



City of Albertville Council Agenda

TUESDAY, September 3, 2013

City Council Chambers

7:00 PM

PUBLIC COMMENTS -The City of Albertville welcomes and encourages public input on issues listed on the agenda or of general community interest. Citizens wishing to address the Council regarding specific agenda items, other than public hearings are invited to do so under Public Forum and are asked to fill out a "Request to Speak Card". Presentations are limited to five (5) minutes.

- 1. Call to Order**
- 2. Pledge of Allegiance – Roll Call**
- 3. Recognitions – Presentations – Introductions (None)**
- 4. Public Forum – (time reserved 5 minutes)**
- 5. Amendments to the Agenda**
- 6. Consent Agenda**

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled it will be discussed in the order it is listed on the Consent agenda following the approval of the remaining Consent items. These items will be approved by a separate motion.

- A.** Approve the August 12, 2013 City Council workshop minutes as presented (pgs 4-6)
 - B.** Authorize the Tuesday, September 3, 2013 payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been provided to City Council as a separate document and is available for public view at City Hall upon request (pg 7)
 - C.** Authorize payment to Omann Bros. Paving, Inc. in the amount of \$125,469.33 for 2013 street project
 - D.** Approve the 2014 - 2015 Wright County Sheriff's Contract for police protection for the City of Albertville that would be effective January 1, 2014 and end on December 31, 2015 (pgs 8-13)
 - E.** Set the Truth in Taxation Hearing for December 2, 2013 at 6:00 p.m. in the City Council Chambers
 - F.** Approve Resolution No. 2013-035 Adopting the 2014 Preliminary Property Tax Levy (pgs 14-18)
 - G.** Approve Resolution No. 2013-036 Adopting the 2014 Preliminary Budget (pg 19)
- 7. Public Hearings - None**

8. Department Business

A. City Council

- 1). **Committee Updates** (*STMA Arena, Planning, Parks, JPWB, Joint Fire Board etc.*)

B. Planning/Zoning

- 1). **152 Club Request for Major Outdoor Music Event (pgs 20-25)**
(*Motion to approve the attached Major Outdoor Music Permit No. 2013-_____ for the 152 Club at 5794 Main Avenue NE.*)

C. Finance

D. City Clerk

E. Public Works / Engineering

F. Building

G. Legal

H. Administration

- 1). **City Administrator's Update (pg 26)**

9. Announcements and/or Upcoming Meetings

September 9	STMA Ice Arena Board, 6:00 p.m.
September 10	Planning Commission, 7:00 p.m.
September 16	City Council, 7:00 p.m.
September 23	Joint Powers Water Board, 6:30 p.m.
September 30	Joint Meeting with St. Michael & STMA School District
October 7	City Council, 7:00 p.m.
October 8	Planning Commission, 7:00 p.m.
October 14	STMA Ice Arena Board, 6:00 p.m.
October 21	City Council, 7:00 p.m.
October 28	Joint Powers Water Board, 6:30 p.m.
	Parks Committee, 8:00 p.m.

SEPTEMBER						
Su	M	Tu	W	Th	F	Sa
1	H 2	CC 3	4	5	6	7
8	Ice 9	PZ 10	11	12	13	14
15	CC 16	17	18	19	20	21
22	JP 23	24	25	26	27	28
29	30					

OCTOBER						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	CC 7	PZ 8	9	10	11	12
13	Ice 14	15	16	17	18	19
20	CC 21	22	23	24	25	26
27	JP 28 ^{PK}	29	30	31		

10. Adjournment



CITY COUNCIL WORKSHOP CITY HALL - COUNCIL CHAMBERS

Monday, August 12, 2013

DRAFT MINUTES

1. CALL TO ORDER

The meeting began at 7:30 p.m.

Present: Mayor Jillian Hendrickson and Council members Rob Olson, Larry Sorensen, John Vetsch and Dan Wagner

Absent: None

Others Present: City Administrator/Engineer-PWD Adam Nafstad, Finance Director Tina Lannes, Fire Chief Tate Mills, City Clerk Kimberly Olson, Andrew Berg, and Kevin Knopik

2. ABDO PRESENTATION

Andy Berg and Kevin Knopik of ABDO, EICK & MEYERS LLP presented the City's long range plan. They reviewed the assumptions made in the long range plan. Nafstad pointed out the assumptions were very conservative. Berg outlined the anticipated tax capacity rates, anticipated tax levies, outstanding bonds, and General Fund levy increases needed for the coming years. Berg stated the estimates for the levy increases are based on a 40% cash flow. Hendrickson asked what would happen if the levies were decreased and the cash dropped below 40%. Berg replied it would definitely affect the way the City is evaluated and potentially affect the City's credit rating, which is very good right now. Berg showed the capital outlay until 2018, the cash balance for project funds, and the enterprise funds.

Vetsch inquired about an EDA (Economic Development Authority) tax on each property. He felt it could be a very small tax but would fund economic development in the City. Berg replied an EDA tax restricts the use to just those for economic development uses whereas a small increase in the general levy is more beneficial because it can be used for most activities. Vetsch would like a way to help current businesses or attract/assist new businesses. Lannes stated an EDA tax was subject to the levy limits.

3. BUDGET PRESENTATION

Lannes presented the 2014 preliminary budget that staff had prepared. She stated the LGA (Local Government Aid) has been confirmed. Staff recommends using this to pay back the SAC fund rather than using it in the general levy for operations. She stated it is necessary to pay back the SAC fund to fund future projects and stated this LGA is like a gift.

Lannes reported there will be an increase in insurance rates because of the healthcare reform; some cities are anticipating a 30-40% increase in premiums, but Albertville is in a cooperative group which anticipates no more than a 10% increase. There is a 2% cost of living increase included in the budget for the employees and for the Fire Department to put towards their relief fund. Sorensen asked if Lannes would review other insurance groups or plans if the increase is too high. Lannes reported that she is diligent in looking for the best price and goes out for bids every three years. Lannes stated there was an additional \$9,000 budgeted in order to split the City's voting precincts to achieve recommended voter ratios per precinct. There was a decrease in dollars allocated to engineering assistance.

Olson inquired why more funds were added to legal fees. Lannes reported history has shown the City has gone over on legal fees the past several years, so they increased the legal fees to be more accurate. Vetsch would like to see the fees for legal and planning services reduced. Sorensen inquired when Nafstad would look at adding other full-time staff, such as a building official. Nafstad replied that it was dependant on the position, but in the case of the building department, the current costs to outsource are not what would be needed for a full time individual.

Lannes reported there is a 3% increase for police protection services from the Wright County Sheriff's Office. There were some increases to temporary parks employees and supplies, the senior center, library, and FYCC. She stated that funds had been added for the Initiative Foundation, a group that helps local businesses with grants, etc. Hendrickson would like this link put on the website. Lannes stated \$10,000 was added to the EDA for lobbying efforts.

Nafstad stated the main Public Works projects would be the 57th Street NE improvements and 54th and Barthel Industrial Drive NE stormwater improvement.

Nafstad explained the recommended fixes for the STMA Ice Arena roof involving dehumidification and replacement of the roof's insulation. Staff suggested funding Albertville's portion for the entire fix with an Interfund Loan to be repaid in a number of years. Vetsch would like to see that paid in no more than eight years maximum and stated he is not in favor of any funding where the City would be paying any type of interest.

4. BUDGET DISCUSSION/ COUNCIL BUDGET REQUESTS

Hendrickson felt the funds for lobbying were important.

Nafstad stated there were no funds allocated to video recording of the Council meetings; however, Couri is still in contact with Charter Communications regarding the language in their franchise agreement. Sorensen would like to see a low cost option utilized, such as YouTube.

Fire Chief Mills stated there are concerns about long term capital such as fire truck and equipment replacement, but they can work with Otsego to put together a strategic plan. He stated he does have some concerns with the Fire Hall maintenance needs.

Hendrickson stated she could see setting the preliminary budget and levy at the levy limit set out by the State and then trimming it before the final budget approval in December. Sorensen had concerns that if they lock into a number now, it will stay the same for December, as past history has shown. Lannes stated that these numbers reflect the improvements to the ice arena and Council can stipulate that once a decision is made on the ice arena roof, they can review the budget again. Vetsch does not want to come in at the levy limit. Olson had concerns that if they did not receive LGA next year and also had a levy limit, how the SAC fund would be repaid.

Council decided to continue discussion at the next budget workshop meeting to be held on August 19 after the regular City Council meeting. Hendrickson asked the Council to let staff know of any concerns they have prior to the meeting so staff can come prepared to the meeting.

5. ADJOURNMENT

Motioned by Sorensen, seconded by Hendrickson, to adjourn the meeting at 9:51 p.m. Ayes: Hendrickson, Olson, Sorensen, Vetsch and Wagner. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, City Clerk

August 28, 2013

SUBJECT: CONSENT - FINANCE – PAYMENT OF BILLS

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Authorize the Tuesday, September 3, 2013 payment of the claims as presented except the bills specifically pulled, which are passed by separate motion. The claims listing has been provided to Council as a separate document. The claims listing is available for public viewing at City Hall upon request.

BACKGROUND: The City processes claims on a semi-monthly basis. The bills are approved through their respective departments and administration and passed onto the City Council for approval.

KEY ISSUES:

- Account codes starting with 810 are STMA Arena Expenses/Vendors (bolded) and key issues will be presented in the claims listing document.

POLICY/PRACTICES CONSIDERATIONS: It is the City's policy to review and approve payables on a semi-monthly basis.

FINANCIAL CONSIDERATIONS: City staff has reviewed and recommends approval of payments presented.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to approve all bills pursuant to Minnesota State Law, which requires all bills to be paid in a timely manner, generally within 30 days unless one party determines to dispute the billing.

Responsible Person: Tina Lannes, Finance Director

Submitted through: Adam Nafstad, City Administrator-PWD

Attachment: List of Claims (under separate cover)

August 22, 2013

SUBJECT: CONSENT – CITY CLERK – 2014-2015 WRIGHT COUNTY SHERIFF’S CONTRACT RENEWAL

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Approve the 2014-2015 Wright County Sheriff’s Contract for police protection for the City of Albertville that would be effective January 1, 2014 and end on December 31, 2015.

BACKGROUND: Every two years the City of Albertville enters into a police protection agreement with the Wright County Sheriff’s Department. The Wright County Sheriff’s Department agrees to provide police protection within the Albertville corporate limits to the extent and in the manner spelled out in the contract.

KEY ISSUES:

- The Sheriff’s Department shall have full cooperation and assistance from the City of Albertville, its officers, agents, and employees so as to facilitate the performance of the agreement.
- The County shall furnish and supply all necessary labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to maintain the level of service to be rendered herein.
- The City of Albertville shall not be liable for the direct payment of any salaries, wages, or other compensation to any personnel performing services herein for said County.
- The City of Albertville shall not be liable for compensation or indemnity to any of the Sheriff’s employees for injuries or sickness arising out of its employment, and the County hereby agrees to hold harmless the City of Albertville against any such claims.
- The County, Sheriff, his officers, and employees shall not be deemed to assume any liability for intentional or negligent acts of said City or any officer, agent, or employee thereof.
- The number of hours of service to be provided pursuant to the contract is 8,760 hours annually, and shall provide 24-hour call and general service.

POLICY CONSIDERATIONS: The City Council considers contracts on a case by case basis.

FINANCIAL CONSIDERATIONS: The City of Albertville agrees to pay Wright County Sheriff’s Department the sum of \$62.50 per hour for police protection during the calendar year of 2014; and, \$64.50 per hour during the calendar year of 2015.

Year	Hourly Rate	Hours	Annual Cost	Increase	Percent
2010	\$57.50	8760	\$503,700		
2011	\$59.00	8760	\$516,840	\$13,140	2.61%
2012	\$59.75	8760	\$523,410	\$6,570	1.27%
2013	\$60.50	8760	\$529,980	\$6,570	1.26%
2014	\$62.50	8760	\$547,500	\$17,520	3.31%
2015	\$64.50	8760	\$565,020	\$17,520	3.20%

LEGAL CONSIDERATIONS: The Wright County Sheriff's contract provides a fixed hourly rate for a two year period. This contract is consistent with previous contracts with the exception of the rate.

Responsible Person-Department: Kimberly A. Olson, City Clerk

Submitted through: Adam Nafstad, City Administrator - PWD

Attachments: Wright County Sheriff Agreement

LAW ENFORCEMENT CONTRACT

THIS AGREEMENT, made and entered into this _____ day of _____, 2013, by and between the COUNTY OF WRIGHT and the WRIGHT COUNTY SHERIFF, hereinafter referred to as "County" and the CITY OF ALBERTVILLE hereinafter referred to as the "Municipality";

WITNESSETH:

WHEREAS, the Municipality is desirous of entering into a contract with the County for the performance of the hereinafter described law enforcement protection within the corporate limits of said municipality through the County Sheriff; and

WHEREAS, the County is agreeable to rendering such services, and protection on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for by the provision of Minnesota Statutes 471.59 and Minnesota Statutes 436.05;

NOW THEREFORE, pursuant to the terms of the aforesaid statutes, and in consideration of the mutual covenants herein contained, it is agreed as follows:

1. That the County by way of the Sheriff agrees to provide police protection within the corporate limits of the Municipality to the extent and in the manner as hereinafter set forth:
 - a. Except as otherwise hereinafter specifically set forth, such services shall encompass only duties and functions of the type coming within the jurisdiction of the Wright County Sheriff pursuant to Minnesota Laws and Statutes.
 - b. Except as otherwise hereinafter provided for, the standard level of service provided shall be the same basic level of service which is provided for the unincorporated areas of the County of Wright, State of Minnesota.
 - c. The rendition of services, the standard of performance, the discipline of the officers, and other matters incident to the performance of such services and control of personnel so employed shall remain in and under the control of the Sheriff.

- d. Services purchased pursuant to this contract shall include the enforcement of Minnesota State Statutes, including but not limited to the Traffic Code and the Criminal Code, as well as all local ordinances enacted in conformance therewith. Statutes and ordinances which prescribe enforcement by a different authority; i.e., the State Electrical Code, the Uniform Building Code, etc., shall be excluded from this agreement. Ordinances pertaining exclusively to purely local city management matters; i.e., sewer and water collection, etc., shall be excluded from this agreement. The Municipality shall be responsible for enforcement of the Municipal Zoning Code, except that the Sheriff will enforce nuisance ordinances conforming to State law; i.e., junk cars, etc. and traffic ordinances; i.e., parking and erratic driving.

2. That it is agreed that the Sheriff shall have full cooperation and assistance from the Municipality, its officers, agents and employees so as to facilitate the performance of this agreement. In order to facilitate a local presence of Sheriff's Deputies, the Municipality shall, if requested by the Sheriff, provide a local telephone line and space for a computer workstation in the respective City Hall or other suitable city owned building at no cost to the County. The Municipality shall allow a sign indicating the location of its Sheriff's substation with appropriate telephone numbers to be displayed on the exterior of the building.

3. That the County shall furnish and supply all necessary labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to maintain the level of service to be rendered herein.

4. The Municipality shall not be liable for the direct payment of any salaries, wages, or other compensation to any personnel performing services herein for said County.

5. The Municipality shall not be liable for compensation or indemnity to any of the Sheriff's employees for injuries or sickness arising out of its employment, and the County hereby agrees to hold harmless the Municipality against any such claims.

6. The County, Sheriff, his officers, and employees shall not be deemed to assume any liability for intentional or negligent acts of said Municipality or any officer, agent, or employee thereof.

7. This agreement shall be effective from January 1, 2014 to December 31, 2015.

8. The Municipality agrees to pay to the County the sum of \$62.50 per hour for law enforcement protection during the calendar year 2014 and \$64.50 per hour during the calendar year 2015. If salaries of Deputy Sheriffs are increased at any time during the term of this contract, the hourly rate of this contract shall not be increased.

9. This contract shall be extended automatically for successive one year periods at a rate to be established by the County, unless the County or Municipality shall notify the other of termination, in writing, prior to August 15 of each year.

10. The number of hours of service to be provided pursuant to this contract are as follows: 8,760 hours annually, and shall provide 24-hour call and general service. The Municipality shall notify the County in writing prior to August 15 regarding any change in the number of hours for the subsequent year.

11. The County shall provide for all costs and prosecution efforts with respect to violations charged by the Sheriff in the performance of this agreement. All fines arising from such prosecutions shall accrue to the County. Violations of municipal ordinances excluded from enforcement by this agreement shall be prosecuted by the Municipality at its expense. All fines arising from city prosecutions shall accrue to the Municipality unless otherwise provided by law.

12. Pursuant to law, the County Auditor/Treasurer shall remit to the Municipality its share of all fines collected. The Municipality shall return to the County within 30 days all fine money attributable to prosecutions initiated by the Sheriff in accord with Paragraph 11 of this contract. The Municipality shall keep and retain any fine money submitted by the Auditor/Treasurer attributable to prosecutions initiated by the Municipality.

13. For the purpose of maintaining cooperation, local control and general information on existing complaints and problems in said Municipality, one member of the Municipal Council, the Mayor or other person or persons shall be appointed by said Council to act as police commissioner(s) for said Municipality and shall make periodic contacts with and attend meetings with the Sheriff or his office in relation to the contract herein.

14. The County shall save, hold harmless and defend the City from any and all claims arising from the acts or omissions, including intentional acts and negligence, committed by employees or agents of the County or Sheriff while in the performance of duties in furtherance of this contract.

IN WITNESS WHEREOF, The Municipality, by resolution duly adopted by its governing body, caused this agreement to be signed by its Mayor and attested by its Clerk; and the County of Wright, by the County Board of Commissioners, has caused this agreement to be signed by the Chairman and Clerk of said Board, and by the Wright County Sheriff, effective on the day and year first above written.

CITY OF ALBERTVILLE

Dated: _____
Mayor

ATTEST: _____
Clerk

WRIGHT COUNTY

Dated: _____
Pat Sawatzke, Wright County Board Chair

ATTEST: _____
Lee Kelly
Interim County Coordinator

Dated: _____
Joe Hagerty
Wright County Sheriff

Approved as to form and execution:

Tom Kelly, Wright County Attorney

August 20, 2013

SUBJECT: CONSENT - FINANCE – 2014 PRELIMINARY BUDGET AND PROPERTY TAX LEVY

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Approve Resolution No. 2013-035 Adopting the 2014 Preliminary Property Tax Levy.

MOTION TO: Approve Resolution No. 2013-036 Adopting the 2014 Preliminary Budget.

BACKGROUND: Annually, the budget and property tax levy process starts in June with staff preparing estimates and projections for the following year's preliminary or draft budget. Through meetings and workshop sessions, the City Council reviews the preliminary budget and amends as desired. Prior to September 15 of each year, the following year's proposed tax levy is submitted to Wright County for preliminary certification.

Attached for Council review, is the tax levy and budget summary for 2014.

The attached budget is the product of several Council workshops over the past few months and the same budget that was sent to the Council on August 20, following the workshop on August 19. However, the itemization/presentation of the attached budget has been slight revised. On the attached budget, the additional monies used for debt payment (LGA) are presented in the debt levy instead of the operations levy, as required by the State of MN.

The attached preliminary budget for 2014 totals \$3,158,903. The budget includes a General Fund tax levy of \$2,397,983 for taxes payable 2014 and the debt service levy of \$902,141. The total levy, both general fund and debt service has increased from \$3,205,106 in 2013 to \$3,300,124, which is a 2.96% increase.

KEY ISSUES:

1. **Levy Adoption Schedule:** The final levy is not certified until mid December so there is still an opportunity to review, discuss, and change the 2014 budget and tax levy as needed. The important thing to note is that the final levy can be less than the preliminary levy, but it cannot be more. For the preliminary levy, it is best to avoid "locking" into a levy that could be inadequate to fund operations and programs for next year.
2. **LGA/Levy Limits:** On Tuesday the 26th, the city received the final levy limit figures from the MN Dept of Revenue. The City is estimated to receive LGA in the amount of \$79,651, which reduces the general fund levy by that amount. The attached budget includes using the amount received to assist in paying debt service shortages. The

amount is added to the debt service levy and the revenue of the LGA is added to the General Fund Revenues.

3. The attached budget is the same budget the Council reviewed at the last workshop on August 19, 2013, and includes the requested changes by Council. The changes were made to the budget and sent out to Council on August 20, 2013. The presentation of the attached budget has changed to be in accordance of adoption for state levy limits and actual presentation on the debt levy.

POLICY CONSIDERATIONS: It is the City's policy to review and approve the 2014 Budget and Proposed Property Tax Levy.

FINANCIAL CONSIDERATIONS: In reviewing the Albertville projected 2014 budget, we anticipate maintaining the Office of the State Auditors minimum requirements of 35% of the budget in designated funds for general reserve. Although staff can work with this under the current economic status, it is recommended that the City Council continue to increase the General Funds reserve and not rely on other capital reserves to fund cash flow needs.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to approve the 2014 Annual Preliminary Budget and Preliminary Property Tax Levy pursuant to Minnesota State Law.

Responsible Person-Department: Tina Lannes, Finance Director

Submitted Through: Adam Nafstad, City Administrator - PWD

Attachments:

Summary preliminary budget
Resolution No. 2013-035
Resolution No. 2013-036



**2014 PRELIMINARY BUDGET SUMMARY COMPARISON
 GENERAL FUND**

General Fund Revenue:		2013 Budget	2014 Budget	Difference 13 to 14 \$	Difference 13 to 14 %
31010	Current Ad Valorem Taxes	2,423,781	2,397,983	-\$25,798	-1.06%
34113	Franchise Fee - Cable	65,000	65,000	\$0	0.00%
32100	Business Licenses & Permits	20,000	22,000	\$2,000	10.00%
32110	Liquor Licenses	29,150	29,150	\$0	0.00%
32120	3.2 Liquor Licenses	150	150	\$0	0.00%
32150	Sign Permits	1,500	1,500	\$0	0.00%
32210	Building Permits	35,000	55,000	\$20,000	57.14%
32240	Animal Licenses	250	400	\$150	60.00%
33405	Police Aid	28,000	28,000	\$0	0.00%
33406	Fire Aid	30,000	42,000	\$12,000	40.00%
33422	Other State Aid Grants	8,200	8,200	\$0	0.00%
33620	County Grants & Aids	0	0	\$0	0.00%
34000	Charges for Services	2,000	2,000	\$0	0.00%
34001	Administration fees	125,894	136,721	\$10,827	8.60%
34005	Engineering As Built Fee	750	1,500	\$750	100.00%
34101	Lease Payments - City Property	0	0	\$0	0.00%
34101	Zoning & Subdivision Fees	1,500	1,500	\$0	0.00%
34103	Plan Check Fee	15,000	25,000	\$10,000	66.67%
34104	Sale of Maps	50	0	-\$50	-100.00%
34105	PID/Legal Description Requests	0	0	\$0	0.00%
34106	Title Searches	546	1,000	\$454	83.15%
34107	Fire Protection Contract Charges	154,417	160,532	\$6,116	3.96%
34202	Rental Fees	5,000	6,000	\$1,000	20.00%
34780	Other Revenues	6,000	9,000	\$3,000	50.00%
34950	Fines & Forfeits	0	0	\$0	0.00%
35000	Interest Earnings	25,000	25,000	\$0	0.00%
36210	Arena	11,388	11,616	\$228	2.00%
39203	Transfer other fund I-94 Engineer	50,000	50,000	\$0	0.00%
39203	Transfer other fund 102 to SAC	50,000	0	-\$50,000	-100.00%
	LGA Revenue expected	0	79,651		
	Total Revenues	3,088,576	3,158,903	-9,323	2.28%

General Fund Department Expenditures:		2013 Budget	2014 Budget	Difference 13 to 14 \$	Difference 13 to 14 %
41100	Council	41,855	44,969	\$3,114	7.44%
41300	Combined Administrator/Engineer	124,909	98,130	-\$26,779	-21.44%
41400	City Clerk	121,258	129,984	\$8,726	7.20%
41440	Elections	9,000	15,500	\$6,500	72.22%
41500	Finance	169,155	177,839	\$8,684	5.13%
41550	City Assessor	28,500	29,355	\$855	3.00%
41600	City Attorney	35,000	40,000	\$5,000	14.29%
41700	City Engineer	20,200	20,000	-\$200	-0.99%
41800	Economic Development	18,000	28,000	\$10,000	55.56%
41910	Planning & Zoning	31,507	40,507	\$9,000	28.56%
41940	City Hall	120,855	135,605	\$14,750	12.20%
42000	Fire Department	325,307	316,187	-\$9,121	-2.80%
42110	Police	530,000	547,500	\$17,500	3.30%
42400	Building Inspection	155,365	154,184	-\$1,181	-0.76%
42700	Animal Control	4,000	4,080	\$80	2.00%
43100	Public Works - Streets	449,995	482,694	\$32,698	7.27%
41750	Add'l Consulting combined Admin/Eng	60,000	30,000	-\$30,000	0.00%
45000	Culture & Recreation	55,843	58,600	\$2,758	4.94%
45100	Parks & Recreation	191,866	211,126	\$19,260	10.04%
45000	Library Debt Service	25,151	26,030	\$879	100.00%
49300	Capital Reserves	570,810	568,614	-\$2,196	-0.38%
Total Expenditures		3,088,576	3,158,904	70,328	2.28%

Levy	2013	2014	Difference 13 to 14 %
General Fund & EDA	2,423,781	2,397,983	-1.06%
Total Tax Levy (Oper. Levy)	2,423,781	2,397,983	-1.06%
357 GO Improvement Bond 03	76,520	287,086	
354 Bonds 03 PF Lease Rev	67,631	77,456	
City Hall 05	277,878	276,723	
GO Im Bond 07			
Lachman/19/Industrial	70,157	70,157	
PW Facility 04	169,139	100,719	
I-94	120,000	90,000	
Total Debt Service Levy	781,325	902,141	Debt Levy 15.46%
Total Levy	3,205,106	3,300,124	Total Levy 2.96%

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2013-035

**A RESOLUTION ADOPTING THE
2013 TAX LEVY COLLECTIBLE IN 2014**

BE IT RESOLVED by the Council of the City of Albertville, County of Wright, Minnesota, that the following sums of money be levied for the current year, collectible in 2014, upon taxable property in the City of Albertville for the following purposes:

Total levy \$3,300,124

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Wright County, Minnesota.

Adopted by the City Council of the City of Albertville this 3rd day of September, 2013.

Jillian Hendrickson, Mayor

Kimberly A. Olson, City Clerk

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2013-036

A RESOLUTION ADOPTING THE 2014 PRELIMINARY BUDGET

WHEREAS, the City Council of the City of Albertville has adopted a proposed budget;
and

WHEREAS, the Albertville City Council has adopted a preliminary tax levy to be placed upon the taxable property in the City of Albertville; and

WHEREAS, the Albertville City Council desires to reserve within the General Fund those monies designated as capital outlays within various budget classifications, such that those monies can be disbursed only for those capital outlays so specified within the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALBERTVILLE, MINNESOTA:

1. The attached budget is hereby adopted as the preliminary budget for the City of Albertville for the period January 1, 2014, through December 31, 2014.
2. All monies designated within the budget, as capital outlays shall be reserved within the Capital Reserves Fund, such that those monies can be disbursed only for those capital outlays so specified within the budget.
3. The Albertville City Council has hereby complied with Minnesota Statutes.
4. The Finance Director is hereby authorized to transmit certification of compliance with Minnesota Statutes to the Commissioner of Revenue as required.

Adopted by the Albertville City Council this 3rd day of September, 2013.

Jillian Hendrickson, Mayor

Kimberly Olson, City Clerk

Mayor and Council Request for Action

August 29, 2013

SUBJECT: PLANNING DEPARTMENT – MAJOR OUTDOOR MUSIC EVENT PERMIT FOR THE 152 CLUB AT 5794 MAIN AVENUE NE IN ALBERTVILLE

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Approve the attached Major Outdoor Music Permit No. 2013-_____ for the 152 Club at 5794 Main Avenue NE.

BACKGROUND: The 152 Club at 5794 Main Avenue NE in Albertville annually conducts an outdoor Oktoberfest event that includes outdoor music. They have submitted a permit request for a major outdoor music event for September 28, 2013 to run from 3:00 p.m. to midnight. This one-day event will involve both a German polka band and a classic rock band.

KEY ISSUES:

- The applicant estimates that the event will attract approximately 200 people over the course of the day.
- The event will be enclosed within the existing fenced area of the 152 Club site.
- The event will have three security people.
- Sanitary facilities will include the indoor bathrooms and three Biffs.
- The stage and band areas will be located in tents with the sides of the tents down around the stage area in an attempt to control noise. The stage will be oriented to the west.
- The stage is 300 feet from the nearest property to the west.
- It should be noted that City staff received noise complaints after last year's event.

POLICY/PRACTICES CONSIDERATIONS: The Council has discretion to approve or deny outdoor music event permits. The applicant has demonstrated compliance with the standards of Section 5-5-3 of the City Code, however, receipt of nuisance complaints may be grounds for denial of future outdoor music event permits. Council may also impose additional conditions to mitigate nuisance issues as part of any permit approval.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATIONS: If approved, the applicant is required to sign the permit agreeing to the conditions of approval.

Responsible Person - Department: Alan Brixius, City Planner

Submitted Through: Adam Nafstad, City Administrator - PWD

Attachments:

- Draft Permit 2013-_____
- Application and Site Plan

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

MAJOR OUTDOOR MUSIC EVENT PERMIT NO. 2013- _____

The City of Albertville issues a Major Outdoor Music Event to the 152 Club located at 5794 Main Avenue NE, Albertville, Minnesota for the calendar year 2013, provided the following conditions are met and satisfied:

- 1. This permit shall be for September 28, 2013. Performance hours shall be 3:00 p.m. to Midnight. No performances shall be allowed beyond Midnight.**
- 2. The stage, band and speakers shall be arranged in the manner illustrated on the attached site plan.**
- 3. All outdoor music stages, speakers, and amplifiers shall be located a minimum of 300 feet from any residence in a residential zoning district. All stages, speakers, and amplifiers shall be arranged in a design and manner that does not broadcast music at or toward a residence within 300 feet of the stage.**
- 4. All access to the event shall be through the 152 Club principal building. The event shall be contained within the fenced area of the 152 Club site.**
- 5. The permit holder agrees to manage the outdoor performance to control volume and nuisance complaints. The permit holder shall comply with all requests of the Sheriff's Department to turn down the volume to mitigate nuisance complaints.**
- 6. In the event of nuisance complaints, the City reserves the right to add conditions on this permit to mitigate nuisance complaints and protect neighboring properties.**
- 7. The permit holder understands that they are responsible for the behavior and operation of the outdoor music events including employees, band members, and event participants. Poor or unlawful behavior on the property, associated with the outdoor music event, that disturbs or damages adjoining property may be grounds for permit revocation.**
- 8. The permit holder understands that failure to abide by the conditions and standards of this permit or Section 5-5-3 of the Albertville City Code may be grounds for permit revocation.**

_____ **Date:** _____
Adam Nafstad,
Albertville City Administrator

_____ **Date:** _____
Permit Holder: Trish Holm



5959 Main Avenue NE
P.O. Box 9
Albertville, MN 55301

APPLICATION FOR TEMPORARY OUTDOOR MUSIC

Temporary Outdoor Music Application must be submitted a minimum of 14 business days prior to a Council meeting.

Office Use Only

Date Rec'd: 08-22-13 Amount Pd: 10.00
Check/Cash: RJ CHECK #2000 Mtg Date: 09-03-13
Permit mailed: _____ Sheriff notified: _____

1. Applicant Name and/or Organization: 192 Club
Contact Person: Tisha Holm
Address: 5794 Main Ave NE
Day-time Phone No.: 763-497-4101 Email Address: tisha.holm@gmail.com
2. Address of where the Outdoor Musical Performance will take place:
5794 Main Ave NE
3. Date(s) the Outdoor Musical Performance will take place:
Sept. 28
4. Hours of the Outdoor Musical Performance:
3-7 + 8-11:59

CHECKLIST OF ITEMS NEEDED WHEN SUBMITTING AN APPLICATION TO THE PLANNING DEPARTMENT FOR A TEMPORARY OUTDOOR MUSIC PERMIT

Staff will review Section 5-5-3 of the City Code in determining whether to grant the request for temporary outdoor musical performance. Applicants should review this section of the Ordinance to understand conditions the City places on outdoor musical performances. In addition, permit approval will be based upon the applicants providing the following information for review by City staff:

The applicant shall demonstrate that the event site can satisfy the requirements the City has set forth with regards to holding an outdoor music event. They shall submit a written narrative and/or site plan addressing the following:

200 Anticipated number of people at the outdoor music event. *throughout entire event*

___ The provision of sanitary facilities for the music event. *interior bathroom + 3 biffies*

___ The provision of security and/or fencing to control access to the music event.

3 security - yes to fencing

___ The location of off-street parking for the music event.

parking lot

___ The location and orientation of the proposed stage, speakers, amplifiers, and performers. In addition, applicants shall indicate the distance between these entities and any residence/building in a residential zoning district, which must be a minimum of 300 feet.

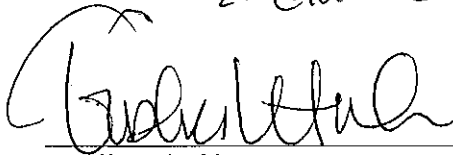
___ A calendar of days in the week when outdoor music events may occur.

Sept. 28

___ A description of the type of musical performance (i.e. instrumental, acoustic, etc.)

instrumental

- 1- german band - polka / yodeling*
- 2- classic rock -*



Applicant's Signature

8-22-13

Date

Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



Map data ©2012 Google

Entire band, stage, & outdoor area is under a tent. There will be sides on the tent around the band for sure, and possibly the entire tent (depending on weather). The closest residential building is 300 feet away. The 152 Club building & new addition helps block any noise that direction. I am also able to move further back if needed into courts. With the band facing this direction, it greatly reduces, if not eliminates, noise toward the larger residential area on 57th Street. Please let me know ASAP if this layout works for the city. Thank you! -TRISH

GENERAL ADMINISTRATION

5964 Main Avenue NE Lease: The lease has been executed and the Construction Manager and staff are working to finalize contracts with subcontractors. Public Works crews have cleaned out the building and moved all equipment to the public works garage. It is anticipated that work will begin the first week in September. Staff is coordinating the electric service upgrade with Xcel Energy and looking at potential undergrounding options.

STMA Arena: The Arena Board has agreed to allow Youth Hockey to take over advertising at the Arena. With this change, staff is preparing a revised agreement as well as an agreement to buyout and closeout all obligations between Franklin and the Arena Board.

Request to Harvest Geese within City Limits: Staff has received a request from Mike Leuer to harvest geese on his property this fall due to damage and problems the birds have caused. City ordinances do not allow for hunting or the discharge of firearms for hunting. Staff would like to discuss this request and possible options with the Council at the next meeting.

Parks Committee: One of the items discussed at the last Park Committee meeting was a \$1,000 contribution to the 57th Street NE Boardwalk/Eagle Scout project. If the Council agrees with the contribution it is recommended that the Council motion to approve the contribution.

Drainage Complaint: At the last meeting the Council heard from a resident on Locust Court NE regarding a drainage concern. Staff is in the process of reviewing and will report back to the Council.

ENGINEERING/PUBLIC WORKS

2013 Street, Trails, and Utility Improvement Project: The first lift of pavement on residential streets is scheduled to be complete by Thursday, August 29. The CSAH 18 trail segment is scheduled to be paved the first week of September. The third resident letter/update will be mailed the first week of September. In general, the project is progressing well.

UPCOMING EVENTS and ANNOUNCEMENTS

- September 11 – Local Board of Appeal and Equalization Training, 1:00 p.m. to 4:00 p.m. at the Wright County Courthouse, Room 120
- September 14 – Fire Department Fall Annual Party/Retirement Dinner at the Fire Hall
5:00 p.m. Happy Hour / 6:00 p.m. Dinner
- September 22 (Sunday) - Memorial Park Dedication, 12:00 p.m. (noon) at the Park
- September 30 – Joint Meeting between the City of Albertville, STMA School District, and the City of St. Michael, 6:00 p.m. at the Albertville City Hall

ATTACHMENTS: none