



## CITY COUNCIL AGENDA

September 10, 2018 – 6:00 p.m.  
City Council and EDA Meetings

### ECONOMIC DEVELOPMENT AUTHORITY

1. Call Meeting of Economic Development Authority to Order
  - 1.1 Pledge of Allegiance
2. Approve Agenda
3. New Business
  - 3.1 Resolution 1808 - Authorize Special Benefit Levy
4. Adjournment

### CITY COUNCIL

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.)
  - 3a. Representative Jim Nash
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 August 27, 2018 meetings
  - 4.2 Approve payment of Claims
5. Public Hearings
  - 5.1 Ordinance No. 307, Amending Chapter 2 by adding Section 261, Restriction on use of City Official Seals and Logos
6. Old Business
7. New Business
  - 7.1 Adopt No. 307, Amending Chapter 2 by adding Section 261, Restriction on use of City Official Seals and Logos
  - 7.2 Approve 2018-29 - Special Benefit Levy
  - 7.3 Approve Resolution 2018-30 - Approving 2018 Preliminary Property Tax Levy; Resolution 2018-31 - Approving 2019 Preliminary Budget; Schedule Truth In Taxation Public Hearing
  - 7.4 Schedule Public Hearing to consider amendment to Chapter 2 of the City Code regarding Mayor and City Council Salaries
  - 7.5 Approve Hiring of Bus Drivers
  - 7.6 Award concrete quote for Monument Signs
  - 7.7 Approve Reschedule City Council Meetings
  - 7.8 Approve Removal of Old Skating Rink Warming House at South Park
  - 7.9 Approve purchase of Utility Vehicle
8. Council Member & Mayor Reports
9. Adjournment

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

### **UPCOMING MEETINGS / EVENTS**

September 12	Economic Development Commission – 6:30 p.m.
September 18	Parks and Recreation Commission – 5:30 p.m.
September 19	Joint Meeting – City Council, EDC, Planning Commission, and Chamber of Commerce Board – 6:00 p.m.
September 20	Senior Advisory Committee – 9:00 a.m.
September 24	Work Session, EDA, City Council – 6:00 p.m.
October 2	Planning Commission – 6:00 p.m.
October 8	Personnel Committee – 5:00 p.m.
October 8	City Council – 6:00 p.m.



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: September 10, 2018  
SUBJECT: Resolution 2018-29, Authorize Special Benefit Levy

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The Economic Development Authority (EDA) is legally permitted to act as a Housing & Redevelopment Authority (HRA).

Under the HRA Act, the EDA is permitted to levy and collect a special benefit property tax of up to 0.0185% percent of the city's taxable market value. In 2019, it is estimated this special levy will generate approximately \$51,272 which will be deposited into the debt service fund established with the land acquisition for the Tacoma West Industrial Park.

**Suggested Motion:**

**Motion to approve Resolution 2018-19, Approving the Levy of a Special Benefit Levy Pursuant to Minnesota Statutes, Section 469.033, Subdivision 6 by the Norwood Young America Economic Development Authority.**

# RESOLUTION NO. 2018-29

## APPROVING THE LEVY OF A SPECIAL BENEFIT LEVY PURSUANT TO MINNESOTA STATUTES, SECTION 469.033, SUBDIVISION 6 BY THE NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT AUTHORITY

WHEREAS, pursuant to Resolution No. 1997-03, adopted by the City Council of the City of Norwood Young America, Minnesota (the "City") and Minnesota Statutes, Sections 469.090 through 469.1082, the City established the Norwood Young America Economic Development Authority (the "Authority"); and

WHEREAS, pursuant to Resolution No. 2006-46 adopted by the City Council of the City on May 8, 2006, the Authority has the ability to exercise all powers and duties of a housing and redevelopment authority under the provisions of Minnesota Statutes, Sections 469.001 to 469.047 (the "HRA Act"); and

WHEREAS, Section 469.033, Subdivision 6, of the HRA Act permits the Authority to levy and collect a special benefit tax of up to 0.0185 percent of taxable market value in the City, levied upon all taxable real property within the City; and

WHEREAS, the Authority has approved a resolution approving the levy a special benefit tax in the amount of .0185 percent of taxable market value in the City; and

WHEREAS, the Authority has entered into an interfund loan in the amount of \$1,519,330 to finance the development of an industrial park project and certain related marketing costs under the HRA Act (the "Interfund Loan"), all pursuant to Resolution No. 0602 adopted by the Authority on June 12, 2006 approving the interfund Loan (the Interfund Loan Resolution"); and

WHEREAS, the Authority has determined to adopt a budget for fiscal year 2019 that provides for levy of the special benefits tax in amount of 0.0185 percent of taxable market value to be used for the payment of principal and interest on the Interfund Loan; and

NOW, THEREFORE, Be It Resolved by the City Council (the "City Council") of the City of Norwood Young America as follows:

1. The City Council of the City hereby consents to the Authority's levy of a special benefits tax up to the maximum statutory amount to the extent required by any pledge to holders of the Note to be issued by the Authority to finance an industrial park development project in the City.
2. Staff of the Authority is hereby authorized and directed to file the budget with the City in accordance with Minnesota Statutes, Section 469.033, Subdivision 6.
3. The proceed of the Special Benefits Levy will be used for the payment of principal and interest of the Industrial Park Interfund Loan approved June 12, 2006.

Adopted by the City Council this 10<sup>th</sup> day of September 2018.

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Carol Lagergren, Mayor

Attest:

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Kelly Hayes, City Clerk/Treasurer



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: 2019 Preliminary Property Tax Levy and General Fund Budget

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Enclosed is the proposed 2019 Preliminary Budget which reflects a \$235,589 or 9.95% property tax levy increase. The total preliminary levy is \$2,602,170. Also enclosed is Resolution 2018-30 which sets the preliminary property tax levy and Resolution 2018-31 which adopts the 2019 preliminary General Fund Budget. State law requires the City to approve the preliminary 2019 property tax levy and Budget prior September 30<sup>th</sup>.

Proposed is to set the public hearing on the proposed final 2019 Property Tax Levy and Budget for 6:00 p.m., December 10, 2018, in the City Council Chambers.

**Suggested Motions:**

**Motion to approve Resolution 2018-30, A Resolution Adopting A Year 2018 Preliminary Property Tax Levy for the City of Norwood Young America For Collection in 2019.**

**Motion to approve Resolution 2018-31, A Resolution Adopting the 2019 Preliminary General Fund Operating Budget for the City of Norwood Young America.**

**Motion to schedule the Truth In Taxation public hearing on the 2019 Property Tax Levy and Budget for 6:00 p.m., December 10, 2018.**

*Norwood Young America*

# RESOLUTION 2018-30

## A Resolution adopting Fiscal Year 2018 Preliminary Property Tax Levy for the City of Norwood Young America for collection in 2019

WHEREAS, the City of Norwood Young America is dependent upon collection of property taxes to fund a portion of its operating budget and to pay bonded debt obligations.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Norwood Young America, Carver County, Minnesota, hereby adopts the following property tax levy for collection in 2019 upon taxable property in the City of Norwood Young America for the following purposes:

General Fund Levy	\$1,545,108
2003C/2010B G.O. Refunding	\$22,260
2009 Taxable Public Project Lease Revenue Bonds	\$148,418
2010A GO Improvement Bonds	\$31,187
2010B G.O. Refunding Bonds	\$254,787
2011A GO Bonds	\$94,587
2013B GO Bonds	\$171,811
2016A GO Bonds	\$149,212
Fund 275 – Capital Replacement	<u>\$184,800</u>
<b>Total Property Tax Levy</b>	<b>\$2,602,170</b>

Adopted by the Norwood Young America City Council this 10<sup>th</sup> day of September 2018.

Attest:

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Carol Lagergren, Mayor

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Kelly Hayes, City Clerk/Treasurer

## RESOLUTION 2018-31

### A RESOLUTION ADOPTING THE 2018 PRELIMINARY GENERAL FUND OPERATING BUDGET FOR THE CITY OF NORWOOD YOUNG AMERICA

WHEREAS, it is the policy of the City of Norwood Young America to prepare and adopt an annual General Fund Operating Budget; and

WHEREAS, the preliminary budget for calendar year 2019 has been reviewed and approved by the City Council.

Now Therefore Be it Resolved, that the Norwood Young America City Council hereby adopts the following 2019 Preliminary General Fund Operating Budget and hereby appropriates the following amounts for said 2018 Budget.

#### REVENUES:

	<u>2018 Final</u>	<u>2019 Preliminary</u>
Property Taxes	1,312,888	1,545,108
Capital Replacement	200,000	184,800
Licenses & Permits	109,600	115,700
Intergovernmental Revenues <i>(including state aids)</i>	354,087	351,287
Charges for Services	108,360	108,800
Fines & Forfeits	10,000	10,000
Interest on Investments	1,200	1,500
Miscellaneous Revenues	99,800	138,560
Transfers from other Funds	100,000	100,000
<b>TOTAL REVENUES:</b>	<b>\$ 2,295,935</b>	<b>\$ 2,555,755</b>

#### EXPENDITURES:

<b><i>General Government</i></b>	<b><u>2018 Final</u></b>	<b><u>2019 Preliminary</u></b>
Mayor/Council	19,810	22,600
Administration	106,500	103,930
Community Dev. Dir.	118,400	90,700
Boards & committees	4,800	5,200
Economic Development	88,800	105,300
Clerk/Treasurer	149,400	165,400
Elections	4,700	1,400
Professional Services	104,400	120,000
Government Buildings	103,600	147,800
<b><i>Total General Government</i></b>	<b>700,410</b>	<b>762,330</b>
<b><i>Public Safety</i></b>		
Police/Sheriff	193,750	200,600
Fire Department	182,100	183,600
Other Protective Inspection	51,900	54,200
<b><i>Total Public Safety:</i></b>	<b>427,750</b>	<b>438,400</b>
<b><i>Public Works</i></b>		
Streets	535,900	589,550
Street Lights	30,000	46,000
<b><i>Total Public Works</i></b>	<b>565,900</b>	<b>635,550</b>
<b><i>Total: Culture/Park &amp; Recreation</i></b>	<b>271,300</b>	<b>301,000</b>
<b><i>Total: Capital Replacement (equipment)</i></b>	<b>200,000</b>	<b>184,800</b>
<b><i>Total: Swimming Pool</i></b>	<b>82,075</b>	<b>105,175</b>
<b><i>Total: Operating Transfer to Reserves</i></b> <small><i>(Oak Grove Land Purchase)</i></small>	<b>48,500</b>	<b>128,500</b>
<b>TOTAL EXPENDITURES:</b>	<b>2,295,935</b>	<b>2,555,755</b>

#### ***Fund Debt Service Levy***

601	\$300,000	1994 G.O. Water Bond	\$ 17,482	\$ 22,260
517	\$2,105,000	Tax Public Proj Lease Rev Bonds - 2009	\$ 150,518	\$ 148,418
501	\$720,000	GO Bonds - 2010A	\$ 32,327	\$ 31,187
518	2010B GO Refunding Bonds		\$ 243,729	\$ 254,787
519	\$3,125,000	G.O. Bonds - 2011A	\$ 93,654	\$ 94,587
520	\$1,760,000	GO Bonds - 2013B	\$ 169,816	\$ 171,811
521	\$3,875,000	GO Refunding Bonds - 2016A	\$ 146,167	\$ 149,212



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: 2019 Preliminary Property Tax Levy and General Fund Budget

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Proposed is to set the public hearing on the proposed final 2019 Property Tax Levy and Budget for 6:00 p.m., December 10, 2018, in the City Council Chambers.

**Suggested Motions:**

**Motion to approve Resolution 2018-30, A Resolution Adopting A Year 2018 Preliminary Property Tax Levy for the City of Norwood Young America For Collection in 2019.**

**Motion to approve Resolution 2018-31, A Resolution Adopting the 2019 Preliminary General Fund Operating Budget for the City of Norwood Young America.**

**Motion to schedule the Truth In Taxation public hearing on the 2019 Property Tax Levy and Budget for 6:00 p.m., December 10, 2018.**

*Norwood Young America*





TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Schedule Public Hearing to consider amendment to Chapter 2 of the City Code  
regarding Mayor and City Council Salaries

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The City Council at its September 4<sup>th</sup> Work Session meeting discussed increasing the salaries for Mayor and City Council by \$50.00 per month. Per Minn. Stat. §415.11, an ordinance changing council salaries must be adopted and published prior to the November 6, 2018 general election in order for them to take effect January 1, 2019.

Enclosed is an ordinance amending Section 220.01 of the City Code.

**Suggested Motion:**

**Motion to schedule a public hearing for 6:00 p.m., October 8, 2018, for the purpose of considering an increase in the Mayor and City Council salaries.**

*Norwood Young America*



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Schedule Public Hearing to consider amendment to Chapter 2 of the City Code regarding Mayor and City Council Salaries

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*Norwood Young America*

**CITY OF NORWOOD YOUNG AMERICA**

**CARVER COUNTY, MINNESOTA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 220 OF THE CITY CODE RELATING TO MAYOR AND COUNCILMEMBERS SALARIES**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, CARVER COUNTY, MINNESOTA HEREBY ORDAINS CHAPTER 2, SECTION 220.01 AND SECTION 220.02 SHALL BE AMENDED AS FOLLOWS:**

**Section 220 – Mayor and Councilmembers Salaries**

**220.01 Mayors Salary.** The salary of the Mayor shall be ~~\$300~~ \$350 per month.

**220.02 Councilmembers Salary.** The salary of each Councilmember shall be ~~\$200~~ \$250 per month.

- II. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE ON JANUARY 1, 2019 AND UPON PUBLICATION AS PRESCRIBED BY LAW.**

Adopted by the City Council of the City of Norwood Young America this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

Attest:

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

( S E A L )



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: September 10, 2018

SUBJECT: Hiring Bus Drivers

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Due to the current bus driver being unable to work every day, the City Council approved to post the bus driver position. We received four applications and the Personnel Committee interviewed the applicants on August 27, 2018. The Personnel Committee recommends hiring Lawrence Berndt and Peggy Hopf.

**Suggested Motion:**

**Motion to hire Lawrence Berndt effective immediately at Pay Grade 5, Step 9.**

**AND**

**Motion to hire Peggy Hopf effective immediately at Pay Grade 5, Step 7.**

*Norwood Young America*



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: September 10, 2018  
SUBJECT: Award concrete quote for Monument Signs

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Concrete quotes for the monument signs are being solicited from contractors and will be presented at the City Council meeting.

**Suggested Motion:**

**Motion to award the concrete job for the monument signs to \_\_\_\_\_ in the amount of \_\_\_\_\_.**

*Norwood Young America*



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Steven Helget, City Administrator  
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**Suggested Motion:**

Motion to award the concrete job for the monument signs to \_\_\_\_\_ in the amount of \_\_\_\_\_.



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: September 10, 2018

SUBJECT: Reschedule City Council Meetings

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Due to upcoming holidays, there are a couple of City Council meetings that will need to either be canceled or rescheduled for a different day.

November 12, 2018 – Veteran’s Day is on Sunday, November 11, so Monday, November 12 will be the observed holiday.

December 24, 2018 – Christmas Eve

**Suggested Motions:**

Motion to cancel the November 12, 2018, City Council meeting.

OR

Motion to reschedule the November 12, 2018, City Council meeting to \_\_\_\_\_.  
(available dates: Tuesday, November 13 or Thursday, November 15)

AND

Motion to cancel the December 24, 2018 City Council meeting.

OR

Motion to reschedule the December 24, 2018 City Council Meeting to \_\_\_\_\_.  
(available dates: Wednesday, December 26 or Thursday, December 27)

*Norwood Young America*

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TO: Honorable Mayor Lagergren and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: September 10, 2018

RE: Removal of old skating rink warming house at South Park

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The Parks & Recreation Commission in cooperation with the Central Schools Industrial Tech program are constructing a new warming house building for South Park. We are anticipating a fall completion date and utilizing the new building for the 2018/2019 skating season.

The Parks and Rec Commission discussed what to do with the old building when it gets replaced. With the amount of decay within the floor and the timbers underneath the existing structure, they decided it would not be feasible to move the structure and attempt to sell or repurpose it. The Commission unanimously recommends disposing the old warming house.

**Proposed motion:**

**Motion to demo and dispose the old warming house at South Park once the new warming house is completed and ready to replace it.**

*Norwood Young America*



*Norwood Young America*

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



TO: President Lagergren and Members of the Economic Development Authority

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Resolution 1808 - Authorize Special Benefit Levy

=====

The Economic Development Authority (EDA) is legally permitted to act as a Housing & Redevelopment Authority (HRA).

Under the HRA Act, the EDA is permitted to levy and collect a special benefit property tax of up to 0.0185% percent of the city's taxable market value. In 2019, it is estimated this special levy will generate approximately \$51,272 which will be deposited into the debt service fund established with the land acquisition for the Tacoma West Industrial Park.

**Suggested Motion:**

**Motion to approve Resolution 1808, Approving the Levy of a Special Benefit Levy Pursuant to Minnesota Statutes, Section 469.033, Subdivision 6 by the Norwood Young America Economic Development Authority.**

*Norwood Young America*



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**Proposed motion:**

**Motion to demo and dispose the old warming house at South Park once the new warming house is completed and ready to replace it.**



TO: Honorable Mayor Lagergren and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: September 10, 2018

RE: Purchase Utility Vehicle for Streets/Parks Departments

---

I am looking to get approval to purchase a new utility vehicle for use in the Streets and Parks Department. We use the utility vehicles for basic transportation throughout the city and also for specific jobs including dragging ballfields, spraying weeds, snow removal, street painting, reading meters, pick up trash in parks, etc. Our current fleet has 2 utility vehicles in Streets/Parks and 1 utility vehicle in the Water/Wastewater Department.

In past years with the part-time summer staff at full capacity we have run into mobility issues within the Streets/Parks department. Due to these concerns we are looking to add one more Utility Vehicle into the fleet versus trading one of the older machines off for a new one. I feel the utility vehicle is a cheaper form of transportation versus budgeting and affording another pickup in the fleet at this time.

I solicited bids for a new utility vehicle from the listed dealers and prices as follows; Lano's for a Bobcat 3400 \$16,550, Midwest Machinery for a John Deere XUM825M \$18,100, and Arnold's for a Kubota which did not offer a comparable machine at this time that they could quote me a price for.

We due currently have this on our Capital Equipment Plan and it is up for replacement this year. We had anticipate trading in our existing Bobcat 2100 and paying a difference of \$10,000 for a new unit, but with the mobility concerns I listed above I feel we should add on into our fleet versus trading one off. I do not see any storage concerns or additional cost involved with keeping the 2100 at this time. I understand this purchase will be over our anticipated budgetary number, but with the changes in our Public Service Department I think this would be a responsible monetary purchase. Thank you for your consideration.

**Recommended Motion:**

**Motion to purchase a 3400 Bobcat Utility Vehicle from Lano Equipment for \$16,550.**

*Norwood Young America*

*Norwood Young America*

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



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**Recommended Motion:**

**Motion to purchase a 3400 Bobcat Utility Vehicle from Lano Equipment for \$16,550.**

*Norwood Young America*

# **BUILDING PERMIT REPORT -AUGUST**

PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	PLAN CHECK FEE	SURCHARGE	VALUE
2018001	Diversified Plumbing	125 Railroad St E	Addition	1/16/2018	\$1,339.60	\$870.74	\$70.00	\$140,000.00
2018002	Tom Worm	7 1st Street NE	Remodel	1/10/2018	\$228.65	\$109.62	\$5.00	\$8,000.00
2018003	Taylor Peters	418 Morse St	Plumbing	1/16/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018004	Felipe Robinson	222 Oak St S	Reside	1/17/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018005	Mark Paulson	915 Barnes Lake Dr	Water heater replace	1/23/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018006	City of NYA	321 South St W	Warming House	1/24/2018	\$153.25	\$99.61	\$3.50	\$6,200.00
2018008	Jean Toenges	385 Emma Street	Replace Furnace	1/24/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018009	Joel Klaustermeier	517 Devonshire Dr	Rewindow	1/29/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018010	Vernon Darland	218 Brush St	Replace Furnace	1/31/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018011	Diversified Plumbing	125 Railroad St E	Plumbing	2/8/2018	\$107.05	\$69.58	\$2.00	\$3,500.00
2018012	Lift Management	604 Shoreview Lane	New Twinhome	2/13/2018	\$15,108.26	\$1,407.28	\$140.00	\$237,150.00
2018013	Lift Management	610 Shoreview Lane	New Twinhome	2/13/2018	\$14,848.46	\$1,287.16	\$124.00	\$243,200.00
2018014	Taylor Peters	418 Morse St	Bath Remodel	2/21/2018	\$147.85	\$89.60	\$4.00	\$6,000.00
2018015	Diversified Plumbing	125 Railroad St E	HVAC	3/15/2018	\$199.45	\$129.64	\$5.00	\$10,000.00
2018016	Roland Latzig	514 Devonshire Dr	Replace Furnace & AC	2/26/2018	\$120.00	\$0.00	\$1.00	\$0.00
2018017	Nick Rogosinski	515 Morse St	Foundation Repair	2/28/2018	\$122.45	\$79.59	\$2.50	\$5,000.00
2018018	John Hoklin	880 Lakewood Trail	Finish Basement	3/5/2018	\$382.65	\$209.72	\$10.00	\$18,000.00
2018019	Ernst Holdings LLC	216 Main St E	Demo	3/2/2018	\$100.00	\$0.00	\$1.00	\$0.00
2018020	John Vogt	414 Railroad St	Demo	3/6/2018	\$100.00	\$0.00	\$1.00	\$0.00
2018021	Nick Rogosinski	515 Morse St	Reroof	3/7/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018022	Vernon Darland	218 Brush St	Reroof-Garage	3/8/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018023	Tom Lano	400 Emma St	Stone	3/13/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018024	Bill Whisney	362 Meadow Lane	Water Softener	3/14/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018025	Andrea Gerth	307 Shady Lane	Furnace	3/16/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018026	All Saints Church	511 Merger St	Addition	4/9/2018	\$7,065.52	\$3,617.59	\$442.00	\$884,000.00
2018027	Chris Meis	223 Lake St	Alterations	3/20/2018	\$59.45	\$38.64	\$1.00	\$1,500.00
2018028	James Kemp	411 Morse St	Water Softener	3/19/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018029	Nick Rogosinski	515 Morse St	Remodel 2 baths	3/20/2018	\$768.20	\$460.33	\$26.00	\$50,000.00
2018030	Steve Curfman	600 Railroad St	Plumbing	3/20/2018	\$199.45	\$49.86	\$5.00	\$9,500.00
2018031	Serv-a-dock	170 Industrial Blvd	Alterations	3/20/2018	\$42.65	\$27.72	\$1.00	\$1,000.00
2018032	Ernst Holdings LLC	201 Main St E	Reside	3/23/2018	\$59.45	\$0.00	\$1.00	\$0.00
2018033	Doug Genz	434 Meadow Lane	Deck	3/29/2018	\$76.25	\$49.56	\$1.00	\$2,400.00
2018034	Chad Stewart	402 2nd Ave SE	Roof Peak	3/28/2018	\$59.45	\$38.64	\$1.00	\$1,500.00
2018035	Loomis Homes	975 Lakewood Trail	New Home	4/4/2018	\$10,841.30	\$1,683.55	\$171.50	\$342,715.00
2018036	Brandon Lind	433 Casper Circle	Addition	4/6/2018	\$1,552.00	\$930.80	\$79.50	\$155,000.00
2018037	Duane Pieschke	408 Adams Drive	Reroof	4/5/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018038	Brian Kuhlmeiy	788 Preserve Blvd	Water heater replace	4/5/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018039	Ernst Holdings LLC	216 Main St E	Remodel	4/25/2018	\$452.67	\$294.24	\$13.50	\$26,455.00
2018040	Ernst Holdings LLC	216 Main St E	Plumbing	4/6/2018	\$230.25	\$0.00	\$6.00	\$12,000.00
2018041	Ernst Holdings LLC	216 Main St E	HVAC	4/6/2018	\$137.85	\$0.00	\$3.00	\$6,000.00
2018042	Brandon Hemmann	327 Oak St S	Rewindow	4/9/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018043	Vickerman Co	725 Tacoma Blvd	New Construction	4/12/2018	\$177,148.18	\$19,687.32	\$1,599.95	\$6,999,000.00
2018044	Nick Rogosinski	515 Morse St	Reside	4/10/2018	\$55.00	\$0.00	\$1.00	\$0.00



## BUILDING PERMIT REPORT -AUGUST

2018045	Steve Exum	552 Preserve Blvd	Water Heater	4/12/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018046	Steve Curfman	600 Railroad St W	Mechanical	4/17/2018	\$291.85	\$189.70	\$8.00	\$15,500.00
2018047	Gerry Geise	636 Meadow Lane	Rewindow	4/18/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018048	KJS Ventures	219 Elm St W	Mechanical	4/19/2018	\$230.25	\$149.66	\$6.00	\$12,000.00
2018049	Don Halloff	114 Hill St E	Rewindow	4/20/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018050	Loomis Homes	960 Lakewood Trail	New Home	4/30/2018	\$10,096.26	\$1,207.08	\$114.00	\$223,100.00
2018051	Cindy Bigaouette	201 3rd Ave SE	Reroof	4/20/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018052	Castle Gate Construction	574 Shoreview Lane	Finish Bsmt Bath	4/23/2018	\$151.65	\$59.57	\$2.50	\$3,000.00
2018053	Jane Kokesh	419 Adams Dr w	Water Heater	4/30/2018	\$15.00	\$0.00	\$1.00	\$0.00
2018054	Steve Curfman	600 Railroad St W	Mezzanine	5/1/2018	\$168.65	\$109.62	\$4.00	\$7,500.00
2018055	St. Johns School	27 1st St NW	Restroom Remodel	5/8/2018	\$1,185.60	\$770.64	\$57.50	\$115,000.00
2018056	Stacy Zellmann	504 Valhalla Dr	Reroof	5/1/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018057	Dolores Bohlinger	101 3rd Ave SE	Furnace Replacement	5/1/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018058	Castle Gate Construction	580 Shoreview Lane	New Twinhome	5/10/2018	\$15,022.02	\$1,351.22	\$133.00	\$259,512.00
2018059	Castle Gate Construction	586 Shoreview Lane	New Twinhome	5/10/2018	\$15,022.02	\$1,351.22	\$133.00	\$259,512.00
2018060	Cindy Bigaouette	201 3rd Ave SE	Reroof - porch on home	5/3/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018061	Alex Buckentine	305 Washington St	Deck	5/8/2018	\$184.05	\$119.63	\$4.50	\$8,680.00
2018062	Kraig Becker	925 Meadows Blvd	Deck	5/23/2018	\$184.05	\$119.63	\$4.50	\$8,960.00
2018063	Chad Stewart	402 2nd Ave SE	Reside	5/16/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018064	Ryan Braun	317 2nd St SW	Porch	5/18/2018	\$230.25	\$149.66	\$6.00	\$11,760.00
2018065	Robert Ludwig	218 Union St N	Rewindow	5/31/2018	\$91.65	\$0.00	\$1.50	\$2,500.00
2018066	Brent Farber	26 1st St NE	AC changeout	5/22/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018067	David Silverthorn	221 Morse St N	Deck	5/30/2018	\$153.25	\$99.61	\$3.50	\$6,500.00
2018068	Tom Stifter	313 Central Ave	Alterations	5/23/2018	\$153.25	\$99.61	\$3.50	\$6,300.00
2018069	David Smith	317 2nd Ave SE	Rewindow	5/25/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018070	Loomis Homes	975 Lakewood Trail	install water softener	5/30/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018071	Dave Elling	201 1st St NW	Reroof	5/30/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018072	Kraig Becker	925 Meadows Blvd	Finish Basement	6/13/2018	\$353.45	\$229.74	\$10.00	\$20,000.00
2018073	Jeremy Friendshuh	323 Oak St S	Rewindow	5/31/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018074	All Saints	511 Merger St	Mechanical	6/14/2018	\$708.20	\$460.33	\$25.00	\$49,800.00
2018075	Tim Gronseth	310 Lincoln St	Reroof	6/5/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018076	Ron Erpenbach	550 Meadow Lane	Deck	6/7/2018	\$168.65	\$109.62	\$4.00	\$7,500.00
2018077	Evan Entinger	215 Hill St W	Reroof	6/6/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018078	Jim Wagner	214 4th St SW	Reroof	6/7/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018079	All Saints	511 Merger St	Plumbing	6/14/2018	\$415.05	\$269.78	\$12.00	\$24,340.00
2018080	Peter Kroells	301 2nd St SW	Replace Furnace/AC	6/12/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018081	Vern Zeman	223 Main St E	Reroof	6/14/2018	\$91.65	\$0.00	\$1.50	\$3,000.00
2018082	City of NYA	322 Reform St	Hot water heaters	6/15/2018	\$91.65	\$59.57	\$1.50	\$2,985.00
2018083	Dave Smith	317 2nd Ave SE	Mechanical	6/20/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018084	Central School	531 Morse St	Reroof	6/25/2018	\$1,271.84	\$826.70	\$64.50	\$128,315.00
2018085	Tim Murphy	218 West Court	Deck	6/22/2018	\$122.45	\$79.59	\$2.50	\$4,800.00
2018086	Kenny Schultz	219 Elm St W	Plumbing	7/3/2018	\$276.45	\$179.69	\$7.50	\$15,000.00
2018087	Vickerman	725 Tacoma Blvd	Plumbing	7/3/2018	\$415.05	\$103.76	\$12.00	\$24,000.00
2018088	Milford Matzke	218 2nd Ave SE	Solar Panels	7/9/2018	\$497.11	\$323.12	\$15.50	\$30,357.60



# **BUILDING PERMIT REPORT -AUGUST**

2018089	Tina Cruz	413 2nd Ave SE	Finish Basement	6/25/2018	\$230.25	\$149.66	\$6.00	\$12,000.00
2018090	Joe Marciw	735 Lakewood Tr	Deck	6/27/2018	\$168.65	\$109.62	\$4.00	\$7,500.00
2018091	American Tower	416 5th Ave NE	Tower Upgrades	6/29/2018	\$276.45	\$179.69	\$7.50	\$15,000.00
2018092	Marshal Mehlos	745 Lakewood Trail	Deck	7/6/2018	\$137.85	\$89.60	\$3.00	\$5,120.00
2018093	Steve Curfman	600 Railroad St W	Fire Suppression	7/6/2018	\$747.11	\$323.12	\$15.50	\$30,965.00
2018094	John Hoklin	880 Lakewood Trail	Fireplace	6/27/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018095	Vickerman	725 Tacoma Blvd	Mechanical		\$597.10	\$388.12	\$20.00	\$40,000.00
2018096	Ann Chalupsky	16 2nd Ave SE	Rewindow	6/29/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018097	Gerry Giese	636 Meadow Lane	Entry Door	6/29/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018098	Vickerman	725 Tacoma Blvd	Fire Suppression	7/12/2018	\$1,401.20	\$910.78	\$75.00	\$149,900.00
2018099	Jim Braunwarth	418 Adams Drive	Finish Basement	7/13/2018	\$259.45	\$129.64	\$6.00	\$10,000.00
2018100	City of NVA	21 Main St E	Reroof	7/10/2018	\$199.45	\$0.00	\$5.00	\$9,248.00
2018101	Eric Anderson	845 Lakewood Trail	above ground pool	7/12/2018	\$25.85	\$16.80	\$0.50	\$500.00
2018102	St. Johns School	27 1st Street NW	Plumbing		\$384.25	\$249.76	\$11.00	\$22,000.00
2018103	Matt Johnson	10 Trilane Dr	Pool	7/13/2018	\$512.67	\$294.24	\$14.50	\$26,495.00
2018104	City of NVA	216 1st St SE	Reroof	7/13/2018	\$137.85	\$0.00	\$3.00	\$5,545.00
2018105	City of NVA	102 Main ST E	Reroof	7/16/2018	\$441.56	\$287.01	\$13.00	\$25,679.00
2018106	David Smith	317 2nd Ave SE	Finish Basement	7/13/2018	\$276.45	\$179.69	\$7.50	\$15,000.00
2018107	Loomis Homes	1055 Lakewood Court	New Home	8/2/2018	\$10,383.46	\$1,387.26	\$136.50	\$268,888.00
2018108	Loomis Homes	1045 Lakewood Court	New Home	8/2/2018	\$10,837.70	\$1,643.51	\$169.50	\$333,000.00
2018109	Loomis Homes	1005 Lakewood Trial	New Home	8/22/2018	\$10,426.58	\$1,415.28	\$140.00	\$275,404.00
2018110	Loomis Homes	1080 Lakewood Court	New Home	8/2/2018	\$10,930.10	\$1,703.57	\$177.00	\$347,590.00
2018111	David Smith	317 2nd Ave SE	Plumbing	7/17/2018	\$60.00	\$0.00	\$1.00	\$0.00
2018112	All Saints	511 Merger St	Fire Suppression	7/23/2018	597-10	\$388.12	\$20.00	\$39,600.00
2018113	Dan Klingelhuiz	111 1st St NW	Rewindow	7/23/2018	\$55.00	\$0.00	\$1.00	\$0.00
2018114	Bob Stender	410 Morse St N	Furnace & AC	7/24/2018	\$120.00	\$0.00	\$1.00	\$0.00
2018115	Loomis Homes	1065 Lakewood Court	New Home	8/2/2018	\$10,284.90	\$1,323.19	\$128.50	\$252,026.00
2018116	Loomis Homes	1075 Lakewood Court	New Home	8/2/2018	\$10,348.82	\$1,371.24	\$134.50	\$264,465.00
2018117	Paul Christopher	405 Webster St W	Egress window		\$70.37	\$0.00	\$1.00	\$1,000.00
2018118	Katie Harvey	502 4th Ave SW	Drain tile	7/25/2018	\$252.86	\$0.00	\$3.50	\$6,400.00
2018119	Hydro	301 Industrial Blvd	Sign	7/30/2018	\$55.00	\$0.00	\$1.00	
2018120	Loomis Homes	1035 Lakewood Court	New Home		\$10,272.58	\$1,315.18	\$127.00	\$250,288.00
2018121	Josh Peach	522 Preserve Blvd	Replace A.C.	7/31/2018	\$60.00	\$0.00	\$1.00	
2018122	Caste Gate Construction	580 Shoreview Lane	Finish Basement	8/2/2018	\$236.63	\$0.00	\$3.00	\$4,000.00
2018123	Mike Miller	715 Mallard Court	Finish Basement	8/1/2018	\$481.55	\$0.00	\$8.00	\$15,120.00
2018124	Herb Lopez	318 SW 2nd St	Reroof	8/2/2018	\$55.00	\$0.00	\$1.00	
2018125	Ryan Hansen	726 W Elm St	Garage Heater	8/2/2018	\$60.00	\$0.00	\$1.00	
2018127	Peace Villa	308 Faxon Road	Reroof garage	8/2/2018	\$153.25	\$0.00	\$3.50	\$7,000.00
2018128	John Hanson	409 Fourth Ave SW	Reside	8/6/2018	\$55.00	\$0.00	\$1.00	
2018129	Ron Erpenbach	550 Meadow Lane	Finish Basement Bath	8/6/2018	\$60.00	\$0.00	\$1.00	
2018130	Vickerman East	725 Tacoma Blvd	Fire Alarm	8/7/2018	\$122.45	\$79.59	\$2.50	\$4,700.00
2018131	Peace Villa	300 N Faxon Rd	Replace water heater	8/7/2018	\$91.65	\$0.00	\$1.50	\$2,700.00
2018132	Doug Genz	434 Meadow Lane	Windows/Patio Door	8/8/2018	\$55.00	\$0.00	\$1.00	

# **BUILDING PERMIT REPORT - AUGUST**

2018133	Ron Erpenbach	550 Meadow Lane	Finish basement	8/8/2018	\$541.55	\$0.00	\$9.00	\$15,426.00
2018134	Steve Bohn	455 Park Circle	Reroof	8/17/2018	\$55.00	\$0.00	\$1.00	
2018135	Mike Miller	715 Mallard Court	Egress	8/16/2018	\$55.00	\$0.00	\$1.00	\$2,900.00
2018136	Matt Johnson	10 Trilane Drive	Pool heater & shop	8/15/2018	\$60.00	\$0.00	\$1.00	\$10,080.00
2018137	Mike Trumble	895 Lakewood Trail	Deck	8/17/2018	\$329.09	\$0.00	\$5.00	\$16,000.00
2018138	Al Johnson	405 Colonial Circle	Reroof	8/15/2018	\$55.00	\$0.00	\$1.00	\$13,000.00
2018139	Mike Bursey	741 Quail Road	Replace deck	8/21/2018	\$405.32	\$0.00	\$6.50	
2018140	Mike Lein	513 Casper Circle	Rewindow	8/21/2018	\$55.00	\$0.00	\$1.00	
2018141	Vickerman	725 Tacoma Boulevard	Pallet Rack install		\$3,959.91	\$0.00	\$288.50	\$577,000.00
2018142	Jedd Braunworth	110 W Elm Street	Windows	8/18/2018	\$107.05	\$0.00	\$2.00	\$3,500.00
2018143	Daryl Buckentine	127 E Elm Street	Boiler	8/29/2018	\$60.00	\$0.00	\$1.00	
2018144	Lindsay Beletti	109 1st Avenue SW	water heater replace	8/29/2018	\$15.00	\$0.00	\$1.00	
2018145	Louann McVeigh	121 Mairfield Circle	Windows	8/29/2018	\$55.00	\$0.00	\$1.00	
2018146	Evan Bunn	110 SW 2nd Avenue	Reroof	8/29/2018	\$55.00	\$0.00	\$1.00	



TO: President Lagergren and Members of the Economic Development Authority

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Resolution 1808 - Authorize Special Benefit Levy

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The Economic Development Authority (EDA) is legally permitted to act as a Housing & Redevelopment Authority (HRA).

Under the HRA Act, the EDA is permitted to levy and collect a special benefit property tax of up to 0.0185% percent of the city's taxable market value. In 2019, it is estimated this special levy will generate approximately \$51,272 which will be deposited into the debt service fund established with the land acquisition for the Tacoma West Industrial Park.

**Suggested Motion:**

**Motion to approve Resolution 1808, Approving the Levy of a Special Benefit Levy Pursuant to Minnesota Statutes, Section 469.033, Subdivision 6 by the Norwood Young America Economic Development Authority.**



**NORWOOD YOUNG AMERICA  
ECONOMIC DEVELOPMENT AUTHORITY**

**RESOLUTION NO. 1808**

**AUTHORIZING THE LEVY OF  
A SPECIAL BENEFIT LEVY PURSUANT TO MINNESOTA STATUTES,  
SECTION 469.033, SUBDIVISION 6**

WHEREAS, pursuant to Resolution No. 1997-03, adopted by the City Council of the City of Norwood Young America, Minnesota (the "City") and Minnesota Statutes, Sections 469.090 through 469.1082, the City created the Norwood Young America Economic Development Authority (the "Authority"); and

WHEREAS, pursuant to Resolution No. 2006-46 adopted by the City Council of the City on May 8, 2006, the Authority has the ability to exercise all powers and duties of a housing and redevelopment authority under the provisions of Minnesota Statutes, Sections 469.001 to 469.047 (the "HRA Act"); and

WHEREAS, Section 469.033, Subdivision 6, of the HRA Act permits the Authority to levy and collect a special benefit tax of up to 0.0185 percent of taxable market value in the City, levied upon all taxable real property within the City; and

WHEREAS, the Authority desires to levy a special benefit tax in the amount of 0.0185 percent of taxable market value in the City; and

WHEREAS, the Authority has entered into an interfund loan in the amount of \$1,519,330 to finance the development of an industrial park project and certain related marketing costs under the HRA Act (the "Interfund Loan"), all pursuant to Resolution No. 0602 adopted by the Authority on June 12, 2006 approving the Interfund Loan (the "Interfund Loan Resolution"); and

WHEREAS, under the Interfund Loan Resolution, the Authority pledged to levy its special benefits tax for the payment of principal and interest on the Interfund Loan; and

WHEREAS, the Authority has determined to adopt a budget for fiscal year 2019 that provides for levy of the special benefits tax in amount of 0.0185 percent of taxable estimated market value to be used for the payment of principal and interest on the Interfund Loan; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners ("Board") of the Norwood Young America Economic Development Authority as follows:

1. The Board hereby approves an estimated budget of \$51,272 in proceeds of special benefits tax to be collected in 2019, for the payment of principal and interest on the Interfund Loan.
2. There is hereby levied a special benefit tax pursuant to Minnesota Statutes, Section 469.033, Subdivision 6, in the amount equal to the lesser of a levy at a rate of 0.0185 percent of taxable estimated market value in City, or \$51,272 with respect to taxes payable in calendar year 2019.
3. Staff of the Authority is hereby authorized and directed to take such actions certify such levy to Carver County for collection in 2019.

Approved by the Board of Commissioners of the Economic Development Authority of  
Norwood Young America, Minnesota this 10<sup>th</sup> day of September, 2018.

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Carol Lagergren, President

Attest:

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Steven Helget, Executive Director



**CITY COUNCIL MINUTES**  
August 27, 2018 – 6:00 p.m.  
Work Session

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

STAFF: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Public Services Director Tony Voigt, Consultant Cynthia Smith-Strack

OTHERS: Alvera Clark, Michael Clark, Larry Panning

1. Call Meeting of City Council Work Session to Order  
Meeting was called to order by Mayor Lagergren at 6:00pm.

2. Approve Agenda

- 2.1 Review Request for City of Norwood Young America to take over ownership of Forest Hill Cemetery

*Motion: DS/CS to approve the agenda. Vote 5 – 0. Motion carried.*

Attorney Paul Melchert is requesting the City of Norwood Young America take over the Forest Hill Cemetery as there are no living members of the cemetery's board. There is approximately \$40,000 in a fund that the cemetery has, according to the City Attorney, the City is only able to use the interest to take care of the cemetery.

Due to the number of unanswered questions, the council is requesting:

- Clarity from the City Attorney and Melchert.
- How many lot owners need to come forward before the City can take ownership?
- What happens with the \$40,000?
- Who is paying the attorney fees?
- Ask Mr. Melchert to come to the next work session.

3. Adjournment

*Motion: CH/MM to adjourn at 6:13pm. Vote 5 – 0. Motion carried.*

Respectfully Submitted:

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Carol Lagergren, Mayor

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Kelly Hayes, City Clerk / Treasurer





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

STAFF: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Public Services Director Tony Voigt, Consultant Cynthia Smith-Strack

OTHERS: Alvera Clark, Michael Clark, Larry Panning

1. Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 6:17pm.

2. Approve Agenda

Removal: Representative Jim Nash is unable to attend the meeting. Addition: 7.65 TechStar Solutions Contract Amendment

*Motion: CS/DS to approve the amended agenda. Vote 5 – 0. Motion carried.*

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

3a. ~~Minnesota Representative Jim Nash~~

Resident Larry Panning voiced his concerns of kids not paying attention as they were walking across Highway 212. He asked that the City Council bring this up to the school board and have a talk with students about how to be safe – especially when crossing Highway 212.

4. Consent Agenda

- 4.1 Approve minutes of July 9, 2018 meeting
- 4.2 Approve payment of Claims
- 4.3 Approve Street Closing Request on Preserve Boulevard
- 4.4 Accept Fire Fighter Resignation – Justin Nelson
- 4.5 Accept Joey Cano, Public Service Technician Resignation

*Motion: CH/MM to approve the consent agenda. Vote 5 – 0. Motion carried.*

5. Public Hearings - none

6. Old Business - none

7. New Business

7.1 Consider Approval of Resolution 2018-28, Vickerman Company Parking Lot Variance

Applicant is requesting so employees do not need to walk from parking lot to parking lot. CH noted that this is similar to what was requested four years ago from phase 1 to phase 2.

*Motion: CH/MM to approve Resolution 2018-28, a resolution approving a variance to minimum parking lot setback for Vickerman Company. Vote 5 – 0. Motion carried.*

7.2 Consider Adoption of Ordinance No. 306, Subdivision Code Amendments and approval of Summary Publication

Ordinance includes amendments to right-of-way widths and pavement widths, street trees, sidewalk widths, mailboxes, calculation of dedication and park dedication fees.

*Motion: CH/DS to adopt Ordinance 306, an ordinance amending Chapter 11 of the City code pertaining to subdivision design standards, required improvements, and park fee in lieu of land dedication requirements. Vote 5 – 0. Motion carried.*

*Motion: CH/MM to publish a summary of Ordinance 306. Vote 5 – 0. Motion carried.*

7.3 Consider Adoption of Ordinance No. 307, Request to allow Residential Uses on First Floor in the C-3, Downtown District and approval of Summary Publication

Michael Clark, on behalf of Alvera Clark, requested to change the zoning to allow for residential use on first floor in the C-3 downtown district. Currently the front of the first floor must be used as a store front. Cynthia noted that this went through the Planning Commission and the Commission is recommending to deny the request. Michael Clark said that they have been unable to sell the property.

*Motion: CH/MM to deny Ordinance 307. Vote 5 – 0. Motion carried.*



7.4 Approve Amendment to Metropolitan Council Local Planning Assistance Program Grant Agreement

*Motion: DS/CS to approve the local planning assistance program grant agreement amendment. Vote 5 – 0. Motion carried.*

7.5 Schedule Public Hearing for Ordinance No. 308, Mediacom Franchise Agreement

Current agreement is with City of Hamburg. This new agreement will be solely between City of NYA and Mediacom. Currently Hamburg has the funds, approximately \$40,000 is NYA's portion. Current cable access programmer has the equipment at his house and there is no agreement with that person.

*Motion: CH/DS to schedule a public hearing on September 24, 2018, at 6:00pm for the purpose of considering Ordinance 308, Cable Franchise Agreement between the City of Norwood Young America and Mediacom MN LLC. Vote 5 – 0. Motion carried.*

7.6 Schedule Public Hearing or Adopt Ordinance No. 309, Northern States Power Company Franchise Agreement

*Motion: CH/MM to adopt Ordinance 309, an ordinance granting Northern States Power Company, a Minnesota Corporation, its successors and assigns, permission to construct, operate, repair and maintain in the City of Norwood Young America, Minnesota, an electric distribution system and transmission lines, including necessary poles, lines, fixtures, and appurtenances, for the furnishing of electric energy for the city, its habitants, and others, and to use the public grounds and public ways of the city for such purpose. Vote 5 – 0. Motion carried.*

*Motion: CH/MM to publish a summary of Ordinance 309. Vote 5 – 0. Motion carried.*

7.65 TechStar Solutions Agreement Amendment

IT Services subcommittee interviewed three companies. It was decided to move IT services to Marco and to terminate services with TechStar Solutions. Termination agreement was created by City Attorney.

*Motion: DS/CH to terminate the agreement with TechStar. Vote 5 – 0. Motion carried.*

7.7 Approve Information Technology Agreement with Marco

Monthly fee is \$1093 + \$209 for back-up. Quotes were received for updating equipment; server life is usually about 5 years, our current server is about 8 years old. There are also network switches that need to be updated. Subcommittee discussed using funds that we have received from the Mediacom franchise agreement. There is also a quote to add the remote sites (water, sewer and public works).

*Motion: MM/CS to authorize retention of Marco as new IT service provider and authorize staff to complete the new IT documents. Vote 5 – 0. Motion carried.*

7.8 Brand Lake Highlands Open Space Easement

There are some residents that have been mowing the grass in the easement area. MN DNR agreement requires that this land be in it's natural state. The council is directing City staff to notify the residents that are not in compliance.

8. Council Member & Mayor Reports

CH - Opening on Planning Commission.

MM - Thank you to all of the volunteers that helped with Stiftungsfest.

DS - Sr. Advisory requesting money to decrease cost of riding the bus.

CS - Park dedication fund discussed at this meeting. Next meeting will be at 4:45 at Willkommen grandstand.

CL - Personnel interviewed bus drivers. Comp Plan meeting this week.

9. Adjournment

*Motion: MM/CS to adjourn at 7:59pm. Vote 5 – 0. Motion carried.*

Respectfully Submitted:

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Carol Lagergren, Mayor

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Kelly Hayes, City Clerk / Treasurer



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Ordinance No. 307, Amending Chapter 2 by adding Section 261, Restriction on use of City Official Seals and Logos

=====

The City Council at its August 13, 2018 regular meeting scheduled a public hearing for 6:00 p.m., September 10<sup>th</sup> for the purpose of considering the establishment of an ordinance restricting the use of the City's name "City of Norwood Young America", the City's official seal and its logo. As prepared by Jay Squires, City Attorney, enclosed is Ordinance No. 307 restricting such use.

**Suggested Motion:**

**Motion to adopt Ordinance No. 307, an ordinance adding a new Section 261 to the City Code relating to the restriction on use of the City of Norwood Young America Official Seals and Logos.**

**Motion to approve the summary of Ordinance No. 307 and its publication.**

*Norwood Young America*



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**Motion to approve the summary of Ordinance No. 307 and its publication.**

**CITY OF NORWOOD YOUNG AMERICA**

**CARVER COUNTY, MINNESOTA**

**ORDINANCE NO. 307**

AN ORDINANCE ADDING A NEW SECTION 261 TO CITY CODE RELATING TO  
RESTRICTION ON USE OF CITY OF NORWOOD YOUNG AMERICA OFFICIAL  
SEALS AND LOGOS

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


**SECTION 1. ADDITION OF SECTION.** A new section 261 is added to the Norwood  
Young America City Code as follows:

Section 261 – Restriction on Use of the “City of Norwood Young America” City’s  
Official Seals and Logos

**261.01 Definitions.** As used in this Chapter, the following shall mean:

**City Name.** City of Norwood Young America, City of Norwood Young America, MN, or  
Norwood Young America, MN.

**Corporate Seal.** Contains the words “City of Norwood Young America Corporate Seal,  
Carver County, Minnesota” typecast in a circular format.

**Logo.** The logo for Norwood Young America features a stylized city skyline with a sun or moon in the background. Below the skyline, the text "Norwood Young America" is written in a red, cursive-style font. Underneath that, in a smaller, blue, sans-serif font, is the tagline "more than a place. it's home."

**Organization.** Intended to and shall mean and include all formal and informal groups,  
associations, and aggregates of persons, groups and/or associations which are not  
themselves legal entities, whether singular and plural.

**Person.** Intended to and shall mean and include any and all persons, whether natural or  
corporate, and all other entities and organizations, whether singular or plural.

**Property.** Means all real property as well as all tangible and intangible personal property.

**261.02 Regulations Governing Use.**

It shall be unlawful for any person to use the name, logos, or official seal of the  
City of Norwood Young America, whether directly or indirectly, expressly or by  
implication, in a way that creates the perception that the city, and/or departments,  
agencies or programs, are involved in, or supports or endorses in any way, a person or  
organization in any pursuit, activity, or thing of any kind whosoever, including but not  
limited to causes or events.

*License for use.* Nothing in this article shall restrict the City Administrator from entering into a licensing agreement with any person or organization for the use of the city's name, logos or official seal for any purpose and without monetary consideration, provided such licensing agreement is in writing and signed by the City Administrator. However, the City Administrator, may from time to time be authorized by resolution of the City Council to enter into licensing agreements with revenue generating potential on behalf of the city for the use of the city's name, logos or official seal.

**261.03 Injunction for unauthorized use.**

In the event that person intends to use the City's name, logo and/or official seal without the City's consent, the City shall have the right to seek an injunction to prevent such use. In the event that a person uses the City's name, logo or official seal without the City's consent, the City shall have the right to an injunction to prevent future use as well as damages for the unauthorized use of the City's name, logo or official seal.

**261.04 Administrative Penalty.**

In additional to the right to seek an injunction, the City may issue an administrative citation as provided by Section 120.04 of the City Code.

**SECTION 2. EFFECTIVE DATE.** This ordinance shall be effective immediately upon its passage and publication.

Adopted by the City Council this 10<sup>th</sup> day of September, 2018.

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Carol Lagergren, Mayor

ATTEST:

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Kelly Hayes, City Clerk/Treasurer

**City of Norwood Young America**  
**Summary of Ordinance No. 307**  
**Amending City Code Chapter 2, Adding Section 261**

The City of Norwood Young America has adopted Ordinance 307 entitled “An ordinance adding a new Section 261 to the City Code relating to the restriction on use of the City of Norwood Young America Official Seals and Logos”.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. Ordinance No. 307 was adopted by the City Council on September 10, 2018.

A complete copy of Ordinance No. 307 is available for review at the Norwood Young America City Offices, located at 310 Elm St W. If you have any questions, please contact the City at (952) 467-1800.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: September 10, 2018

SUBJECT: Resolution 2018-29, Authorize Special Benefit Levy

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The Economic Development Authority (EDA) is legally permitted to act as a Housing & Redevelopment Authority (HRA).

Under the HRA Act, the EDA is permitted to levy and collect a special benefit property tax of up to 0.0185% percent of the city's taxable market value. In 2019, it is estimated this special levy will generate approximately \$51,272 which will be deposited into the debt service fund established with the land acquisition for the Tacoma West Industrial Park.

**Suggested Motion:**

**Motion to approve Resolution 2018-19, Approving the Levy of a Special Benefit Levy Pursuant to Minnesota Statutes, Section 469.033, Subdivision 6 by the Norwood Young America Economic Development Authority.**

*Norwood Young America*