



City of Albertville Council Agenda

Monday, May 19, 2014
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**
- 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 May 5, 2014 regular City Council meeting minutes as presented (pgs 3-6)
- B.** Approve the May 5, 2014 workshop City Council meeting minutes as presented (pgs 7-8)
- C.** Approve the May 5, 2014 closed session City Council meeting minutes as presented (pg 9)
- D.** Authorize the Monday, May 19, 2014 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 10)
- E.** Approve the STMA Youth Hockey Association's Minnesota Lawful Gambling application to conduct Albertville Friendly City Days Bingo Night at St. Albert Parish on June 14, 2014 (pgs 11-13)

7. Public Hearings - None

8. Department Business

A. City Council

- 1). Committee Updates** (*STMA Arena, Planning, JPWB, Parks, Fire Board, etc.*)
- 2). Public Transit - Discussion**
- 3). Albertville Friendly City Days Challenge - Discussion**

B. Planning/Zoning

- 1). **2014 Ten Year Goal List (pgs 14-18)**
(Motion to Approve Resolution No. 2014-015 adopting the updated 10-year Albertville Vision Goals dated 2014 as an amendment to the 2012 Visioning Study.)
- 2). **Planning Update (pgs 19-20)**

C. Finance - None

D. City Clerk - None

E. Public Works/Engineering - None

F. Building - None

G. Legal

- 1). **City Attorney’s Report (pg 21)**

H. Administration

- 1). **City Administrator’s Update (pgs 22-23)**

9. Announcements and/or Upcoming Meetings

- May 26 Memorial Day, City Offices Closed
- May 27 Joint Powers Water Board, **6:15 p.m.**
- May 27 Parks Committee, 7:30 p.m.
- June 2 City Council, 7:00 p.m.
- June 9 STMA Ice Arena Board – **CANCELLED**
- June 10 Planning Commission, 7:00 p.m.
- June 11-15 Albertville Friendly City Days
- June 16 City Council, 7:00 p.m.
- June 23 Joint Powers Water Board, 6:30 p.m.
- June 30 Joint Meeting with St. Michael & STMA School Board, 6:00 p.m.

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JUNE						
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29	JM 30					

10. Adjournment



ALBERTVILLE CITY COUNCIL
May 5, 2014

DRAFT MINUTES

ALBERTVILLE CITY HALL

7:00 PM

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mayor Hendrickson called the meeting to order at 7:02 p.m.

2. ROLL CALL

Present: Mayor Hendrickson and Council members Olson, Sorensen, Wagner and Vetsch

Others Present: City Administrator/Engineer-PWD Adam Nafstad, City Planner Alan Brixius, Finance Director Tina Lannes, and City Attorney Mike Couri.

3. RECOGNITIONS - Scouts lead the meeting with the pledge of allegiance.

4. PUBLIC FORUM

Dan Aleckson, 11717 54th Street NE, was present at the meeting. Mr. Aleckson introduced himself to the Council and was there to request an update on the storm water project located at 54th Street NE and Barthel Industrial Drive NE.

Nafstad provided an update on the status of the project including the next steps the City needs to take before the project can be approved and move forward. These items included a funding plan, finalize construction documents, coordination with utility companies and effected businesses, and bidding. The anticipated timing of the project is mid-summer construction if approved and bids are accepted.

5. APPROVAL OF THE AGENDA

Motioned by Sorensen, seconded by Olson, to approve the Agenda as presented. Ayes: Hendrickson, Olson, Sorensen, Wagner and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

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 April 21, 2014 regular City Council meeting minutes as presented

- B. Approve the April 21, 2014 Workshop City Council meeting minutes as presented
- C. Approve the April 23, 2014 Local Board of Appeal and Equalization meeting minutes as presented
- D. Authorize the Monday, May 5, 2014 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
- E. Accept Accounts Receivable Report through March 31, 2014
- F. Approve a Two-Day Temporary 3.2% Malt Liquor License for the St. Michael Lions Club for the 2014 “Kick for a Cure” fundraiser on May 17-18, 2014

Member Sorensen requested clarification of an account description for check number ACH 2757 for FYCC. Lannes agreed there was an error and would correct that account code to be pledges and contributions.

Motioned by Hendrickson, seconded by Sorensen, to approve the Consent Agenda as amended. Ayes: Hendrickson, Olson, Sorensen, Wagner and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 7. PUBLIC HEARING - None
- 8. DEPARTMENT BUSINESS

A. City Council

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

Fire Advisory Committee

Nafstad provided a brief update on the last Fire Advisory Committee meeting held on April 30, 2014. Fire Chief Tate Mills’ term ends on December 31, 2014 and he does not plan to run again for the position. Chief Mills has held this position for over eight years. Chief Mills recommends that the replacement is a full-time Fire Chief. Staff and the Fire Department Officers have been working with Bruce Roed from the State Fire Marshal’s Office to obtain advice and reference materials. The State did validate that there is a need for a full-time Fire Chief. Staff will continue to work on this item with the Fire Department and both councils.

The Fire Advisory Committee discussed looking at the big picture for costs of a full-time Fire Chief in addition to increased capital funding for large equipment replacement. Nafstad updated the Council on the subject of the Fire Advisory Committee looking at a joint powers agreement. Currently, the City of Otsego funds about 40% of the fire budget, including capital reserves.

Member Vetsch asked if there was any discussion recently on having the City of Otsego implement 1306 and if there was any value in having the hardware internally in place in new buildings for when there is future water service available. The Council discussed this item.

Nafstad mentioned that there is a need for the Fire Department to move away from elections of officers and to implement an appointment process consistent with the recommendation of the State Fire Marshal's Office and the League of Minnesota Cities Insurance Trust.

Sorensen brought up that there is a state statute requiring a Council Member to attend fire relief meetings and it was suggested that Council Member Sorensen be that representative, but the current appointments assign Council Member Wagner.

Motioned by Hendrickson, seconded by Wagner, to appoint Council Member Sorensen as the Fire Relief City Council Member for 2014. Ayes: Hendrickson, Olson, Sorensen, Wagner and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

2). Parks Committee

Sorensen updated that they have finalized Explore Your Parks Night.

3). AFCD City Challenge Discussion

Nafstad reported that the Friendly City Days Committee is asking for details for the Albertville vs. St. Michael City Challenge. He reported it has been difficult to get staff and Council Members to participate in the challenges and inquired if the Council has ideas for the challenge or an alternative to a competition. Hendrickson suggested a social hour/event for the two cities. Wagner mentioned a ceremonial first pitch by the Mayor. Sorensen stated that he would like to do something. Nafstad also mentioned this year, Friendly City Days falls on Father's Day weekend. Council discussed some options.

The Mayor stated she would follow up with the AFCD Committee.

B. Finance - Lannes reported on the first quarter 2014 budget to actual for the City of Albertville.

C. Public Works - None

D. City Clerk - None

E. Planning/Zoning - None

F. Building - None

G. Legal - None

H. Administration

1). City Administrator's Update

Nafstad provided a handout regarding Old City Hall building located at 5975 Main Avenue NE to possibly house FYCC in the building. Currently, the building has been listed for over a year and there have been very few inquiries. Council discussed the options with the pros and cons outlined on Nafstad's memo.

Council directed staff to extend the offer to house FYCC at 5975 Main Avenue NE to FYCC.

10. ANNOUNCEMENTS and/or UPCOMING MEETINGS

May 12	STMA Ice Arena Board, 6:00 p.m.
May 13	Planning Commission, 7:00 p.m.
May 16	Explore Your Parks Night, 6:00 p.m. – 8:00 p.m.
May 19	City Council, 7:00 p.m.
May 26	Memorial Day, City Offices Closed
May 27	Joint Powers Water Board, 6:30 p.m.
May 27	Parks Committee, 7:30 p.m.
June 2	City Council, 7:00 p.m.
June 9	STMA Ice Arena Board, 6:00 p.m.
June 10	Planning Commission, 7:00 p.m.
June 11-15	Albertville Friendly City Days
June 16	City Council, 7:00 p.m.
June 23	Joint Powers Water Board, 6:30 p.m.
June 30	Joint Meeting with St. Michael & STMA School Board, 6:00 p.m.

11. MOVE INTO CLOSED MEETING

Mayor Hendrickson moved into closed session at 7:54 p.m.

12. RECONVENE INTO OPEN MEETING

The Council Meeting was reconvened into open session at 8:42 p.m.

13. ADJOURN MEETING

Motioned by Hendrickson, seconded by Sorensen, to adjourn the meeting at 8:42 p.m. Ayes: Hendrickson, Olson, Sorensen, Vetsch, and Wagner. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Tina L. Lannes, Acting City Clerk



CITY COUNCIL WORKSHOP CITY HALL - COUNCIL CHAMBERS

Monday, May 5, 2014
DRAFT MINUTES

1. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

Present: Mayor Hendrickson and Council members Olson, Sorensen, Wagner and Vetsch

Others Present: City Administrator/Engineer-PWD Adam Nafstad, Finance Director Tina Lannes, City Planner Alan Brixius, and City Attorney Mike Couri.

2. VISION GOALS & PRIORITIES

Brixius stated the goal of the workshop is to focus on the next steps for ongoing projects and provide suggestions for newly identified issue areas. In addition, he reviewed the previous goals determined from the April 21, 2014 workshop and the possible uses for the Leuer-Munsterteiger property located on County Road 19.

Brixius reviewed the 2012 Visioning Goals. He reviewed the projects on the ten-year list along with some staff and council recommendations:

Transportation

County Road 19 North
I-94
50th Street NE Improvements with utilities
Main Avenue NE
Pedestrian Crossing between Outlet Mall
Barthel Industrial Drive NE

Residential

Prairie Run Lots
Leuer-Munsterteiger property options located on County Road 19

Public Facility Improvements

STMA Ice Arena Expansion
Waste Treatment Facility
Reuse/Demolition of Old City Hall
Green Haven
Hunters Lake Trail

Recreational
Park Master Plan
Soccer Field/Complex

Brixius will prepare a list for review to the Council for approval at the next council meeting.

3. ADJOURNMENT INTO CITY COUNCIL MEETING 7:02 p.m.

Respectfully submitted,

Tina L Lannes, Acting City Clerk

DRAFT



**CITY COUNCIL CLOSED SESSION
CITY HALL - COUNCIL CHAMBERS**

Monday, May 5, 2014

DRAFT MINUTES

1. CALL TO ORDER

The meeting was called to order at 8:03 p.m.

Present: Mayor Jillian Hendrickson and Council members Olson, Sorensen, Wagner and Vetsch

Others Present: City Administrator/Engineer-PWD Adam Nafstad, Finance Director Tina Lannes, City Planner Alan Brixius, and City Attorney Mike Couri.

2. ADJOURNMENT

Motioned by Hendrickson, seconded by Sorensen, to adjourn the closed session and return to the open session at 8:42 p.m. Ayes: Hendrickson, Olson, Sorensen, and Vetsch. Nays: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Tina L. Lannes, Acting City Clerk

May 14, 2014

SUBJECT: CONSENT - FINANCE – PAYMENT OF BILLS

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

MOTION TO: Authorize the Monday, May 19, 2014 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)

May 12, 2014

SUBJECT: CONSENT – CITY CLERK – STMA YOUTH HOCKEY ASSOCIATION

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

MOTION TO: Approve the Minnesota Lawful Gambling LG230 application to conduct Albertville Friendly City Days Bingo Night at St. Albert Parish located at 11400 57th Street NE within the Albertville City limits on June 14, 2014.

BACKGROUND: St. Albert Parish annually holds a bingo night during Albertville Friendly City Days. It is the City's policy to review and approve a gambling permit application for the selling of Pull-tab's, Tip cards, Paddlewheels, and Raffles at establishments within the Albertville city limits.

FINANCIAL CONSIDERATIONS: There no financial considerations.

LEGAL CONSIDERATIONS: The Mayor and City Council have the authority to review and approve or deny any gambling permit applications.

Responsible Person/Department: Tina Lannes, Finance Director

Submitted through:

Attachments: Gambling Permit Application

LG230 Application to Conduct Off-site Gambling

No Fee

Organization Information

Organization name STMA YOUTH HOCKEY ASSOCIATION License number 03888
 Address 6995 LASALLE CIR NE City ALBERTVILLE **MN** Zip code 55301
 County WRIGHT
 Gambling manager name DANA BERG Daytime phone 612-940-9773

Gambling Activity

1. Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.
 from 6 / 14 / 14 to 6 / 14 / 14

2. Check the type of games that will be conducted.
 raffle pull-tabs bingo tipboards paddlewheel

Gambling Premises

3. Name of location where gambling activity will be conducted ST. ALBERT PARISH CENTER

4. County [where gambling activity will be conducted] WRIGHT

5. Street address and city [or township] 11400 57TH ST NE; ALBERTVILLE Zip code 55301

- Do not use a post office box.
- If no street address, write in road designations. Example: 3 miles east of Hwy 63 on County Road 42.

6. Does your organization own the gambling premises?
 Yes If yes, a lease is not required.
 No If no, the lease agreement below must be completed, and signed by the lessor.

Lease Agreement for Off-site Activity A lease agreement is not required for raffles.

7. Rent to be paid for the leased area 0 If none, write "0."

8. All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any _____

9. Lessor's signature _____ Date ____/____/____
 Print lessor's name _____

CONTINUE TO PAGE 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits.	COUNTY APPROVAL for a gambling premises located in a township
City name <u>CITY OF ALBERTVILLE</u> Date approved by city council _____ Resolution number (if none, provide meeting minutes) _____ Signature of city personnel _____ Title <u>CITY CLERK</u> Date Signed _____	County name _____ Date approved by county board _____ Resolution number (if none, provide meeting minutes) _____ Signature of county personnel _____ Title _____ Date Signed _____

Chief Executive Officer [CEO] Acknowledgment

10. The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

11. I have read this application, and all information is true, accurate, and complete, and if applicable, agree to the lease terms as stated in this application.

CEO signature _____ Date _____

12. Print CEO name JOSH OPIOLA Daytime phone 612-203-9423

Mail or fax to: **No attachments required.**

Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113
FAX: 651-639-4032

This publication will be made available in alternative format (i.e. large print, Braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information</p>	<p>provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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ALBERTVILLE VISIONING STUDY 2014 TEN YEAR GOAL LIST

TRANSPORTATION

Streets:

- I-94/County Road 19 East Ramp
- County Road 19 Improvements North of Outlet Mall
- 50th Street NE Improvements/Sewer and Water
- Main Avenue NE Improvements/Streetscape
- Ongoing Local Street Maintenance/Overlay/Capital Improvement Program
- Street/Site Access Planning for Commercial Sites

Trails/Pedestrians:

- Replacement of Bituminous Trails with Local Street Improvements/Capital Improvement Program
- Extend Overland Trail Around Hunters Lake
- Oaks Park Trails
- Improve Pedestrian Safety Between the Outlet Malls Lying on Both Sides of County Road 19

LAND USE

Residential:

- Market and Develop Prairie Run Lots
- Promote High Value Single Family Lots on the Psyks Property
- Investigate Point-of-Sale Housing Code
- Re-examine Performance Standards for Single Family Homes (i.e., minimum house size, garage sizes)

Commercial:

- Promote Infill Development of Vacant Buildings
- Promote the Expansion of Hospitality and Recreational Businesses Within the Community
- Market and Develop City-Owned Commercial Lots

Industrial:

- Promote In-Place Expansion of Existing Albertville Industries
- Market and Develop the City-Owned Industrial Lots
- Provide Workable Economic Development Incentives to Industries Developing in Albertville

PUBLIC FACILITIES IMPROVEMENTS

Utilities:

- Waste Treatment Facility (Phosphorous Reduction)
- Waste Treatment Facility (Pond Removal)
- Waste Treatment Facility (Digester/Reed Beds)
- Green Haven Utility Improvements
- 50th Street NE Utility Improvements

Storm Drainage:

- 54th Street NE/Barthel Industrial Park Intersection and Barthel Industrial Ditch Improvements
- 57th Street NE Drainage and Utility Improvements
- County Ditch 9 Improvements/Clean Out
- Stormwater Pond Clean Out
- Stormwater Drainage Planning for Darkenwald Property

PARKS AND RECREATION

- STMA Ice Arena Expansion
- Explore Options for Expanding Soccer Training Facility
- Central Park Plan Implementation
- Investigate Opportunities for a Community Pool/Splash Park
- Trails in Oakside Park
- Trail Around Hunters Lake

CITY BUILDINGS/PUBLIC LAND USE

- Reuse of Old City Hall
- Future Planning/Use of Land North of the Waste Treatment Facility
- Ongoing Maintenance of Public Buildings and Properties

May 15, 2014

SUBJECT: 2014 Goal Setting – Ten Year Goals

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the attached resolution and list of 10-year goals for the City.

MOTION TO: Approve Resolution No. 2014-015 adopting the updated 10-year Albertville Vision Goals dated 2014 as an amendment to the 2012 Visioning Study.

BACKGROUND: In 2012, the City of Albertville adopted its 2012 Visioning Study to guide land use, development, and investment decisions of the City. This study included a 10-year list of goals that direct staff efforts and City investment. Over the past two years, the City has been successful in completing a number of these projects. As such, the City Council has reassessed the City's needs and objectives to update the City's 10-year goals list.

KEY ISSUES: In outlining the City's goals for the next 10 years, the goal statements have been categorized into the following issue areas:

- Transportation
- Land Use/Development
 - Residential
 - Commercial
 - Industrial
- Community Facilities
 - Utilities
 - Buildings
 - Parks and Trails

POLICY/PRACTICES CONSIDERATIONS: The adoption of the resolution amends the Albertville Vision Plan, outlining policy and goals to guide areas of transportation, land use, utilities, and investment.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATIONS: The attached resolution amends the City's 2012 Visioning Study/Comprehensive Plan and provides legal standing as a decision-making document.

Responsible Person/Department: Alan Brixius, City Planner

Submitted Through: Alan Brixius, City Planner

Attachments: Resolution No. 2014-015
2014 Ten Year Goal List

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

RESOLUTION NO. 2014-015

**RESOLUTION APPROVING AN AMENDMENT TO THE ALBERTVILLE
COMPREHENSIVE PLAN/2012 VISIONING STUDY ADOPTING THE 2014
TEN YEAR GOAL LIST AS AN ADDENDUM TO SAID PLAN**

WHEREAS, the City of Albertville adopted the 2012 Visioning Study to define vision, goals, and priorities of the community for the next 20 to 30 years; and

WHEREAS, the 2012 Visioning Study addresses key issues identified through a series of interviews with the City Council, Planning Commission, property owners, and City staff, and establishes goals, priorities, and strategies to address each issue; and

WHEREAS, the 2012 Visioning Study will provide direction for the City in future planning, administration, and investment efforts; and

WHEREAS, the 2012 Visioning Study includes a 10-year goal list and the City has been successful in its pursuit and completion of a number of these projects; and

WHEREAS, the Albertville Planning Commission and City Council have re-examined the 2012 Visioning Plan and updated the 10-year goal list representing future needs of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Albertville, Minnesota hereby approves an amendment to the Albertville Comprehensive Plan/2012 Visioning Study, adopting the attached 2014 Ten Year Goal List (Exhibit A) as an addendum to the 2012 Visioning Study.

Adopted by the City Council of the City of Albertville this 19th day of May, 2014.

Jillian Hendrickson, Mayor

Tina L. Lannes, Acting City Clerk



MEMORANDUM

TO: Adam Nafstad
FROM: Alan Brixius
DATE: May 13, 2014
RE: Albertville – Planning Update
FILE NO: 163.05

Willy McCoy’s. We have received a concept for a 500 square foot building expansion for Willy McCoy’s. This building addition will encroach into the outdoor patio area and provide bar service for the patio. Due to the size and location of the building addition, this is considered a minor building permit and will be processed by City staff.

Dollar Tree Store. City staff has met with Pat Flynn and Rick Johnson of United Development Group representing Dollar Tree. They are pursuing a site for an 8,000 square foot single tenant Dollar Store. The two sites they were interested in include:

1. East Building of Parkside Commercial Site. This site is zoned PUD with limited land use restrictions. For this site to be used, the applicant will be required to amend the PUD to allow the retail use of this building and a site and building plan approval for an 8,000 square foot retail building. The issue for this site will be the need to accommodate semi-truck access and egress to the site.
2. The second site would be the LaBeaux Station Lots 1 or 2, Block 1. North of 57th Street NE, across from Coborn’s, these sites are development ready. They have approved site plans that will require modification through a site and building plan review process.

Oman Bros. Outdoor Storage. Oman’s has purchased the western lot of Donna Voght. They wish to expand their outdoor storage in this area. The site is zoned I-1, which allows outdoor storage as a conditional use permit. We have advised them that they must secure the conditional use permit and provide plans for the storage yard. Areas of issue include grading and drainage, storage yard surfacing, fencing, and screening from adjoining properties and County Road 19.

Mold Tech. Albertville industry Mold Tech has indicated they have some interest in expanding. We have provided them with a concept plan for in-place expansion, offering the City-owned land east of the Mold Tech site to accommodate a building of 50,000 square feet. The issue with in-place expansion is that the building and land is not owned by Mold Tech and they may not be able to acquire the property.

We have provided a second Mold Tech option for a new building on the City-owned lot north of 52nd Street NE. This concept provides for a 50,000 square foot building on a three acre industrial lot. The City has maintained open communication with the industry.

Red Rooster Properties. Red Rooster Properties has filed for building permits to renovate the Sunoco gas station convenience store. This will include the introduction of a Taco Bell restaurant with a drive-through window.

Opus. We have received word that Albertville has not been selected as the development site for the Room and Board warehouse distribution center.

Fieldstone Family Homes. Staff will be meeting with Fieldstone Family Homes to work through a development plan and purchase agreement for the City-owned Prairie Run single family lots.

Brewery/Taprooms. A popular new business is brew pubs and breweries with taprooms. Brew pubs are establishments that brew their beer for their exclusive on-sale use. These uses are generally required to be done in conjunction with food sales (i.e., restaurants).

Breweries with taprooms produce beer for wholesale distribution, but by State law may have a taproom for the on-sale tasting of beer produced by the brewery. Taprooms are not required to offer food sales. Start-up breweries seldom have the product branding, product recognition, or volumes to move into wholesale distribution. As such, for small start-up breweries, the taproom becomes the primary use of the site (taverns without restaurants). These characteristics present the following issues:

1. Albertville requires all on-sale liquor licenses to be associated with restaurants with a required amount of food sales. Taprooms without restaurants will compete with Albertville restaurants.
2. A successful brewery/taproom that grows into larger production and wholesale distribution presents land use issues and raises questions as to what zoning district may be appropriate or what performance standards are required.

Currently, the Albertville Zoning Ordinance does not specifically address breweries or taprooms. Staff is looking to Council for direction as to whether the ordinance needs amending to accommodate this popular commercial/industrial use.

Memo

To: Adam Nafstad, City Administrator; Albertville City Council
From: Mike Couri
Date: May 13, 2014
Re: Attorney Report

Below is an update of the projects our office has been working on for the City.

- **I-94 Ramp Easement.** The State is asking the City to obtain I-94 ramp easement from Albertville Marketplace using a revised legal description as the State wants clearer language in the deed from the City to the State for the ramp easement. The easement area remains unchanged—the State simply wants its specific language used in the easement document. Adam and I will be working with Albertville Marketplace to obtain the proper language.
- **Hunters Pass 2nd Addition.** The plat is scheduled to be recorded on May 19th, assuming the Homeowners' Association approves of adding the 12 platted lots to the existing association.
- **Prairie Run.** We will be meeting next week with Fieldstone to work out a purchase agreement for the Prairie Run lots.

GENERAL ADMINISTRATION

STMA Ice Arena: Contracts are in place and we are coordinating a construction schedule with the mechanical contractors. At their recent meeting the Arena Board adopted the 2014 operations budget, which does not include depreciation. Depreciation will be accounted for separately and funded by annual contributions from each entity. Due to limited arena activity, the Arena Board has canceled the June and July meetings. If construction of the dehumidification system permits, we may be putting the ice on in June to accommodate summer ice requests.

Public Transit: The joint powers arrangement that the Wright County cities have been discussing will be further discussed as an agenda item at the meeting. This will likely be the only option for public transit in Wright County.

Charitable Gambling Ordinance (Chap 3, 4-3-2): Recently the question arose as to whether or not the City charged licensees to contribute a percentage of their profits. While the City Code does include language requiring a 10% contribution of profits, this has not been City practice. Local licensees, such as the Lions, have been extremely generous with their profits, and the city/community has greatly benefited from their fund raising activities and as such the fee has been waived. This would likely not be the case for non-local or certain other groups that may desire a license, to whom the fee would be charged. Please let me know if you have any questions regarding this practice.

Website: We are working with SM Website Solutions to update the City website to be more interactive, compatible with mobile devices, and easier for staff to update. We are working to have the updates complete by the end of June.

Prairie Run City-Owned Lots: Staff will be meeting with Fieldstone to discuss their offer the week of May 19.

5975 Main Avenue NE (Old City Hall): On May 21, the FYCC committee will discuss the use of the old city hall for FYCC. St. Michael, the School District, and Sandy Grininger the FYCC Director, have all expressed that they believe the building will be good for the FYCC program.

Parkside Commercial Lot: Recently staff met with a group interested in developing one of the Parkside Commercial properties (behind Casey's) as a Dollar Tree store.

Sunoco (formerly known) Station: Plans have been submitted for improvements and re-opening of the gas and convenient store to include a fast food drive-thru.

ENGINEERING/PUBLIC WORKS

Parking Lot Seal Coating: City Hall and the Fire Hall parking lots will be seal coated the week of May 19. In general, the project will consist of a chip seal the week of May 19, followed by a fog seal approximately four (4) weeks later. The parking lots will be striped once the fog is complete.

I-94 WB C-D Road: Exit 201 and the C-D Road will be re-opened on May 15. The exit was kept closed for an extended period of time following the pavement repairs due to extremely wet shoulders.

I-94 Coalition: The 2014/15 project between 101 and 241 has cleared the planning/Met Council process. MnDOT and FHWA are working to select a contractor and preparing for construction to begin late summer. The Coalition is working to formalize a business plan, establish a 2014 budget, and continue the membership/outreach campaign. Please let me know if you would like any additional materials or information.

57th Street NE/Church of St. Albert Improvement Project: The project is currently out for advertisement with a bid date of May 20. The award and cost-share agreement will be presented to Council at the first meeting in June.

Barthel Industrial Drive NE and 54th Street NE Drainage: Staff will be meeting the affected Industrial Park businesses the week of May 12.

Municipal State Aid Streets: Staff is in the process of updating annual “needs” reporting.

Engel Haus Project: Staff is coordinating the construction and road closure schedule of Kassel Avenue NE with Guardian Angels. This closure will occur after Friendly City Days.

UPCOMING EVENTS and ANNOUNCEMENTS

- **First Annual First Responders Luncheon** – Monday, May 19, 11:30 a.m., Rogers Community Room. The I-94 West Chamber is hosting its first annual luncheon to recognize first responders. Captain Josh Eull will be one of the first responders recognized for his dedication to the community and public safety
- **Annual LMC Conference** – June 18-20, St. Cloud Convention Center (please let staff know if you would like us to sign you up)

ATTACHMENTS: (none)