



City of Albertville Council Agenda

Monday, December 15, 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. **Recognition of Council member Dan Wagner**
 - B. **Years of Service – John Middendorf**
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 December 1, 2014 Truth-in-Taxation meeting minutes as presented (pgs 4-5)
 - B. Approve the December 1, 2014 regular City Council meeting minutes as presented (pgs 6-10)
 - C. Authorize the Monday, December 15, 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 11)
 - D. Approve the Wright County Assessment Services Agreement for 2016-2017 (pgs 12-17)
 - E. Approve Resolution 2014-045 designating officials, consulting firms, and depositories for 2015 (pgs 18-21)
7. **Public Hearings – None**
 8. **Department Business**
 - A. **City Council**
 - 1). **Committee Updates** (*STMA Arena, Planning, JPWB, Parks, Fire Board, etc.*)

B. Legal

- 1). **City Maintenance of Hunters Pass Park and Sidewalks (pgs 22-24)**
(Motion to adopt Resolution 2014-046, entitled a Resolution Providing for City Maintenance of the Park and Sidewalks in the Plat of Hunters Pass.)

C. Finance – None

D. City Clerk – None

E. Public Works/Engineering – None

F. Planning/Zoning – None

G. Building – None

H. Administration

- 1). **City Administrator’s Update (pg 25)**

9. Announcements and/or Upcoming Meetings

December 22	Joint Powers Water Board, 6:30 p.m.
December 24	Christmas Eve, City Offices Close at Noon
December 25	Christmas Day, City Offices Closed
January 1	New Year’s Day, City Offices Closed
January 5	City Council, 7:00 p.m.
January 12	STMA Ice Arena Board, 6:00 p.m.
January 13	Planning Commission, 7:00 p.m.
January 19	Martin Luther King, Jr. Day, City Offices Closed
January 20	City Council, 7:00 p.m.
January 26	Joint Powers Water Board, 6:30 p.m. Parks Committee, 8:00 p.m.

DECEMBER 2014						
Su	M	Tu	W	Th	F	Sa
	CC 1	2	3	4	5	6
7	Ice 8	PC 9	10	11	12	13
14	CC 15	16	17	18	19	20
21	JP 22	23	24	H 25	26	27
28	JM 29	30	31			

JANUARY 2015						
Su	M	Tu	W	Th	F	Sa
				H 1	2	3
4	CC 5	6	7	8	9	10
11	Ice 12	PC 13	14	15	16	17
18	H 19	CC 20	21	22	23	24
25	JP 26 ^{PK}	27	28	29	30	31

- 10. 5 Minute Recess – Move to East Conference Room**
- 11. Consultant Reviews**
- 12. City Administrator Review**
- 13. Adjournment**



**TRUTH-IN-TAXATION HEARING
December 1, 2014**

DRAFT MINUTES

ALBERTVILLE CITY HALL

6:00 p.m.

CALL TO ORDER

Mayor Hendrickson called the meeting to order at 6:07 p.m.

ROLL CALL

Present: Mayor Hendrickson and Council members Sorensen and Wagner

Absent: Council members Olson and Vetsch

Others present: City Administrator-PWD Adam Nafstad, Finance Director Tina Lannes, City Clerk Kimberly Olson, and Council member-elect Walter Hudson

TRUTH-IN-TAXATION

Lannes gave a presentation on the proposed budget and levy for 2015. She provided a historical look at the budgets and the percentage of change in the levy for the last several years. She stated the proposed levy is \$3,497,147, which is an increase of 5.97% from last year. The operations levy increased 6.22% or \$149,197 and the debt levy increased 5.30% or \$47,826. Lannes reported operations were increased due to the addition of a full-time Fire Chief, a midyear hire of a Public Works employee, and additional law enforcement coverage.

Sorensen inquired about the increase in the debt levy. Lannes stated they were able to review all the bonds this year and the payments will remain relatively flat from now until at least 2023.

Lannes provided several charts outlining how and where tax dollars are distributed and listed the changes to revenue and expenses.

Hendrickson opened the hearing for public comment.

Hudson inquired of the Council and staff what drives the increase in the levy. Lannes replied there are several factors such as debt repayment (bonds), cost of living increases for supplies and services, and the continued provision of essential services to the public. She stated the city also has to continue to increase funding for city streets and infrastructure to keep up with maintenance and repair needs.



ALBERTVILLE CITY COUNCIL

Monday, December 1, 2014

DRAFT MINUTES

ALBERTVILLE CITY HALL

7:00 PM

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

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

Absent: Olson

Others Present: City Administrator-PWD Adam Nafstad, City Attorney Mike Couri, Finance Director Tina Lannes, City Clerk Kimberly Olson, Public Works Supervisor Tim Guimont, and Council member-elect Walter Hudson

3. RECOGNITIONS-PRESENTATIONS-INTRODUCTIONS - None

4. PUBLIC FORUM

There was no one present to speak at the meeting.

5. APPROVAL OF THE AGENDA

Couri amended the agenda to add Prairie Run Purchase Agreement under Legal.

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

January 19
January 20
January 26

City Offices Closed, Martin Luther King, Jr. Day
City Council, 7:00 p.m.
Joint Powers Water Board, 6:30 p.m.
Parks Committee, 8:00 p.m.

10. ADJOURNMENT

Motioned by Hendrickson, seconded by Sorensen, to adjourn the meeting at 7:38 p.m. Ayes: Hendrickson, Sorensen, Vetsch, and Wagner. Nays: None. Absent: Olson. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, City Clerk

DRAFT

December 11, 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, December 15, 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.

MOTION TO: Authorize the payment of all just claims received by December 31, 2014, which would be the year-end closeout of payments of claims.

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)

December 11, 2014

SUBJECT: CONSENT - FINANCE - WRIGHT COUNTY ASSESSMENT SERVICES AGREEMENT FOR 2016-2017

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

MOTION TO: Approve the Wright County Assessment Services Agreement for 2016-2017.

BACKGROUND: The Wright County Assessor's Office has been providing Albertville with assessment services dating back to the early 1990's. Wright County provides experienced and licensed assessors and has provided consistency in the valuation of properties.

The Wright County Assessor's Office is not proposing an increase in fees for their services in this contract. The rates will remain the same at \$10.50 per parcel and \$25.00 for each new construction \$499,999.00 or less. There will be an additional fee of \$100.00 for each new commercial/industrial construction over \$500,000.00.

The agreement will begin January 2, 2015 and will end June 30, 2017.

KEY ISSUES:

- Wright County Assessor's Office has experienced, licensed assessors who specialize in both residential and commercial properties.
- The County Assessor is able to provide consistent assessment values across multiple jurisdictions.
- There is no increase in rates for this contract.
- Due to legislative mandates requiring higher levels of licensure for all Minnesota assessors, this may have an impact on the cost of services in future contracts.

POLICY CONSIDERATIONS: It is the City's policy to evaluate and consider contracts on a case by case basis, seeking the best value for the City.

FINANCIAL CONSIDERATIONS: The City has budgets annually for these assessment services.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to approve agreements that the City enters into pursuant to Minnesota State Law.

Responsible Person/Department: Tina Lannes, Finance Director

Submitted through: Adam Nafstad, City Administrator-PWD

Attachments: Wright County Assessment Services Agreement

ASSESSMENT SERVICES AGREEMENT

THIS AGREEMENT, made and entered into by and between the County of Wright, a political subdivision of the State of Minnesota, hereinafter referred to as the "County" and the City of Albertville a political subdivision of the State of Minnesota, hereinafter referred to as "City/Township";

WHEREAS, said City/Township lies either wholly or partially within the County and constitutes a separate assessment district; and

WHEREAS, under such circumstances the provision of the Minnesota Statutes, Sections 273.072 and 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said City/Township desires the County to perform certain assessments on behalf of said City/Township; and

WHEREAS, the County is willing to cooperate with said City/Township by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein it is agreed as follows:

1. The County shall perform the 2016 and 2017 property assessment for the City/Township in accordance with the property assessment procedures and practices established and observed by the County, the validity and reasonableness of which are hereby acknowledged and approved by the City/Township. The property assessment by the County shall be composed of those assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by reference.

2. All information, records, data, reports, and the like that are necessary to allow the County to carry out its responsibilities under this Agreement shall be furnished to the County without charge by the City/Township and the City/Township agrees to cooperate in good faith with the County in carrying out the work under this Agreement.

3. The City/Township agrees to furnish, without charge, work space, if needed, for an appraiser to perform such tasks as document review, with such tasks to be performed during normal business hours for the City/Township.

4. The County agrees to indemnify and hold harmless the City/Township and all of its agents and employees against any and all claims, demands, actions or causes of action arising out of or by reason of the performance of work provided for herein to be performed by the County. It is further agreed that any and all full time employees of the County engaged in the performance of any work or services required or provided for herein shall be considered employees of the County only and not of the City/Township and that any and all claims that may arise under the Workman's Compensation Act of the State of Minnesota and any and all claims made by any third parties as a consequence of any act or omission on the part of said County employees shall be the sole obligation and responsibility of the County.

5. This Agreement shall commence on January 2, 2015 and shall terminate on June 30, 2017. Either party may initiate an extension of this Agreement for a term of two years by giving the other party written notice of its intent to so extend no less than 120 days prior to the termination of this Agreement. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend the Agreement at least 60 days prior to the termination of this Agreement, this Agreement shall terminate on June 30, 2017.

6. In consideration of said assessment services, the City/Township agrees to pay the County a fee of \$10.50 per parcel for the 2016 and 2017 assessment. In addition, there will be an additional fee of \$25.00 for each new construction residential or commercial/industrial building permit with an estimated construction cost of \$499,999.00 or less. There will also be an additional fee of \$100.00 per parcel for each new construction commercial/industrial building permit with an estimated construction cost of \$500,000.00 or more. These additional fees shall be only applicable in those cities which issue their own building permits.

7. Any notice which may be given or made by a party hereto under the terms of this Agreement shall be in writing and shall be sent by United States Mail or personally delivered to the other party addressed as follows:

To City: City of Albertville
 5959 Main Ave NE, PO Box 9
 Albertville, MN 55301


To County: Anthony P. Rasmuson, Interim Wright County Assessor
 Wright County Government Center
 10 2nd Street NW, Room 100
 Buffalo, MN 55313

8. The Agreement may be amended or modified only by written agreement signed by authorized representatives of the parties hereto.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this 2nd day of December, 2014.

WRIGHT COUNTY

Dated: 12-1-2014

By 
Anthony P. Rasmuson
Interim Wright County Assessor

City of Albertville

Dated: _____

By _____

Dated: _____

By _____

EXHIBIT A

During the term of this Agreement, the County shall:

1. Physically inspect and revalue real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation
3. Conduct valuation reviews prior to Board of Review.
4. Attend Board of Review. Per Board request, make all necessary review appraisals.
5. Keep updated field card file - current values, homestead and classification data.
6. Print, mail and post valuation notices.
7. Respond to taxpayers regarding assessment or appraisal problems or inquiries periodically.
8. Make divisions and combinations periodically.
9. Administer the abatement process pursuant to Minn.Stat. § 375.192.
10. Make appraisals for, testify or negotiate all District Court or Tax Court filings.
11. Post values from appraisal cards to assessment rolls.
12. Adjust estimated market values on those properties not physically inspected as needed and per sales analysis.

December 11, 2014

SUBJECT: CONSENT - CITY CLERK - 2014 OFFICIAL DESIGNATIONS AND APPOINTMENTS

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

MOTION TO: Approve Resolution 2014-045 designating officials, consulting firms, and depositories for 2015.

BACKGROUND: Each year, the City Council must designate City officials, the official newspaper for City legal publications, official depositories, and consultants to the City. These designations will be effective January 1, 2015.

Appointments to the City's various boards and committees are generally approved at the same time; however, this will be done at the first meeting of the New Year to include newly elected Council members.

KEY ISSUES:

- An Acting Mayor must be appointed in case of absence of the Mayor to conduct a City Council meeting.
- All consultants have expressed interest to continue their service.
- The North Crow River News has submitted a letter expressing their interest to remain the City's official newspaper.
- Staff recommends the depositories stay the same as the previous year and would include:
 - Bank of Elk River
 - Dain Rauscher
 - Financial Security Bank
 - FTN Financial
 - LMC 4M Fund
 - Northland Securities, Inc.
 - Premier Bank
 - USB Financial Services, Inc.
 - Wachovia Securities

LEGAL ISSUES: The Mayor and City Council have the authority to review and approve designations.

Responsible Person/Department: Kimberly Olson, City Clerk

Submitted by: Adam Nafstad, City Administrator-PWD

Attachments: Resolution No. 2014-045
Letter from Crow River News

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

RESOLUTION NO. 2014-045

**A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER, OFFICIAL
DEPOSITORIES, AND CITY CONSULTANTS FOR 2015**

WHEREAS, it has been the policy of the Albertville City Council to make annual designations and appointments at the beginning of each year, and;

WHEREAS, the City Council of Albertville, Minnesota, establishes the following are appointed and designated for the year 2015:

Acting Mayor:	John Vetsch
Animal Control:	Monticello Animal Control
Assistant Weed Inspector:	Public Works Supervisor, Tim Guimont
Bond Counsel:	Briggs & Morgan Kennedy & Graven
Building Official	Paul Heins, City of St. Michael
City Attorney:	Couri & Ruppe, P.L.L.P.
City Engineer:	Adam Nafstad, P.E.
City Planner:	Northwest Associated Consultants
Consulting Engineer:	Bolton & Menk, Inc.
Financial Advisor:	Northland Securities Springsted, Inc.
Official Newspaper:	North Crow River News (Sun Media)
Official Depositories:	Bank of Elk River Dain Rauscher Financial Security Bank FTN Financial LMC 4M Fund Northland Securities, Inc.

Premier Bank
USB Financial Services, Inc.
Wachovia Securities/Wells Fargo

Tax Increment Consultants: Briggs & Morgan
Kennedy & Graven

NOW, THEREFORE, BE IT RESOLVED, that such appointments and designations shall take effect on January 1, 2015 and shall continue for the remainder of the year or until such time as a successor is appointed by the City Council.

Adopted this 15th day of December, 2014 by the Albertville City Council.

Jillian Hendrickson, Mayor

Attest:

Kimberly A. Olson, City Clerk



December 2014

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

Dear City Council Members:

Please accept the following bid from the **Crow River News** for legal newspaper designation for the City of Albertville. This newspaper is qualified by the State of Minnesota as a legal newspaper under Minnesota Statutes Section 331A.02, Subd. 1.

The following rate structure for legals is effective January 1, 2015:

First insertion:	\$15.83 per column inch
Subsequent insertions:	\$9.24 per column inch
Characters per inch:	320
Lines per inch:	9

A notarized affidavit will be provided for each notice published. Additional affidavits are \$2.50 each. A \$20.00 charge will be assessed on legal notices that require typing. All published legal notices are posted on the *Press & News* website at no additional charge.

The *Crow River News* is published weekly on Thursdays. The deadline is 12:00 p.m. on Friday for publication the following Thursday. Please email legal notices to sunlegals@ecm-inc.com.

Thank you for considering the *Crow River News* as the official newspaper for the City of Albertville for the upcoming year. We appreciate the opportunity to serve the needs of your community.

Sincerely,

A handwritten signature in cursive script that reads "Michael Jetchick".

Michael Jetchick
Sales Manager

December 11, 2014

SUBJECT: LEGAL – CITY MAINTENANCE OF HUNTERS PASS PARK AND SIDEWALKS

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

MOTION TO: Adopt Resolution 2014-046, entitled a Resolution Providing for City Maintenance of the Park and Sidewalks in the Plat of Hunters Pass.

BACKGROUND: In 2005, the City approved the plat and developer's agreement for the plat of Hunters Pass. The developer's agreement called for the Homeowners' Association to maintain the park, sidewalks, trails, and cul-de-sac islands. The Association has been maintaining the park, but has struggled to do so and the City has been maintaining the sidewalks. The Association has asked the City to take over maintenance of the park and they understand that the Association needs to continue to maintain the trails and cul-de-sac islands. City staff believes that the City can take over maintenance of the park and sidewalks, but does not believe it would be practical for the City to take over maintenance of the wood chip trails that run through the back yards or the cul-de-sac islands which are landscaped according to Association standards.

The original park facilities were installed by the Developer approximately ten years ago. City staff believes that as the park facilities (currently consisting of a gazebo, swingset/playground equipment and a parking lot) age, the Association will not be able to adequately maintain or replace these items.

The only situation similar to this was Towne Lakes, where the Homeowners' Association currently maintains the trails, but was only required to maintain the parks and park equipment for five years (the Towne Lakes Association was never required to maintain the sidewalks, but has chosen to supplement snow removal). The City has been maintaining the parks in Towne Lakes for several years now.

It is anticipated that maintenance of the park and sidewalks will be no greater burden on the City than the parks and sidewalks in other neighborhoods that the City is currently maintaining.

KEY ISSUES:

- Currently the Hunters Pass Homeowners' Association is required to maintain the park and sidewalks in the plat.
- By agreement the Hunters Pass Association is required to maintain sidewalks, but the City has been doing so for years.
- The Hunters Pass Association is the only Association in the City maintaining a public park.

- Having the City take over maintenance of the park in Hunters Pass will increase the work load on the City's public works department.
- The Hunters Pass Association will need to continue to maintain the landscaped islands in the cul-de-sacs and the neighborhood trail system.
- The Parks Committee has reviewed the request and recommends that City take over maintenance of the park.

POLICY/PRACTICES CONSIDERATIONS: The City is not obligated to take over the maintenance of the Hunters Pass park and sidewalks. However, City staff believes that the City can maintain these facilities better than the Association can, and that the City maintenance of these facilities would put the Hunters Pass homeowners in the same position as all other tax payers in the City in that their tax dollars will help to maintain the park and sidewalks in their neighborhood, which is not currently the case. Because the parks and sidewalks are still in good condition, taking them over now does not require a large capital expenditure to improve the facilities. This may not be the case in another ten years. If these facilities deteriorate in the future, there will likely be public pressure for the City to take these facilities over, but this will likely be much harder to do if the facilities will require significant investment to restore them to an acceptable condition.

FINANCIAL CONSIDERATIONS: City maintenance of the park will increase the maintenance burden on the City's Public Works department by an incremental amount. The additional cost of this maintenance is difficult to estimate and quantify. City staff does not expect that the maintenance of the Hunters Pass Park and sidewalks will be any more difficult or expensive than maintenance of parks and sidewalks in other neighborhoods in the City.

LEGAL CONSIDERATIONS: The City Council can waive a requirement in the Developer's Agreement that runs in its favor. The current requirement that the Homeowners' Association maintain the park and sidewalk can be waived by the City. Once waived, however, it is unlikely that the City would be able to again require the Homeowners' Association to maintain the park and sidewalks.

Responsible Person/Department: Mike Couri, City Attorney
Adam Nafstad, City Administrator-PWD

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments: Resolution 2014-046

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

RESOLUTION # 2014-046

**RESOLUTION PROVIDING FOR CITY MAINTENANCE
OF THE PARK AND SIDEWALKS IN THE PLAT OF HUNTERS PASS**

WHEREAS, the City of Albertville (“City”) has entered into a Developer’s Agreement pertaining to the plat of Hunters Pass, said Developer’s Agreement having been recorded as document number 984963 at the Wright County Recorder’s Office (“Developer’s Agreement”); and

WHEREAS, Paragraph 1.I of the Developer’s Agreement requires the Homeowners’ Association to maintain the park and sidewalks located in the Hunters Pass plat; and

WHEREAS, experience over the past nine years has shown that the Homeowners’ Association is not able to maintain the park and sidewalks to the same standard and with the same consistency that the City maintains other parks and sidewalks in the City; and

WHEREAS, the Homeowners’ Association has requested that the City commence maintenance of the Hunters Pass park and sidewalks; and

WHEREAS, the City Council has determined that it would be in the best interests of the residents of the City and of Hunters Pass if the City maintained the Hunters Pass park and sidewalks;

NOW, THEREFORE, be it resolved by the Albertville City Council:

1. Effective January 1, 2015, the City of Albertville shall relieve the Hunters Pass Homeowners’ Association of its obligation to maintain the Hunters Pass park and sidewalks as set forth in paragraph 1.I of the Developer’s Agreement, and such park and sidewalks shall thereafter be maintained by the City.
2. All other obligations of the Hunters Pass Homeowners’ Association as set forth in the Developers’ Agreement shall remain unchanged.

Adopted by the Albertville City Council this 15th day of December, 2014.

ATTEST:

Jillian Hendrickson, Mayor

Kimberly A. Olson, City Clerk

GENERAL ADMINISTRATION

Planning Commission Vacancy: Staff is working to coordinate a time for the Personnel Committee to interview the four applicants and provide a recommendation to the Council.

Board and Commission Appointments for 2015: Council will need to appoint committee members to the City's various boards and advisory groups, preferably at the first meeting in 2015. New in 2015 will be WCAT (Trailblazer Transit) and Yellow Ribbon appointments. For your reference, attached is the resolution for this past year's appointments.

Fire Department: The advertisement for the full time chief position has been posted and applications are due back on January 12. Interviews will likely begin mid- to late-January.

STMA Ice Arena: This week's Arena Board meeting was cancelled due to a lack of a quorum. The Youth Hockey Association has been working closely with the Minnesota Armature Sports Commission (MSAC) in regards to the feasibility of a second sheet of ice. The MSAC will be at a future Arena Board meeting to report on their initial analysis.

Prairie Run: The Purchase Agreement for the 10 lots is complete, the escrow has been received, and closing for the first lot is scheduled for this Friday.

FYCC: The December meeting was canceled. The next meeting will be January 21.

ENGINEERING/PUBLIC WORKS

FEMA and Homeland Security Funding: Staff has completed the work with FEMA and has submitted the final funding request for the Public Assistance Program.

Arena Dehumidification Project: The system has been running very well. We are working to close out the project.

57th Street Improvements: Soon I will be meeting with the Church and coordinating a bidding schedule. I am working to re-bid the project in February. This item will be presented to the Council before bids are advertised.

Signal at CSAH 19 and 37: The County has had some issues with the new video detection cameras and is working with their electrician to correct.