



City of Albertville Council Agenda

Monday, August 4, 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**

A. Mike Leuer/Ralph Munsterteiger

- 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 July 21, 2014 regular City Council meeting minutes as presented (pgs 4-8)
- B.** Approve the July 21, 2014 City Council Closed Meeting minutes as presented (pg 9)
- C.** Authorize the Monday, August 4, 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)
- D.** Reduce Letter of Credit No. 2220 held as security for the Hunters Pass 2nd development to no less than \$60,787, conditioned on any outstanding balances owed to the City being paid in full (pgs 11-12)

- 7. Public Hearings - None**
- 8. Department Business**

A. City Council

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

B. Finance

- 1). **Approve the 2014 Mid-Year Certification of Uncollected Utility Bills (pgs 13-15)**

(Motion to approve Resolution No. 2014-019 entitled a Resolution Certifying the 2014 Mid-Year Uncollected Utility Bills to Wright County for Collection with Real Estate Taxes.)

C. Legal

- 1). **Special Assessment of Hunters Pass 2nd Addition Park Dedication Fees (pgs 16-19)**

(Motion to adopt Resolution No. 2014-020 Adopting Assessments for Park Dedication Fees.)

- 2). **City Attorney's Update (pg 20)**

D. City Clerk - None

E. Public Works / Engineering - None

F. Planning/Zoning - None

G. Building - None

H. Administration

- 1). **City Administrator's Update (pgs 21-23)**

9. Announcements and/or Upcoming Meetings

August 4	Budget Workshop, 6:15 p.m. City Council, 7:00 p.m.
August 11	STMA Ice Arena Board, 6:00 p.m.
August 12	Primary Election, 7:00 a.m. – 8:00 p.m. Planning Commission, 7:00 p.m.
August 18	Budget Workshop, 6:15 p.m. City Council, 7:00 p.m.
August 25	Joint Powers Water Board, 6:30 p.m.
September 1	Labor Day, City Offices Closed
September 2	City Council, 7:00 p.m.
September 8	STMA Ice Arena Board, 6:00 p.m.
September 9	Planning Commission, 7:00 p.m.
September 15	City Council, 7:00 p.m.
September 22	Joint Powers Water Board, 6:30 p.m. Parks Committee, 8:00 p.m.
September 29	Joint Meeting (TBD – 5 th Monday)

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

10. Adjourn Regular Meeting and Move to Reconvene Budget Workshop, if necessary



**ALBERTVILLE CITY COUNCIL
July 21, 2014**

DRAFT MINUTES

ALBERTVILLE CITY HALL

7:00 PM

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Acting Mayor Vetsch called the meeting to order at 7:03 p.m.

2. ROLL CALL

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

Others Present: City Administrator-PWD Adam Nafstad, City Attorney Mike Couri, City Planner Alan Brixius, City Clerk Kimberly Olson, Nicole Rice, Brad Cedergren, Deputy Nalezny, and Nyles Gentz

3. RECOGNITIONS-PRESENTATIONS-INTRODUCTIONS

A. Yellow Ribbon Community Presentation

Brad Cedergren, 4980 Kalenda Avenue NE, stated that he is one of the community volunteers working to organize a regional Yellow Ribbon Community Program for Albertville and St. Michael. He stated that it would be a collaborative effort and they would pool resources from both cities for service members and first responders.

Nicole Rice, 119 1st Street NE, St. Michael, stated that she is a spouse of a military member and she knows what it is like to have community support and resources as well as to not have it. She stated the goal of the program is to create a support network in the community that is similar to what active duty families see at a base. She stated that there is a large number of military families in the Albertville-St. Michael area.

Vetsch inquired what they would need from the City and Cedergren responded that they would need Council support of the initiative as well as a meeting room to be made available for the group for several months. They would also like to mail a letter to all local businesses on City letterhead, hoping to legitimize their cause and perhaps include information on the City website. He stated they will be working with the Governor's office and a lot of training is involved. The City will also have a sign identifying it as a Yellow Ribbon Community. Rice stated that she will be presenting this to the St. Michael City Council at their next meeting.

Olson questioned if the school would be involved and Cedergren stated they are a large part of the program. Rice stated they need to identify the military families in Albertville and St. Michael and make them aware of the resources that are available.

All Council members supported the program.

B. Open Streets STMA

Sandy Greninger, FYCC, was present to speak about starting an annual Open Streets event. She stated that Open Streets is an initiative to get the community out and moving. The groups involved with the planning of the event include: inFit, Shoppes at Towne Lakes, FYCC, Live Wright, and North Wright County Today.

Greninger stated the event will take place on Saturday, September 6, 2014 from 10:00 a.m. to 2:00 p.m. and they are requesting to use the Central Park area and close 58th Street NE and Lander Avenue NE during the event. She has already begun to call those living along those streets to inform them of the event and hear any concerns. She stated that they are working on bringing in local businesses and will invite all the youth groups in the community. She stated they will have some outdoor music as well as on stage demonstrations. There will be a deputy present at the event from the Wright County Sheriff's Office.

Vetsch stated that with the limited hours of the event, he saw no concerns. Council supported the event.

4. PUBLIC FORUM

There was no one present to speak.

5. APPROVAL OF THE AGENDA

Sorensen asked for Item E1 to be moved up to Item 7.5.

Nafstad removed the City Planner's Update from the agenda and added Employee Medical Leave as Item H2. He also added a closed session as Item 9.5 to discuss sale and pricing of Industrial Park lots.

Motioned by Wagner, seconded by Olson, to approve the Agenda as amended. Ayes: Vetsch, Olson, Sorensen, and Wagner. Nays: None. Absent: Hendrickson. 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.** Accept Albertville, Hanover, Monticello, and St. Michael City Council Joint Meeting Minutes of June 30, 2014 as presented
- B.** Approve the July 21, 2014 regular City Council meeting minutes as presented

- C. Authorize the Monday, July 21, 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
- D. Approve two (2) Major Temporary Outdoor Music Permits for 152 Club, Inc. for August 2, 2014 and September 27, 2014 located at 5794 Main Avenue NE
- E. Approve Resolution No. 2014-018 entitled a Resolution to Transfer Water Access Funds to Debt Service

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

7. PUBLIC HEARING - None

7.5 Gentz Twelve-foot Fence Request

Brixius stated the applicant is seeking a fence size in excess of what is allowed in the ordinance. Nyles Gentz, 5233 53rd Circle NE, stated he is seeking the excessive fence size due to several incidents that have occurred with his neighbor and to restrict the sightlines from inside his home. Gentz stated he requested a twelve-foot fence on his application, but will build to the tallest height the Council will allow whether it be an eight- or ten-foot fence.

Brixius stated that a taller fence would need to be structurally engineered. His other concerns were what would happen once the situation is resolved, whether the homeowner sells the home or there is no longer an occurrence of incidents. He suggested the top portion of the fence be designed that it can be taken down or removed leaving a compliant six-foot fence. Brixius stated the applicant could pursue a variance due to a unique, practicle hardship and stated this situation is not occurring in any other area of the City.

Sorensen inquired about costs. Brixius stated they could look a reducing and/or possibly waiving the fees. He stated that the request will need to be noticed and set for a public hearing at the Planning Commission.

Council directed Gentz pursue a variance and go through the process at the Planning Commission meeting in August.

8. DEPARTMENT BUSINESS

A. City Council

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

Fire Board

Sorensen reported they had a meeting on July 9 and Council will most likely get into more detailed discussion during the Council's budget workshops.

B. Finance - None

C. City Clerk - None

D. Public Works/Engineering - None

E. Planning/Zoning

1). Moved to Item 7.5.

2). City Planner's Update

Item was removed from the agenda.

F. Building - None

G. Legal - None

H. Administration

1). City Administrator's Update

Nafstad reported he toured the new Guardian Angels – Engel Haus site and it is looking very nice. He started they hope to open in September. He has not received any complaints about the street closure at Kassel Avenue NE.

2). Employee Medical Leave

Nafstad reported that last week an employee's spouse was diagnosed with cancer and the employee will be in and out of the office as their schedule allows and as they find out more information. He stated the employee has only a small amount of leave time built up as the employee was one of the more recent hires and has not had the chance to build up any large bank of time.

9. Announcements and/or Upcoming Meetings

Sorensen added that the budget workshops on August 4 and August 18 start at 6:15 p.m.

July 28	Joint Powers Water Board, 6:30 p.m.
`	Parks Committee, 8:00 p.m.
August 4	Budget Workshop, 6:15 p.m.
	City Council, 7:00 p.m.
August 11	STMA Ice Arena Board, 6:00 p.m.
August 12	Planning Commission, TBD
August 18	Budget Workshop, 6:15 p.m.
	City Council, 7:00 p.m.
August 25	Joint Powers Water Board, 6:30 p.m.

10. CLOSED SESSION – Sale of Industrial Park Lots

Council moved into closed session.

Motioned by Olson, seconded by Wagner, to move back into open session. Ayes: Vetsch, Olson, Sorensen, and Wagner. Nays: None. Absent: Hendrickson. MOTION DECLARED CARRIED.

11. ADJOURNMENT

Motioned by Sorensen, seconded by Olson, to adjourn the meeting at 8:53 p.m. Ayes: Vetsch, Olson, Sorensen, and Wagner. Nays: None. Absent: Hendrickson. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, City Clerk



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

Monday, July 21, 2014

DRAFT MINUTES

1. CALL TO ORDER

The meeting was called to order at 8:17 p.m.

Present: Acting Mayor John Vetsch and Council members Olson, Sorensen, and Wagner

Absent: Mayor Jillian Hendrickson

Others Present: City Administrator-PWD Adam Nafstad, City Planner Alan Brixius, City Attorney Mike Couri, and City Clerk Kimberly Olson

2. SALE OF INDUSTRIAL PARK LOTS

The Council and City staff discussed the possible sale and pricing of Industrial Park lots..

3. ADJOURNMENT

Motioned by Olson seconded by Wagner, to adjourn the closed session and return to the open session at 8:52 p.m. Ayes: Vetsch, Olson, Sorensen, and Wagner. Nays: None. Absent: Hendrickson. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, City Clerk

July 30, 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, August 4, 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)

July 30, 2014

SUBJECT: CONSENT - HUNTERS PASS ESTATES 2ND ADDITION - LETTER OF CREDIT REDUCTION No. 1

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

MOTION TO: Reduce Letter of Credit No. 2220 held as security for the Hunters Pass 2nd development to no less than \$60,595, conditioned on any outstanding balances owed to the City being paid in full.

BACKGROUND: Nathan Jones of Tollberg Homes has requested a reduction to the Letter of Credit held for the Hunters Pass 2nd Addition. The Letter of Credit is held as performance and warranty security for the road improvements and various site improvements and is currently in the amount of \$159,995.

Assuming the Developer is current with all fees owed to the City and based on work completed to date, it is recommended that Letter of Credit No. 2220 be reduced to no less than \$60,595. The reduced balance is believed to be sufficient surety and is consistent with the development agreement.

						7/30/2014
		Estimated Project Costs	Original L.O.C.		Adjusted L.O.C. (Reduction No. 1)	
			% of Cost	Amount	% Retained	Amount
MUNICIPAL IMPROVMENTS						
	Utilities (Strm and Misc)	\$28,000	100.0%	\$28,000	10.0%	\$2,800
	Street & Walk	\$106,000	100.0%	\$106,000	30.0%	\$31,800
ON- AND OFF-SITE						
	Grading & remove old silt fence	\$6,580	50.0%	\$3,290	50.0%	\$3,290
LANDSCAPING						
		\$10,292	150.0%	\$15,400	150.0%	\$15,400
EROSION CONTROL						
	\$1500 per acre	\$7,305	100.0%	\$7,305	100.0%	\$7,305
		\$158,177		\$159,995		\$60,595

KEY ISSUES:

- Current amount of LOC is \$159,995 and it is recommended that it be reduced to \$60,595.
- Recommendation is consistent with agreements and approvals.
- This reduction does not constitute acceptance of improvements.

POLICY CONSIDERATIONS: It is City policy to have all Letter of Credit reductions approved by the City Council.

FINANCIAL CONSIDERATIONS: There are no financial implications for this request.

LEGAL CONSIDERATIONS: The City has the legal authority under the Development Agreement to reduce the Letter of Credit upon completion of the required improvements or deny requests for reduction if the required improvements are found unacceptable.

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments: None

July 29, 2014

SUBJECT: FINANCE DEPARTMENT – APPROVAL OF THE 2014 MID-YEAR CERTIFICATION OF UNCOLLECTED UTILITY BILLS

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

MOTION TO: Approve Resolution No. 2014-019 entitled a Resolution Certifying the 2014 Mid-Year Uncollected Utility Bills to Wright County for Collection with Real Estate Taxes.

BACKGROUND: On an annual basis, it is the City's procedure to send notification to residents, developers, and other business owners that there are outstanding utility bills or invoices, allowing them sufficient time to pay such fees owed to the City. If such outstanding debt has not been paid before November 15, 2014 the City has the ability to certify such outstanding debt to the appropriate property that would be collected with the Real Estate Taxes. In the past few years, the City has added a mid-year assessment of outstanding receivables.

KEY ISSUES: The key issue regarding the outstanding debt is allowing the City to certify it to the property taxes ensuring collection.

POLICY CONSIDERATIONS: It is the City's policy to review and authorize staff to certify uncollected utility bills and outstanding invoices to Wright County for Collection with Real Estate Taxes.

FINANCIAL CONSIDERATIONS: City staff has reviewed and recommends approval of Certification list, which would be updated as payments are received up until August 4, 2014.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to authorize staff to certify pursuant to Minnesota State Law, which requires uncollected utility bills and invoices to be paid in a timely manner, generally within 120 days unless one party determines to dispute the billing.

Responsible Person/Department: Tina Lannes, Finance Director

Submitted through: Adam Nafstad, City Administrator-PWD

Attachments: Resolution 2014-019

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

RESOLUTION NO. 2014-019

**A RESOLUTION CERTIFYING UNCOLLECTED
UTILITY BILLS TO WRIGHT COUNTY FOR
COLLECTION WITH REAL ESTATE TAXES**

WHEREAS, the City Council is desirous of collecting all charges for the use of the wastewater treatment facility, the storm water system, and water department; and

WHEREAS, the City Council has determined that some sewer, storm water, and water accounts remain uncollected and delinquent.

Exhibit A attached

NOW, THEREFORE, BE IT RESOLVED the City Council of Albertville, Wright County, Minnesota, hereby directs the Finance Director to certify all uncollected sewer, storm water, and water accounts that have not been paid to the City on Monday, August 4, 2013, to the Wright County Auditor for collection with real estate taxes.

BE IT FURTHER RESOLVED, the City Council hereby orders that delinquent accounts certified to the tax rolls will be assessed a ten percent (10%) interest charge by the City upon certification and the total assessment will be collectible along with the 2015 taxes.

Adopted by the City Council of the City of Albertville this 4th day of August, 2014.

Jillian Hendrickson, Mayor

Attest:

Kimberly A. Olson, City Clerk

Exhibit A
MID-YEAR LIST OF
UNCOLLECTED UTILITY BILLS

Property	Balance	PID	Delinquency
5233 Lannon Ave NE	\$327.38	101-022-005130	Delinquent Utility Bill
5390 Kalland Ave NE	\$38.38	101-079-003100	Delinquent Utility Bill
10451 64 th Lane NE	\$97.35	101-087-001510	Delinquent Utility Bill
11206 68 th Street NE	\$101.12	101-102-004210	Delinquent Utility Bill
5262 Kyler Ave NE #115A	\$119.79	101-137-001020	Delinquent Utility Bill
10664 58 th Street NE	\$133.49	101-045-007100	Delinquent Utility Bill
10572 64 th Lane NE	\$139.43	101-087-001220	Delinquent Utility Bill
6067 Kalland Drive NE	\$141.12	101-024-002030	Delinquent Utility Bill
10439 64 th Lane NE	\$378.40	101-087-001530	Delinquent Utility Bill
6613 Lamplight Dr NE	\$134.92	101-101-002300	Delinquent Utility Bill
6067 Kalland Drive NE	\$233.99	101-029-002030	Delinquent Utility Bill
6652 Linwood Drive NE	\$255.16	101-101-002050	Delinquent Utility Bill
5553 55 th Circle NE	\$317.87	101-011-002150	Delinquent Utility Bill
5107 Kali Ave NE	\$80.32	101-071-003360	Delinquent Utility Bill
11196 Lachman Cir NE	\$532.00	101-044-003040	Delinquent Utility Bill
6256 Kaitlin Ave NE	\$430.61	101-097-004090	Delinquent Utility Bill
11398 54 th Street NE	\$296.71	101-016-003020	Delinquent Utility Bill

July 31, 2014

SUBJECT: SPECIAL ASSESSMENT OF HUNTERS PASS 2ND ADDITION PARK FEES

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

MOTION TO: Adopt Resolution No. 2014-020 Adopting Assessments for Park Dedication Fees.

BACKGROUND: When Hunters Pass 2nd Addition was approved earlier this year, the City agreed to allow park dedication fees to be collected at the time of building permit issuance, provided the City was allowed to secure their collection via a special assessment of the park fees due on each lot. This arrangement was approved in the development agreement for the 2nd Addition. The attached resolution levies \$3,300 per property on 11 of the 12 lots in Hunters Pass 2nd Addition (park dedication on one lot has already been paid when the owner applied for a building permit for that lot).

As building permits are applied for in 2014, the owner will be required to pay the City the park dedication amount due on the lot. For those lots where the special assessment is paid in 2014, the City will inform the County of such payment and the special assessment will be removed from the County's records. For those lots with unpaid special assessments remaining after December 31, 2014, the County will collect the \$3,300 special assessment with the 2015 property tax payment and we will no longer collect the park dedication fee on these lots with the building permit application. Per the terms of the City's previous approval of this arrangement, the assessment bears no interest.

KEY ISSUES:

- This assessment has been previously agreed to by the developer, who waived its right to appeal the special assessment.
- The special assessment will ensure collection of all park dedication amounts no later than December, 2015.

POLICY/PRACTICES CONSIDERATIONS: This special assessment arrangement has been previously approved by the City Council and memorialized in the development agreement between the City and the developer.

FINANCIAL CONSIDERATIONS: The special assessment ensures that the City will collect all outstanding park dedication amounts in 2015 (assuming all real estate taxes are paid on time).

LEGAL CONSIDERATIONS: The City is obligated to special assess the park dedication fee and the developer is obligated to pay such assessments in a timely manner.

Responsible Person/Department: Mike Couri, City Attorney/Tina Lannes, Finance Director

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments: Resolution No. 2014-020 Adopting Assessments for Park Dedication Fees

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

RESOLUTION NO. 2014-020

**RESOLUTION ADOPTING ASSESSMENTS FOR
PARK DEDICATION FEES**

WHEREAS, pursuant to a request from the property owner, the Albertville City Council has agreed to special assess each numbered lot in Hunters Pass 2nd Addition in the amount of \$3,300, the City's current park dedication fee for new residential lots;

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof as Exhibit A, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. The assessment levied by this resolution upon those properties identified on the attached Exhibit A shall be payable in full with the 2015 real estate taxes, and shall not bear interest.
3. The owner of any property so assessed may, at any time prior to the certification of the assessment to the County Auditor, pay the whole of the assessment on such property, to the City Clerk.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment roll to the County Auditor to be extended on the property tax lists of the County, and such assessment shall be collected and paid over in the same manner as other taxes.

ADOPTED by the City Council this 4th day of August, 2014.

Jillian Hendrickson, Mayor

Attest:

Kimberly A. Olson, City Clerk

EXHIBIT A
ASSESSMENT ROLL

ASSESSMENT ROLL
HUNTERS PASS 2ND ADDITION
ALBERTVILLE, MN

August 4, 2014

PROPERTY	PID NUMBER	APPROVED ASSESSMENT
1 Lot 1, Block 1	101-144-001010	\$ 3,300.00
2 Lot 2, Block 1	101-144-001020	\$ 3,300.00
3 Lot 3, Block 1	101-144-001030	\$ 3,300.00
4 Lot 4, Block 1	101-144-001040	\$ 3,300.00
5 Lot 5, Block 1	101-144-001050	\$ 3,300.00
6 Lot 1, Block 2	101-144-002010	\$ 3,300.00
7 Lot 2, Block 2	101-144-002020	\$ 3,300.00
8 Lot 1, Block 3	101-144-003010	\$ 3,300.00
9 Lot 2, Block 3	101-144-003020	\$ 3,300.00
10 Lot 3, Block 3	101-144-003030	\$ 3,300.00
11 Lot 4, Block 3	101-144-003040	\$ 3,300.00

Memo

To: Adam Nafstad, City Administrator; Albertville City Council
From: Mike Couri
Date: July 29, 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 resolution assessing the park dedication fees to 11 of the 12 lots is on the agenda for this meeting. Park dedication fees on one lot have already been paid when a building permit for that lot was applied for.
- **Prairie Run.** Fieldstone's attorney has been slow in reviewing and revising the purchase agreement we sent over. I expect to receive their revisions later this week or early next week.

GENERAL ADMINISTRATION

2014 Election Information:

Candidate Filing for Municipal Elections: Filing for the two City Council member seats and the Mayoral seat began on Tuesday, July 29. Filing for office will officially close at 5:00 p.m. on Tuesday, August 12. Candidates may withdraw their Affidavit of Candidacy until Thursday, August 14 at 5:00 p.m.

New Polling Location: Voting for the August 12 Primary Election will now be at the STMA Middle School West, 11343 50th Street NE, from 7:00 a.m. to 8:00 p.m. Voters should enter at the front of the building at Door A and voting will be located in the Gymnasium. Several efforts have been completed in order to inform the public of the change in polling location such as: postal verification cards were sent to all registered voters indicating the location change in May, a flyer was included in the July utility bill, an article in the North Crow River News will print for the next two weeks, and the information is on the City website.

Albertville Royalty: Staff was informed the Albertville Royal Court and Float won first place in their first out-of-town parade in Cottage Grove and they wish to attend an upcoming City Council meeting to present it to the City. They are also working with local businesses to sponsor a little girl from the Make-A-Wish Foundation to be "Queen for a Day".

Former Heidi's Brew Site: The City has received an application for an Off-Sale Liquor License and that application will be an item at the August 18 City Council meeting pending all information is received.

Website: Website updates are nearly done and staff is in the process of proofing the new site before going live. Staff tentatively expects the new website to go live on August 15. The new website will include a better mobile viewing window, Facebook page, Flickr page, and City Council videos on You Tube.

STMA Ice Arena: The dehumidification unit is in place and start-up will begin on July 31 with owner training to follow immediately. The next Arena Board meeting will be August 11. Staff is getting a quote to have the parking lot restriped once all work is complete.

ENGINEERING/PUBLIC WORKS

CSAH 37 and 19 Intersection: The County will be doing some pavement maintenance work this summer/fall to address the rutting of the pavement on all four (4) legs of the intersection. Given the high traffic levels at the intersection, the County is planning on having the work done at night.

Omann Bros.: The outdoor storage application/plans are currently being reviewed.

Hunters Pass 2nd Addition: 69th Circle NE is paved and the private utilities are being installed.

Prairie Run Lots: Staff is currently reviewing a conceptual development plan for the 10 cul-de-sac lots submitted by Fieldstone.

Kassel Avenue NE: Utility work on Kassel Avenue NE is generally complete and the contractors will begin road construction the week of the August 4. It is planned that the road will be opened to traffic in mid-August.

Barthel Industrial Drive NE and 54th Street NE Drainage: Contracts are being circulated and the Contractor has scheduled work to begin the last week of August. Staff will be coordinating road closures and water shut-downs with the businesses and residents.

UPCOMING EVENTS and ANNOUNCEMENTS (None)

St. Michael Bean Bag Challenge – Friday, August 8 near the carnival grounds (invite attached)

I-94 West Chamber of Commerce – Rhonda Baack recently announced that she will be resigning as Chamber President. Rhonda's last day will be July 30 and the Chamber is currently seeking a new Chamber President.



11800 Town Center Drive NE, Suite 300 • St. Michael, MN 55376 • (763) 497-2041 • Fax (763) 497-5306 • www.ci.st-michael.mn.us

July 10, 2014

City of Albertville
Mayor, Council Members and Staff
5959 Main Avenue NE
PO Box 9
Albertville, MN 55301

Dear Mayor, Council Members, and Staff:

As part of the St. Michael Daze & Knights Celebration, the St. Michael City Council and staff would like to extend a friendly challenge to the Albertville City Council Members, staff, and fire department to participate in a bean bag toss tournament. The tournament will be held on Friday, August 8th at 6:00 p.m. near the Carnival Area located west of St. Michael City Hall.

We will plan to have several boards set up so that games can be played simultaneously. Regular bean bag toss rules will apply. Each team should have at least ten participants. See you on August 8th!

Sincerely,


Jerry Zachman
Mayor