurances into twenty-three (23) Categories. At a minimum, you must select the Assurances in Category 01. If your Applicant requests more than \$100,000 in federal assistance, you must select the "Lobbying" Certification in Category 02, except if your Applicant is an Indian tribe, Indian organization, or an Indian tribal organization. Depending on the nature of your Applicant and the Award it seeks, you may also need to select one or more Certifications and Assurances in Categories 03 through 23. Instead of selecting individual Categories of Certifications and Assurances, however, you may make a single selection that will encompass all twenty-three (23) Categories of Certifications and Assurances that apply to our various programs.*

*FTA, your Applicant, and you, as your Applicant's Authorized Representative, understand and agree that not every provision of these twenty-three (23) Categories of Certifications and Assurances will apply to every Applicant or every Award or Project included in an Award, even if you make a single selection encompassing all twenty-three (23) Categories. Nor will every provision of each Certification or Assurance within a single Category apply if that provision does not apply to your Applicant or the Award it seeks. The type of Applicant and its application will determine which Certifications and Assurances apply.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected that apply to its Award, itself, any Subrecipient, or any other Third Party Participant in its Award, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including,*

## **FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES**

### **CATEGORY 01. REQUIRED CERTIFICATIONS AND ASSURANCES FOR EACH APPLICANT.**

*Before FTA may provide federal assistance for your Applicant's Award, you must select the Certifications and Assurances in Category 01 in addition to any other Certifications and Assurances that you must select on your Applicant's behalf, except as FTA determines otherwise in writing.*

*Any provision of the Certifications and Assurances in Category 01 that does not apply will not be enforced.*

#### **01.A. Certification and Assurance of Authority of the Applicant and Its Authorized Representative.**

You certify and affirm that in signing these Certifications, Assurances, and Agreements, both you, as your Applicant's Authorized Representative, and your Applicant's attorney who is authorized to represent your Applicant in legal matters, may undertake the following activities on your Applicant's behalf, in compliance with applicable state, local, or Indian tribal laws, regulations, and requirements and its by-laws or internal rules:

1. Execute and file its application for federal assistance,
2. Execute and file its Certifications, Assurances, Charter Service Agreement, and School Bus Agreement, as applicable, binding its compliance,
3. Execute its Grant Agreement, Cooperative Agreement, Loan, Loan Guarantee, or Line of Credit, for which the Applicant is seeking federal assistance from FTA,
4. Comply with applicable federal laws, regulations, and requirements, and
5. Follow applicable federal guidance.

#### **01.B. Standard Assurances.**

On behalf of your Applicant, you assure that it understands and agrees to the following:

1. It will comply with all applicable federal laws, regulations, and requirements in implementing its Award.
2. It is under a continuing obligation to comply with the terms and conditions of its Grant Agreement or Cooperative Agreement with FTA for each Award, including the FTA Master Agreement and other documents incorporated by reference and made part of its Grant Agreement or Cooperative Agreement, or latest amendment thereto.
3. It recognizes that federal laws, regulations, and requirements may be amended from time to time and those amendments may affect the implementation of its Award.
4. It understands that Presidential executive orders and federal guidance, including federal policies and program guidance, may be issued concerning matters affecting it or its Award.

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

3. As required by 49 CFR § 21.7:
  - a. It will comply with 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 in the manner that:
    - (1) It implements its Award.
    - (2) It undertakes property acquisitions, and
    - (3) It operates all parts of its facilities, as well as its facilities operated in connection with its Award.
  - b. This assurance applies to its Award and to all parts of its facilities, as well as its facilities used to implement its Award.
  - c. It will promptly take the necessary actions to carry out this assurance, including the following:
    - (1) Notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA, and
    - (2) Submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request.
  - d. If it transfers U.S. DOT or FTA assisted real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination:
    - (1) While the property is used for the purpose that the federal assistance is extended, or
    - (2) While the property is used for another purpose involving the provision of similar services or benefits.
  - e. The United States has a right to seek judicial enforcement of any matter arising under:
    - (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
    - (2) U.S. DOT regulations, 49 CFR part 21, or
    - (3) This assurance.
  - f. It will make any changes in its Title VI implementing procedures, as U.S. DOT or FTA may request, to comply with:
    - (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
    - (2) U.S. DOT regulations, 49 CFR part 21, and
    - (3) Federal transit law, 49 U.S.C. § 5332.
  - g. It will comply with applicable federal guidance issued to implement federal nondiscrimination requirements, except as FTA determines otherwise in writing.
  - h. It will extend the requirements of 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 to each Third Party Participant, including any:
    - (1) Subrecipient,
    - (2) Transferee,
    - (3) Third Party Contractor or Subcontractor at any tier,
    - (4) Successor in Interest,
    - (5) Lessee, or



## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

### 01.E. Suspension and Debarment Certification.

On behalf of your Applicant, you certify that:

1. It will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180.
2. To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:
  - a. Are eligible to participate in covered transactions of any federal department or agency and are not presently:
    - (1) Debarred,
    - (2) Suspended,
    - (3) Proposed for debarment,
    - (4) Declared ineligible,
    - (5) Voluntarily excluded, or
    - (6) Disqualified.
  - b. Within a three-year period preceding its latest application or proposal, its management has not been convicted of or had a civil judgment rendered against any of them for:
    - (1) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction, or contract under a public transaction,
    - (2) Violation of any federal or state antitrust statute, or
    - (3) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
  - c. It is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in the preceding subsection 2.b of this Certification.
  - d. It has not had one or more public transactions (federal, state, or local) terminated for cause or default within a three-year period preceding this Certification.
  - e. If, at a later time, it receives any information that contradicts the preceding statements of subsections 2.a – 2.d of this Category 01.E Certification, it will promptly provide that information to FTA.
  - f. It will treat each lower tier contract or subcontract under its Award as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
    - (1) Equals or exceeds \$25,000,
    - (2) Is for audit services, or
    - (3) Requires the consent of a federal official.



## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

- (2) An appearance of a personal or organizational conflict of interest or personal gain.
- 2. *Specifics of the Award.* On behalf of your Applicant, you assure that:
  - a. It will begin and complete work within the period of performance that applies following receipt of an FTA Award.
  - b. For FTA assisted construction Awards:
    - (1) It will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications.
    - (2) It will provide and maintain competent and adequate engineering supervision at the construction site to assure that the completed work conforms to the approved plans and specifications.
    - (3) It will include a covenant to assure nondiscrimination during the useful life of the real property financed under its Award in its title to that real property.
    - (4) To the extent FTA requires, it will record the federal interest in the title to FTA assisted real property or interests in real property, and
    - (5) It will not alter the site of the FTA assisted construction or facilities without permission or instructions from FTA by:
      - (a) Disposing of the underlying real property or other interest in the site and facilities,
      - (b) Modifying the use of the underlying real property or other interest in the site and facilities, or
      - (c) Changing the terms of the underlying real property title or other interest in the site and facilities.
  - c. It will furnish progress reports and other information as FTA or the state may require.
- 3. *Statutory and Regulatory requirements.* On behalf of your Applicant, you assure that:
  - a. It will comply with all federal laws, regulations, and requirements relating to nondiscrimination that apply, including, but not limited to:
    - (1) The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. § 2000d.
    - (2) The prohibitions against discrimination on the basis of sex, as provided in:
      - (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 – 1683, and 1685 – 1687, and
      - (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25.
    - (3) The prohibitions against discrimination on the basis of age in federally assisted programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 – 6107.
    - (4) The prohibitions against discrimination on the basis of disability in federally assisted programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794.

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

- (c) As provided by 42 U.S.C. § 4625 and 49 CFR part 24, it will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such:
    - 1 Displaced families and individuals, and
    - 2 Displaced corporations, associations, or partnerships.
  - (d) As provided by 42 U.S.C. § 4625(c)(3), within a reasonable time before displacement, it will make available comparable replacement dwellings to families and individuals.
  - (e) It will:
    - 1 Carry out the relocation process to provide displaced persons with uniform and consistent services, and
    - 2 Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin.
  - (f) It will be guided by the real property acquisition policies of 42 U.S.C. §§ 4651 and 4652.
  - (g) It will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. §§ 4653 and 4654, understanding that FTA will provide federal assistance for its eligible costs of providing payments for those expenses, as required by 42 U.S.C. § 4631.
  - (h) It will execute the necessary implementing amendments to FTA assisted third party contracts and subagreements.
  - (i) It will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances.
  - (j) It will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, related to its Award that involves relocation or land acquisition.
  - (k) It will provide in any affected document that these relocation and land acquisition provisions must supersede any conflicting provisions.
- c. It will comply with the Lead-Based Paint Poisoning Prevention Act, specifically 42 U.S.C. § 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures.
  - d. It will, to the extent applicable, comply with the protections for human subjects involved in research, development, and related activities supported by federal assistance of:
    - (1) The National Research Act, as amended, 42 U.S.C. § 289 *et seq.*, and
    - (2) U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11.
  - e. It will, to the extent applicable, comply with the labor standards and protections for federally assisted Awards of:
    - (1) The Davis-Bacon Act, as amended, 40 U.S.C. §§ 3141 – 3144, 3146, and 3147.

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

- (b) The Archaeological and Historic Preservation Act of 1974, as amended, 54 U.S.C. § 312501 *et seq.*, and
- (c) Executive Order No. 11593 (identification and protection of historic properties), 54 U.S.C. § 300101.
- g. To the extent applicable, it will comply with the following federal requirements for the care, handling, and treatment of warm-blooded animals held or used for research, teaching, or other activities supported with federal assistance:
  - (1) The Animal Welfare Act, as amended, 7 U.S.C. § 2131 *et seq.*, and
  - (2) U.S. Department of Agriculture regulations, "Animal Welfare," 9 CFR subchapter A, parts 1, 2, 3, and 4.
- h. To the extent applicable, it will obtain a certificate of compliance with the seismic design and construction requirements of U.S. DOT regulations, "Seismic Safety," 49 CFR part 41, specifically 49 CFR § 41.117(d), before accepting delivery of any FTA assisted buildings.
- i. It will comply with and assure that each of its Subrecipients located in special flood hazard areas will comply with section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. § 4012a(a), by:
  - (1) Participating in the federal flood insurance program, and
  - (2) Purchasing flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- j. It will comply with:
  - (1) The Hatch Act, 5 U.S.C. §§ 1501 – 1508, 7324 – 7326, which limits the political activities of state and local agencies and their officers and employees whose primary employment activities are financed in whole or part with federal assistance, including a federal loan, grant agreement, or cooperative agreement, and
  - (2) 49 U.S.C. § 5323(l)(2) and 23 U.S.C. § 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving federal assistance appropriated or made available under 49 U.S.C. chapter 53 and 23 U.S.C. § 142(a)(2) to whom the Hatch Act does not otherwise apply.
- k. It will perform the financial and compliance audits as required by the:
  - (1) Single Audit Act Amendments of 1996, 31 U.S.C. § 7501 *et seq.*,
  - (2) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, and
  - (3) Most recent applicable U.S. OMB Compliance Supplement, 2 CFR part 200, appendix XI (previously known as the U.S. OMB Circular A-133 Compliance Supplement).

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

other than federal appropriated funds have been or will be paid to any person to influence or attempt to influence:

- (1) An officer or employee of any federal agency regarding the award of a:
  - (a) Federal grant or cooperative agreement, or
  - (b) Federal loan, line of credit, loan guarantee, or loan insurance, or
- (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
  - (a) Federal grant or cooperative agreement, or
  - (b) Federal loan, line of credit, loan guarantee, or loan insurance.
- c. It will include the language of this Certification in its Award documents under a federal grant, cooperative agreement, loan, line of credit, or loan insurance including, but not limited to:
  - (1) Each third party contract,
  - (2) Each third party subcontract,
  - (3) Each subagreement, and
  - (4) Each third party agreement.
3. It understands that:
  - a. This Certification is a material representation of fact that the Federal Government relies on, and
  - b. It must submit this Certification before the Federal Government may award federal assistance for a transaction covered by 31 U.S.C. § 1352, including a:
    - (1) Federal grant or cooperative agreement, or
    - (2) Federal loan, line of credit, loan guarantee, or loan insurance.
4. It understands that any person who does not file a required Certification will incur a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### CATEGORY 03. PROCUREMENT AND PROCUREMENT SYSTEMS.

*We request that you select the Procurement and Procurement Systems Certification in Category 03 on behalf of your Applicant, especially if your Applicant is a state, local, or Indian tribal government with a certified procurement system, as provided in 2 CFR § 200.324(c)(2), incorporated by reference in 2 CFR part 1201 or former 49 CFR 18.36(g)(3)(ii).*

*Any provision of the Certification in Category 03 that does not apply will not be enforced.*

On behalf of your Applicant, you certify that its procurements and its procurement system will comply with all federal laws, regulations, and requirements in accordance with applicable federal guidance, except as FTA has approved otherwise in writing.

## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

### CATEGORY 15. SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

*Before FTA may provide federal assistance for an Award financed under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program authorized under 49 U.S.C. § 5310, as amended by the FAST Act, you must select the Certifications in Category 15 in addition to other Certifications and Assurances you must select on your Applicant's behalf, except as FTA determines otherwise in writing.*

*Any provision of the Certifications in Category 15 that does not apply will not be enforced.*

- I. The following Certifications for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program are required by 49 U.S.C. § 5310. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
  - a. Each Subrecipient is:
    - (1) A private nonprofit organization, or
    - (2) A state or local governmental authority that:
      - (a) Is approved by a state to coordinate services for seniors and individuals with disabilities, or
      - (b) Certifies that there are no private nonprofit organizations readily available in the area to provide the services authorized for support under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program.
  - b. It will comply with the following selection and planning requirements:
    - (1) The Projects it has selected or will select for an Award or Subaward of federal assistance appropriated or made available under 49 U.S.C. § 5310 are included in a public transit-human services transportation plan that has been:
      - (a) Locally developed, and
      - (b) Coordinated.
    - (2) The public transit-human services transportation plan was developed and approved through a process that included participation by:
      - (a) Seniors,
      - (b) Individuals with disabilities,
      - (c) Representatives of public, private, and nonprofit transportation providers,
      - (d) Representatives of public, private, and nonprofit human services providers, and
      - (e) Other members of the public.
    - (3) Within its Award, the Projects selected to receive federal assistance will assist in providing transportation services for seniors and individuals with



## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

- e. With respect to the non-federal share:
  - (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5310,
  - (2) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
  - (3) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
- f. It has complied or will comply and will require each Subrecipient to comply with:
  - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
  - (2) The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.
- g. To the extent applicable, it will comply and require its Subrecipients to comply with the final federal regulations that, when issued, will implement the safety plan requirements of 49 U.S.C. § 5329(d).

### **CATEGORY 16. RURAL AREAS AND APPALACHIAN DEVELOPMENT PROGRAMS.**

*Before FTA may provide federal assistance for an Award financed under the Formula Grants for Rural Areas Program authorized under 49 U.S.C. § 5311(b), as amended by FAST Act, and the Appalachian Development Public Transportation Assistance Program authorized under 49 U.S.C. § 5311(c)(2), as amended by FAST, you must select the Certifications in Category 16 in addition to other Certifications and Assurances you must select on your Applicant's behalf, except as FTA determines otherwise in writing.*

*Any provision of the Certifications and Assurances in Category 16 that does not apply will not be enforced.*

#### **16.A. Formula Grants for Rural Areas Program.**

*If your Applicant seeks federal assistance from FTA for an Award financed under the Formula Grants for Rural Areas Program authorized under 49 U.S.C. § 5311, as amended by FAST Act, the Certifications in Category 16.A apply to your Applicant, except as FTA determines otherwise in writing.*

The following Certifications apply to each state or state organization serving as your Applicant for federal assistance appropriated or made available for the Rural Areas Formula Program financed under 49 U.S.C. § 5311(b), as amended by FAST Act. On its behalf, you certify and assure that:

## **Overview**

Attached you will find the 2016 Federal Transit Administration (FTA) Federal Certifications and Assurances. When you received your contract this year, in section 16 or 17 (depending on which type of contract you received) the contract stated you were bound by FTA FY 2015 Certifications and Assurances until the FTA publishes the 2016, at that time we will forward them to you for signature. The 2016 Certs and Assurances are now available for signature.

## GUIDE

Legal Name	Boxes to Check
Dakota County	1, 2, 3, 8, 9, 10, 15
Red Lake Band of Chippewa Indians	1, 2, 3, 4, 8, 9, 10, 16, 18
Scott County	1, 2, 3, 8, 9, 10, 15
Achieve Services, Inc. Ally People Solutions Connections ESR, Inc. Lifeworks, Inc. Mankato Rehabilitation Center, Inc – Mankato Mankato Rehabilitation Center, Inc. – Rosemount Midwest Special Services, Inc. ProAct, Inc. Rise, Incorporated Norwood Young America Economic Development Authority dba The Harbor at Peace Village WACOSA Winona ORC	1, 3, 15
Everyone Else – Receiving only a 5311 Operating Contract	1, 2, 3, 4, 9, 10, 16



## FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

### PREFACE

*Except as the Federal Transit Administration (FTA or We) determines otherwise in writing, before FTA may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, or loan guarantee, certain pre-award Certifications and Assurances are required. The Applicant must authorize a representative (Authorized Representative) to select and sign its Certifications and Assurances and bind the Applicant's compliance. You, as your Applicant's Authorized Representative, must select and sign all Certifications and Assurances that your Applicant must provide to support each application it submits to FTA for federal assistance during federal fiscal year (FY) 2016.*

*We request that you read each Certification and Assurance and select those that will apply to any application for which your Applicant might seek federal assistance from FTA during FY 2016. As provided by federal laws, regulations, and requirements, only if you select adequate Certifications and Assurances on your Applicant's behalf may FTA award federal assistance.*

*We have consolidated our Certifications and Assurances into twenty-three (23) Categories. At a minimum, you must select the Assurances in Category 01. If your Applicant requests more than \$100,000 in federal assistance, you must select the "Lobbying" Certification in Category 02, except if your Applicant is an Indian tribe, Indian organization, or an Indian tribal organization. Depending on the nature of your Applicant and the Award it seeks, you may also need to select one or more Certifications and Assurances in Categories 03 through 23. Instead of selecting individual Categories of Certifications and Assurances, however, you may make a single selection that will encompass all twenty-three (23) Categories of Certifications and Assurances that apply to our various programs.*

*FTA, your Applicant, and you, as your Applicant's Authorized Representative, understand and agree that not every provision of these twenty-three (23) Categories of Certifications and Assurances will apply to every Applicant or every Award or Project included in an Award, even if you make a single selection encompassing all twenty-three (23) Categories. Nor will every provision of each Certification or Assurance within a single Category apply if that provision does not apply to your Applicant or the Award it seeks. The type of Applicant and its application will determine which Certifications and Assurances apply.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected that apply to its Award, itself, any Subrecipient, or any other Third Party Participant in its Award, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including,*



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: March 13, 2017  
SUBJECT: City Branding & Marketing

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One of the Economic Development Commission's (EDC) 2016 goals was to update the City's logo and tagline. The EDC solicited consulting service proposals and upon their recommendation, the City Council hired OrangeBall Creative. OrangeBall's task was to assist with designing/developing a new logo, tagline, and style guide. A Marketing Committee was established to assist OrangeBall and spearhead the project. Its membership was made up of representatives from the EDC, Chamber of Commerce, and citizens at large. The Committee recently completed this task and made recommendation to the EDC who in turn is recommending to the Council the enclosed logo and tagline.

Representatives of OrangeBall Creative will be present to make a presentation on the new logo and tagline which will include a summary of the process that lead to the finished product.

**Suggested Motion:**

**Motion to approve the new City of Norwood Young America Logo and Tagline.**



more than a place, it's home.



## *Five Focus Points*

- 1. Community**
- 2. Families**
- 3. Businesses**
- 4. Small Town**
- 5. Authentic & Real**

# *Foundational Concepts*

## **OUR FAMILIES**

Norwood Young America is a growing community, proudly rooted in small-town values, offering best-in-class education, convenient healthcare, safe tree-lined streets, and a high quality of life.

## **OUR COMMUNITY**

Norwood Young America is a generational community, grounded in tradition, yet progressive by nature, built on long-lasting relationships and opportunities to become involved and work side-by-side with neighbors and friends.

## **OUR BUSINESSES**

Norwood Young America is a thriving community in the West Metro, centrally located on major highways with opportunities to grow, affordable space, and a highly educated workforce that values hard work and integrity in all they do.

# *Why Statement*

Norwood Young America is a growing community rooted in small town values where you can raise your family, where businesses thrive, and you live each day to the fullest.

A place where a high quality of life still exists, relationships are formed, and opportunities are found.

**Welcome to Norwood Young America.**

**More than a place, it's home.**



# *Supporting Ideas*

From your driveway to the football field on Friday night to church and your local businesses... This is where relationships are forged for a lifetime.

- The banker who knows your name.
- The mechanic who knows your vehicle.
- The restaurant who knows your favorite dinner.
- The florist who knows your favorite flower.
- The principal who knows your kids by name.
- The old man on the street who says hello.
- The neighbor who shovels your driveway.

## *Supporting Ideas*

We are small town.  
This isn't something you can create,  
and you can't fake it.  
It's authentic and real.  
Many communities try to be  
"small-town". Here, we are.  
We can own it and build around it.





Pantone 281 C  
CMYK - 100/85/5/36  
RGB - 0/32/91  
HEX - 00205B



Pantone 187 C  
CMYK - 7/100/82/26  
RGB - 166/25/46  
HEX - A6192E



Pantone 123 C  
CMYK - 0/19/89/0  
RGB - 255/199/44  
HEX - FFC72C

## City of Norwood Young America - **SENIOR ADVISORY COMMITTEE**

*Communicating the social, economic, recreational, cultural, and personal needs of the senior portion of the City's population.*

*Community Commissioners:* Carolyn Durbin, JH Hoernemann, Ray Kraemer, Lavonne Kroells, Gladys Pederson, Lois Schultz, Tom Simmons

*Housing Commissioners/Reps:* Bonita Heilmann (Harbor/Haven), Laurie Hilgers (Harbor/Haven), Brenda Schmitz (Peace Villa), Jeff Buesing (Oak Grove)

*Representatives:* Dick Stolz (City Council), Kelly Hayes (City Clerk), Jennifer Anderson (Carver County Public Health), Dave Murphy (Carver County Sheriff's Office)

### HOUSING

2016 Update	On-going	Action Steps	5 Year Plan
Haven built	Advocate and educate community regarding future housing and care needs.	Maintain occupancy of senior housing facilities (Harbor, Peace Villa, Oak Grove).  Haven goal to have 100% occupancy by June 2017.  Discuss possible rental dwelling code for family.	Senior Cottages  Residential Accessory Structure (Mother-in-Law Structure)  Home Care Options

### TRANSPORTATION

2016 Update	On-going	Action Steps	5 Year Plan
Worked on bus grant. Bus to arrive the end of March 2017.	Promote new buss.	Market bus, generate excitement.	Advocate to improve Smart-link individual service utilizing 5310 bus.
Arranged for transportation to and from Music in the Park.	Coordinate with Carver County to jointly promote senior fitness opportunities  Enhance existing trails with benches. Possibly use YAC donation.  Clear major trails for year-round use and promote walkability.	Search for partners for bus - must me used at least 30 hours per week.  Partner with SmartLink for bus scheduling.  Survey Oak Grove residents for transportation needs and wants.  Trips to school events.  Renew packet information and redistribute to local churches.	Provide "We Cab" pilot program utilizing volunteer drivers.  Budget for bus replacement at Peace Villa campus.

# EDUCATION

2016 Update	On-going	Action Steps	5 Year Plan
Scams	Continued outreach to seniors outside of Peace Village and Oak Grove Senior campuses.	Hold 2017 Car Fit event.	"Senior Services" Coordinator.
Car Fit well attended.	Hold senior "Scam Seminar" with Carver County Sheriff's Deputy as needed	Develop articles and informational pieces for local media.	Technology for Seniors.
Obtained list of seniors in NYA for possible survey.	Make senior resource info available at City Hall.	Hold Alzheimer's seminar.	
	Educate community about Aging and Alzheimer's.	Explore funding options for Senior Service Coordinator.	
	Continued liaison with Carver County Office of Aging.	Notify seniors of scams.	
	Interface with Carver County Library System.		
	Explore opportunities to work with Carver County Public Health Dept. to utilize additional funding.		

# PROMOTING PHYSICAL AND SOCIAL ACTIVITY

2016 Update	On-going	Action Steps	5 Year Plan
Music in the Park: sponsored event, arranged for transportation to/from.	Music In the Park.	Interface with Central School Elementary Music Department.	Establish weekly senior gathering for socializing, cards and games.
Held Senior Dance	Promoting bus for social events.	Create flyers to notify seniors of events.	Research grant options to fund senior center with coordinator
Supported Stiftungsfest: flowers and napkins.	Continue Stiftungsfest support.		Develop Community Center with input from seniors
	Continue to hold Senior Dances.		Explore permanent drop box location for "Drug Take-Back".
	Promote Unhinged Pizza weekly senior day.		
	Promote "drug take-back program" on April 29, 2017 at City Hall.		
	Work with Community Ed to hold classes and/or events.		
	Connect with service organizations: Boy Scouts, 4-H, etc.		



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 13, 2017

SUBJECT: Carver County Transportation Sales Tax

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At the February 27<sup>th</sup> City Council Work Session meeting, County Commissioner Jim Ische and Lyndon Robjert, County Engineer, were present to make a presentation on their proposed establishment of a ½ - percent sales tax which would be dedicated solely to transportation. Specifically they're proposing to utilize the sales tax for County and State highway improvements. Enclosed is some of the information that was presented which includes a list of projects the sale tax would be utilized for over a period of 24-years. One of the projects is the expansion of Highway 212 to a four-lane highway from Norwood Young America to Cologne. The County is also proposing to increase the current Wheelage Tax from \$10 to \$20 per vehicle registration.

In respect to state highway projects, the current MnDOT Cost Participation Policy requires localities to pay for about 20% of improvements which are location within their respective city limits. With the adoption of the ½ percent sales the County is proposing they'd be responsible for the local match.

The County is requesting the City Council consider adoption of a supporting resolution which is enclosed as Resolution 2017-06.

**Suggested Motion:**

**Motion to approve Resolution 2017-06, A Resolution Supporting Increasing Transportation Revenue in Carver County using the Local Option Sales Tax and Wheelage Tax.**

# RESOLUTION 2017-06

## **A RESOLUTION SUPPORTING INCREASING TRANSPORTATION REVENUE IN CARVER COUNTY USING THE LOCAL OPTION SALES TAX AND WHEELAGE TAX**

WHEREAS, a safe, efficient and reliable transportation system is critical to the quality of life and economic vitality in Carver County; and

WHEREAS, the County has prepared a long range roadway system plan that identifies improvement projects needed to preserve, enhance safety, and improve mobility of the transportation system; and

WHEREAS, the plan shows that improvements are needed to the State and County highway system both of which will enhance access and mobility to and from City and Township roadways; and

WHEREAS, current County revenue sources will not generate enough funding to construct these improvements and the Metropolitan Council 2040 Transportation Policy Plan (TPP) and the MnDOT State Highway Investment Plan (MnSHIP) does not include any major investment on the regional highway system in Carver County; and

WHEREAS, the County cannot rely on State or Federal investment to address the most important transportation needs. The County does not levy the 1/4 percent sales tax for transit through the Counties Transit Improvement Board (CTIB) as there is no guarantee that any of the funding would be used in Carver County; and

WHEREAS, the County and its partners are required to take the lead in providing for the highest priority transportation improvements using locally controlled revenue sources; and

WHEREAS, the County has created a list of high priority projects throughout the County that could be constructed in the next 24 years with additional revenue; and

WHEREAS, State Statute 297A.993 authorizes County Boards, after a public hearing, to implement a sales tax of ½ percent by resolution for transportation purposes and a \$20 excise tax on vehicle purchases as vehicle purchases are exempt from the transportation sales tax; and

WHEREAS, State Statute 163.051 authorizes County Boards to levy by resolution a wheelage tax of \$10 per registered vehicle (motorcycles, scooters and motorized bicycles are exempt) per year from January 1, 2014 to December 31, 2017; and on and after January 1, 2018, up to \$20 per year, in any increment of a whole dollar; and

WHEREAS, the local option sales tax and \$20 excise tax will generate approximately \$3.5 million annually at implementation and an additional \$10 in wheelage tax per vehicle (County already levies \$10 per vehicle) will generate approximately \$880,000 per year at implementation; and

WHEREAS, the County is actively working with its partners to gather feedback on the list of high priority projects and to seek support for implementation of these local option revenue sources; and

NOW THEREFORE, BE IT RESOLVED, the City Council of Norwood Young America, Carver County, Minnesota, recognizes the importance of constructing a safe, efficient and reliable transportation system to serve our community and supports the implementation of a ½ percent local option sales tax and \$20 excise tax and an increase of \$10 in wheelage tax to fund high priority transportation projects in Carver County.

Adopted by the City Council this 13<sup>th</sup> day of March, 2017.

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Carol Lagergren, Mayor

ATTEST:

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Kelly Hayes, City Clerk/Treasurer





# Growing with Safe and Smooth Traffic

## Feds & State Leave Budget Gap for Roads & Bridges

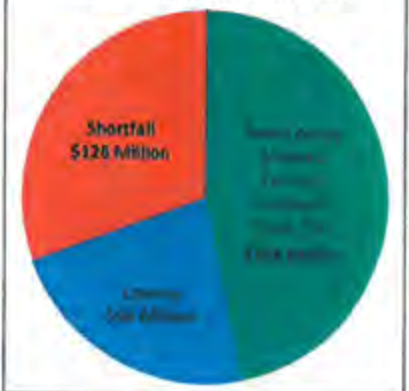
Changes in federal and state transportation funding mean Carver County lacks \$128 million needed to complete long-term high priority projects to improve traffic flow and safety, lower congestion, and expand roads for growth and new development. Two major changes caused this budget gap:

- The Metropolitan Council through its regional solicitation process has chosen to distribute federal funds with a focus on transit, non-motorized transportation, and preservation of road and bridges. That change virtually excludes Carver County from winning federal transportation funds through this process.
- The State Highway Investment Plan does not include any funds for the types of projects listed above. It shows zero investment in Highways 5, 7, 41, 101, and 212 in Carver County.

Closing the \$128 million budget gap to fund 22 high priority projects over the next 24 years will require a different approach from the County.

### 24-Year Project Revenue for High Priority Projects

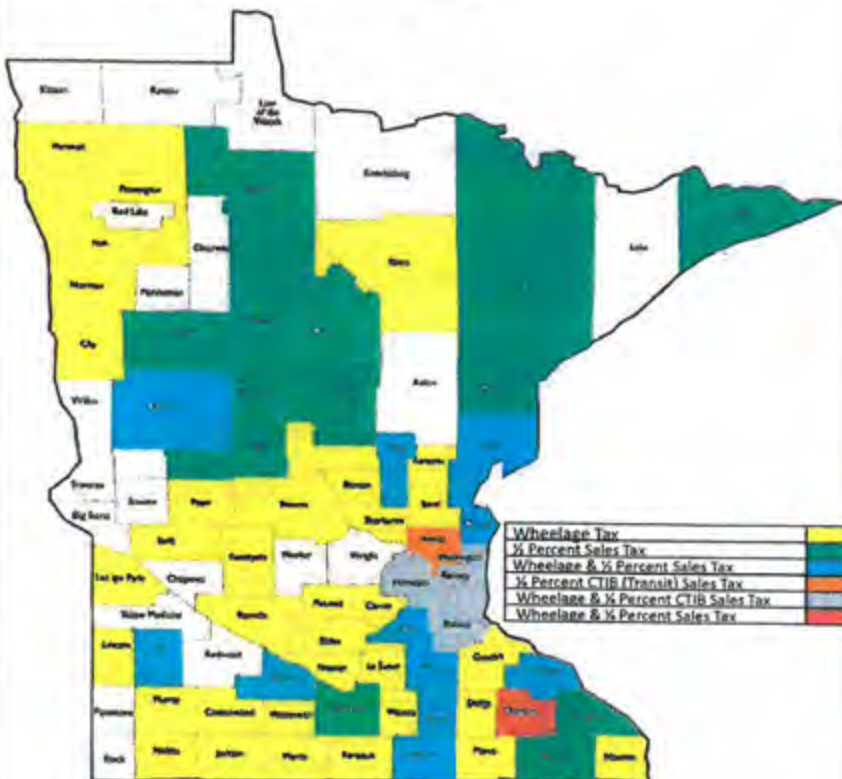
\$417 Million Total / \$128 Million Shortfall



## Better Roads Ahead: Winning Federal/State Funds with a County Solution

The County will realize a significant advantage in winning federal and state grants for high priority projects if it commits to leveraging these grants with its own tax revenue. For example, Scott County received \$40 million in Federal and State funds for its own road projects after launching its own sales tax last year.

### Counties with Sales/Wheelage Taxes



Updated in November 2016 based on information available from the MN Dept. of Vehicle Services and MN Dept. of Revenue.

To meet the Fed/State budget gap for high priority road and bridge projects, the Carver County Board is considering a proposal that includes:

- **Transportation Sales Tax:** 1/2-percent tax on retail sales, expected to generate \$102 million over 24 years.
- **Wheelage Tax:** Increase from \$10 to \$20 per vehicle per year, expected to generate \$26 million over 24 years.

The map shown here indicates which counties in Minnesota have a Wheelage Tax, Transportation Sales Tax, and/or Transit Tax. Metro counties have a high road and bridge demand reflected in their taxation.

- **51 counties have a Wheelage Tax.** Included are 11 counties that have both a Wheelage Tax and a 1/2-percent Sales Tax and 5 counties with a Wheelage Tax and a 1/4-percent Sales Tax.
- **26 counties have implemented a Local Option Sales Tax.** This includes the 6 other metro counties: If you shop in any of the other metro counties, you are paying this sales tax.

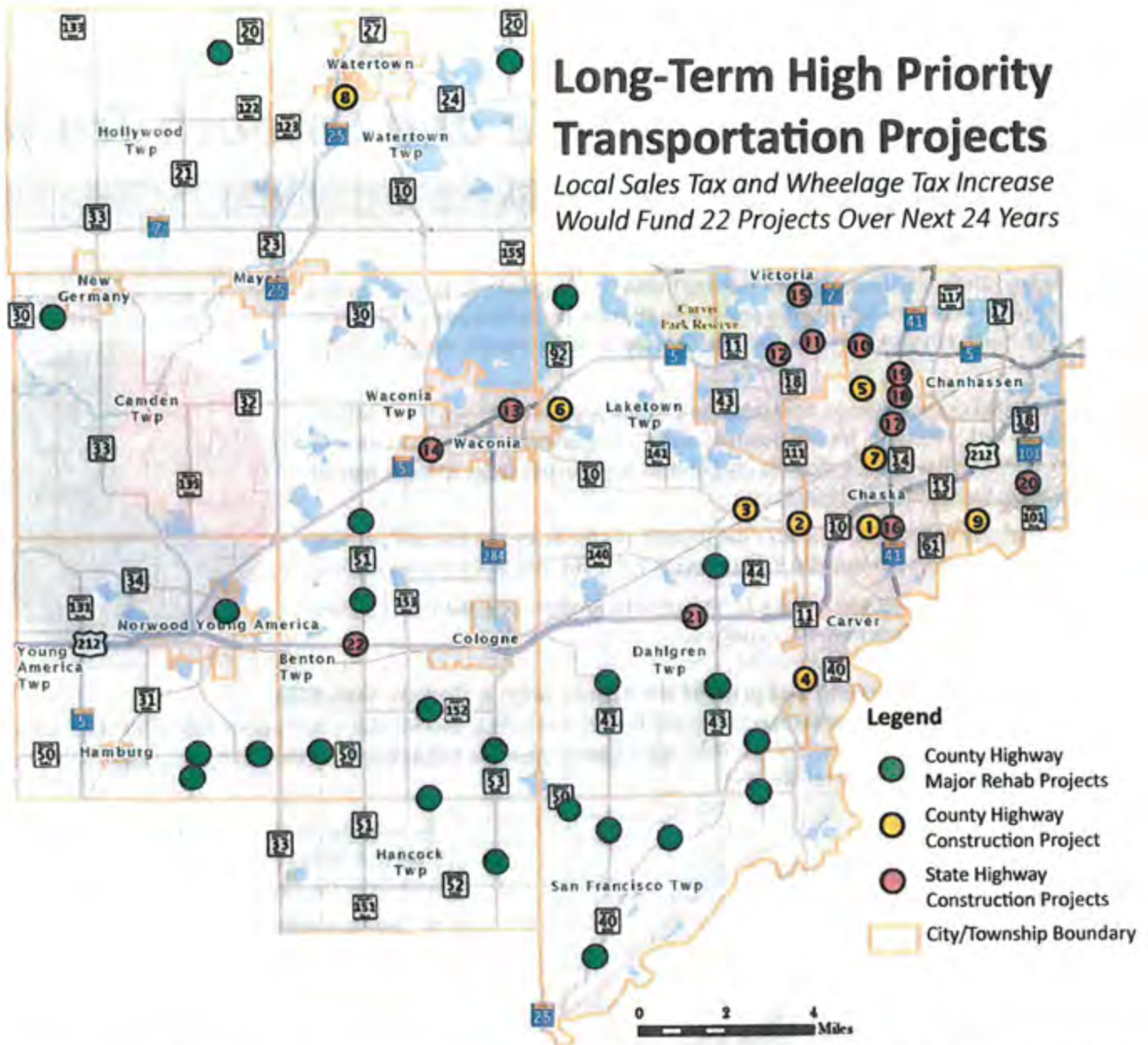
All of the funding generated would be applied to 22 high priority road and bridge projects. (See map and project list on Page 2.) The new taxes would end with completion of the identified projects.

1/2 Percent Sales Tax = 50¢ on a \$100 purchase



# Long-Term High Priority Transportation Projects

Local Sales Tax and Wheelage Tax Increase  
Would Fund 22 Projects Over Next 24 Years



In addition to needing \$20 million for major pavement rehabilitation projects (green dots on the map), the Public Works Division has identified 22 high priority road projects\* to be completed over the next 24 years. These projects, numbered on the map and listed below, are not in priority order. Rehabilitation and construction projects total \$417 million with inflation figured into the cost.

## County Highway Projects

	Cost in Millions
1. County Rd. 10 (Engler Blvd.) from Hwy. 41 to Hwy. 212/Chaska	\$13
2. County Rd. 10 from Clover Ridge Dr. to County Rd. 11/Chaska	\$5
3. County Rd. 10 from County Rd. 11 to County Rd. 43 (W.)/ Laketown Twp.	\$24
4. County Rd. 11 from 6th St. to County Rd. 40/Carver	\$10
5. County Rd. 18 Extension (82nd St.) from Bavaria Rd. to Hwy. 41/ Victoria, Chaska, Chanhausen	\$14
6. East Waconia Bypass from County Rd. 10 to Hwy. 5/Waconia	\$15
7. County Rd. 14 (Pioneer Tr.) from Hwy. 41 to Bavaria Rd./Chaska	\$8
8. Watertown South River Crossing/Watertown	\$11
9. County Rd. 61 from Engler Blvd. to Bluff Creek Dr./ Chaska, Chanhausen	\$29

\* This project list is subject to change prior to inclusion in the resolution that will be brought before the Board. Project costs include inflation.

## State Highway Projects

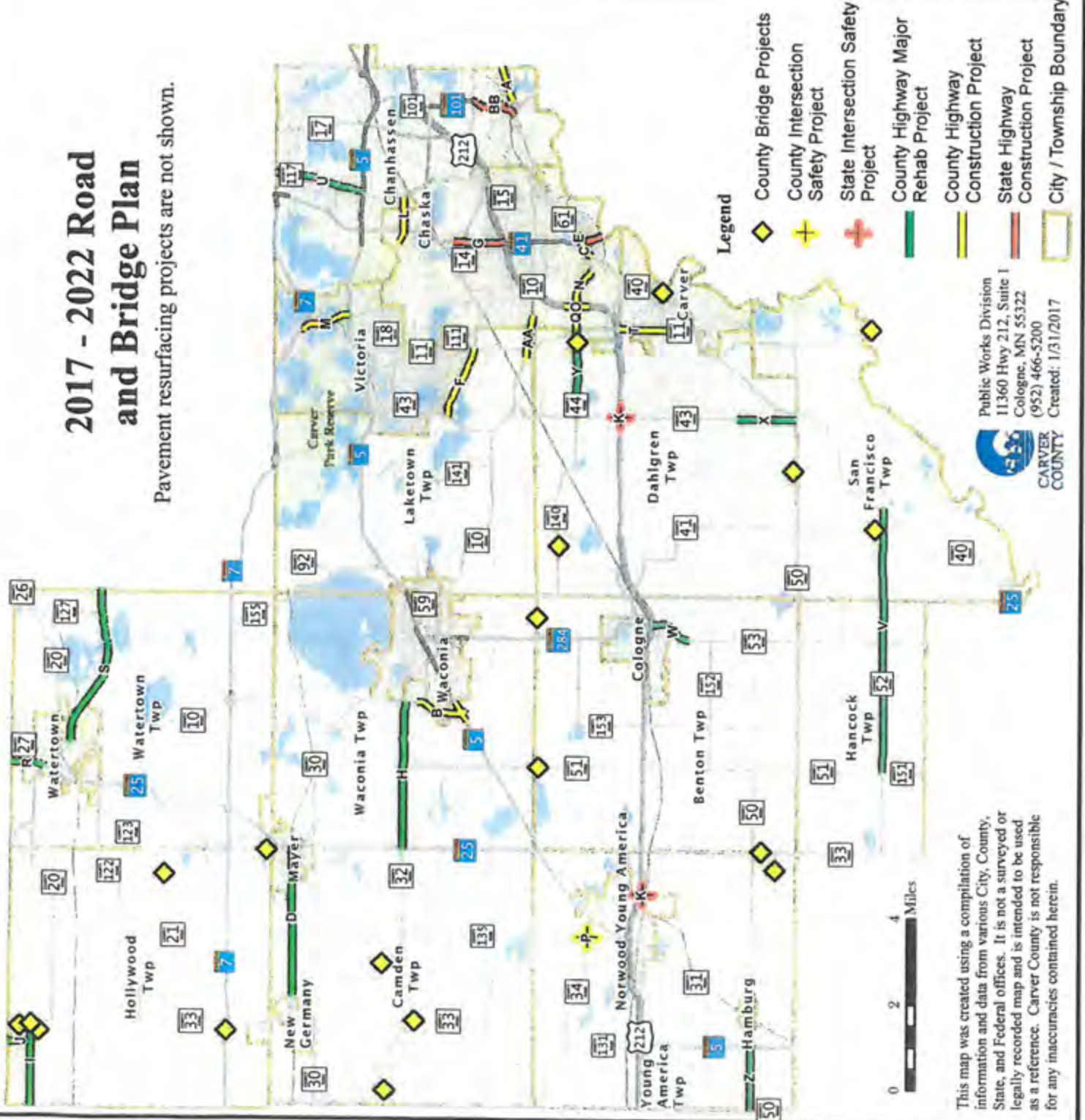
	Cost in Millions
10. Hwy. 5 from State Hwy. 41 to Rolling Acres Rd./ Chanhausen, Victoria	\$25
11. Hwy. 5 and Rolling Acres Rd. Intersection/Victoria	\$4
12. Hwy. 5 from Rolling Acres Rd. to Victoria Dr. (W.)/Victoria	\$22
13. Hwy. 5 from Main Street to State Hwy 284/Waconia	\$10
14. Hwy. 5 from Oak Ave to Orchard Rd./Waconia	\$11
15. Hwy. 7 and Rolling Acres Rd. Intersection/Victoria	\$4
16. Hwy. 41 and County Rd. 10 Intersection/Chaska	\$6
17. Hwy. 41 from Pioneer Tr. to Lyman Blvd./Chaska	\$20
18. Hwy. 41 and Lyman Blvd. Intersection/Chaska	\$5
19. Hwy. 41 from Lyman Blvd. to Hwy. 5/Chaska, Chanhausen	\$13
20. Hwy. 101 Bluff from Flying Cloud Dr. to Pioneer Trail/Chanhausen	\$28
21. Hwy. 212 from Carver to Cologne/Dahlgren Twp.	\$43
22. Hwy. 212 from Cologne to Norwood Young America/Benton Twp.	\$77



# 2017 - 2022 Road and Bridge Plan

Pavement resurfacing projects are not shown.

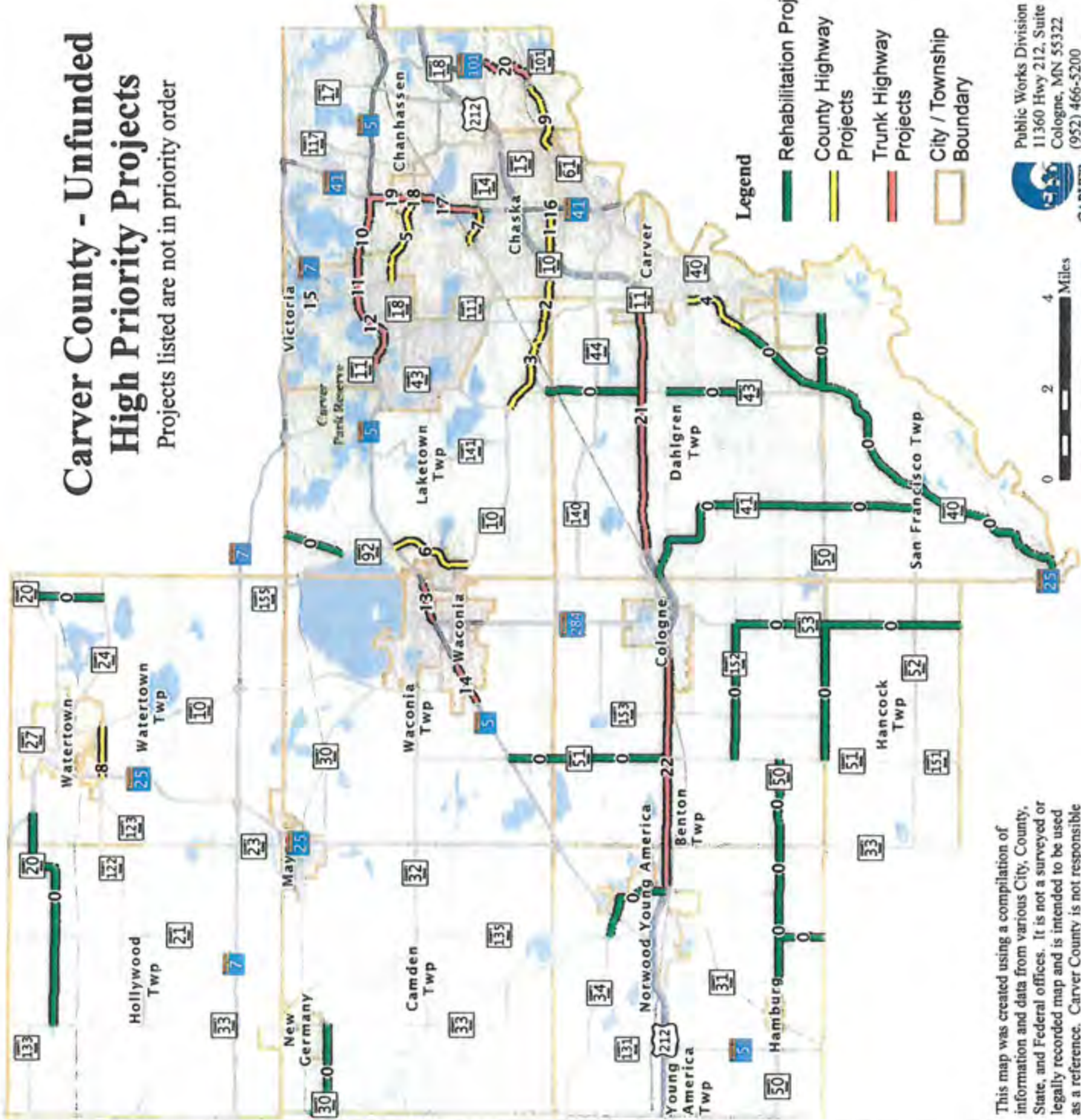
Project Number	Project Description
A	Reconstruction of CSAH 61 from East of the Roundabout to the Hennepin County line (Lead by Hennepin County)
B	CR 10 Construction - Waconia School
C	Phase - from TH 5 to CSAH 10
D	Reconstruction of CSAH 61 and replacement of Bridge No. 10002 with new Bridge No. 10000 on CSAH 61 over West Chaska Creek
E	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 30 from New Germany to TH 25
F	Reconstruction of CSAH 61 to a divided urban highway from TH 41 to East Chaska Creek and TH 41 improvements from the Minnesota River to County Highway 61
G	Reconstruction of Marsh Lake Road (Future CSAH 41) between CSAH 43 and CSAH 11
H	Reconstruction of TH 41 from the US 22 North Ramp Intersection through the CSAH 34 Intersection
I	Pavement rehabilitation (CR) and shoulder widening of CSAH 32 from TH 25 to CSAH 10
J	Pavement rehabilitation (CR) of CSAH 20 from McLeod County Line to CSAH 33
K	Pavement rehabilitation (CR) of CR 93 from CSAH 33 to Wright County Line
L	Rural Intersection Conflict Warning System installation at the US 22 intersections of CSAH 34 and 43
M	Reconstruction of CSAH 38 between 0.25 mile West of TH 41 to CSAH 15
N	Reconstruction of CSAH 38 between TH 5 and TH 7
O	Reconstruction of CSAH 40 from the East Ramp of US 22 to 400 feet Southeast of the Cemetery Drive
P	Reconstruction of CSAH 40 and Intersection reconstruction to build a new roundabout at the CSAH 33 / CSAH 34 Intersection
Q	Reconstruction of CSAH 40 from CSAH 11 to West Ramp of US 22 Interchange
R	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 50 from TH 25 to Wright County Line
S	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 24 from CSAH 10 to Hennepin County Line
T	Reconstruction and expansion to 4 lanes of CSAH 11 from 6th Street to the US 22 Intersection
U	Pavement rehabilitation (FDR) of CR 10 from TH 5 to Hennepin County line
V	Pavement rehabilitation (FDR) of CSAH 52 from CSAH 51 to CSAH 40
W	Pavement rehabilitation (FDR) of CSAH 53 from TH 22 to Stevens Creek
X	Pavement rehabilitation (FDR) of CSAH 43 from CSAH 50 to McLeod County Road
Y	Pavement rehabilitation (FDR) of CSAH 44 from CSAH 43 to CSAH 11
Z	Pavement rehabilitation (FDR) of CSAH 50 from TH 5 to McLeod County line
AA	CSAH 10 Reconstruction - Chaska Creek Phase - from 0.25 mile west of CSAH 11 to 500 feet west of West Creek Lane
BB	Reconstruction of TH 101 (Turnback) on the Minnesota River Bluff between CSAH 61 and CSAH 4





# Carver County - Unfunded High Priority Projects

Projects listed are not in priority order



This map was created using a compilation of information and data from various City, County, State, and Federal offices. It is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Public Works Division  
11360 Hwy 212, Suite 1  
Cologne, MN 55322  
(952) 466-5200  
Created: 1/27/2017

Map Ref.	Project Description
0	Countywide Pavement Rehabilitation
1	County Road 10 (Engler Blvd.) from Highway 41 to Highway 212
2	County Road 10 from Clover Ridge Dr. to County Highway 11
3	County Road 10 from County Road 11 to County Road 43 (W.)
4	County Road 11 (Johnathan Carver Pkwy.) from 8th St. to County Road 40
5	County Road 18 Extension (82nd St) from Bavaria Rd. to Highway 41
6	East Waconia Bypass from County Road 10 to Highway 5
7	County Road 14 (Pioneer Tr.) from Highway 41 to Bavaria Rd.
8	Watertown South River Crossing
9	County Road 51 (Flying Cloud Dr.) from Engler Blvd. to Bluff Creek Dr.
10	Highway 5 from Highway 41 to Rolling Acres Rd.
11	Highway 5/Rolling Acres Rd. Intersection
12	Highway 5 from Rolling Acres Rd. to Victoria Dr. (W.)
13	Highway 5 from Main Street to Highway 284
14	Highway 5 from Oak Ave to Orchard Rd.
15	Highway 7/Rolling Acres Rd. Intersection
16	Highway 41/County Road 10 (Engler Blvd.) Intersection
17	Highway 41 from Pioneer Tr. to Lyman Blvd.
18	Highway 41/Lyman Blvd. Intersection
19	Highway 41 from Lyman Blvd. to Highway 5
20	Highway 101 Bluff from Flying Cloud Dr. to Pioneer Trail
21	Highway 212 from Carver to Cologne
22	Highway 212 from Cologne to Norwood Young America



# US HIGHWAY 212

Funding the "Gap to Close the Gap"

January 2017



In partnership with MnDOT, the Southwest Corridor Transportation Coalition (SWCTC) and Carver County have **requested 2016 FASTLANE funding** to address critical freight needs for a two-lane gap between the City of Carver and the City of Cologne. The proposed project will expand US Highway 212 for 4.6 miles to a four-lane expressway, relieving a major freight bottle neck between the existing four-lane segments. These improvements will benefit all users of the corridor.

We are seeking your support in helping fund one of Minnesota's most important east-west transportation corridors. The FASTLANE program can help achieve this mission.

## US Highway 212's FASTLANE Application

- Project aligns with FASTLANE goals and objectives
- \$23.4 million request (\$15.6 million local match commitment)
- Leverages \$2.3 million in recent planning and design investments
- Embraces an innovative design to reduce cost
- "Shovel Ready" - design, official mapping and environmental documentation are complete
- The proposed project has a benefit cost of \$5.00 to \$9.5 dollars for every dollar invested
- The proposed improvements will produce travel time savings for the region between \$147.4 million and \$271.8 million

## US Highway 212's Importance

- Provides highway freight mobility and connectivity for over 22,000 square miles of southwest Minnesota and South Dakota that is not currently served by the Interstate System or freeways
- Carries more trucks daily than the total traffic volume (both cars and trucks) on 40 percent of Minnesota highways combined.
- Truck volumes significantly exceed typical truck percentages on state highways
- The corridor serves over 65 major freight generators providing access to ports, rail and other modes
- Only interregional corridor in the metro area that still has two-lane segments
- On the National Highway System





# US HIGHWAY 212

Funding the "Gap to Close the Gap"



## Project Support & Freight Views

Overwhelming support for this project has been expressed by local agencies, the freight community, and federal and state legislators. For example, **forty-one resolutions have been passed by the Board of Commissioners for each county and most cities and chambers of commerce along the corridor.** A few examples of the freight community's support are also noted below:

- "Many production inputs at our 1,500-person Hutchinson facility come via the US Highway 212 corridor. Any delay in receiving these inputs hurts our bottom line." – 3M, Hutchinson, MN.
- "One hundred percent of our input and 98 percent of our outbound truck trips travel on US Highway 212. The roadway plays a major role in getting goods to the market and the overall success of our business." – Warner Manufacturing Company, Sacred Heart, MN.
- "Expanding US Highway 212 to four lanes will save us time and money, but the safety benefits of the expansion are the most valuable to us." – Michael Foods, Inc., Gaylord, MN.
- "Seneca has thousands of trucks that utilize US Highway 212 annually, both to the east and west of Glencoe, bringing in raw produce from our growers in the area, and then shipping out finished canned and frozen vegetable products to various markets each year. Therefore US Highway 212's reliability and speed is important to our company." – Seneca Foods Corporation, Glencoe, MN.

## To Learn More

The FASTLANE application can be viewed on the SWCTC website: <http://southwesttransportation.org/>

To learn more about the project's past planning and design efforts, please visit MnDOT's website: [www.dot.state.mn.us/metro/projects/212cologne](http://www.dot.state.mn.us/metro/projects/212cologne)

## Contacts

Robert Lindall, President  
Southwest Corridor Transportation Coalition  
(612) 337-9219 [rlindall@kennedy-graven.com](mailto:rlindall@kennedy-graven.com)

Margaret Donahoe, Minnesota Transportation Alliance  
(651) 659-0804 [Margaret@transportationalliance.com](mailto:Margaret@transportationalliance.com)

Lyndon Robjent, Carver County Engineer  
(952) 466-5206 [lrobjent@co.carver.mn.us](mailto:lrobjent@co.carver.mn.us)





TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 13, 2017

SUBJECT: Special Meeting – Joint meeting Planning Commission, EDC, & Chamber of  
Commerce Board

=====

Proposed is to schedule a special meeting for the purpose of holding a joint meeting with the Planning Commission, EDC, and Chamber of Commerce Board. The purpose of the meeting is to discuss potential improvements and redevelopments in the C-3, Downtown Districts. Possible meeting dates include April 19 or 26.

**Suggested Motion:**

**Motion to schedule a special City Council meeting for 6:30 p.m., April \_\_\_\_\_, 2017.**



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 13, 2017

SUBJECT: Closed Meeting

=====

The purposed of the Closed Meeting is for preliminary consideration of charges and allegations involving an employee.

# Building Permit Report - February

PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	CHECK FEE	SURCHARGE	VALUE
2017001	Chad Stewart	402 2nd Ave NE	Reside	1/3/2017	\$55.00	\$0.00	\$1.00	\$0.00
2017002	Liz Jaunick	714 Elm St W	Water Heater	1/3/2017	\$15.00	\$0.00	\$1.00	\$0.00
2017003	Nick Rogoskienski	206 2nd St SW	Rewindow	1/3/2017	\$55.00	\$0.00	\$1.00	\$0.00
2017004	Lenny Hilgers	124 Hilltop Circle	Basement Finish	1/11/2017	\$336.45	\$179.69	\$8.50	\$15,000.00
2017005	Josh Lindgren	211 4th St SW	Water Heater	1/23/2017	\$15.00	\$0.00	\$1.00	\$0.00
2017006	Josh Lindgren	211 4th St SW	Replace Furnace	1/27/2017	\$60.00	\$0.00	\$1.00	\$0.00
2017007	Ross Schneider	410 Emma St	Plumbing	2/3/2017	\$60.00	\$0.00	\$1.00	\$0.00
2017008	Ross Schneider	410 Emma St	Remodel Bath	2/7/2017	\$199.45	\$129.64	\$5.00	\$9,800.00
2017009	Donna Mack	550 Shoreview Lane	Fireplace	2/7/2017	\$60.00	\$0.00	\$1.00	\$0.00
2017010	Resto Espresso	310 Highway 212 W	Plumbing	2/17/2017	\$107.05	\$26.76	\$2.00	\$3,600.00
2017011	Mylen Cardinal	1115 Preserve Blvd	Basement Finish	2/10/2017	\$336.45	\$179.69	\$8.50	\$15,000.00
2017012	Josh Lindgren	211 4th St SW	Rewindow	2/10/2017	\$55.00	\$0.00	\$1.00	\$0.00
2017013	Carver County CDA	110 Oak Street	Reside	2/22/2017	\$55.00	\$0.00	\$1.00	\$0.00
2017014	Kris Gustin	819 Elm St W	Rewindow	2/22/2017	\$55.00	\$0.00	\$1.00	\$0.00
2017015	Faxon Rd Investors	508 Merger St	Plumbing	2/23/2017	\$184.05	\$119.63	\$4.50	\$9,000.00
2017016	Faxon Rd Investors	508 Merger St	HVAC	2/24/2017	\$508.22	\$330.34	\$16.00	\$32,000.00
2017017	Faxon Rd Investors	508 Merger St	Remodel	2/28/2017	\$597.10	\$388.12	\$20.00	\$40,000.00
2017018	Waconia Dodge	115 Main St E	Plumbing	3/1/2017	\$91.65	\$59.57	\$1.50	\$3,000.00
2017019	Randy Rager	825 Martingale Dr	Water Heater	3/2/2017	\$15.00	\$0.00	\$1.00	\$0.00
2017020	Loomis Homes	762 Preserve Blvd	Water Softener	3/3/2017	\$15.00	\$0.00	\$1.00	\$0.00





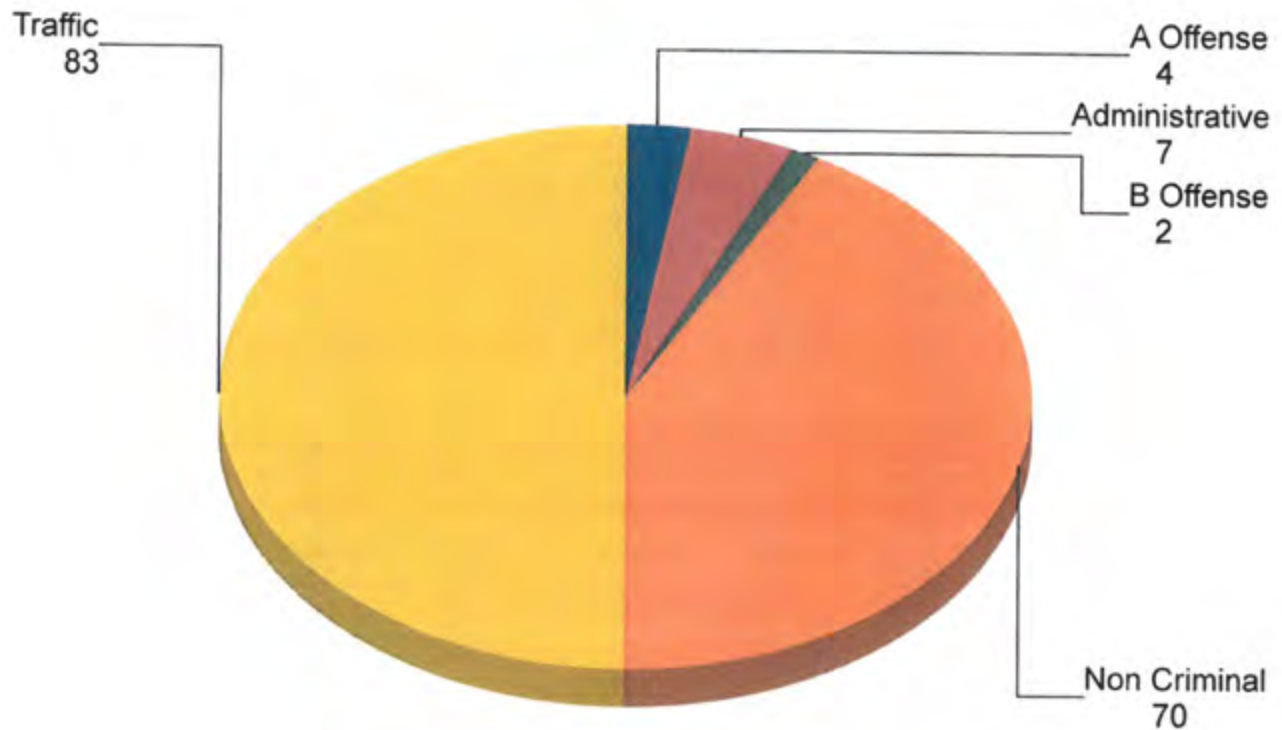
**City of Norwood Young  
America**

**February - 2017**



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 02/01/2017 To: 02/28/2017**

## **Norwood Young America City**



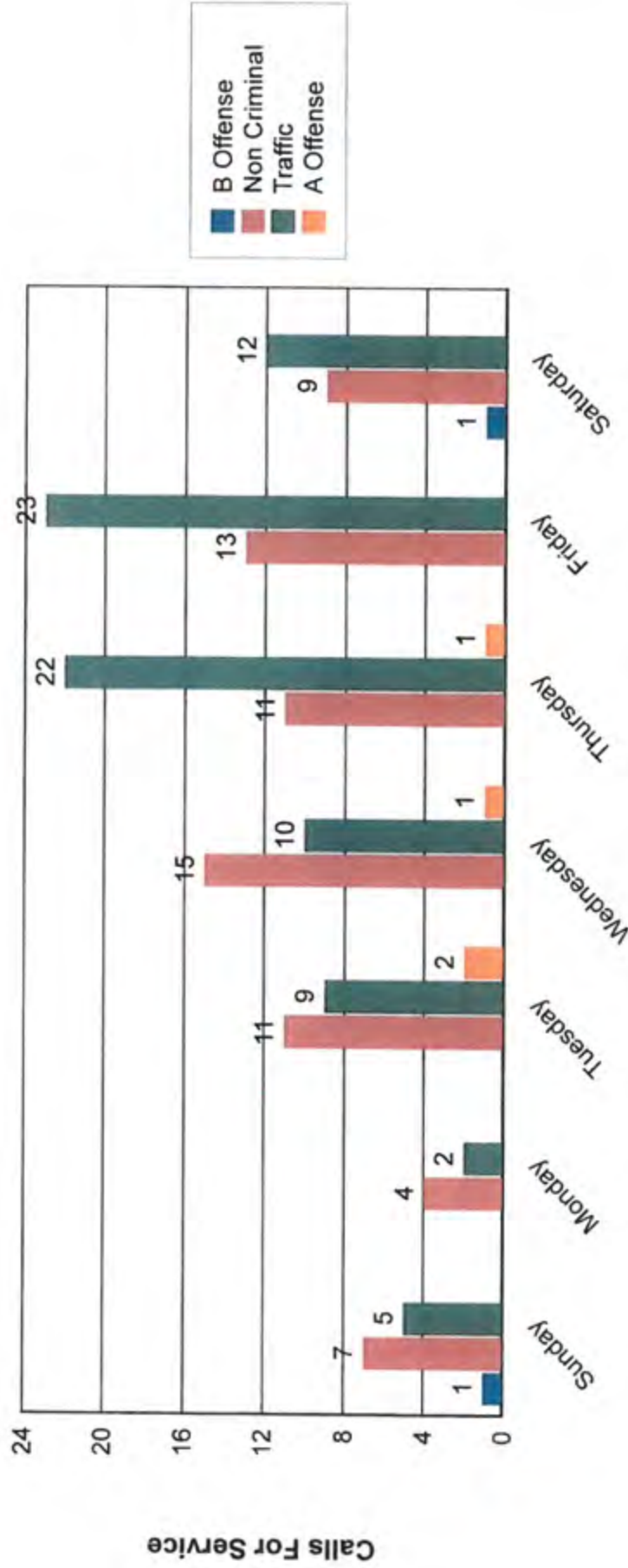
Total A Offense:	4
Total B Offense:	2
Total Non Criminal:	70
Total Traffic:	83
Total Administrative:	7

**Total Norwood Young America City: 166**



**Carver County Sheriff's Office**  
**Day of Week Analysis of Calls for Service**  
**Patrol Activity**  
**From: 02/01/2017 To: 02/28/2017**

## Norwood Young America City

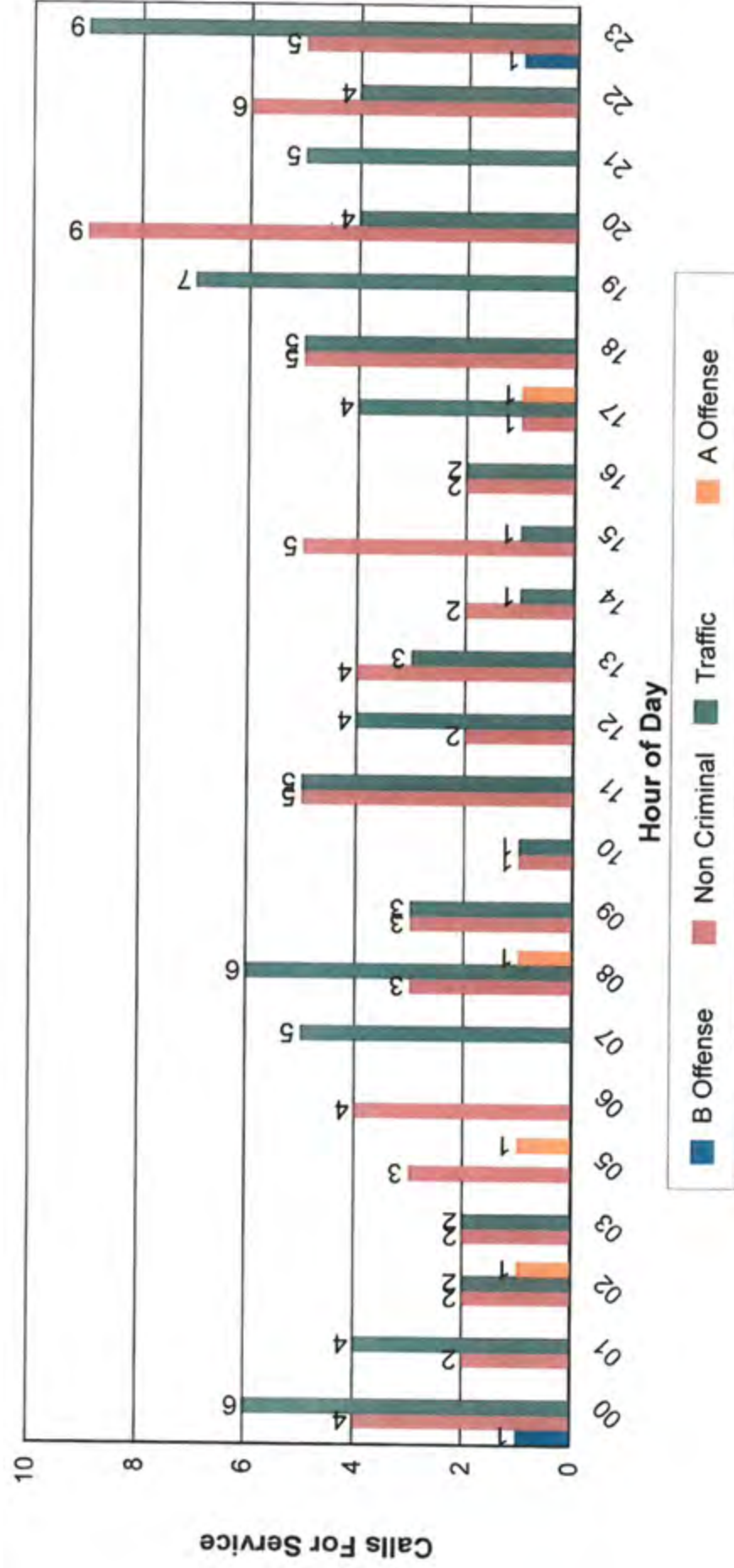


**Total Norwood Young America City: 159**



Carver County Sheriff's Office  
Hour of Day Analysis of Calls for Service  
Patrol Activity  
From: 02/01/2017 To: 02/28/2017

## Norwood Young America City



Total Norwood Young America City: 159



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 02/01/2017 To: 02/28/2017**

## **Norwood Young America City**

### **Patrol**

#### **A Offense**

Assault	3
Theft	1
<b>Total A Offense:</b>	<b>4</b>

#### **B Offense**

Traffic - alcohol Rel	2
<b>Total B Offense:</b>	<b>2</b>

#### **Non Criminal**

Misc Non-criminal	13
Alarm	2
Abuse/Neglect (Info Only)	2
Animal	4
Medical	21
Assist Other Agency	1
Fire Call	4
Mental Health	2
Civil Process	1
Warrant Service	1
Suspicious Activity	11
Drug - Info Only	2
Disturbance (Info Only)	5
Child Custody Dispute	1
<b>Total Non Criminal:</b>	<b>70</b>

#### **Traffic**

Traffic - Misc	12
Traffic Stop	67
Pd Accident	2
Driving Complaint	2
<b>Total Traffic:</b>	<b>83</b>

**Total Patrol: 159**

### **Administrative**

#### **Administrative**

GunPermit-Acquire	2
GunPermit-CarryNew	3
GunPermit-CarryRenew	1
Rec Ck - Other Employ	1
<b>Total Administrative:</b>	<b>7</b>

**Total Administrative: 7**

**Total Norwood Young America City: 166**





# **Carver County Sherff's Office**

## **Arrest Summary**

**From: 02/01/2017 To: 02/28/2017**

### **Norwood Young America City**

13B - Simple Assault	2
290 - Destruction/Damage/Vandalism of Proper	1
90A - Bad Checks	1
90D - Driving Under the Influence	4
90Z - All Other Offenses	1

---

Total Number of Charges Involving All Arrests:	9
Total Number Individuals Arrested:	7
Total Incident With Arrests:	7



---

**Carver County Sheriff's Office**  
**Verbal Warnings**  
**From: 02/01/2017 to 02/28/2017**

**Norwood Young America City**

Driving Complaint:	1
Traffic Stop:	47
Grand Total Verbal Warnings:	48

Activity Code	NIBRS - Activity Codes	
	Descriptor	
	GROUP A	
AC	Animal Cruelty	Abuse or neglect of animal
AR	Arson	Intentionally destroy property by fire
A	Assault	Altercation between parties where physical harm occurred
AA	Aggravated Assault	Assault where substantial injury is caused or weapon used
BB	Bribery	Offering, giving, receive anything of value to sway judgement
B	Burglary	Unlawful entry into a structure to commit a crime
CF	Counterfeiting/Forgery	Alter, copy, imitation, passing a copy as an original
P	Property Damage	All damage to property
D	Drugs	All drug violations, possession of, sale of, manufacture of
EM	Embezzlement	Misappropriation of money, property entrusted to person
EX	Extortion/Blackmail	Unlawful obtain money, property by use or threat of force
U	Fraud	Intentional perversion of truth to obtain money or property
G	Gambling	Unlawful operate, promote or assist in operation of gambling
H	Homicide	Intentional taking of a persons life
HT	Human Trafficking	Induce a person to perform sex act or labor via force, fraud or coercion
K	Kidnapping	Unlawful seizure, transport or detain person against their will
T	Theft/larceny	Taking of property, stealing
V	Motor Vehicle Theft	Theft of a motorized vehicle
PO	Pornography	Manufacture, publish, sell, buy , possess sexually explicit material
PR	Prostitution	Unlawfully engage in or promote sexual activity for anything of value
R	Robbery	Taking of property by use of force
S	Sex Offenses	Forcible sexual assault
SN	Sex Offenses, Nonforcible	Nonforcible sexual intercourse (incest, statutory rape)
SP	Stolen Prop Offenses	Receive, buy, sell possess, conceal, transport known stolen property
W	Weapons	Violation of manufacture, sale purchase, transport use firearm

<b>GROUP B</b>		
BC	Bad Checks	Intentional issuance of check against insufficient or nonexistent funds
CL *	Curfew/Loitering	Curfew violation/ person remain in area w/o visible means of support
DP *	Disorderly Conduct	Behavior tends to disturb public peace/shock public sense of morality
J	Driving Under Influence	Traffic stop or accident involving drive under influence
DR *	Drunkness	Drink alcohol to extent substantial impairs mental and physical function
FO	Family Offense, Non violent	Unviolent acts by family member against another family member
LV	Liquor Law Viol	Illegal consumption, sale, possession of liquor
PT *	Peeping Tom	Secretly look in windows, doorway, keyhole for purpose of voyeurism
RU	Runaway	Juvenile runaway
TR *	Trespassing	Unlawfully enter land, dwelling or other real property
M	All Other Offenses	OFP/Danco violation, Traffic - Hit & run accident
		All other offense not included in other A & B classifications
O *	Ordinances	Laws/rules created by county or cities.
*		Use only when Enforcement used (citation or arrest)



### Activity Codes

#### Non-criminal, Traffic and Administrative

##### NON CRIMINAL

Code	Description	
1	Misc. NonCriminal	Gen law enforcement questions: citizen assists, lost and found property civil disputes, juvenile disciplinary issues, etc
2	Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
3	Alarm	Checking on an alarm at a private residence or business
4	Domestic	Verbal argument between parties. Must have relationship. No charges
5	Missing Person	Missing / Lost person (not runaway)
6	Abuse/Neglect - Info only	Abuse or neglect of children or adults
9	Animal	Animal bites, stray animals. All calls involving animals
10	Medical	Assist persons with medical issues, natural cause deaths
11	House/Business Check	Check on residences or business when owners are away from property
12	Assist other Agency	Assist other law enforcement, state patrol, govt depts, EMT or medical
13	Fire Call	Fires and assist to fire departments
15	Mental Health	Suicides, 72 hr holds for mental health issues
16	Civil Process	Service of civil papers. Assist with civil standby situations
17	Transport	Transport persons for various reasons.
19	Warrant Service	Service of warrant for Carver County and other counties.
20	Boat & Water	All incidents involving boats, watercraft and/or lakes
21	Snowmobile	All incidents involving snowmobiles
22	ATV	All incidents involving ATV
30	Suspicious Activity	Suspicious persons, acts or vehicles. Accidental 911 calls
31	Open Door	Located an open door to a business or residence
34	Drug - Info Only	Drug information only
35	Disturbance - Info Only	Noise complaint, disturbing peace
60	Child Custody Dispute	Incidents involving dispute over child custody

##### TRAFFIC RELATED

Code	Description	
8	Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, veh in ditch, assists, all parking issues
38	Traffic - Stops	All traffic stops initiated by officers
50	Auto Accd - Prop Damage	Auto accident in which only property damage occurred
51	Auto Accd - MV vs deer	Auto accident involving a motor vehicle and deer
52	Auto Accd - Injury	Auto accident in which injury and property damage occurred
54	Auto Accd - Fatality	Auto accident in which a fatality occurred
80	Driving Complaint	Complaints of bad driving behavior.

**ADMINISTRATIVE**

Code	Description	
0	Call Error	Calls for service created in error
18	Warrant Issued	Warrant issued by Carver County Court Administration
23	Explosive/Firearm Dealer	Application for a permit for explosives or firearms dealer license.
24	Gun Permit - Acquire	Application for a permit to purchase a handgun.
25	Gun Permit - Carry (new)	Application for a permit to carry a handgun.
26	Gun Permit - Transfer	Application for the transfer of a reg. gun from one individual to another.
28	Gun Permit - Carry (renewal)	Application to renew a permit to carry a handgun.
32	Gun Permit - Carry Late Renewal	Application to renew a permit to carry a handgun after 90 day expiration
37	Rec Ck - Immigration	Records check for updating immigration status
39	Rec Ck - Gambling Permit	Records check for gambling permit
40	Rec Ck - Citizen Academy	Records check for citizens academy
41	Rec Ck - Adoption	Records check for adoption
42	Rec Ck - Carver Cty Employment	Records check for Carver County employment
43	Rec Ck - SO Employment	Records check for Carver County Sheriff's Office employment
44	Rec Ck - SO Volunteer	Records check for Carver County Sheriff's Office Volunteer
45	Rec Ck - DHS	Records check for Dept of Human Services
46	Rec Ck - Name Change	Records check for Name change purposed
47	Rec Ck - Other Employment	Records check for other employment
48	Rec Ck - Individual	Records check for an individual
49	Rec Ck - Military	Records check for the military
61	License - Day Care	Records check for a day care license
62	License - Foster Care	Records check for a foster care license
63	License - Liquor	Records check for a liquor license
64	License - Massage Parlor	Records check for a massage parlor license
65	License - Fireworks	Records check for fireworks permit
66	License - Peddler	Records check for peddlers license
999	Sealed	Records are sealed by Court Order