



CITY COUNCIL AGENDA

March 8, 2021 – 6:00 p.m.

City Council Hybrid Meeting

Zoom Link

[https://us02web.zoom.us/j/86743636934?pwd=RIZ2dmZF](https://us02web.zoom.us/j/86743636934?pwd=RIZ2dmZFNDZqdWpKdm9LN0dkYnMzZz09)

[NDZqdWpKdm9LN0dkYnMzZz09](https://us02web.zoom.us/j/86743636934?pwd=RIZ2dmZFNDZqdWpKdm9LN0dkYnMzZz09)

Meeting ID: 867 4363 6934

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.)
 - 3.1 Beyond the Yellow Ribbon Proclamation
4. Consent Agenda
(NOTE TO THE PUBLIC: All items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one or more of the items is made prior to the motion being made. Anyone present at the meeting may request an item to be removed from the Consent Agenda for discussion. Please inform the City Council when they approve the meeting agenda of your request to have an item removed for discussion.)
 - 4.1 Approve minutes of February 22, 2021 meeting
 - 4.2 Approve payment of Claims
 - 4.3 Approve Letters of Support for Highway 212 Four-Lane Expansion
 - 4.4 Approve West Carver Girls Scouts Drive-through Easter Egg Hunt COVID-19 Preparedness Plan
 - 4.5 Approve Renewal of consumption and Display Permit
 - 4.6 Approve Transient Licenses for Fireman's BBQ and Elephant Joe's Coffee
5. Public Hearings
6. Old Business
7. New Business
 - 7.1 Approve Resolution 2021-06, Approving Plans and Specifications for Oak Lane Project and Ordering Advertisement for Bids
 - 7.2 Approve awarding quote to complete Appraisals for Oak Lane and 2nd Avenue Lift Station & Street Projects
 - 7.3 Approve Resolution 2021-07, Authorizing MnDOT Right-of Way Artwork Application
 - 7.4 Approve Resolution 2021-08, CSAH 33 located in the Corporate Limits Turnback to State of Minnesota
 - 7.5 Approve Employee Handbook Amendment
 - 7.6 Adopt Ordinance No. 333, Zoning Code Amendment to allow Indoor Self-Storage Facilities in C-2, General Commercial District and the Summery of Ordinance No. 333 and its Publication
 - 7.7 Approve Resolution 2021-09, CUP/PUD Indoor Storage at 640 and 710 Railroad Street East
8. Council Member & Mayor and Staff 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: February Building Permit Report; Minnesota Department of Health 2019 Water Fluoridation Quality Award.

UPCOMING MEETINGS / EVENTS

- | | |
|----------|--|
| March 10 | Economic Development Commission – 6:00 p.m. |
| March 16 | Finance Committee – 3:00 p.m. |
| March 16 | Parks and Recreation Commission – 4:45 p.m. |
| March 17 | Safety Committee – 2:00 p.m. |
| March 18 | Senior Advisory Committee – 9:00 a.m. |
| March 22 | EDA, City Council, Work Session – 6:00 p.m. |
| April 6 | Planning Commission – 6:00 p.m. |
| April 12 | Personnel Committee – 5:00 p.m. and City Council – 6:00 p.m. |



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: Beyond the Yellow Ribbon Proclamation

Kaarin Foede will be present representing the local Beyond the Yellow Ribbon. Enclosed is a proposed Proclamation proclaiming the month of April 2021 as Yellow Ribbon Month. Also enclosed is information about the NYA-Beyond the Yellow Ribbon Campaign.

Recommended Motion:

Motion to approve the Beyond the Yellow Ribbon Proclamation.

Norwood Young America

City of Norwood Young America

Proclamation

WHEREAS: thousands of Minnesotans have demonstrated courage and a commitment to freedom by serving in the Armed Forces of the United States of America;

WHEREAS: the residents of Norwood Young America live in freedom because of the courage, dedication to duty, and love of country shown by those who have served, and are currently serving, in the United States Armed Forces;

WHEREAS: there are residents of Norwood Young America and surrounding communities who have served, or who are currently serving, in the Armed Forces of the United States throughout the world, to protect our community and country;

WHEREAS: Veterans, Servicemen, and Servicewomen, as well as their families, are actively engaged and valuable citizens of our communities;

WHEREAS: Veterans, Servicemen, and Servicewomen, and their families, contribute to the health, growth, vibrancy, and development of our communities in both civil life and in military service; and

WHEREAS: their commitment to service inspires all Americans to similarly serve their communities, and also to be grateful for the sacrifices given to keep our country free.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, County of Carver, State of Minnesota, hereby proclaims the month of April 2021 to be Yellow Ribbon Month.

Adopted by the Norwood Young America City Council this _____ day of _____, 2021.

Carol Lagergren, Mayor,
City of Norwood Young America



What is the NYA-Beyond the Yellow Ribbon Campaign?

Formed in 2010, the NYA-Beyond the Yellow Ribbon Campaign is a group of volunteers dedicated to engaging our communities (including individuals, Veterans organizations and other public service organizations, businesses, public safety / judicial personnel, public agencies, local governments, health care facilities, faith-based organizations, schools) for the purpose of generating consistent, area-wide:

- support for our Service Members during deployment and reintegration;
- assistance to the families of Service Members during their absence;
- recognition of their service and sacrifice;
- opportunities to honor Service Members and Veterans;
- financial assistance or other direct support to Service Members, Veterans and their families;
- efforts to connect Service Members, Veterans, and their families with community support, training, services, and resources; and
- acknowledgment of the effects of military service and deployments on Service Members' children.

The Campaign is part of a larger network of Yellow Ribbon organizations in Minnesota.

Although the Campaign was instrumental in Norwood Young America being declared a "Yellow Ribbon Community" in 2013, the Campaign currently considers its service area to be the entirety of ISD 108, including the communities of Cologne, Hamburg, and Norwood Young America.

The Campaign is one of three community-based Beyond the Yellow Ribbon organizations in Carver County, and encourages the creation of additional Yellow Ribbon Communities in Carver County.

The Campaign's volunteers work with the Minnesota Beyond the Yellow Ribbon state office to acquire training, obtain updates on the changing needs of Service Members and Veterans in Minnesota, obtain and provide guidance and support from/to other Yellow Ribbon organizations, and to increase their knowledge of the agencies and organizations available to assist Service Members, Veterans, and their families.

The Campaign's volunteers are in contact with other Carver County organizations (e.g., Carver County Veteran Services Office, Carver County Veterans Council Inc., and Carver County Veterans Assistance Program) to stay up-to-date on local needs and available resources that could benefit Service Members, Veterans, and their families.

For the purposes of providing mutual support, and rapid response to local needs, the Campaign's volunteers stay in touch with the American Legion Edward Born Post 343, American Legion Auxiliary Edward Born Unit 343, VFW Post 1783 Young America, and VFW Post 1783 Auxiliary Young America. The Campaign's current Board of Directors is populated by members of the VFW and Legion. Its Board members, Officers, and the entirety of its volunteer force live in and around Norwood Young America.

The Campaign is a nonpartisan, nonsectarian, organization. It has received a 501(c)(3) income tax exempt determination from the IRS (FEIN 27-2127610; *determination letter and filed 990-N are available upon request*), and is funded entirely with donations. Its gross receipts each calendar year are less than \$5,000.00; it has no employees, and does not pay a salary to any person.

Website – <http://nyabeyondtheyellowribbon.weebly.com>

Facebook - <https://www.facebook.com/nyabtyr>

Email – nyabtyr@gmail.com



Attendees: Carol Lagergren, Mike McPadden, Charlie Storms, Craig Heher, and Alan Krueger started attending during the Public Hearing.

Staff Present: Steve Helget, City Administrator; Karen Hallquist, Economic Development and Marketing Coordinator; and Angela Brumbaugh, City Clerk/Treasurer

Others: Tom Christianson – CUP Applicant, Ashley Williams – Central Schools, Perry Forst – Citizens State Bank Norwood Young America,

1. Call Meeting of City Council to Order

Mayor Lagergren called the virtual meeting to order at 6:04 pm. Roll call of attendance: All members excluding Alan Krueger were present.

2. Approve Agenda

Motion: CS/MM to approve the agenda as presented. Roll call vote. Motion passed 4-0

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

4. Consent Agenda

- 4.1 Approve minutes of February 8, 2021 meeting.
- 4.2 Approve payment of Claims.
- 4.3 Approve hiring Firefighter Ryan Quattrocchi.

Motion: CS/CH to approve consent agenda. Roll call vote. Motion passed 4-0.

Mayor Lagergren opened the Joint Meeting with the Council and EDA for the Public Hearing on the Business Subsidy Guidelines Provisions at 6:07 p.m.

5. Public Hearing

5.1 City Council and EDA Joint Public Hearing -Business Subsidy Guidelines Revision

Hallquist stated the Public Hearing is about the adoption of the Revised Resolution for the City of Norwood Young America Business Subsidy Guidelines.

- Hallquist stated the current Resolution was adopted in September 2004.
- As listed in the revised Resolution, the following has been added:
 - Allows EDA to alleviate from the current Business Subsidy Resolution based on a the following:
 - Grant subsidy for private development
 - Reserves the right for the EDA to deviate from the criteria in the Business Subsidy on a case by case, based on Council discretion.
 - Business Subsidy defines that a public hearing must be held for anything at or above \$150,000.
 - Allows for the City Council to amend the Business Subsidy Guidelines at any time.
 - Proposed guidelines are compliant with State law specifically dealing with MN Statute.
- Municipalities are now linking the minimum wage to something such as State and Federal rather than having to review it every time Council feels it is necessary.

- Resolution 2102 was reviewed by Kennedy and Graven attorney, Martha Ingram and is being recommended by Norwood Young America Economic Development Commission for Council approval.

Motion: MM/CS to close the Public Hearing. Roll Call vote. Motion passed 5-0. (Council Member Alan Krueger was able to attend during the public hearing.)

***Mayor Lagergren recessed the City Council Meeting at 6:13 p.m. in order to open the EDA meeting and act on Resolution 2102.*

***Mayor Lagergren reconvened the City Council Meeting at 6:15 p.m.*

6. Old Business

6.1 COVID-19 Protocols update for City Council and Commission Meetings

Lagergren stated there is a memo in the packet. Her and Helget have been attending Monday Morning County calls.

- Lagergren stated all but one City has gone back to regular meetings with some doing a hybrid model.
- Lagergren stated County Commissioners are also doing a hybrid model.
- Storms asked what is the space? Six feet plus? Lagergren stated yes and we have the option to take our masks down because we are six feet apart and speaking outwards.
- It was agreed that they would be willing to go back to a hybrid model with the stipulation masks could be kept down, if so chosen due to muffling sounds through the masks.

Motion: CS/CH to move City Council and Commission meetings to face-to-face beginning in March with the exception of the March Planning Commission meeting which has been published as a virtual event. Council members, staff and citizens retain the right to meet through a published virtual format until further notice. Roll Call vote. Motion passed 5-0.

- Lagergren stated because the Governor has opened up things with guidelines and we will start opening up our rental properties. We will keep checking with the Governor's guidelines.

7. New Business

7.1 Discuss Highway 212 Underpass Mural

- Hallquist stated her and Mayor Lagergren have met with Ms. Williams and Superintendent to discuss some options for art in the Underpass.
- Hallquist stated there is an application with MN DOT that needs to be filled out.
- Ms. Williams is the Art Teacher at Central and stated they (School) is working on adding this project into her curriculum.
- Students would work together in class to come up with something that meets her guidelines and also must meet the School guidelines.
- Williams stated each tile would reflect something from our Community and the History of our area.
- The school would take care of the upkeep. The artwork is planned out and the Students would be working on the project.
- It is important for the Students to work on this and take ownership of this project.
- This would be an ongoing project.
- Approximately 11 tiles would be done each year. It would be completed after 3-4 years.
- After completion they could start over and redo parts with new art.
- Storm stated he loves the idea but will the concrete be warm enough so the paint doesn't peel?
- Williams stated she has done research and the paint does not have weather restrictions especially since it is underground and out of the elements.
- There are other guidelines for the anti-gravity covering and Williams will make the call.

- McPadden stated he likes that it is part of the curriculum.
- Williams stated she is planning on having the Students fill out a proposal just like what is done on murals as she has had to do when painting murals herself.
- Lagergren stated we will need to get an agreement with the School together.

This item was for discussion only. No motion is needed at this time.

7.2 Approve Resolution 2021-04, Approving Conditional Use Permit for 221 Elm Street W

Helget stated Mr. Christianson would like to do manufacturing at this location.

- It would be a powder coat style business.
- Property is zoned C3. We do allow for custom and limited manufacturing assembly of material.
- We do have some manufacturing businesses in our Downtown already.
- Public Hearing was held by the planning commission.

Some of the conditions are:

- No outdoor storage of any kind is allowed.
- All business vehicles should have off street parking.
- Office areas shall be maintained at the front (street-facing) side of the building.
- Minimum of 15% of the front will be maintained for office space.
- This application is in compliance with our 2040 Comprehensive plan and Zoning Ordinance.

Motion: CH/CS to approve Resolution 2021-04 the Conditional Use Permit to provide for powder coating of previously manufactured materials at 221 Elm Street West. Roll Call vote. Motion passed 5-0.

7.3 Approve Resolution 2021-05, Approving Business Subsidy Guidelines Revision

Lagergren stated we passed this with the EDA but now we need to approve it with City Council.

Motion: MM/CH to approve Resolution 2021-05, Resolution adopting revised Business Subsidy Guidelines in compliance with Minnesota Statutes. Roll Call vote. Motion passed 5-0.

7.4 Discuss Citizens State Bank Request to Utilize City Hall as Alternative Site during Disaster Recover.

- Helget stated Forst is requesting the City and Bank to establish a mutual agreement whereby the City and Bank would be able to use each site in the case of a natural disaster.
- Contacted Insurance Agent and they did not have any liability issues.
 - List the City as additional Insured.
 - Bank would defend and indemnify the City from any claims.
 - Bank would insure its own property.
- Forst stated he was fine with the additions requested by the Insurance Agent.
- The bank is proposing they would have a limited number of staff in City Hall.
- Bank would not be using internet or phone system; a fiber optic wire would just be added.
- Data for the bank is actually held at a different data center and doesn't need special computers.
- Lagergren stated we don't need a motion at this time but need to be sure everyone is okay with moving forward.
- Council was in favor of moving forward as it can benefit both sides.

7.5 Approve Community Education Contribution Request

- Lagergren stated Community Education, Julie Kuenzel sent us a letter requesting funds.
- Last year was a weird year with Covid so we offered less as most programs didn't happen.

- There will not be a middle program in place.
- We did budget for recreation programs in 2021.

Motion: CS/MM to approve authorizing a \$2,000 contribution to Central Schools for the 2021 Summer Recreation Program.

7.6 Approve 2021 Budget Amendment

- We budget for transferring money from the General Fund (101) to the Street Improvement Fund (498)
- The actual amount that should be transferred is \$130,000.

Motion: CS/CH to approve the amendment to fund 498 to include revenue for the operating transfer from the General fund in the amount of \$130,000. Roll Call vote. Motion passed 5-0.

7. Council Member & Mayor and Staff Reports

Heher (Planning Commission): Nothing new from Planning.

Krueger: Stiftungsfest meeting informed them it is the 160th one. There are about 30 items on the program and each one is a work in process. Waiting to see what COVID is like. The tent is \$4300. Attended Senior Advisory. Vaccines were discussed. According to reading, 40% over 65 are vaccinated.

Storms (Parks and Rec): Spent a lot of time discussing companies that sell Equipment for the Parks. It is to come out of the 2022 budget. Discussed a Citizen's concern on the skate park. Talked about Underpass artwork.

McPadden (EDC): Had a meeting on February 10th. Discussed the market enrichment program which is a \$10,000 maximum amount. It has been a very well received program. Working on signage for the Industrial Park to pass onto the Council. Discussed the Downtown Young America mural and areas that would be good areas. Goal is to try and get it done for Stiftungsfest. Possibility of doing a drone video which is similar to what the State did for the Hwy 212 project, but this would be the whole community. Looking at Historic Walking Tour with signage that talks about the buildings by having a pamphlet available.

Lagergren (Mayor): After the last conversation of the Market Study, Hallquist and Lagergren discussed some of the language with Keith Wicks. He updated some of the information and Hallquist will be getting it out. Finance discussed more on how to finance 2nd Avenue and Oak Lane. We had our consultants from AEM and Ehlers and they had some new and interesting ways to finance. Southwest Corridor continues to meet. They have some bills in both House and Senate on phase 2 of Hwy 212. There is concern about vaccines being shipped in a timely manner due to the bad weather in the South. Continue to watch the updates from the County. Two Citizens contacted Lagergren complimenting on the Newsletter. Compliment to Public Service on plowing.

Helget (City Administrator): Hallquist will be working on the newsletter and it will be coming out this week with a lot of good information.

8. Adjournment

Motion: MM/CS to adjourn at 7:11PM. Roll call vote. Motion passed 5-0.

Respectfully Submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, Clerk-Treasurer



CITY COUNCIL WORK SESSION Minutes

February 22, 2021

City Council Meetings

Zoom Meeting

<https://us02web.zoom.us/j/2334975750>

Meeting ID: 233 497 5750

Attendees: Carol Lagergren, Charlie Storms, Craig Heher, Alan Krueger, and Mike McPadden
Staff Present: Steve Helget (City Administrator), Karen Hallquist (Economic Development Director), and Angela Brumbaugh (Clerk-Treasurer)
Others: Perry Forest, Mike Eggers (Planning Commission), Bill Grundahl,

1. Call Meeting of Work Session to Order

Mayor Lagergren called the meeting to order at 7:11 p.m. Roll call of attendance: All members were present.

2. Approve Agenda

Motion: CS/MM to approve the agenda, as submitted. Roll call vote. Motion passed 4-0.

3. Availability of Buildable Lots by Zoning District

Hallquist stated there are two more lots available in the Preserve which would be R1 zoning which makes it 24 available and not 22.

- Storms stated it would be a good time to start a new development.
- Lagergren feels we need to look at all different zoning areas as they are all getting filled.
- Lagergren stated we only have 4 left in C2, Downtown we have 9, B1 there is one, and light industrial there is 8.

4. Consider Usage of City Land in B-1, Business Industrial District

- Hallquist stated they had discussed doing a dog park back in 2015.
- Because it is the only lot available in the B1 district they thought about moving it to Outlot A.
- There is a triangle piece of land should the City consider selling the land which is approximately 4 acres.
- Helget stated B1 wasn't a very big zoning district and we are almost full.
- Helget stated B1 is a mixed use and there has been a need.
- Lagergren asked if anyone had an issue with opening the last piece of land in B1 for other businesses. Everyone agreed that would be fine.
- Lagergren stated moving the trail would have to come back. Whose cost?
- Lagergren asked do we need to have staff start searching for property for a B1 district. It was agreed this is necessary.
- Krueger asked about the dog park. There are a lot of dogs around but is it what we need to consider?
- Helget stated it was brought up after some Citizens requested the Parks Commission look at it.
- It hasn't been at the top of the list but it is still on the long-range goals.
- Storms stated there were a lot of people concerned about using Outlot A for a dog park.
- The thought was Outlot A was supposed to be left for nature.
- Lagergren stated she feels it is still important based on what Citizens say but the dilemma is all of the projects we have going on but we are running out of space.

5. Joint Meeting with Planning Commission to Discuss Indoor Storage in the C-2 District.

- Lagergren stated she feels the first item is are we willing to amend code to allow indoor storage in a C2 district as a CUP with a PUD? Which allows the Council and Commission to have greater control over which area is a good fit for indoor storage.

- The second item is specific to the property that has come forward. What would a CUP/PUD look like for that property. What guidelines would we want to put into place?
- Heher stated he feels some of the conversations were too focused on the property and not the broader picture of the 212 corridor.
- Heher stated in his opinion we want to get away from it looking like we have storage units allowed in our Downtown District.
- Heher stated plus if we change that we would give up prime real estate that wouldn't be generating revenue.
- Lagergren stated she feels we have consistently maintained store fronts in our businesses for street view.
- McPadden stated he thinks it can look okay but doesn't feel we should be putting storage in our C2 area. We spent a lot of time on our zoning maps.
- Krueger stated money is important and cash flow is important and that is a priority and doesn't feel indoor storage would bring in the cash flow.
- Storms stated granted the second phase may help but it might not. Anything of high value can be resold and something else go in. As far as aesthetics there isn't any reason the front façade can't be maintained. If it is that great of highway frontage it won't be indoor storage for long it won't stay that for long. There is a need for indoor storage.
- Lagergren stated she is comfortable with the idea we can make it as aesthetically pleasing as we want because we can make it a store front. Understanding we want it to be money generating but we don't know what business could come in. This may be the best thing for 2021. This meets our standards as a viable business and we can control which part of the Downtown area we put it in because we maintain a PUD.
- Lagergren stated the PUD gives us some control and alleviates some concerns.
- Storm stated he is concerned about the hours listed as long as there is proper lighting, etc.
- McPadden stated he feels it would be a good business for the B1 district. He does not want to see storage in that area because he wants to see businesses that would thrive with the traffic on 212.
- Heher asked if you knew they wouldn't give access to that area from 212, would that have changed your opinion.
- McPadden stated that is a tough question and isn't sure. He feels with signage it could make it work but not sure if knowing that would make a difference. We could see something better to put in there. There are a lot of businesses looking at wanting to move out here. Once funding for 212 gets here I think there will be more options for that area.
- Heher stated he does agree with McPadden and isn't in agreement with storage around the 212 corridor. Nobody wants to look at an empty building but we shouldn't change our long-term goals for today. We may have to have an empty building for awhile.
- Lagergren stated but we currently have storage along that area so now what do we do about that? Do we bring them into compliance?
- Helget stated we could have a nonconforming agreement. We have that with a couple of others.
- Lagergren stated she feels the PUD is so important. It is back from the highway and not as easily accessible and we can maintain the storefront façade.
- Perry Forst feels it isn't about having a building exclusively for a business like this but sometimes it is about cash flow and what is available at this time to make it cash flow. The market has tested what works and what doesn't work along Hwy 212.
- Krueger stated the potential buyer made some statements and objected to the proposed language that he access from the interior of the building. He sees a bit of a struggle with the potential buyer.
- Mike Eggers feels if you look at it the building has been there for a number of years standing empty. Maybe this would make the rest of the building usable for other things and bring more income/jobs available in the future. Maybe even the other lots available.
- Bill Grundahl stated he feels we do need to look at the big picture and set some boundaries. He isn't sure he would agree and would just say no to it right now.
- McPadden stated he is still against it but we could get around it with the PUD (for the nonconforming business)

- Heher stated but we could keep the existing business there on a nonconformance.
- Storms stated that business is not a walk-in business, the owner controls it.
- Heher and McPadden agree we should not allow indoor storage along the 212 corridor.
- Krueger agreed he is not in favor of it.
- Lagergren stated she is not against it but wants the PUD and feels it could be an acceptable fit.
- Lagergren stated it does need to be brought forward to a council meeting and an official statement put in the minutes.
- Grundahl stated Planning commission has an open public hearing going.
- Heher stated yes it has been recessed until the meeting with the Council.
- Heher stated right now there would be more Planning Commission members in favor of it than against it.
- Lagergren stated it needs to be finished at Planning and brought forward to the Council. Both the Code amendment and CUP need to be brought forward.

Motion: CS/MM to adjourn at 8:13 PM. Roll call vote. Motion passed 5-0.

Respectfully Submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, Clerk-Treasurer



more than a place, it's home.

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

To Be Approved: March 8, 2021

Payroll EFT

Check #	506457 - 506471	\$	17,994.62
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Voided Checks

Check #	31622	\$	-
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Prepays

Check #		\$	
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Claims Pending Payment

Check #	31623 - 31659	\$	93,310.47
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Wire Transfer

Cardmember e-check

Grand Total	\$	<u>111,305.09</u>
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CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 1

***Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
31623	03/05/21	ABDO, EICK, & MEYERS			
E 101-41500-301		Auditing and Acct g Servic	\$16,000.00	440021	AUDIT SERVICES
		Total	\$16,000.00		
31624	03/05/21	ANCOMCOMMUNICATIONS, INC.			
E 101-42200-323		Radio Units	\$632.50	100383	BATTERY & CLIP
		Total	\$632.50		
31625	03/05/21	BOLTON & MENK, INC			
E 495-43100-303		Engineering Fees	\$24,916.00	0265087	OAK LANE
E 101-41500-303		Engineering Fees	\$133.00	0265088	MISC ENG
E 496-43100-303		Engineering Fees	\$13,526.00	0265089	2ND AVE LIFT STATION
		Total	\$38,575.00		
31626	03/05/21	BROWN, SHELLY			
E 101-45200-432		Refund	\$650.00		PAVILION CANCELLATION
		Total	\$650.00		
31627	03/05/21	BURCUM, ALEX & KATIE			
E 601-49400-432		Refund	\$203.70		OVERPAYMENT OF FINAL WATER BILL
		Total	\$203.70		
31628	03/05/21	CARQUEST AUTO PARTS			
E 602-49450-221		Repair/Maintenance Equip	\$23.39	224632	FUEL, 3/8 DR
E 101-43100-210		Operating Supplies	\$2.99	224632	FUEL, 3/8 DR
E 101-45200-221		Repair/Maintenance Equip	\$59.92	224746	SYDR FITTING, WASHERS
E 101-45200-210		Operating Supplies	\$85.99	224794	CABLE PUSH/PULL
E 101-43100-210		Operating Supplies	\$21.92	224830	ANTIFREEZE
E 101-45200-221		Repair/Maintenance Equip	\$1.20	224944	BOLTS, CTNG WHL3
E 602-49450-210		Operating Supplies	\$8.37	224944	BOLTS, CTNG WHL3
E 101-43100-210		Operating Supplies	\$27.96	224987	PENETRATING OIL
E 101-45200-221		Repair/Maintenance Equip	\$53.00	224998	OIL FILTER, LUBE, 15W40, ROTELLA
E 101-45200-221		Repair/Maintenance Equip	\$6.98	225005	DRAIN PLUG
E 101-43100-221		Repair/Maintenance Equip	\$798.00	225083	55 GAL OIL
E 101-43100-210		Operating Supplies	\$123.85	225087	BATTERY, HEAT SHRINK, SWIVEL SOCKET
E 101-43100-221		Repair/Maintenance Equip	\$30.58	225138	HYD HOSE, HOSE END, ABRASION SLEEVE
E 101-43100-221		Repair/Maintenance Equip	\$37.10	225150	RED GREASE
E 101-45200-221		Repair/Maintenance Equip	(\$20.83)	225379	OIL FILTER, HYD FLUID
E 101-43100-210		Operating Supplies	\$12.44	225781	ROLL PIN SET
E 101-43100-221		Repair/Maintenance Equip	\$9.87	554698	LENS, MINI BULB
		Total	\$1,282.73		
31629	03/05/21	CARVER COUNTY			
E 101-42100-311		County Police Contract	\$693.82	SHERI00350	2020 POLICE CONTRACT
		Total	\$693.82		
31630	03/05/21	CARVER COUNTY RECORDER			
E 101-41320-350		Print/Publishing/Postage	\$46.00		BARTO RESOLUTION
E 101-41320-350		Print/Publishing/Postage	\$46.00		RES 2021-04

CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 2

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$92.00		
31631	03/05/21	CARVERLINK-CARVER CO BROADBAND			
E 101-41940-321		Telephone	\$185.48		
E 601-49400-321		Telephone	\$97.28		
E 602-49450-321		Telephone	\$57.28		
E 101-42200-321		Telephone	\$102.59		
E 101-43100-321		Telephone	\$99.41		
E 101-45200-321		Telephone	\$42.60		
E 101-49860-321		Telephone	\$28.70		
E 101-41940-321		Telephone	\$129.60		
E 101-41300-321		Telephone	\$57.87		
E 101-41320-321		Telephone	\$57.87		
E 101-41400-321		Telephone	\$57.87		
E 101-46500-321		Telephone	\$19.29		
E 101-42100-321		Telephone	\$96.46		
E 101-45500-321		Telephone	\$96.46		
Total			\$1,128.76		
31632	03/05/21	DHOORE, PAUL			
E 602-49450-207		Training Instructional	\$200.00		CONT ED REIMBURSEMENT
Total			\$200.00		
31633	03/05/21	GLENCOE FLEET SUPPLY			
E 101-43100-223		Repair/Maintenance Bldg/	\$34.99	52636	POLY SCOOP
E 101-45200-221		Repair/Maintenance Equip	\$8.75	52640	GASKET
Total			\$43.74		
31634	03/05/21	GOPHER STATE ONE-CALL, INC.			
E 601-49400-223		Repair/Maintenance Bldg/	\$8.77	1020642	LOCATES
E 602-49450-223		Repair/Maintenance Bldg/	\$8.78	1020642	LOCATES
Total			\$17.55		
31635	03/05/21	HOLIDAY FLEET			
E 602-49450-212		Motor Fuels	\$27.74		
E 602-49450-212		Motor Fuels	\$40.62		
E 602-49450-212		Motor Fuels	\$41.50		
E 602-49450-212		Motor Fuels	\$39.00		
E 601-49400-212		Motor Fuels	(\$3.03)		FUEL DISCOUNT
E 602-49450-212		Motor Fuels	(\$3.03)		FUEL DISCOUNT
E 601-49400-212		Motor Fuels	\$40.63	075137008	FUEL
E 601-49400-212		Motor Fuels	\$27.73	102129008	FUEL
E 601-49400-212		Motor Fuels	\$41.50	134534010	FUEL
E 601-49400-212		Motor Fuels	\$39.00	143208013	FUEL
Total			\$291.66		
31636	03/05/21	HOME SOLUTIONS			
E 602-49450-221		Repair/Maintenance Equip	\$3.89		NUT, SLEEVE, TUBE
E 101-42200-221		Repair/Maintenance Equip	\$80.95		PINE SOL, NOZZLE, BROOM
E 101-41940-223		Repair/Maintenance Bldg/	\$9.88		TUBE BULB

CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 3

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10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-221		Repair/Maintenance Equip	\$13.49		STL ROD
E 101-41940-223		Repair/Maintenance Bldg/	\$60.29		PEX TOOL
E 602-49450-223		Repair/Maintenance Bldg/	\$7.17		DISCONNECT CLIPS
E 602-49450-223		Repair/Maintenance Bldg/	\$89.91		ELBOW, VLAVE, COUPLING, RING
E 602-49450-223		Repair/Maintenance Bldg/	\$8.54		COUPLING
E 602-49450-223		Repair/Maintenance Bldg/	\$8.54		COUPLING
E 101-45200-223		Repair/Maintenance Bldg/	\$11.48		MISC HARDWARE
E 101-45200-223		Repair/Maintenance Bldg/	\$0.62		MISC HARDWARE
E 101-41940-223		Repair/Maintenance Bldg/	\$20.69		STUD SENSOR
E 101-41940-223		Repair/Maintenance Bldg/	\$17.52		WOOD SCREWS
E 101-45200-221		Repair/Maintenance Equip	\$1.24		MISC HARDWARE
E 101-45200-223		Repair/Maintenance Bldg/	\$20.25		MISC HARDWARE
E 101-43100-210		Operating Supplies	\$43.17		BLADE, PAPER TOWELS
E 101-43100-221		Repair/Maintenance Equip	\$1.69		MISC HARDWARE
E 101-41940-223		Repair/Maintenance Bldg/	\$10.78		WOOD FILLER, PUTTY
E 101-45200-221		Repair/Maintenance Equip	\$4.12		ELBOW
E 101-45200-221		Repair/Maintenance Equip	\$39.29		PVC PIPE, ELBOW, PLUG, COUPLING
E 101-41940-223		Repair/Maintenance Bldg/	(\$14.24)		RETURN ITEMS
E 101-41940-223		Repair/Maintenance Bldg/	\$100.47		BRUSH, COVER, FRAME, ENAMEL
E 101-41940-223		Repair/Maintenance Bldg/	\$1.61		PLATE
E 602-49450-223		Repair/Maintenance Bldg/	\$42.27		BALLAST, BULB
E 101-43100-223		Repair/Maintenance Bldg/	\$13.03		MISC MDSE, SANDWICH BAGS
E 101-49800-221		Repair/Maintenance Equip	\$4.49		TOGGLE HOOK
E 602-49450-223		Repair/Maintenance Bldg/	\$13.48		HOOK/STRIP, THERMOMETER
E 101-41940-223		Repair/Maintenance Bldg/	\$45.25		GARAGE OPENER, FOAM TAPE
E 101-43100-221		Repair/Maintenance Equip	\$1.72		MALE ADAPTER, PVC PIPE
E 101-41940-223		Repair/Maintenance Bldg/	\$26.24		SOFTENER SALT FOR SHOP
E 101-43100-221		Repair/Maintenance Equip	\$9.88		POPLAR DOWEL
E 101-43100-210		Operating Supplies	\$3.41		STAPLE
E 101-43100-221		Repair/Maintenance Equip	\$30.59		STL BAR
E 101-43100-221		Repair/Maintenance Equip	\$28.79		GALV PIPE
E 101-41940-223		Repair/Maintenance Bldg/	\$17.33		PUTTY, MISC HARDWARE
E 101-41940-223		Repair/Maintenance Bldg/	(\$26.08)		RETURN BOLTS
E 101-43100-210		Operating Supplies	\$6.74		TFE PASTE/TEFLON
E 602-49450-223		Repair/Maintenance Bldg/	\$28.32		DRILL PUMP, LOCKSET, DE-ICER
E 101-41940-223		Repair/Maintenance Bldg/	\$23.38		BULBS
E 101-43100-221		Repair/Maintenance Equip	\$4.64		HOOK
E 101-41940-223		Repair/Maintenance Bldg/	(\$10.78)		RETURN PUTTY
E 101-45200-223		Repair/Maintenance Bldg/	\$30.58		BARREL BOLTS
E 101-45200-223		Repair/Maintenance Bldg/	\$21.58		BOLTS
E 101-43100-210		Operating Supplies	\$20.63		U-BOLT, HEX NUT, WASHERS
E 101-45200-221		Repair/Maintenance Equip	\$4.10		REDU BUSHING, MALE ADAPTER
Total			\$880.94		
31637	03/05/21	KNUJ			
E 101-41300-340		Advertising	\$107.00	78026-1	NYA DAY
Total			\$107.00		
31638	03/05/21	KRANZ LAWN & POWER			

CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 4

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10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-221		Repair/Maintenance Equip	\$139.09	17527	CHAIN SAW REPAIRS
		Total	\$139.09		
31639	03/05/21	KWIK TRIP INC.			
E 101-45200-212		Motor Fuels	\$11.03		
E 601-49400-212		Motor Fuels	\$11.03		
E 602-49450-212		Motor Fuels	\$11.03		
E 101-42200-212		Motor Fuels	\$52.90		
E 101-43100-212		Motor Fuels	\$69.43		
E 101-43100-212		Motor Fuels	(\$7.18)		FUEL DISCOUNT
E 101-43100-212		Motor Fuels	\$54.24	6160362	
E 101-45200-212		Motor Fuels	\$38.22	6164853	
E 101-43100-212		Motor Fuels	\$78.22	6172119	
E 101-43100-212		Motor Fuels	\$22.08	6178566	
E 101-43100-212		Motor Fuels	\$50.59	6189266	
E 101-43100-212		Motor Fuels	\$49.73	6189905	
E 101-43100-212		Motor Fuels	\$68.35	6193886	
E 101-43100-212		Motor Fuels	\$67.41	6207714	
		Total	\$577.08		
31640	03/05/21	LANO EQUIPMENT			
E 101-42200-221		Repair/Maintenance Equip	\$56.39	58185	CASTER
		Total	\$56.39		
31641	03/05/21	LEAGUE OF MN CITIES			
E 101-49800-365		Insurance Claims	\$5,000.00	6356	SNOWPLOW DAMAGE
		Total	\$5,000.00		
31642	03/05/21	MAC QUEEN EQUIPMENT INC			
E 101-42200-542		FD Equipment	\$1,674.84	P00027	FIRE HELMETS & VISORS
E 602-49450-221		Repair/Maintenance Equip	\$35.25	P32696	GAUGE
E 101-42200-221		Repair/Maintenance Equip	\$1,950.00	W00007	SCBA TESTING
		Total	\$3,660.09		
31643	03/05/21	MARCO TECHNOLOGIES LLC			
E 101-41400-437		Maintenance Contract	\$1,473.83	INV8472010	MANAGED CONTRACT
		Total	\$1,473.83		
31644	03/05/21	MAYER LUMBER CO.			
E 101-41940-223		Repair/Maintenance Bldg/	\$38.52	197286	PLYWOOD
E 101-45200-223		Repair/Maintenance Bldg/	\$375.30	197631	4X8=7/16, SCRESW
		Total	\$413.82		
31645	03/05/21	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-212		Motor Fuels	\$350.81	60869	DYED DIESEL
E 101-45200-212		Motor Fuels	\$175.42	60869	DYED DIESEL
E 601-49400-212		Motor Fuels	\$175.42	60869	DYED DIESEL
E 602-49450-212		Motor Fuels	\$175.42	60869	DYED DIESEL
		Total	\$877.07		
31646	03/05/21	MINI BIFF			

CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 5

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10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-418		Other Rentals (Biffs)	\$135.15	A-121436	NYA LEGION PARK
		Total	\$135.15		
31647	03/05/21	NORTH AMERICAN SAFETY INC			
E 101-43100-211		Personal Protection Equip	\$37.98	INV55983	DUST MASK
		Total	\$37.98		
31648	03/05/21	NYA TIMES			
E 101-41320-350		Print/Publishing/Postage	\$41.58	820840	CITY CODE AMEND
E 101-41400-350		Print/Publishing/Postage	\$26.46	820841	ORD 332
E 101-41320-350		Print/Publishing/Postage	\$45.36	820842	PH COLOGNE
E 101-41320-350		Print/Publishing/Postage	\$41.58	820843	AJB PH
		Total	\$154.98		
31649	03/05/21	PET WASTE ELIMINATOR			
E 101-45200-223		Repair/Maintenance Bldg/	\$727.30	42994734	PET WASTE STATION & SUPPLIES
		Total	\$727.30		
31650	03/05/21	PIATZ, JEFFREY AND KRISTI			
E 601-49400-430		Miscellaneous	\$131.44		OVERPAYMENT OF UTILITY BILL
		Total	\$131.44		
31651	03/05/21	PRO AUTO & TRANSMISSION REPAIR			
E 101-42200-221		Repair/Maintenance Equip	\$369.69	99635	LADDER TRUCK
E 101-42200-221		Repair/Maintenance Equip	\$258.70	99781	2000 PETE
E 101-42200-221		Repair/Maintenance Equip	\$328.96	99782	1996 CHEVY KODIAK
		Total	\$957.35		
31652	03/05/21	ROYAL TIRE			
E 101-43100-221		Repair/Maintenance Equip	\$1,133.00	321-95616	T7 FRONT TIRES
		Total	\$1,133.00		
31653	03/05/21	RUPP, ANDERSON, SQUIRES, PA			
E 101-41320-304		Legal Fees	\$459.00		
E 101-41500-304		Legal Fees	\$2,980.10		
		Total	\$3,439.10		
31654	03/05/21	STREICH, MARK			
E 602-49450-207		Training Instructional	\$200.00		CONFERENCE REG
		Total	\$200.00		
31655	03/05/21	US POSTAL SERVICE			
E 601-49400-350		Print/Publishing/Postage	\$143.86		
E 602-49450-350		Print/Publishing/Postage	\$143.86		
E 603-49500-350		Print/Publishing/Postage	\$143.87		
		Total	\$431.59		
31656	03/05/21	UTILITY CONSULTANTS			
E 602-49450-217		Lab Fees	\$576.75	108047	CBOD, TSS TESTING
		Total	\$576.75		
31657	03/05/21	VERIZON WIRELESS			

CITY OF NORWOOD YOUNG AMERICA

03/05/21 12:10 PM

Page 6

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10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-321		Telephone	\$63.14		
E 101-43100-321		Telephone	\$147.33		
E 601-49400-321		Telephone	\$79.35		
E 602-49450-321		Telephone	\$184.67		
E 101-42200-321		Telephone	\$175.05		FIRE DEPT
		Total	\$649.54		
31658	03/05/21	WIGFIELD DESIGN			
E 101-45200-221		Repair/Maintenance Equip	\$45.00	1426	LETTERING FOR NEW ATV
		Total	\$45.00		
31659	03/05/21	XCEL ENERGY			
E 101-41940-381		Electric Utilities	\$1,327.34		
E 101-42200-381		Electric Utilities	\$245.85		
E 101-42500-381		Electric Utilities	\$10.71		
E 101-43100-380		Street Lighting	\$4,004.86		
E 101-43100-381		Electric Utilities	\$453.32		
E 101-45200-381		Electric Utilities	\$482.68		
E 101-45500-381		Electric Utilities	\$632.82		
E 601-49400-381		Electric Utilities	\$492.10		
E 602-49450-381		Electric Utilities	\$3,602.59		
E 101-49860-381		Electric Utilities	\$242.25		
		Total	\$11,694.52		
		10100 CHECKING	\$93,310.47		



Date: March 8, 2021
To: Members of the City Council
From: Carol Lagergren
Re: Letters of Support for Highway 212 Expansion

The attachment shows that Phase II of the Highway 212 expansion has a funding gap of \$46,600. Additional funding opportunities are being sought.

At the federal level, Carver County is applying for federal grants to continue making progress in upgrading US Highway 212. Attached you will find a letter to Secretary Buttigieg to support a \$25,000 BUILD and INFA grant applications.

Next week at the state level, Senate File 528 will be heard in the Transportation Finance and Policy Committee. This bill deals with the expansion of U.S. Highway 212 from two lanes to four lanes between Norwood Young America and Cologne. There appears that companion legislation in the House will also receive a hearing

Recommendation: Motion to approve the letters of support for the U.S. Highway 212 expansion.



March 5, 2021

Senator Scott Newman
Chairman Transportation and Finance Committee
3105 Minnesota Senate Building
St. Paul, MN 55155

Dear Chairman Newman:

On behalf of the City of Norwood Young America, please accept this letter of support for Senate File 528, related to the expansion of U.S. Highway 212, from two lanes to four lanes between Norwood Young America and Cologne. This critical project expands five miles of U.S. Highway 212 in Carver County from a two-lane undivided rural highway to a four-lane divided expressway facility extending from the City of Norwood Young America (County Highway 34) to the City of Cologne (County Highway 36).

This section of U.S. Highway 212 is an essential corridor for businesses and residents throughout the State, serving 22,000 square miles of rural Minnesota and South Dakota and supporting travelers from 74 of 87 counties. Unfortunately, this section of U.S. Highway 212 is a two-lane undivided roadway with safety deficiencies that have resulted in several serious vehicle accidents and multiple fatalities along this corridor. This much needed infrastructure improvement would correct safety issues for travelers, promote additional commerce, and ensure U.S. Highway 212 continues to remain a reliable freight route for the 1300 trucks traveling this corridor daily.

In addition to the safety and commerce-related benefits of expanding U.S. Highway 212, this expansion will bring significant gains to the communities along the 212 corridor in terms of growth and development. In the past three years, our small community has seen the addition of 30 new businesses and 60 new homes. Based on the exponential residential, commercial and industrial growth experienced by communities along the current four lane portion of this roadway, we anticipate continued growth in the size of our community and of our tax base.

The tagline for our community is "Norwood Young America is more than a place, it's home." We ask that you support additional funding for the expansion of U.S. Highway 212 so that visitors to our home can have a safer journey. Thank you for your time and consideration.

Sincerely,

Carol Lagergren

Carol Lagergren, Mayor
Cc: Senator Julie Coleman

Norwood Young America



March 8, 2021

The Honorable Pete Buttigieg
Secretary, US Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Dear Secretary Buttigieg:

The City of Norwood Young America is pleased to support the US Highway 212 Rural Freight Mobility and Safety Project for consideration of federal financial assistance under US Department of Transportation (DOT) Discretionary Grant Programs. This critical project expands five miles of US Highway 212 in Carver County, Minnesota, from a two-lane undivided rural highway to a four-lane divided expressway facility extending from the city of Norwood Young America (County Highway 34) to the city of Cologne (County Highway 36). Carver County and Minnesota DOT (MnDOT) completed extensive corridor planning and are partnering on project development efforts to bring forward this innovative, cost-effective approach to expand US Highway 212.

The corridor is part of the National Highway System and is one of the most important economic and freight highway corridors in the State of Minnesota and the Upper Midwest region, connecting the Twin Cities to South Dakota and beyond. US Highway 212 is identified by the MnDOT in the Minnesota State Freight Investment Plan as a Critical Rural Freight Corridor. The corridor provides a critical connection for agricultural and industrial traffic to and from the Twin Cities Metropolitan area, which is emphasized by the Metropolitan Council's prioritization of the highway as a "Tier One Truck Corridor".

The US Highway 212 Rural Freight Mobility and Safety Project addresses serious safety, access, and mobility issues and meets and exceeds the priority objectives of the DOT's grant programs. Most significantly, the project will benefit the highway freight network by addressing deficiencies on a Critical Rural Freight Corridor, implementing significant highway safety measures, improving the state of good repair for National Highway System infrastructure not fully reconstructed since 1929, and strengthening local and regional economic competitiveness and vitality by realizing the vision of a reliable and connected freight transportation system.

Norwood Young America

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

The City of Norwood Young America endorses and supports Carver County's application to US DOT Discretionary Grant Programs for the US Highway 212 Rural Freight Mobility and Safety Project and urges decision makers to prioritize the project for grant funding.

Sincerely,

Carol Lagergren

Carol Lagergren
Mayor

Norwood Young America

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



US Highway 212 Rural Freight Mobility and Safety Project



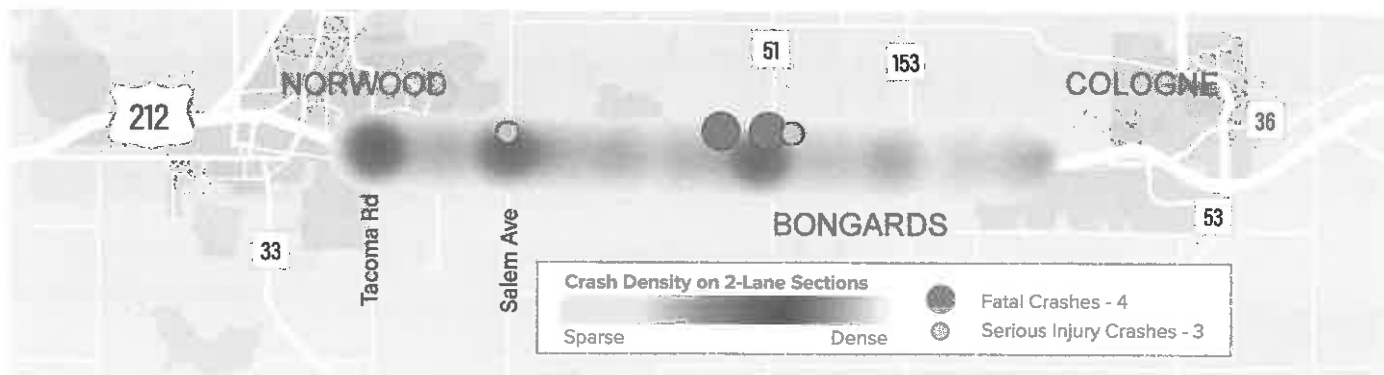
GOALS: Address critical mobility and safety issues and eliminate a five mile freight bottleneck between the cities of Cologne and Norwood Young America. Ensure travel time reliability for all users, enhance economic development and access to employment, and improve the quality of the environment.

US HIGHWAY 212 IN CARVER COUNTY

- **One remaining 5-mile, 2-lane bottleneck** between Cologne and Norwood Young America.
- **Serves 22,000 square miles** of rural MN and SD – Primary connector for 65 major freight generators Serving travelers from 74 of 87 counties
- **Originally constructed** in 1929
- **Carries more than 1,300 trucks daily**
- **Four fatal and three serious injury crashes.**
- **Only high priority interregional corridor in the metro area that still has two-lane segments.**
- **History of federal funding requests:**
 - FASTLANE 2017
 - INFRA 2017, 2019, 2020
 - BUILD 2018, 2019, 2020
 - TIGER 2010 (Planning)

CRASHES

Within the project area, there have been **FOUR** reported traffic fatalities and **three** severe crashes involving life-threatening injuries (2009-2019).



PROJECT CHALLENGES

- 1 ELIMINATE** the freight bottleneck
- 2 IMPROVE** roadway safety
- 3 EXPAND** access to employment
- 4 Ensure** state of good repair

The project addresses multiple transportation challenges including mobility and safety and reducing gaps in the transportation system to enhance connections between the greater western Minnesota region, South Dakota, and the Twin Cities.

Freight Bottleneck

17% increase in operational costs
Negatively affects 65 freight generators

The project will address critical capacity issues by creating a continuous, four-lane expressway from Glencoe to the Twin Cities.

Fatalities

4 fatalities in past 10 years

The project will reduce fatal and injury crashes by eliminating 2-lane rural highway gaps and providing safe access.

Employment Barriers

72% of residents travel outside Carver County for work

The project will expand highway capacity to strengthen US 212 as a major connection, linking rural communities to the Twin Cities economic hub.

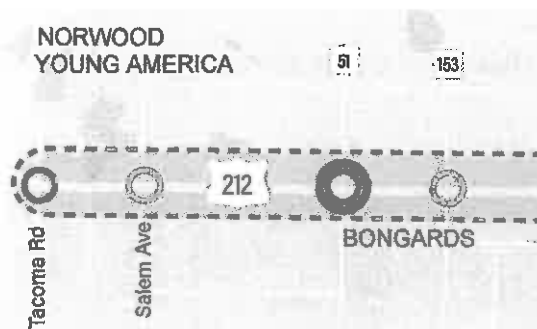
Aging Infrastructure

Roadway has not been expanded or reconstructed since it was originally built in 1929

The project will replace aging infrastructure that has not been expanded or reconstructed since it was originally built in 1929.

PROJECT IMPROVEMENTS

The Project will update the obsolete two-lane roadway to a four-lane expressway. It will address critical safety issues by reconstructing key intersections as Reduced Conflict Intersections (RCIs). Other improvements include the addition of full width shoulders and turn lanes. If funding is available the CR 51 intersection will be replaced with a grade-separated interchange.



Reduced Conflict Intersections (RCI)



Grade Separated Overpass (Option)

Completed RCIs in the corridor have resulted in 50% reduction in injury crashes. 100% reduction in fatal and serious injury right-angle crashes

PROJECT SCHEDULE



PROJECT COSTS/FUNDING

Costs:	Design, NEPA	\$2,900,000
	Right of Way	\$3,000,000
	Construction, Administration	\$62,100,000
	Total	\$68,000,000
Funding Commitments	County (Local Option Sales Tax)	\$12,000,000
	Federal (Met Council Regional Solicitation)	\$3,500,000
	State (MnDOT)	\$5,700,000
	Funding Gap	\$46,800,000
Potential Gap Funding Sources	State Legislature (Bonding)	\$17,500,000
	State (Additional MnDOT)	\$2,300,000
	County (Additional Sales Tax)	\$2,000,000
	Federal (DOT BUILD/INFRA)	\$25,000,000

Assumes Interchange at CR 51

NEXT STEPS

- County and MnDOT moves ahead with project development and ROW mapping in 2021.
- County applies for upcoming grants: 2021 BUILD, 2021 INFRA, State legislative request.



Primary Contact:

Lyndon Robjert, PE,
County Engineer Carver County
11360 Hwy 212 West, Suite 1
Cologne, MN 55322
952-466-5206
lrobjert@co.carver.mn.us

For more information:

[Carver County US 212 project](#)

#Make212Safe



US Highway 212 Rural Freight Mobility and Safety Project





TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: March 8, 2021

SUBJECT: Event COVID-19 Preparedness Plan

Attached is the COVID-19 Preparedness Plan for the West Carver Girl Scouts Drive Thru Easter Egg Hunt. The event is to be held at the Willkommen Memorial Park on Saturday, April 3, 2021. Tricia Mackenthun is the Girl Scout leader in charge of the event.

Norwood Young America

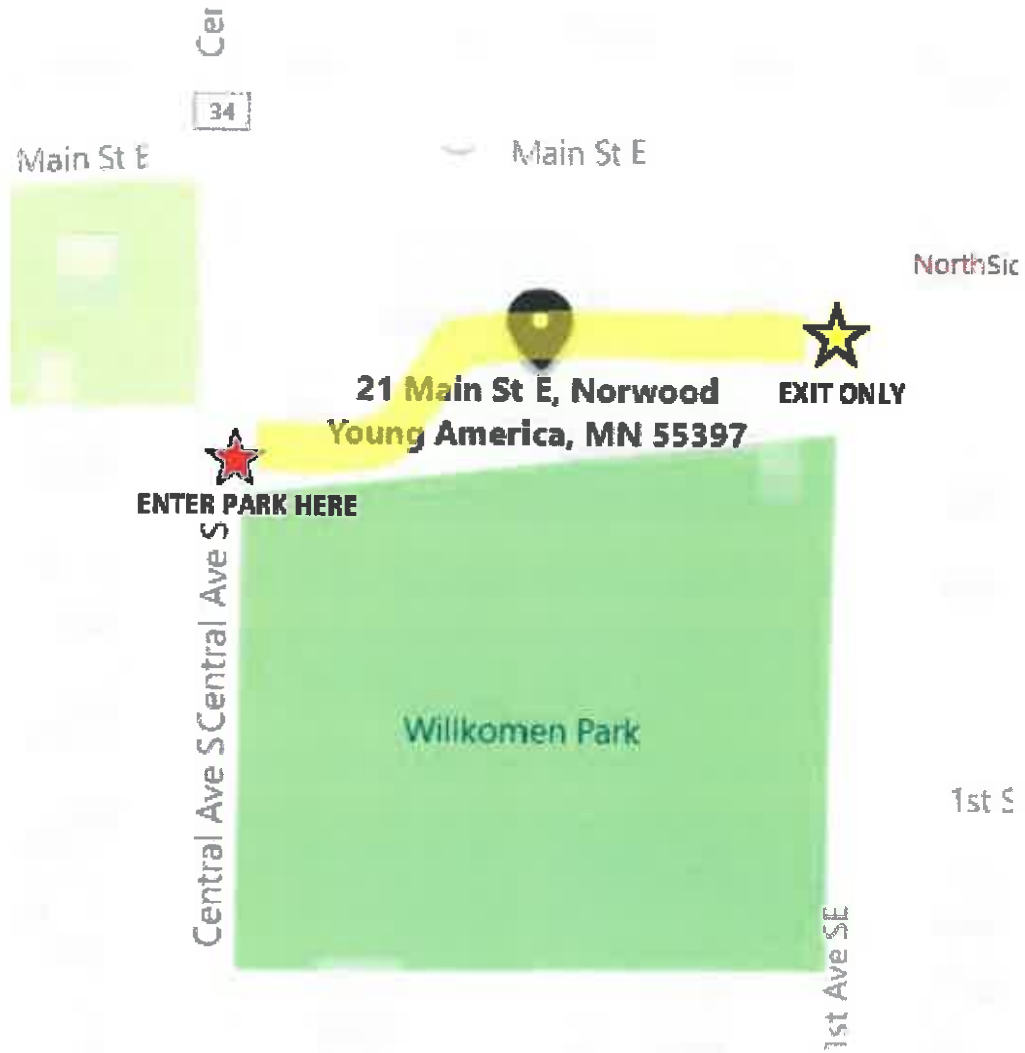
310 Elm Street West PO Box 59 – Norwood Young America, MN 55368 – (952)467-1800 – www.cityofnya.com

West Carver Girl Scouts
Drive Thru Easter Egg Hunt
April 3, 2021
COVID Protocol Plan

- Vehicles will enter Willkommen Park at West Entrance off Central Avenue.
- Drive up to Shelter Area where the Easter Bunny will be located to wave to the children and parents as they drive thru the park.
- Children will have opportunity to look out their windows to find the Easter Eggs they have colored and turned in.
- Older Girl Scouts (age 11+) and Troop Leaders will then give a Gift Bag to each child (filled with a pre-packaged toy/craft and pre-packaged candy.)
- Cars will then exit out the East side of the Park onto 1st Ave SE.
- All Guests will remain in vehicles.
- The Easter Bunny, Girl Scouts & Troop Leaders will all be wearing masks and gloves.

Map of Willkommen Park

Entrance/Exit Areas as Noted





GIRLSCO-03

SHUBBARD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/3/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Maguire Agency 1970 Oakcrest Avenue, Suite 300 Roseville, MN 55113	CONTACT Jeff Erager, CPCU NAME:	
	PHONE (A/C, No, Ext): (651) 635-2724	FAX (A/C, No): (651) 638-9762
	E-MAIL ADDRESS: jerager@maguireagency.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Girl Scouts of Minnesota and Wisconsin River Valleys, Inc. 5601 Brooklyn Blvd Brooklyn Center, MN 55429	INSURER A: National Casualty Company	11991
	INSURER B: SFM	11347
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		KKO24853900	10/1/2020	10/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			KKO24854000	10/1/2020	10/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			XKO24854100	10/1/2020	10/1/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in WI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	59916208	10/1/2020	10/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Girl Scouts Troop Meetings/Activities for Girl Scouts of Minnesota and Wisconsin River Valleys, Inc. to be held October 1, 2020 through September 30, 2021

CERTIFICATE HOLDER

CANCELLATION

City of Norwood Young America
310 Elm St W, PO Box 59
Norwood Young America, MN 55368

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



TO: Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, Clerk-Treasurer

DATE: March 8, 2020

RE: Renewal of Consumption and Display Permit

Mid-town Family Restaurant has submitted their renewal application for their Consumption and Display Permit. This is a separate permit from the one the City requires to be renewed on July 1st. This permit comes from the MN Department of Public Safety-Alcohol and Gambling Enforcement Division.

As part of the requirements of the permit, the City Council is required to approve the permit.

RECOMMENDATION: *Approve the renewal of a Consumption and Display Permit for Mid-Town Family Restaurant at 123 E Railroad Street.*

Norwood Young America

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



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF CONSUMPTION AND DISPLAY PERMIT
Permit Fee \$250 (Renewal Date: April 1)

Iden: 5400

License Code: CDPBL

Business Phone: 9524672721

Richter, James F.

DBA: Mid-Town Family Restaurant

123 E Railroad St/Box 706

NorwoodYoung America, MN 55368

IF NAME AND
ADDRESS SHOWN
ARE NOT CORRECT
MAKE CHANGES
BELOW

Worker's Comp. Ins. Name

Policy No.

Policy Period

City/County where permit approved

Licensee Name

Address, City, State Zip

Business Phone

Email

By signing this renewal application, applicant certifies that there has been no change in ownership, corporate officers, bylaws, membership, partners, home addresses, or telephone numbers. If changes have occurred during the past 12 months, please give details on the back of this renewal, then sign below.

Applicant's signature on this renewal confirms the following:

Failure to report any of the following will result in fines.

1. Applicant confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
2. Applicant confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
3. Applicant confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on the back of this renewal, then sign below.
4. Applicant confirms that workers compensation insurance is in effect for the full license period.
5. Applicant confirms, no club on-sale intoxicating liquor license is held.
6. Applicant confirms business premises are separate from any other business establishment.

Additional information to be provided as is necessary

- Indicate (on back of page) changes of corporate officers, partners, home addresses or telephone numbers:
- Report (on back of page) details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses fines or other penalties, including alcohol penalties):
- Report (on back of page) any license rejections or revocations:
- City/County Comments:


Licensee Signature

2-23-21

Date

(Signature certifies all application information to be correct and permit has been approved by city/county.)

City Clerk/County Signature

Date

(Signature certifies that a consumptions and display permit has been approved by the city/county as stated above.)

MAKE CHECKS PAYABLE TO: DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT AND RETURN WITH APPLICATION.

Amount Received



TO: Mayor Lagergren and Council Members

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: March 8, 2021

RE: Transient Merchant Application – Fireman's Barbeque & Elephant Joe's Coffee

On March 3, 2021, the City received a Transient Merchant application from Justin Spande from Hamburg, MN. The legal name of his business is Fireman's Barbeque, LLC and it is a food truck/trailer.

Fireman's Barbeque, LLC makes and sells BBQ food. The food truck would be parked next to Car Quest at 309 Faxon Road North, at the Mill Buildings at 18 3rd Ave SE and the Springfest Artisan Fair on Elm Street.

On March 4, 2021, the City received a Transient Merchant application from Katie Klein from Cologne, MN. The legal name of her business is Elephant Joe's Coffee and it is a coffee truck/mobile food unit.

Elephant Joe's Coffee prepares and sells coffee drinks, smoothies, and occasional baked goods. The food truck would be parked next to Car Quest at 309 Faxon Road North, at the Mill Buildings at 18 3rd Ave SE and Children of Tomorrow at 316 Hwy 212.

Chapter 3 of the City Code states the following:

***Transient Merchant.** The term "transient merchant" shall mean a person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty store front for the purpose of exposing or displaying for sale, selling, or attempting to sell, and delivering, goods, wares, products, merchandise, or other personal property, and who does not remain or intend to remain in any one location for more than one hundred twenty (120) consecutive days.*

RECOMMENDATION:

A motion to approve the Transient Merchant Application from Justin Spande, doing business as Fireman's Barbeque, LLC, and not to exceed 120 consecutive days at any one location as listed in Chapter 3, Section 310 of the City Code.

A motion to approve the Transient Merchant Application from Katie Klein, doing business as Elephant Joe's Coffee, and not to exceed 120 consecutive days at any one location as listed in Chapter 3, Section 310 of the City Code.



TRANSIENT MERCHANT
310 Elm Street West, P.O. Box 59
NYA, MN 55368
952-467-1800

Date of Application 3/3/2021 \$50.00 License Fee Paid _____
Applicant Full Legal Name Justin Richard Spande
Home Address/Phone 331 Louisa ST, Hamberg, MN 55339
763-312-4193
Description of Applicant (hair/eye color, height, weight, etc.) Bald, H21, 5' 11" 280
Full legal name of any/all business operation(s) Fireman's Barbeque LLC
Applicant regular place of business (if any) _____
Type of transient merchant business Food Truck
Location where applicant intends to set up business Cy1 QUEST, Spring Fest, Old Mill near
Description of items to be sold or services provided BBQ Food & Sides
Contact phone number during sale period 763-312-4193
Annual or daily license Annual Dates conducting business in City March - Oct
Any convictions other than traffic offenses (within last 5 years) None
3 recent peddler sale locations Norwood, Spring Park, Monticello
Proof of any required county license _____ Property owner written permission _____
Names of all parties authorized by this permit Justin Spande


APPLICANT SIGNATURE

CITY OFFICIAL SIGNATURE

Council approved _____

Valid from _____

pd 3/3/2021
50.00
cr# 1152 KJA



more than a place, it's home.

CHECK ONE

☐ Solicitor Permit

☐ Peddler Permit

☒ Transient Merchant Permit

Application Date 2/18/2021

Expiration Date _____

Fee: \$50.00

Dates Conducting Business in City

TBD

If applicable, attach county or state licenses, property owner written permission, business card, brochure, or any other information about the product/service.

Applicant's Full Legal Name

Katie A. Klein

Home Address

205 Paul Avenue N

Cologne MN 55322

Phone Number

952-999-2766

Business Name

Elephant Joe's Coffee

Business Address

205 Paul Avenue N

Cologne MN 55322

Phone Number

952-999-2766

Type of Business

Coffee Truck mobile food unit

Products Sold or Services Provided

Coffee drinks, smoothies, and occasional baked goods from a vendor.

All Other Business Names/Phone

Other contacts include: Kelsey & Jeff Hackler 651-276-1525

Damon Klein 952-292-6598

Three recent locations

NYA School 12/21/2020

Security Bank Cologne

The Poppy Shop- Arlington

While doing business within the city, I will abide by the City Code of Norwood Young America including the allowed hours of operation which are 9:00am - 7:00pm. I understand that if I do not follow the City Code, or if the city receives any complaints regarding myself or one of my employees (listed on the reverse side), my permit may be revoked for up to five years. I also understand that this permit is not transferable.

Katie A. Klein
Signature

2/20/2021
Date

Complete the reverse side regarding people authorized by this permit.

pd 3/4/2021
50.00
OK #1130 Kth

PEOPLE AUTHORIZED BY THIS PERMIT

Full Name

Katie Klein

Cell Phone Number

952-999-2766

37

Description of Person
(height, weight, hair and eye color, etc)

5'7", 130 lb, blonde hair, blue eyes. 30 years old.

List convictions in past 5 years
(other than traffic violations)

None

Full Name

Damon Klein

Cell Phone Number

952-292-6598

Description of Person
(height, weight, hair and eye color, etc)

5'11, 200 lb, Graying brown hair, green/brown eyes, 44 years old.

List convictions in past 5 years
(other than traffic violations)

None

Full Name

Kelsey Hackler

Cell Phone Number

651-276-1525

Description of Person
(height, weight, hair and eye color, etc)

6'. 150 lbs, blonde hair, blue eyes 43 y.o.

List convictions in past 5 years
(other than traffic violations)

None

Full Name

Jeff Hackler

Cell Phone Number

612-987-3025

Description of Person
(height, weight, hair and eye color, etc)

6'4", 220 lb, brown hair, brown eyes 40 y.o.

List convictions in past 5 years
(other than traffic violations)

None



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: Resolution 2021-06, Approving Plans and Specifications and Ordering Advertisement for Bids

At the November 23rd regular City Council meeting, the Council approved Resolution 2020-34, which ordered the improvement and preparation of plans for the Oak Lane Improvement Project.

Josh Eckstein, Bolton & Menk, will be present to provide information on the final plans and advertisement for bids.

Enclosed is the proposed Resolution 2021-06, Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.

Recommended Motion:

Motion to approve Resolution 2021-06, Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.

Norwood Young America



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

*****MEMO*****

DATE: March 2, 2021
TO: Steve Helget, City Administrator
FROM: Josh Eckstein, Bolton & Menk, Inc.
SUBJECT: Oak Lane Improvement Project

Honorable Mayor and City Council Members:

The purpose of this memo is to request approval of plans and specifications and to receive authorization to advertise the Oak Lane Improvement Project. The major components associated with this project are:

- Street Reconstruction
- Storm Sewer Construction
- Watermain And Water Service Improvements
- Sanitary Sewer And Sewer Service Improvements
- Miscellaneous Driveway And Turf Restoration Items

If authorized to proceed, the project schedule would allow the project to be advertised in March and bid in April. Award of the project is scheduled to be considered at the second council meeting in April.

Please let me know if you have any questions or require any additional information.

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2021-06**

**Resolution Approving Plans and Specifications
and Ordering Advertisement for Bids**

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

WHEREAS, pursuant to a Resolution 2020-34 approved by the City Council on November 23, 2020, the city engineer has prepared plans and specifications for the Oak Lane Improvement Project, the improvement of Oak Lane from Tacoma Avenue (County Road 34) to the cul-de-sac approximately 1,300 feet west of Tacoma Avenue and has presented such plans and specifications to the council for approval.

NOW THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby ordains the following:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper (News & Times) and on QuestCDN an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 26 days, shall specify the work to be done, shall state that bids will be received by the clerk online until 10:00 a.m. on April 13, 2021, at which time they will be publicly opened and read via conference call by the city engineer. Bids will then be tabulated and will be considered by the City Council at their regular April 26, 2021 which will commence at 6:00 p.m., in the City Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless appropriately submitted online and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for 5 percent of the amount of such bid.

Adopted by the City Council this 8th day of March 2021.

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, City Clerk/Treasurer



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: Approve awarding quote to complete Appraisals for Oak Lane and 2nd Avenue Lift Station & Street Improvement Projects

Bolton & Menk solicited quotes from two appraisal companies to conduct assessment appraisals on all the properties proposed to be assessed costs associated with the Oak Lane and 2nd Avenue Lift Station & Street Improvement Projects. The firm Patchin Messner Valuation Counselors submitted a quote to complete the appraisals for \$17,000 to \$19,000. A second quote was attempted to be obtained from Minnesota Real Estate Appraisal Services but they did not submit a formal proposal.

Josh Eckstein, Bolton & Menk, will be present to review the quote and proposal received from Patchin Messner Valuation Counselors. Enclosed is a letter from Jake Saulsbury and a copy of the quote received from Patchin Messner Valuation Counselors.

Recommended Motion:

Motion to award the Assessment Appraisals for both the Oak Lane Improvement Project and 2nd Avenue Lift Station & Street Improvement Project to Patchin Messner Valuation Counselors for a fee not to exceed \$19,000.



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

March 1, 2021

City of Norwood Young America
Attn: Steve Helget
310 Elm Street West
Norwood Young America, MN 55368

**RE: Oak Lane Improvements and 2nd Avenue Lift Station & Street Improvements
Special Benefit Consultation Services**

Dear Mr. Helget:

Both the Oak Lane Improvement project and the Second Avenue Lift Station & Street Improvement project are currently in the final design phase. Both projects have approved Feasibility Studies, and both projects have had the required Improvement Hearing. During these earlier steps conducting Assessment Appraisals for both projects was discussed and was received favorably by the City Council.

Attached is a proposal from Patchin Messner Valuation Counselors in the amount of \$17,000 to \$19,000. The scope of work provided by this firm includes researching and analyzing similar projects in the area and providing a report for each project that contains a special benefit analysis. The database generated from this exercise will be able to be used for future projects as well. If the City Council elects to complete Assessment Appraisals for a future project, the cost for this exercise will also utilize this data and will cost less than that included here. This firm is very familiar with Carver County and completes similar work as part of ongoing street and utility reconstruction projects for the City of Carver and for the City of Waconia.

A second quote was attempted to be obtained for this work. A formal submittal was not received, but an email from Minnesota Real Estate Appraisal Services stated they could complete an appraisal for 6 or 7 properties for a fee of \$10,000. This approach would target specific properties and may not fully encompass the benefit received for all properties in the project areas.

Based on the items above, we recommend authorizing Patchin Messner Valuation Counselors to complete a special benefit analysis for the two projects for a fee not to exceed \$19,000. Being this project is anticipated to take 20 to 24 weeks to complete, authorization is needed in March in order for the data to be available ahead of the Assessment Hearing planned for this fall. Please contact me if you have any questions or would like to discuss this process or either of these projects in greater detail.

Sincerely,

Bolton & Menk, Inc.

Jake Saulsbury, P.E.

Cc: Josh Eckstein, Bolton & Menk



PATCHIN MESSNER VALUATION COUNSELORS

December 8, 2020

City of Norwood Young America
c/o Bolton & Menk, Inc.
2638 Shadow Lane, Suite 200
Chaska, MN 55318-1172

ATTN: Jake Saulsbury, PE

RE: Special Benefit Consultation Services
City of Norwood Young America
Oak Lane Improvements
2nd Avenue Improvements

Dear Mr. Saulsbury:

As a follow-up to your request for a proposal for special benefit analyses of the planned Oak Lane and 2nd Avenue project areas, this letter outlines the potential scope of work to be performed by Patchin Messner Valuation Counselors.

As requested, our firm will investigate and analyze probable special benefit to residential properties within the City of Norwood Young America improvement project areas. The scope of work will include analyzing special benefit resulting from the following road reconstruction types:

- Oak Lane Project Area
Street reconstruction from a gravel surface to a paved surface, as well as street reconstruction from a gravel surface to a paved surface with extension of sanitary sewer and watermain
- 2nd Avenue Project Area
Full depth street reconstruction of an existing urban section of roadway, as well as full depth street reconstruction of an existing urban section of roadway with replacement of watermain

As a consultation, we will provide an anticipated range of special benefit for residential properties affected by the above project types. The function of this analysis is to provide guidance to the City of Norwood Young America in determining the appropriate level of assessment for each project area. While no specific property or properties will be appraised, the anticipated value enhancement from the proposed project(s) will be expressed on a per assessable unit/lot basis.

In order to estimate probable benefit, the following methodology will be employed.

- 1) Research other street reconstruction projects in comparable residential neighborhoods in the Twin Cities metropolitan area, as well as in outlying areas.
- 2) Investigate transactions that sold before and after similar reconstruction projects occurred, in order to isolate anticipated benefit to residential properties.

Finally, two consultation reports will be prepared summarizing the findings of our analyses (Oak Lane project area; 2nd Avenue project area). The consultations will be completed within 20 to 24 weeks from the returned signed authorization to proceed, and it is our understanding that the Oak Lane analysis is to be completed first. A verbal report of anticipated special benefit will be provided to the client prior to issuance of a written consultation.

We are requesting the following information on reconstruction projects that have occurred in Norwood Young America from 2008 through 2020:

- Feasibility Report
- Final Assessment Roll, including date assessments were adopted
- Date of public knowledge of project
- Construction start date
- Date construction complete, including year of primary construction if a multi-year project

It is anticipated that the cost of the two consultations will range from \$17,000 to \$19,000, and will not exceed \$19,000. Professional fees for services rendered will be invoiced at the following hourly rates:

Patchin Messner Valuation Counselors Fee Schedule

Name	Title	Yrs. Exp.	2020-2021 Billing Rates		
			Valuation & Consultation/Hr.	Pre-Trial Preparation/Hr.	Hearings/ Testimony/Hr.
Jason L. Messner, MAI	Principal	34	\$200	\$250	\$350
Sherril L. Brumm, MAI	Principal	25	\$160	\$200	\$275
Christine L. Mackaman, MAI, AI-GRS	Principal	16	\$160	\$200	\$275
Brent D. Pederson, MAI	Principal	17	\$130	\$170	\$225
Andrew S. Totzke	Associate	8	\$85 - \$95	\$100 - \$110	\$175
Craig A. Christianson	Associate	11	\$80 - \$90	\$90	N/A
Alyssa M. Ruis	Associate	7	\$80 - \$90	\$90	N/A
Trista L. Soave	Associate	5	\$80 - \$90	\$90	N/A
Nathan A. Wareham	Associate	4	\$75 - \$85	\$90	N/A
Michelle K. Hedges	Associate	1	\$70 - \$80	\$85	N/A
Miriam Hermes	Office Manager	36	N/A	N/A	N/A
Myrna McInerly	Office Manager	23	N/A	N/A	N/A

Hourly billing rates may increase no more than 3% annually beginning 1/1/2021. Furthermore, hourly rates are inclusive of expenses. No reimbursable expenses will be billed.

Retainer Fee to be Paid in Advance: None

The reports will be prepared in compliance with the Uniform Standards of Professional Appraisal Practice (USPAP) and the Appraisal Institute Code of Professional Ethics.

If you have any questions or comments regarding this proposal, feel free to contact me at your convenience.

Sincerely,

PATCHIN MESSNER VALUATION COUNSELORS



Sherril L. Brumm, MAI

Authorization to Proceed

Client Name:

Individual Responsible:

Signature:

Date Accepted:



TO: Mayor Lagergren & NYA City Council

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: March 8, 2021

SUBJECT: Resolution 2021-07 Approving Minnesota Department of Transportation Art on Trunk Highway Right of Way Application

Under the recommendation of the City Council, staff proceeded with the application process for the MnDOT Art on Trunk Highway Right of Way Application and draft of a joint agreement with the City of NYA and Central Public Schools for the Hwy 212 Underpass Artwork Project. A detailed description of the Hwy 212 Underpass Artwork Project will accompany the application along with pictures of the proposed area of design.

Action

Motion to approve Highway 212 Underpass Artwork Agreement between the City of Norwood Young America and Central Public Schools.

Motion to approve Resolution 2021-07 Approving Minnesota Department of Transportation Art on Trunk Highway Right of Way Application.

**RESOLUTION NO. 2021-07
CITY OF NORWOOD YOUNG AMERICA**

**A RESOLUTION APPROVING MINNESOTA DEPARTMENT OF
TRANSPORTATION ART ON TRUNK HIGHWAY RIGHT OF WAY
APPLICATION**

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

WHEREAS, the City of Norwood Young America has identified a proposed project within the city that meets the Minnesota Department of Transportation Art on Trunk Highway Right of Way program's purpose and criteria; and

WHEREAS, the City has established Highway 212 Underpass Artwork Guidelines of which the proposed project is a component; and

WHEREAS, the City has the capacity and capability to ensure the proposed project will be completed and administered within the Minnesota Department of Transportation Art on Trunk Highway Right of Way program guidelines.

NOW THEREFORE, BE IT RESOLVED that the City of Norwood Young America, Carver County, Minnesota, approves the submittal application for formal approval from the Minnesota Department of Transportation program.

BE IT FURTHER RESOLVED that if the application is approved by Minnesota Department of Transportation, Karen Hallquist, the Economic Development Marketing Director, is hereby authorized to execute such agreements as are necessary to receive approval for the proposed project.

Adopted by the City Council this 8th day of March 2021.

Carol Lagergren, Mayor

ATTEST:

Steven Helget, City Administrator

Application for Art on Trunk Highway Right of Way

The Minnesota Department of Transportation (MnDOT) will use the application information you provide to review your proposal for the placement of art on trunk highway right of way, consistent with [MnDOT Policy No. OP007](#), Effective Date November 28, 2018. Policy No. OP007 provides details on the application process, art selection criteria, financial responsibilities, Visual Artists Rights Act rights, artist and sponsor recognition, maintenance, and criteria for art modification, removal, and disposal.

For questions or additional information regarding this application or the Art on the Trunk Highway Right of Way Policy or process, please contact the appropriate [MnDOT District Contact for Art on Trunk Highway Right of Way](#), the [Director of the Office of Environmental Stewardship](#), or the [Director of the Office of Bridge](#). The appropriate MnDOT District Office for each proposed art project is determined by the geographic area in which the proposed art will be located. Please refer to this list of [Local MnDOT Offices](#) or the [MnDOT District Map](#) to determine the proper MnDOT District Office to process this application.

PLEASE NOTE: Approved applicants will be required to enter into a Cooperative Agreement with MnDOT prior to the installation or placement of art on the trunk highway right of way. All art installed or placed on the trunk highway right of way will be a donation to, and become the property of, MnDOT.

Please save this application form to your computer or mobile device, complete the application form, and send the completed application form and related documentation to the appropriate MnDOT District Office. All submitted applications, including related and requested documentation, may be subject to disclosure under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

Applicant (Political Subdivision, State Agency or Tribal Government Only)		
1. Agency: City of Norwood Young America, MN	2. Contact First Name: Karen	3. Contact Last Name: Hallquist
4. Contact Phone Number: 952-467-1810	5. Contact Email Address: economicdev@cityofnnya.com	
Sponsor (If Applicable)		
6. Agency/organization:	7. Contact First Name:	8. Contact Last Name:
9. Contact Phone Number:	10. Contact Email Address:	
Artist(s)		
11. Name of Artist and/or Studio (If Applicable): Central Public Schools	12. Contact First Name: Ashley	13. Contact Last Name: Williams
14. Contact Phone Number: 952-467-7100	15. Contact Email Address: awillems@isd108.org	
Project		
16. Identify the proposed location of the artwork. (Please include city, proximity to roadways or landmarks, and any other pertinent information.) Placement should be as far away from the traveled roadway as possible. In 2020, MnDOT completed a major highway construction on Hwy 212 from Cologne through Norwood Young America which included mill and overlay, reduced conflict intersection and a pedestrian underpass. The proposed artwork would be located within the 154 ft long underpass. The underpass runs north and south, east of the Hwy 212/Reform Street intersection with connecting trails within Kehrner Park. There would be no visual access to the artwork project by vehicle traffic on Hwy 212. See attached pictures.		

17. Provide a detailed description of artwork, including community and location context and significance, description of materials, colors, shapes, identifying features, and distinguishing characteristics. (In addition to this description, please attach sketch or picture if available.)

During spring semester, students at Central High School in DPP I & II (Draw, Paint, Print) will create a mural design/mural in the 212 Underpass. The design of each tile will reflect the project theme "Community, Kindness, and Local History/Events." Students will need to complete the formal proposal form* as a group, as well as complete a detailed and colored sketch of their design to be submitted to the City for approval. Once approved from the City, students will be able to start painting their design in the underpass under the supervision of Central Public School's Art Instructor. This fits into the courses curriculum and will cover how artists create proposals for project grants, art shows, or commissioned work. Students will also be furthering their knowledge on color mixing, composition, idea generation, and painting techniques that have been previously covered in the course. Students will be playing an active role in the community by designing and creating this artwork, which is a lesson and experience many will hold onto for a lifetime. (*See attached Hwy 212 Underpass Student Design Proposal form)

The artwork relates to the proposed site (Hwy 212 Underpass) due to the amount of traffic it gets used by students traveling to and from school. It also is a common path for bikers, runners and walkers in the community. Having student artwork/design is a great way for our school to be more connected to the community through art. The theme of "Kindness, Community, and Local History/Events" is something that will help create a space in the tunnel to foster positivity, kindness, inspiration, and a safe space within the underpass. The design will create a space that is enjoyable to walk through, a space to purposefully visit and overall, pleasing to look at.

18. Outline the proposed art project schedule.

Central High School students will present their proposal* to the Norwood Young America City Council in April 2021 for design approval. Upon this City approval, the Central High School DPP1 & 11 will start to work in groups of 4-5 to complete one of the 6x10ft tiles in the underpass. This actual artwork would be painted during the month of May. Each year, depending on the number of course sections and students in the class, an average of 8-16 tiles will be completed by June 1st. The entire project/underpass will be completed in murals within 3-4 years. (*See attached Hwy 212 Underpass Student Design Proposal form)

19. Describe the completed public engagement and review process.

MnDOT project representatives, Diane Langenbach and Christine Dufour, had conversations with City of Norwood Young America representatives in fall of 2019 about creating of art project within the underpass after its construction completion. City representatives furthered the conversation with Central Public School Superintendent Tim Schochenmaier and art instructor Ashley Williams to develop a partnership for the project. The underpass artwork would serve as a destination for people to visit, show community pride, help deter graffiti and create an ownership of the project for students and families.

Because the underpass is located near the city-owned Kehrer Park, the Norwood Young America Parks & Recreation Commission was presented with the information, along with the Norwood Young America Economic Development Commission due to the tourism efforts with the program - both with favorable approval. Ms. Willems presented the formal Hwy 212 Underpass Artwork Project at the February 22,

2021 NYA City Council meeting. The Council made the recommendation to City staff to proceed with the MnDOT application process, partnership agreement with Central Public Schools, and preparation of the City resolution.

Maintenance

20. Provide a detailed maintenance plan, including a description of maintenance activities, a maintenance schedule, and contact information for entity responsible for maintenance.

Central Public Schools responsibilities:

- **Design and application of annual artwork**
- **Maintain or replace artwork that is deteriorating or in need of touch ups**

City of Norwood Young America responsibilities:

- **Cleaning of original wall, application of primer paint prior to artwork application**
- **Application of anti-graffiti coating on finished annual artwork**
- **Removal of vandalism or tags on top of the artwork or unpainted sections of the underpass with pressure washer and/or mineral spirits**
- **After series of completed artwork (3-4 years), removal of original artwork (8-16 tiles per year) with pressure washer to original wall conditions**
- **Contact for City maintenance: Public Service Director Tony Voigt 952-467-1830**

21. Lifespan Expectation:

Each artwork design will be on a rotating display of 3-4 years. The project is intended to continue annually through the partnership of Central Public Schools and the City of Norwood Young America.

Costs

22. Cost Estimate:

The following are annual costs associated with the project:

- **Anti-Graffiti Coating- Sherwin Williams: \$104.42/gallon (10 gallons*): \$1,044.22 (funded by City)**
- **Colored paint: Sherwin Williams Resilience Exterior Paint- recommended by Sherwin Williams Rep. as well as mural artist Lana Beck. 2-3 gallons of each- red, blue, yellow, black, white. (funded by Central Public Schools) \$73.49/gallon \$728.40- 1,092.60 for the entire project.**
- **Mineral Spirits: For removal of anti-graffiti coating (10 gallons) \$187.80 (funded by City)**

***Note: The 10 gallons of anti-graffiti coating does not include the amount of coating it would take to cover the empty tiles while they are unpainted, remove the coating, paint the artwork, and re-coat. If we protect the empty tiles with the coating, we will need more anti-graffiti coating than the expected 10 gallons to coat the artwork. The decision of whether to paint the anti-graffiti coating on empty walls of the underpass is up to the City to decide.**

City of NYA estimated materials total: \$1,300.00

Schools estimated material total: \$1,100.00

<p>23. Source of Funding:</p> <p>Central Public Schools will budget annually for the Hwy 212 Underpass project supplies (paint, brushes, etc.) as part of their curriculum budget.</p>	
<p>24. Source of Maintenance Funding:</p> <p>City of NYA will be responsible for all maintenance costs including primer, anti-graffiti coating, mineral spirits and equipment needed.</p>	
<p>Attachments</p>	
<p><input checked="" type="checkbox"/> Resolution</p> <p><input checked="" type="checkbox"/> Public engagement documentation</p> <p><input type="checkbox"/> Final detailed plan set (R/W, existing utilities, structural details and maintenance plan)</p> <p><input checked="" type="checkbox"/> Details on installation, maintenance, removal, disposal</p>	<p><input checked="" type="checkbox"/> Waiver of Moral Rights Pursuant to Visual Artists Rights Act</p> <p><input checked="" type="checkbox"/> Artist's statement and description of the proposed art project</p> <p><input type="checkbox"/> Engineering Calculations</p> <p><input checked="" type="checkbox"/> Maintenance plan, 24/7 maintenance contacts</p>

This Application for Art on the Trunk Highway Right of Way is: € Approved € Denied

Print Name of District Engineer

Signature of District Engineer

Date signed

HIGHWAY 212 UNDERPASS ARTWORK AGREEMENT

This **AGREEMENT** is made, as of March 8, 2021, by and between **The City of Norwood Young America**, hereinafter "**City**" and **Central Public Schools**, hereinafter, "**School**" a non-profit corporation organized and existing under the laws of the State of Minnesota.

The parties agree as follows:

I. **PURPOSE/DESTRUCTION OF PREMISES.** The City and the School enter into and execute this Agreement for the purpose of documenting their respective roles in the creation of mini murals in the Highway 212 pedestrian underpass (the "Project") abutting Kehrner Park (the "Premises") owned by the **City**. The Project is more particularly described in Exhibit A attached to and made a part of this Agreement.

II. HIGHWAY 212 UNDERPASS ARTWORK PROJECT

- A. *Plans and specifications.* The **School** shall, at School's sole expense, prepare and present artwork design plans for the Project and submit to the City for approval.
- B. *Work requirements.* Promptly upon **City's** approval of the artwork design plans for the Project, the **School** shall commence, and shall thereafter diligently pursue to completion, creation of the Project.
- C. *Maintenance.* The **School** shall be responsible maintenance or replacement of artwork that is deteriorating or damaged. The **City** responsibility shall include:
 - a. Cleaning of original wall and application of primer paint prior to artwork application
 - b. Application of anti-graffiti coating on finished artwork
 - c. Removal of vandalism or tags on artwork or unpainted sections of the underpass

- d. Removal of original artwork during the revolving schedule of annual artwork as defined by **School**

III. **School** shall maintain the following insurances in effect through completion of the Project:

- A. Comprehensive General Liability with policy limits of not less than \$1,500,000 for each occurrence and in the aggregate for bodily injury and property damage.
- B. The **City** shall be named as an additional insured on the CGL policy described above.

IV. **INDEMNIFICATION**. The **School** shall defend, indemnify, and hold the **City** and its officers and employees harmless against any and all claims, liability, loss, or damage whatsoever, including reasonable attorney's fees and expenses recoverable under applicable law, which arise from or relate to or are caused by the negligent acts or omissions of **School** or its employees or agents.

V. **PARTIES BOUND**. The covenants and conditions contained in this Agreement shall apply to and bind the successors and assigns of all the parties to the Agreement.

VI. **ENTIRE AGREEMENT**. This Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any nature preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Use Contract.

VII. **MODIFICATION OF AGREEMENT**. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date indicated below.

CITY OF NORWOOD YOUNG AMERICA

DATED: _____

By: _____
Its: _____

STATE OF MINNESOTA)

COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this _____ day of _____ 2021, by _____ on behalf of
THE CITY OF NORWOOD YOUNG AMERICA.

NOTARY PUBLIC

CENTRAL PUBLIC SCHOOLS

DATED: _____

By: _____
Its: _____

STATE OF MINNESOTA)

COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this _____ day of _____ 2021, by _____ on behalf of
CENTRAL PUBLIC SCHOOLS.

NOTARY PUBLIC

EXHIBIT A

See attached documents.

Hwy 212 Underpass Artwork Project
Partnership of the City of Norwood Young America and Central Public
Schools, Norwood Young America, MN

- 1. An artist's statement, including a description of the proposed artwork, including size specifications, materials used, colors, shapes, and other defining and/or unique characteristics:** During spring semester students at Central High School in DPP I & II (Draw, Paint, Print) will create a mural design/mural in the 212 Underpass. Students will work in groups of 4-5 and complete one of the 6x10ft tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the City through a design proposal process. Each year, depending on the number of course sections and students in the class, an average of 8-16 tiles will be completed. This means the entire project/underpass will be completed in murals within 3-4 years.

The purpose of the project is to create ties to the community and Central Public Schools to prevent graffiti and tags going in the underpass. The thought is that if community members and students are in some way connected to the murals/designs, it will not be as likely to be tagged. The other purpose of the artwork is to spread kindness and beauty throughout the community. For the students that are involved in the process of creating the design/mural it teaches them all about being connected, involved, and giving back to the community.

- 2. Your guidelines/criteria for the “student-lead” annual curriculum and how the students will be making a formal proposal to the City for approval:** The design may not contain any elicit content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity (Must be school appropriate and follow Central Public School’s handbook). The design of each tile must also reflect “Community, Kindness, and Local History/Events.” Students will need to complete the formal proposal guide* as a group, as well as complete a detailed and colored sketch of their design to be submitted to the City for approval. Once approved from the City, students will be able to start painting their design in the underpass under the supervision of Central Public School’s Art Instructor. This fits into the courses curriculum and will cover how artists create proposals for project grants, art shows, or commissioned work. Students will also be furthering their knowledge on color mixing, composition, idea generation, and painting techniques that have been previously covered in the course. Students will also be playing an active role in the community by designing and creating this artwork, which is a lesson and experience many will hold onto for a lifetime.

(*See attached Hwy 212 Underpass Student Design Proposal form).

3. **A statement describing how the proposed artwork relates to the proposed site and how the art fits in the context of the community – “Kindness, Community & Current Events”:** The artwork relates to the proposed site (Hwy 212 Underpass) due to the amount of traffic it gets by students traveling to and from school. It also is a common path for bikers, runners, and walkers in the community. Having students artwork/design is a great way for our school to more connected to the community through art. The theme of “Kindness, Community, and Local History/Events” is something that will help create a space in the tunnel to foster positivity, kindness, inspiration, and a safe space within the underpass. The designs will create a space that is enjoyable to walk through and visually pleasing to look at.
4. **A statement describing how the proposed artwork is expected to respond to exposure to weather and other roadside conditions (salt?):** During the process of painting the underpass the students and CPS art instructor will take charge in protecting the drying paint from the elements as well as foot traffic. With approval from the City, we will place construction cones as well as caution tape 1-2ft away from the wet paint to guard the drying paint. This will still allow for foot/bike traffic though the underpass during the painting process. The paint being used also dries extremely quickly in most elements.

The instructor will monitor weather conditions throughout the project and call rain days if needed. The paint in the underpass will be protected from most elements since it is underground. The painting will not go down to the ground and there will be an estimated 1-2 feet between where the painting starts and the ground, protecting it from salt and natural elements. The anti-graffiti coating needs to be applied within specific temperatures and humidity levels and the instructor will also pay note of this and plan accordingly.

The anti-graffiti coating will allow for tags and vandalism to be removed from the artwork as well as serve as a topcoat to the artwork. The artwork should hold up for years and years to come. In the event the artwork starts to deteriorate, the anti-graffiti coating can be removed, the artwork can be covered/primed, and a new group of students can create the design through the process to cover and replace the old work.

5. A cost estimate, source of funding for the proposed artwork, application process, timeline, maintenance:

Cost Estimate/Source of Funding:

- Anti-Graffiti Coating- Sherwin Williams: \$104.42/gallon (10 gallons*): \$1,044.22 (funded by City)
- Colored paint: Sherwin Williams Resilience Exterior Paint- recommended by Sherwin Williams Rep. as well as mural artist Lana Beck. 2-3 gallons of each- red, blue, yellow, black, white. (funded by Central Public Schools) \$73.49/gallon \$728.40- 1,092.60 for the entire project.
- Mineral Spirits: For removal of anti-graffiti coating (10 gallons) \$187.80 (funded by city)

*Note: The 10 gallons of anti-graffiti coating does not include the amount of coating it would take to cover the empty tiles while they are unpainted, remove the coating, paint the artwork, and re-coat. If we protect the empty tiles with the coating, we will need more anti-graffiti coating than the expected 10 gallons to coat the artwork. The decision of whether to paint the anti-graffiti coating on empty walls of the underpass is up to the City to decide.

City of NYA estimated materials total: \$1,232.02

Schools estimated material total: \$728.40 - 1,092.60

Other materials that may be needed for the maintenance of the artwork would be a pressure washer- this would be needed in the event of the artwork or walls of the underpass being vandalized/tagged. Pressure washing should remove the vandalism over the anti-graffiti coating. If the pressure washer does not take the undesired marks off the artwork or walls mineral spirits will take it off as well.

Application Process: Application for Art on Highway Right-of-way form will be completed by the City. CPS will help by providing clarification or any information needed on the application.

Timeline: Each year depending on the number of course sections and students in the class an average of 8-16 tiles (6x10ft) will be completed. This means the entire project/underpass will be completed in murals within 3-4 years.

Maintenance: The school will maintain the artwork in the tunnel and be responsible for replacing artwork that is deteriorating or in need of touch ups. The City will be responsible for the removal of vandalism or tags on top of the artwork or unpainted sections of the underpass.

Hwy 212 Underpass Student Design Proposal

(to be submitted to the City of NYA)

Project: During spring semester students in DPP I & II will create a mural design/painting in the 212 Underpass. Students will work in groups of 4-5 and complete one of the 6x10 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the City through a design proposal process.

Theme: The design of each tile will reflect "Community, Kindness, and Local History/Events."

Guidelines and Restrictions: The design may not contain any illicit content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity (must be school appropriate).

To be filled out by student group:

1. Group/Tile # (assigned by instructor):

2. Student names:

3. What will your group's design in the underpass be of? Be descriptive of the imagery.

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

6. Please attach a detailed and color represented sketch of your group's design to this sheet.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: CSAH 33 located in the Corporate Limits Turnback to State of Minnesota

Carver County has contacted the City requesting its support to turnback a segment of County State Aid Highway (CSAH) 33 to the Minnesota Department of Transportation (MnDOT). With the completion of the roadway improvements on CSAH 33 last year, there is an administrative jurisdictional change that needs to occur for a segment of Highway 5/25/33 from Highway 212 to the new roundabout north of Kwik Trip.

Enclosed is the proposed Resolution 2021-08 which approves the turnback of CSAH 33 from Highway 212 to the new roundabout. Carver County will proceed with adopting a similar resolution upon receipt of the City's approved resolution. Enclosed is a draft copy of the County's resolution.

Recommended Motion:

Motion to approve Resolution 2021-08, Resolution authorizing approval of Turnback Acceptance for County State Aid Highway (CSAH) No. 33 within the Corporate Limits of the City of Norwood Young America.

Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION NO. 2021-08**

**RESOLUTION AUTHORIZING APPROVAL OF TURNBACK ACCEPTANCE FOR
COUNTY STATE AID HIGHWAY (CSAH), NO. 33 WITHIN THE CORPORATE
LIMITS OF THE CITY OF NORWOOD YOUNG AMERICA**

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

WHEREAS, the County Board of the County of Carver intends to adopt a resolution (copy attached), to revoke the designation and turnback to the State of Minnesota of County State Aid Highway (CSAH) No. 33 within the corporate limits of the City of Norwood Young America, as follows:

County State Aid Highway No. 33, beginning at Trunk Highway 212 in the City of Norwood Young America on the east section line of Section 15, Township 115 North, Range 26 West and then continuing northerly along the east section line of said Section and then continuing northerly along the east section of Section 10, Township 115 North, Range 26 West to a point approximately 400 feet north of the southeast corner of Section 10, Township 115 North, Range 26 West and there terminating, is hereby revoked and turned back to the State of Minnesota for use as a trunk highway.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwood Young America that said revocation and turnback is in all things approved.

Adopted by the City Council this 8th day of March 2021.

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, City Clerk/Treasurer

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Date: _____

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Revocation and Turnback of County State Aid Highway No. 33

WHEREAS, County State Aid Highway No. 33 is a duly established county highway, and

WHEREAS, County State Aid Highway No. 33, lying immediately north of Trunk Highway 212 in the City of Norwood Young America to the northern intersection with Trunk Highway 5 and 25 is no longer needed for county highway purposes, and

WHEREAS, it is appropriate for the County to revoke and turnback this highway and to devote its limited resources to other areas, and

WHEREAS, the City of Norwood Young America has concurred with this revocation and turnback, and

WHEREAS, the County has authority under Minnesota Statute § 162.02 and § 163.11 for turnback and revocation of county highway corridors.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of County of Carver, that County State Aid Highway No. 33, beginning at Trunk Highway 212 in the City of Norwood Young America on the east section line of Section 15, Township 115 North, Range 26 West and then continuing northerly along the east section line of said Section and then continuing northerly along the east section of Section 10, Township 115 North, Range 26 West to a point approximately 400 feet north of the southeast corner of Section 10, Township 115 North, Range 26 West and there terminating, is hereby revoked and turned back to the State of Minnesota for use as a trunk highway, and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be recorded with the Carver County Recorder by the Carver County Administrator.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified Interim County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the ____ day of _____, 2021 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2021

County Administrator



TO: Mayor Lagergren and City Council Members
FROM: Angela Brumbaugh, Clerk-Treasurer
DATE: March 8, 2021
RE: Comp time – Handbook Changes

The Personnel Committee met on February 22, 2021 to discuss the change in allowable Compensation time accrued after the new handbook was approved by Council.

If you recall, the previous maximum allowed was 120 hours and it was changed to 100 hours. Because of the decrease we have a couple of employees that are either over the new 100 hour maximum or getting close to it.

Personnel discussed the situation and how we should handle it. Because we have made allowances in the past during a transition period, the Personnel Committee approved recommending to the Council that Employee's be allowed to accrue up to 120 hours until June 30, 2021 which will be their first time to request a cash out. At that time anyone over 100 hours will need to cash out to [at least] 100 hours in order to be in compliance with the Personnel Handbook.

RECOMMENDATION:

Approve a transition period for Employees until June 30th, 2021 whereas they are allowed to accrue up to 120 hours of compensation time. At that point, they will have to be in compliance with the handbook and get paid out to [at least] 100 hours of comp time and keep their balance at 100 hours or less from that point forward.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: Ordinance No. 333, Zoning Code Amendment to allow Indoor Self-Storage Facilities in C-2, General Commercial District

The Planning Commission at its regular March 2nd meeting, continued the public hearing on the proposed amendment to the C-2, General Commercial District, to allow indoor self-storage facilities. Following the hearing and Commission discussion, a motion was made to approve the amendment. The motion failed. This item is now moved to the City Council for final consideration.

In respect to the City Council's and Planning Commission's discussions about indoor self-storage facilities in the C-2 District, the question has been raised as to how it is permissible for MI-Box Storage to operate at 717 Faxon Road which is zoned C-2. The following is general information about the property and MI-Box.

- Young America Corporation operated at 717 Faxon Road for over 40-years and continued to operate there until mid-2015.
- Joel Battenhoff purchased the property in Sept. 2015 and made substantial interior and exterior building improvements. Currently three (3) businesses are leasing space and all three are light industrial in nature.
- MI-Box moved in April 2017.
- MI-Box offers its customers to store their belongings in a storage unit onsite, or a storage unit is transported to the customer's location for temporary usage.
- According to the owner, Jon Anderson, MI-Box currently has 150 storage units and of those about 30% are off-site and the rest are being ~~warehoused~~ **stored** in the building. According to Mr. Anderson, 95% – 99% of his customers never access their rented storage unit located in the building.

Norwood Young America

Currently the light industrial uses at 717 Faxon Road are considered non-conforming because the property is zoned C-2 and the uses are not permitted in the C-2 District. The following is background information on how the light industrial non-conformity was established.

- The 1997 Zoning Map reflected the property zoned as Commercial / Industrial
- In 2008 the City Council amended the Zoning Code to establish the C-2, General Commercial District which is the present zoning of 717 Faxon Road.
- Young America Corporation was a rebate center, call center support, consumer promotions, shipping management company, etc. A major component of their business was consumers mailing in rebates and YA Corp. mailing prizes back to them.
- Young America Corporation's use was light Industrial in nature. Their operations included processing, packaging, and distribution. The non-conforming use was established in 2008 when the property's zoning was changed to C-2, General Commercial District. YA Corp. could continue its operations under its non-conforming rights, but not allowed to convert or expand the non-conforming use, such as to Heavy Industrial.
- In 2016 the City Council approved Ordinance No. 273 which amended the definitions of Light and Heavy Industrial. To make a clear distinction from light and heavy industrial, the definitions were structured on the concept as light industrial uses having impacts confined within a typical lot and heavy industrial uses having the potential to impact adjacent properties.

The non-conforming use (light industrial) at 717 Faxon Road is limited to that property and can continue as such. MI-Box's primary business is warehousing- **mini-storage** which is an allowed use under the definition of light industrial. ~~Given the lower percentage of customers accessing their storage units on site, it is incidental to the primary warehousing use.~~

The following items are enclosed:

- Cynthia Smith-Strack, Planning Consultant, staff memo on Ordinance No. 333
- Ordinance No. 333
- Summary of Ordinance No. 333 for publication purposes
- Cynthia Smith-Strack letter on Non-Conformity
- Adopted Ordinance No. 273

Recommended Motions:

Motion to adopt Ordinance No. 333, An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to Provide for Indoor Self Storage Facilities in the C-2 General Commercial District.

Motion to approve the Summary of Ordinance No. 333 and its publication.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: March 8, 2021

SUBJECT: Ordinance No. 333, Zoning Code Amendment to allow Indoor Self-Storage Facilities in C-2, General Commercial District

The Planning Commission at its regular March 2nd meeting, continued the public hearing on the proposed amendment to the C-2, General Commercial District, to allow indoor self-storage facilities. Following the hearing and Commission discussion, a motion was made to approve the amendment. The motion failed. This item is now moved to the City Council for final consideration.

In respect to the City Council's and Planning Commission's discussions about indoor self-storage facilities in the C-2 District, the question has been raised as to how it is permissible for MI-Box Storage to operate at 717 Faxon Road which is zoned C-2. The following is general information about the property and MI-Box.

- Young America Corporation operated at 717 Faxon Road for over 40-years and continued to operate there until mid-2015.
- Joel Battenhoff purchased the property in Sept. 2015 and made substantial interior and exterior building improvements. Currently three (3) businesses are leasing space and all three are light industrial in nature.
- MI-Box moved in April 2017.
- MI-Box offers its customers to store their belongings in a storage unit onsite, or a storage unit is transported to the customer's location for temporary usage.
- According to the owner, Jon Anderson, MI-Box currently has 150 storage units and of those about 30% are off-site and the rest are being warehoused in the building. According to Mr. Anderson, 95% – 99% of his customers never access their rented storage unit located in the building.

Norwood Young America

Currently the light industrial uses at 717 Faxon Road are considered non-conforming because the property is zoned C-2 and the uses are not permitted in the C-2 District. The following is background information on how the light industrial non-conformity was established.

- The 1997 Zoning Map reflected the property zoned as Commercial / Industrial
- In 2008 the City Council amended the Zoning Code to establish the C-2, General Commercial District which is the present zoning of 717 Faxon Road.
- Young America Corporation was a rebate center, call center support, consumer promotions, shipping management company, etc. A major component of their business was consumers mailing in rebates and YA Corp. mailing prizes back to them.
- Young America Corporation's use was light Industrial in nature. Their operations included processing, packaging, and distribution. The non-conforming use was established in 2008 when the property's zoning was changed to C-2, General Commercial District. YA Corp. could continue its operations under its non-conforming rights, but not allowed to convert or expand the non-conforming use, such as to Heavy Industrial.
- In 2016 the City Council approved Ordinance No. 273 which amended the definitions of Light and Heavy Industrial. To make a clear distinction from light and heavy industrial, the definitions were structured on the concept as light industrial uses having impacts confined within a typical lot and heavy industrial uses having the potential to impact adjacent properties.

The non-conforming use (light industrial) at 717 Faxon Road is limited to that property and can continue as such. MI-Box's primary business is warehousing which is an allowed use under the definition of light industrial. Given the lower percentage of customers accessing their storage units on site, it is incidental to the primary warehousing use.

The following items are enclosed:

- Cynthia Smith-Strack, Planning Consultant, staff memo on Ordinance No. 333
- Ordinance No. 333
- Summary of Ordinance No. 333 for publication purposes
- Cynthia Smith-Strack letter on Non-Conformity
- Adopted Ordinance No. 273

Recommended Motions:

Motion to adopt Ordinance No. 333, An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to Provide for Indoor Self Storage Facilities in the C-2 General Commercial District.

Motion to approve the Summary of Ordinance No. 333 and its publication.

Norwood Young America



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

From: Cynthia Smith Strack, Strack Consulting LLC

Date: March 8, 2021

Re: An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to Provide for Indoor Self-Storage Facilities in the C-2 General Commercial District.

BACKGROUND

The City Council has been considering a proposed code amendment pertaining to indoor self-storage facilities. The proposed code amendment is sponsored by the City of Norwood Young America and not an Applicant.

Attached please find the proposed ordinance entitled "An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to provide for indoor self-storage facilities in the C-2 General Commercial District."

The following are conditions of issuance of a CUP/PUD for indoor storage facilities included in the draft code amendment. They are proposed as a starting point for discussion. The conditions listed may not be what the Commission finds necessary. The Commission is asked to move through each recommendation and determine appropriateness. In addition, the Commission should provide comment on any additional items of concern or items Commissioner's would like to consider for inclusion.

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self-Storage Facilities approved under this Section
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building
4. No outdoor storage of tenants' goods or wares is allowed.
5. Hours of operation limited are limited to 6 a.m. to 11 p.m.
6. The structure must be equipped with motion sensitive lighting.
7. The structure must have a security system adequate to limit access to those renting a storage unit.
8. The facility must include a restroom for use by tenants.
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception.

10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
12. The facility must be located on a minimum one acre lot.

The Planning Commission held a public hearing on the proposed amendment and following discussion reached a split decision in a tie vote. As such no recommendation is included.

ACTION

The City Council, following discussion, is to take action on the proposed code amendment. Potential actions are as follows:

1. Consider a MOTION to approve An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to Provide for Indoor Self-Storage Facilities in the C-2 General Commercial District (with any suggested changes).
2. Consider a MOTION to not approve the Ordinance.

In the event the Ordinance is approved approval of a summary for publication is in order.

ATTACHMENTS:

1. Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to Provide for Indoor Self-Storage Facilities in the C-2 General Commercial District.
2. Summary for publication (if approved).

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 333**

**AN ORDINANCE AMENDING CHAPTER 1200.04, DEFINITIONS AND
SECTION 1230.09, SUBD. 4 TO PROVIDE FOR INDOOR SELF STORAGE
FACILITIES IN THE C-2 GENERAL COMMERCIAL DISTRICT**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA HEREBY ORDAINS:**
- II. SECTION 1200.04 (DEFINITIONS) OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED BY ADDING THE FOLLOWING DEFINITION.**
- Indoor Storage Facility.** A climate controlled building with controlled access that contains varying sizes of internally accessible individual, compartmentalized, and stalls or lockers for the storage of tenants' goods or wares.
- III. CHAPTER 1230.09, SUBD. 4 OF THE CITY CODE (CONDITIONAL USES IN THE C-2 GENERAL COMMERCIAL DISTRICT) SHALL BE AMENDED BY ADDING SUBSECTION G TO SUBDIVISION 4 AS FOLLOWS.**

G. Indoor Self Storage Facilities, provided:

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building
4. No outdoor storage of tenants' goods or wares is allowed.
5. Hours of operation limited are limited to 6 a.m. to 11 p.m.
6. The structure must be equipped with motion sensitive lighting.
7. The structure must have a security system adequate to limit access to those renting a storage unit.
8. The facility must include a restroom for use by tenants.
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception.

10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
12. The facility must be located on a minimum one acre lot.

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

Adopted by the City of Norwood Young America on the 8th day of March 2021.

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, City Clerk/Treasurer

**City of Norwood Young America
Summary of Ordinance No. 333
Amending City Code Chapter 12, Land Use**

The City of Norwood Young America has adopted Ordinance No. 333 entitled “An Ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to provide for indoor self-storage facilities in the C-2 General Commercial District.” Following is a summary of the adopted ordinance:

The Ordinance defines indoor self-storage facilities as a climate controlled building with controlled access that contains varying sizes of internally accessible individual, compartmentalized, and stalls or lockers for the storage of tenants’ goods or wares. The Ordinance allows indoor self-storage facilities as a conditional use in the C-2 General Commercial District providing a companion planned unit development is approved and several other conditions are met. Conditions relate to facility ingress/egress, aesthetics, hours of operation, access, items allowed for storage, lighting, and security. Storage of items outdoors is not allowed.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. The ordinance was adopted by the City Council on March 8, 2021.

A copy of the complete Ordinance No. 333 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.



March 4, 2020

Mr. Steve Helget
City Administrator
Norwood Young America
Via Email: cityadmin@cityofnya.com

RE: Nonconformance

Greetings Steve,

Per our discussion earlier today this letter pertains to nonconformance and what constitutes a nonconformity.

In short, nonconformance as a term can relate to a nonconforming use of land, a structure, or a lot. "Nonconformance" in general refers to a use, structure, or lot that at one time met City zoning standards but now does not. The change could have occurred when a zoning ordinance was initially instituted or as it changed over time. Nonconformance is often referred to as 'grandfathering'.

Minnesota Statutes 462.357, Subd. 1(e) and City Code Chapter 1215 pertain to nonconformance in Norwood Young America. In general, these laws define the framework for legal nonconforming use rights and, in turn, limits the City can place on nonconformance. As you know the City is currently looking at defining 'expansion' to provide for flexibility for nonconformance expansion. Statutes do not specifically define expansion of nonconformance.

For administrative purposes, existing Code is applied as each individual situation/occurrence arises and when questions of grandfather rights are raised. Decisions may be influenced by a variety of factors such as available facts, applicant information, and City goals, policies, and plans.

If there are specific questions about specific instances that the City Council directs research on or an accounting of, I am pleased to assist to the best of my ability.

Please let me know if you have additional questions or I may be of further assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Cynthia'.

Cynthia Smith Strack

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

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

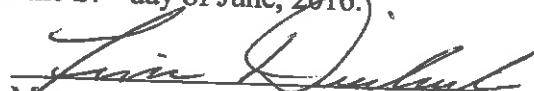
- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1200.04 OF THE CITY CODE SHALL AMENDED THE FOLLOWING DEFINITIONS:**

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

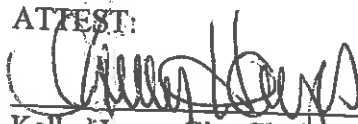
Industrial, Heavy. A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage of, or manufacturing processes using flammable or explosive materials, or storage or manufacturing processes that potentially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

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

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


Mayor

ATTEST:


Kelly Hayes, City Clerk/Treasurer



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

From: Cynthia Smith Strack, Consulting Planner

Date: March 8, 2021

Re: Conditional Use Permit/Planned Unit Development Indoor Self-Storage Former NYA Mall

BACKGROUND

Consideration of this is contingent on the Council approving and placing into effect an ordinance amending Chapter 1200.04, Definitions, and Section 1230.09, Subd. 4 to provide for indoor self-storage facilities in the C-2 General Commercial District.

Stan Albrecht (the Property Owner and Applicant) has applied for a CUP/PUD to provide for an indoor self-storage facility in the NYA mall. The proposed use will occupy approximately 9,200 square feet of the mall which occupies a portion of two lots: 640 Railroad Drive and 710 Railroad Street East.

REVIEW OF REQUEST

Attached please find an application for a CUP/PUD and associated information.

The Applicant represents:

1. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
2. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
3. The Applicant's request includes adding a U-Haul Rental Franchise in the same building long term. *It is noted such a use would require a separate and independent interim use permit under Chapter 1230.09, Subd 5(A) of the City Code which relates to outdoor storage in the C-2 District. The standards for outdoor storage are included in Chapter 1210.06, Subd. 3(A) and 1210.06, Subd. 3(B)(18). As such this request is not included in the public hearing or request for CUP/PUD herein.*
4. Hours of operation will be 6 a.m. to 10 p.m.
5. Security and fire suppression systems are proposed.
6. Maximum storage height is 12 feet.
7. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).
8. Business vehicles will be parked on-site.
9. The proposed activity doesn't involve chemicals, production of fumes, noise, gases, etc.
10. No exterior exhaust fans are proposed.

It is noted that after submitting the complete application the Applicant's submitted an updated drawing including traditional outdoor mini-storage facilities located on the north side of the existing structure. The traditional outdoor mini-storage is not part of this CUP/PUD request and is not at this time permissible in the C-2 District.

Examination of Code Requirements

Norwood Young America code requirements applicable to this Conditional Use Permit Request are itemized below; consulting staff comments are illustrated in **red bold, italic type face**.

General Criteria for Approval of Conditional Use Permits

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

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan.
DISCUSSION: The 2040 NYA Comprehensive Plan guides the subject area to continued commercial use.
2. The use is consistent with the intent of this Ordinance. ***DISCUSSION: The intent of the C-2 District is to recognize development opportunity and the need for commercial establishments fronting on or with direct access to major highways, a frontage road, or a major street intersecting a highway, serving area residents as well as vehicular traffic generated from the surrounding area. The proposed use will occupy approximately 9,200 square feet an existing commercial mall. No changes to building footprint is proposed.***
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements. ***DISCUSSION: The proposed use shall occupy and existing structure which is currently served by a full array of urban services. The proposed use will not overly burden existing utilities in terms of volume used/capacity required or type of waste produced.***
4. The use does not have an undue adverse impact on the public health, safety or welfare.
DISCUSSION: The proposed use will be operated within an existing structure.
5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. ***DISCUSSION: Other uses within the commercial mall include professional office and retail. Adjacent locale includes high density residential uses.***
6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. ***DISCUSSION: The proposed use is to be contained within an existing commercial strip mall.***
7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
DISCUSSION: The subject parcel is an existing, improved lot with a full complement of urban services provided. No changes to existing site layout, including parking configuration is proposed.
8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site. ***DISCUSSION: No changes to existing vehicle parking or pedestrian circulation patters is proposed. Vehicular and pedestrian circulation patterns are already established.***

9. The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter. **DISCUSSION: As a condition of approval, the proposed use shall meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.**
10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. **DISCUSSION: The subject parcels are legal, conforming lot of record in the C-2 District with a zero lot line for a multi-unit structure.**

Specific Criteria for Approval of the Conditional Use Permit

Section 1230.09, Subd. 4 is proposed to provide for indoor self-storage facilities in the C-2 General Commercial District under the following conditions:

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section. **DISCUSSION: Note comments below.**
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building. **DISCUSSION: A schematic included with application materials illustrates all storage units will be accessed from the interior of the building. If approved, the schematic is to be included in the approving resolution.**
4. No outdoor storage of tenants' goods or wares is allowed. **DISCUSSION: The Applicant's representations do not allude to storage of tenant goods or wares outdoors. Outdoor storage of tenant goods/wares is proposed to be prohibited as a condition of approval.**
5. Hours of operation limited are limited to 6 a.m. to 11 p.m. **DISCUSSION: The Applicant represents storage facility hours of operation will be 6 a.m. to 10 p.m. Maximum hours of operation from 6 a.m. to 11 p.m. is a proposed condition of approval.**
6. The structure must be equipped with motion sensitive lighting. **DISCUSSION: The Applicant does not directly represent motion sensitive lighting is proposed. Motion sensitive lighting in the interior of area allowed for self-storage units is proposed to be required as a condition of approval.**
7. The structure must have a security system adequate to limit access to those renting a storage unit. **DISCUSSION: The Applicant proposes a security system. The same is to be a required condition of approval.**
8. The facility must include a restroom for use by tenants. **DISCUSSION: Restroom facilities currently exist in the portion of the commercial strip mall proposed for use as self-storage.**
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception. **DISCUSSION: The Applicant alludes to potential to change an existing pedestrian entrance to the facility to accommodate a larger sliding or roll-up access. The future access is limited to no more than nine feet one inch (9'1") in height and subject to architectural standards of Section 1245.03, Subd. 3 of the City Code as a condition of approval of the CUP.**

10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site. **DISCUSSION: A list of prohibited storage items is included in the application. The list is proposed to be included as a condition of approval.**
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council. **DISCUSSION: The Applicant contemplates locating a U-Haul franchise out of the building/parking lot in the future. As a condition overnight parking of vehicles and trailers on site is prohibited except for a maximum of one (1) loaner truck for tenant use that is owned by the facility.**
12. The facility must be located on a minimum one acre lot. **DISCUSSION: This requirement is met.**

Specific Criteria for Approval of the Planned Unit Development

Under proposed Section 1230.09, Subd. 4(G)(1) the Council may waive any requirement generally applicable to Planned Unit Developments. The City is presumed to be waiving requirements pertaining to PUD contemplating new development, subdivision, mixing of land uses (e.g. commercial/residential), separate commercial unit ownership, creation of a property owner association, common areas, a change to the footprint of the building, change to building height, moving of lot lines, lot combination, construction of new streets/utility connections, or redevelopment of the site.

Section 1240.02 contains standards for Planned Unit Developments, including single use commercial PUD. Standards applicable to this review would appear to include:

1240.02, Subd. 7(B) which requires: "The design of a PUD shall take into account the relationship of the site to the surrounding areas. The perimeter of the PUD shall be so designed as to minimize the impact of the PUD on adjacent properties and, conversely, to minimize the impact of adjacent land use and development characteristics on the PUD". **DISCUSSION: The proposed PUD involves establishment of a use inside an existing commercial strip mall wherein all space is under united ownership. A proposed condition of PUD approval is the subject properties remain as is, consisting of two individual parcels of record under unified ownership without the possibility of splitting the property or changing ownership status to a condominium arrangement. In the future if a change in ownership status is contemplated this will limitation will provide the City an opportunity to address utility services, parking, common areas, joint easements, etc.**

1240.02, Subd. 7(C) which requires the PUD be consistent with the Comprehensive Plan. **DISCUSSION: The proposed PUD appears consistent with planned land use.**

1240.02, Subd. 13(L)(a) which requires: "The proposed project shall not be detrimental to present and potential surrounding land use". **DISCUSSION: The Council should make a finding related to this item, and, if it finds it necessary, add appropriate conditions for PUD approval. It is noted the PUD pertains to an internal facility use.**

1240.02, Subd. 13(L)(c) which requires: "Land surrounding the proposed development can be planned in coordination with the proposed development and can be developed so as to be mutually compatible". **DISCUSSION: The Council should make a finding related to this item, and, if it finds it necessary, add appropriate conditions for PUD approval. It is noted the PUD pertains to an internal facility use.**

PC RECOMMENDATION

The Planning Commission held a public hearing on the request for a CUP and PUD. Following the hearing and discussion the Planning Commission recommended the City Council approve the CUP/PUD request with the conditions listed below. The vote was 4 aye, two nay.

If the City Council does not approved an ordinance authorizing the use the Council must deny this CUP/PUD request.

If approval of the conditional use permit is made, the following conditions were recommended by the Planning Commission:

1. The "Use" is defined as a 9,200 square foot indoor self-storage facility within an existing commercial strip mall at the following two properties:

Parcel ID: 585300050

Address: 640 Railroad Drive

Legal Description: Lot 5, Block 1 Metro West Industrial Park

Parcel ID: 585300060

Address: 710 Railroad Street East

Legal Description: Lot 6, Block 1 Metro West Industrial Park

2. The Applicant represents the following which the City takes as a good-faith representation of the proposed use:
 - A. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
 - B. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self-storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
 - C. Hours of operation will be 6 a.m. to 10 p.m.
 - D. Security and fire suppression systems are proposed.
 - E. Maximum storage height is 12 feet.
 - F. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).
3. The status of the subject properties shall remain as is, consisting of two individual parcels of record under unified ownership without the possibility of splitting the property or changing ownership status to a condominium arrangement without obtaining specific written permission from the City Council.
4. The property shall not be used for residential purposes, including by the Property Owner or storage tenant.
5. Prior to occupying the structure with the proposed use the Property Owner and/or Applicant shall request a change in occupancy review as required by the Building Official. Any requirements specified by the Building Official shall be completed prior to occupancy of the structure.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.

7. Any changes to the building footprint, exterior materials, building openings, and other architectural elements shall meet the requirements of Section 124503, Subd. 3, without exception.
8. All storage units must be accessed from the interior of the building
9. No outdoor storage of tenants' goods or wares is allowed.
10. Hours of operation limited are limited to 6 a.m. to 11 p.m.
11. The structure shall be equipped with motion sensitive lighting.
12. The structure shall have a security system adequate to limit access to those renting a storage unit.
13. The facility shall maintain a restroom for use by tenants.
14. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
15. Overnight parking of tenant or owner vehicles and trailers is specifically prohibited, except that one (1) loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
16. A conditional use permit, separate and independent of this CUP/PUD must be issued if storage of rental vehicles on-site is proposed.
17. A sign permit is required for changes to on-site signage.
18. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
19. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
20. The permit may be subject to annual inspection and audit by the City.
21. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
22. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

ACTION

The City Council is to take action on the requested CUP/PUD. The following actions would appear to be available:

1. Consider a MOTION to approve a RESOLUTION authorizing the conditional use permit and planned unit development plan to provide for an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East.
2. Consider a MOTION to deny the conditional use permit and planned unit development plan to provide for an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East. This must be the action taken if the use is not authorized in the C-2 District.

ATTACHMENTS:

Please find the following attached:

1. Application for CUP/PUD
2. Resolution conditionally approving a conditional use permit and planned unit development plan to provide for an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East.

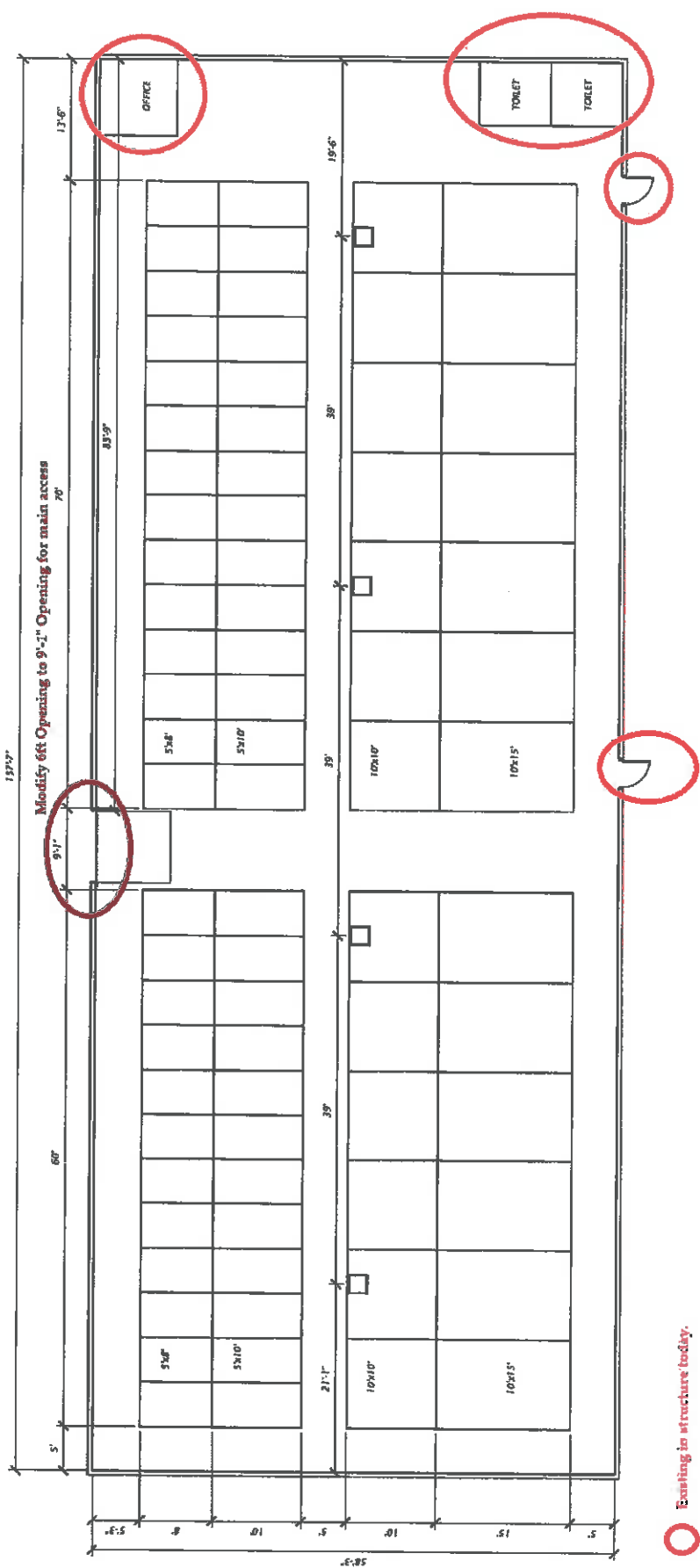
CUP Usage Request:

- 1) Use the prior Gym Space as Climate Controlled Storage. (Layout and dimensions shown in next page)
- 2) Loading and Unloading outside the building. Running Vehicles are not allowed inside the building.
- 3) No Changes to structure or site plan, Only inside addition, non structural walls.
- 4) Only modification on the outside would be changing the 6' existing door to 9'1".
- 5) Existing storefront glasses to remain and is an asset, and will brighten the space overall for this usage.
- 6) Request to add a U Haul Rental franchise in same building long term.
 - 1) Storage and U Haul Rentals go together.
 - 2) Parking for U Haul vans and trailers in parking lot. (Only change needed for this)
 - 3) National Average is 3 to 5 vehicles and 2 -4 trailers in parking lot at any time based on population of the town.

Actual CAD of overall measurements of Gym Space is shown

Proposed Area: Climate Controlled Storage sample floor plan

PARTITIONS MAY CHANGE IN CONFIGURATION IN CONSTRUCTION PLANS





**NYA Climate
Controlled Storage**

Open Hours	24 Hours , some locations 6AM to 10 PM	24 Hours, some locations 6AM to 10PM.	Start with 6AM to 10PM. Activate Motion Sensor and access disabled outside of these hours.
Storage Requirements	Cold Storage and Climate controlled required by Franchise.	Cold Storage and Climate Controlled Storage required by Franchise.	Only Climate Controlled. Non Franchise.
Insurance by Tenants	Optional	Optional	Start with Mandatory.
Prohibited Items	Standard attached in next page.	Standard attached in next page.	Standard attached in next page.
Partitions	Varies by location, OSB or Steel.	Varies by location OSB or Steel.	OSB or Steel.
Security	CC Monitoring,	CC Monitoring	CC Monitoring and Occupancy Detection during closed hours.
Fire	Sprinklers and Alarm System	Sprinklers and Alarm System.	Sprinklers and Alarm System Monitoring.
Storage Area Height.	8' 1" Standard	8' 1" Standard.	8'1" – 12' possible.

Prohibited Items Standard List: Standard rental agreement to carry a detailed list.

But at a high level:

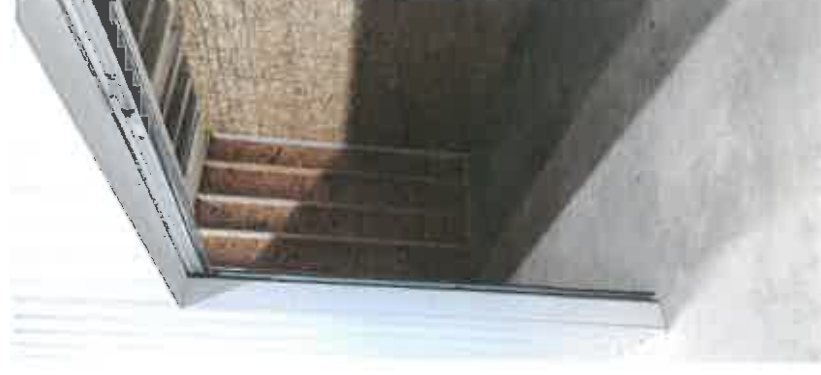
- 1) Tires,
- 2) Flammables
- 3) Hazardous
- 4) Drugs
- 5) Perishables, such as food.
- 6) Equipment with fuel. Fuel must be emptied out.
- 7) Live Plants, Animals.
- 8) Products containing asbestos
- 9) Radioactive equipment
- 10) Loaded Firearms. Firearms must be emptied out.
- 11) Waste – Toxic, Biological and Hazardous.



Sample Inside pictures of the Franchise Storages:



Sample Inside pictures of the Franchise Storages:



Sample Inside pictures of the Franchise Storages:





more than a place, it's home.

Planning and Zoning Application

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

Applicant's Name NYA MALL LLC		Telephone 651 404 7500 / 651 815 7571
Address (Street, City, State, ZIP) 640 RAILROAD DRIVE,		
Property Owner's Name (If different from above) SAME AS ABOVE		Telephone
Location of Project 640 RAILROAD DRIVE		
Legal Description Parcel ID: 585300050 - Section 14 Township 115 Range 026 METRO WEST INDUSTRIAL PARK Lot 005 Block 001 Parcel ID: 585300060 - Section 14 Township 115 Range 026 METRO WEST INDUSTRIAL PARK Lot 006 Block 001		
Description of Request (Attach separate sheet, if necessary) <div style="text-align: center; padding: 20px;">Separate sheets attached as addendum</div>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Proposed Action(s): Check all that apply</p> <p><input type="checkbox"/> Annexation \$300.00</p> <p><input type="checkbox"/> Application for Appeal \$150.00</p> <p><input type="checkbox"/> City Code Amendment \$250.00</p> <p><input type="checkbox"/> Parking Reduction \$100.00</p> <p><input type="checkbox"/> CUP/IUP \$200.00 (Residential)</p> <p><input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential)</p> <p><input type="checkbox"/> Variance \$200.00 (Residential)</p> <p><input type="checkbox"/> Variance \$300.00 (Non Residential)</p> <p><input type="checkbox"/> Lot Split \$200.00</p> <p><input checked="" type="checkbox"/> Public Hearing Notice \$75.00</p> </div> <div style="width: 35%;"> <p><input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow</p> <p><input type="checkbox"/> Sketch Plat \$200.00 + Escrow</p> <p><input type="checkbox"/> Site Plan \$300.00 + Escrow</p> <p><input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow</p> <p><input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow</p> <p><input type="checkbox"/> PUD Final Plan \$300.00 + Escrow</p> <p><input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow</p> <p><input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow</p> <p><input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow</p> <p><input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow</p> </div> <div style="width: 30%;"> <p><input type="checkbox"/> Storm Water Plan \$250.00</p> <p><input type="checkbox"/> Rezoning \$350.00</p> <p><input type="checkbox"/> Street/Alley Vacation \$150.00</p> <p><input type="checkbox"/> Zoning Text Amendment \$300.00</p> <p><input type="checkbox"/> Recording Fee \$46.00</p> <p><input type="checkbox"/> Boundary Line Adjustment \$100.00</p> <p><input type="checkbox"/> Other _____</p> </div> </div> <p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK Escrow Deposit \$2,000.00 Escrow Deposit - Site Plan Review: \$15,000 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews) Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p style="text-align: center;">ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p style="text-align: center;">*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p> <p>The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.</p>		
Applicant's Signature: <i>arun subbiah</i>		Date 1/14/2021
Fee Owner's Signature: <i>arun subbiah</i>		Date 1/14/2021
For Office Use Only		
Accepted By:	Amount	Date



This map was created using Carver County's Geographic Information Systems (GIS). It is a compilation of information and data from various City, County, State, and Federal offices. This map 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.

Map Date: 1/18/2021

US-212
Newwood Young America, Minnesota

Google

Street View



Engineering

640 Rail

Google

RESOLUTION 2021-09

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND PLANNED UNIT DEVELOPMENT PLAN TO ALLOW AN INDOOR SELF-STORAGE FACILITY AT 640 RAILROAD DRIVE AND 710 RAILROAD STREET EAST

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

WHEREAS, § Section 1230.09, Subd. 4 provides for indoor self-storage facilities in the C-2 General Commercial District under Conditional Use Permit/Planned Unit Development Plan approval; and

WHEREAS, Stanley Albrecht the owner (the "Property Owner and the "Applicant") of certain property at 640 Railroad Drive and 710 Railroad Street East (the "Property") has applied for a Conditional Use Permit and Planned Unit Development Plan to allow an indoor self-storage facility at the Property; and

WHEREAS, the Property is defined as:

Parcel ID: 585300050

Address: 640 Railroad Drive

Legal Description: Lot 5, Block 1 Metro West Industrial Park

Parcel ID: 585300060

Address: 710 Railroad Street East

Legal Description: Lot 6, Block 1 Metro West Industrial Park

WHEREAS, the Applicant represents the following within the application and the City accepts the following representations as a true representation of the intended use:

1. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
2. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self-storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
3. Hours of operation will be 6 a.m. to 10 p.m.
4. Security and fire suppression systems are proposed.
5. Maximum storage height is 12 feet.
6. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).

WHEREAS, the City of Norwood Young America Planning Commission on February 2, 2021 opened a public hearing regarding the conditional use permit request after the hearing notice was posted, published, and distributed as required under law; and

WHEREAS, the City of Norwood Young America Planning Commission on February 2, 2021 continued the public hearing to March 2, 2021; and

WHEREAS, The City of Norwood Young America Planning Commission following closing of the public hearing and discussion, recommended the City Council approve the use permit based on several conditions; and

WHEREAS, at a regularly meeting on March 22, 2021, the City Council considered the application materials on file with the City and the recommendation of the Planning Commission.

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

1. The subject property is zoned C-2, General Commercial District.
2. The Use, subject to certain conditions listed below, appears to be consistent with the intent of the Zoning Ordinance for properties with the C-2 District.
3. The Use, subject to certain conditions listed below, appears to be consistent with the goals and policies set forth in the City of Norwood Young America 2040 Comprehensive Plan for properties in the C-2 District.
4. The use, subject to certain conditions below, does not appear to have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements because the proposed use shall occupy and existing structure which is currently served by a full array of urban services. The proposed use will not overly burden existing utilities in terms of volume used/capacity required or type of waste produced.
5. The use, subject to certain conditions below, does not appear to pose an undue adverse impact on the public health, safety or welfare.
6. The use, subject to certain conditions below, does not appear to be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. The Council finds adjacent uses are commercial/mixed use in nature and the use as provided for in the City Code appears to blend in with the uses within the general locale.
7. The use, subject to certain conditions below, will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
8. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. The subject parcel is an existing, improved lot with a full complement of urban services provided.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves a conditional use permit authorizing an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East, subject to the following conditions:

1. The "Use" is defined as a 9,200 square foot indoor self-storage facility within an existing commercial strip mall at the following two properties:

Parcel ID: 585300050

Address: 640 Railroad Drive

Legal Description: Lot 5, Block 1 Metro West Industrial Park

Parcel ID: 585300060

Address: 710 Railroad Street East

Legal Description: Lot 6, Block 1 Metro West Industrial Park

2. The Applicant represents the following which the City takes as a good-faith representation of the proposed use:
 - A. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The floor plan for the 9,200 square foot indoor storage area is attached hereto as Attachment A. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
 - B. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self-storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
 - C. Hours of operation will be 6 a.m. to 10 p.m.
 - D. Security and fire suppression systems are proposed.
 - E. Maximum storage height is 12 feet.
 - F. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).
3. The status of the subject properties shall remain as is, consisting of two individual parcels of record under unified ownership without the possibility of splitting the property or changing ownership status to a condominium arrangement without obtaining specific written permission from the City Council.
4. The property shall not be used for residential purposes, including by the Property Owner or storage tenant.
5. Prior to occupying the structure with the proposed use the Property Owner and/or Applicant shall request a change in occupancy review as required by the Building Official. Any requirements specified by the Building Official shall be completed prior to occupancy of the structure.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. Any changes to the building footprint, exterior materials, building openings, and other architectural elements shall meet the requirements of Section 124503, Subd. 3, without exception.
8. All storage units must be accessed from the interior of the building
9. No outdoor storage of tenants' goods or wares is allowed.

10. Hours of operation limited are limited to 6 a.m. to 11 p.m.
11. The structure shall be equipped with motion sensitive lighting.
12. The structure shall have a security system adequate to limit access to those renting a storage unit.
13. The facility shall maintain a restroom for use by tenants.
14. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
15. Overnight parking of tenant or owner vehicles and trailers is specifically prohibited, except that one (1) loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
16. A conditional use permit, separate and independent of this CUP/PUD must be issued if storage of rental vehicles on-site is proposed.
17. A sign permit is required for changes to on-site signage.
18. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
19. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
20. The permit may be subject to annual inspection and audit by the City.
21. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
22. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

Adopted by the City Council this 8th day of March, 2021.

Attest:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk

Proposed Area: Climate Controlled Storage sample floor plan



VOIDED

VOIDED



February 10th, 2021

Dear Water System Owner,

The Minnesota Department of Health Oral Health Program and Drinking Water Protection Section are pleased to present you with the **2019 Water Fluoridation Quality Award**. This award, created by the Centers for Disease Control and Prevention (CDC), recognizes those public water systems (PWSs) that adjust the fluoride concentration in drinking water and achieve a monthly average fluoride level that is in the optimal range for 12 consecutive months in a calendar year, as documented in the CDC Water Fluoridation Reporting System (WFRS).

CDC initiated the Water Fluoridation Quality Awards program to recognize outstanding performance in fluoridation management by public water systems. In Minnesota, 70 fluoridating community PWSs are receiving awards for 2019.

You can use your Quality Award to promote health through community water fluoridation. Receiving this award provides you with an opportunity to highlight the excellent work being done by your water system.

Also included in this envelope is a press release about the Award to assist you in promoting your achievement. For an electronic copy, please contact Muneera Hassan at 651-201-5424 or muneera.hassan@state.mn.us.

Congratulations on this outstanding effort and thank you for providing safe, dependable drinking water for your community. If you have any questions about the award or would like further information, please contact either David Rindal at (651) 201-4660 and david.rindal@state.mn.us or Muneera Hassan at the contact information above.

Sincerely,

A handwritten signature in blue ink that reads 'Prasida Khanal'.

Prasida Khanal, MPH BDS
State Oral Health Director
Oral Health Program
Minnesota Department of Health

A handwritten signature in blue ink that reads 'Sandeep R Burman'.

Sandeep R Burman, PG
Manager
Drinking Water Protection Section
Minnesota Department of Health

Protecting, Maintaining and Improving the Health of All Minnesotans

An equal opportunity employer.



2019

Water Fluoridation Quality Award

NORWOOD-YOUNG AMERICA

Minnesota

The Centers for Disease Control and Prevention commends this water system for its consistent and professional adjustment of the fluoride content to the recommended level for oral health for 12 consecutive months in 2019. High quality water fluoridation, as demonstrated by this water system, is a safe and effective method to prevent tooth decay and improve the oral health of all community residents.

Casey Hannan

Casey Hannan, MPH
Director, Division of Oral Health
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention

Theresa "Tracy" J. Boehmer

Theresa "Tracy" J. Boehmer, P.E.
National Fluoridation Engineer, Division of Oral Health
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention