



CITY COUNCIL AGENDA

Monday, April 22, 2024

5:00 p.m. Workshop

6:00 p.m. City Council

EDA Meeting & City Council Meeting

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

WORKSHOP

1. Workshop

- 1.1 Presentation: Sale of General Obligation Temporary Improvement Bonds—Nick Anhut, Ehlers, Inc.
- 1.2 City Bus update—Karen Hallquist, CED Director & Alan Herrmann, SmartLink

EDA

2. CALL A MEETING OF THE EDA TO ORDER

- 2.1. **Pledge of Allegiance**
- 2.2. Approve Agenda
- 2.3. Approve the minutes of March 25, 2024
- 2.4. Adjournment

CITY COUNCIL MEETING

3. CALL A MEETING OF THE CITY COUNCIL TO ORDER

4. APPROVE AGENDA

5. INTRODUCTIONS, PRESENTATIONS, PROCLAMATIONS, AWARDS, AND PUBLIC COMMENT

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name and address and limit their remarks to three minutes. The City Council will not take official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

- 5.1 Proclamation: Yellow Ribbon Month—Renee Panning

6. CONSENT AGENDA

(NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

- 6.1. Approve minutes of April 8, 2024, City Council Meeting
- 6.2. Approve Payment of Claims
- 6.3. Personnel recommendation—Summer Seasonal Employees

7. PUBLIC HEARING

- 7.1 No public hearings

8. OLD BUSINESS

9. NEW BUSINESS

- 9.1. **Resolution 2024-18** A Resolution Awarding the Sale of General Obligation Temporary Improvement Bonds, Series 2024A—Nick Anhut, Ehlers, Inc.
- 9.2. **Resolution 2024-19** A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids: Railroad Street Improvement Project—Josh Eckstein, Bolton & Menk, Inc.
- 9.3. **Resolution 2024-20** 110 Main Street E. Variance—Hannah Ryback, WSB
- 9.4. **Resolution 2024-21** 250 Industrial Blvd. CUP Amendment— Hannah Ryback, WSB
- 9.5. **Resolution 2024-22** Comp Plan Amendment: Rezoning Outlot A— Hannah Ryback, WSB
- 9.6. **Resolution 2024-23** and Ordinance 373; B-1 to P-1 Rezoning— Hannah Ryback, WSB
- 9.7. Norwood Baseball—Improvements at NYA Sports Complex Zellmann Field – Karen Hallquist, CED Director
- 9.8. 2024 First Quarter Report—Mitchell Thiesfeld, City Clerk-Treasurer/Finance Director

10. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

11. ADDITIONAL INFORMATION—The following informational items have been included in the Council packet for informational purposes, council review, and discussion. No action is required by the City Council.

- 11.1 Arbor Day Event
- 11.2 Small Business Seminar
- 11.3 Senior Dance
- 11.4 Quarter (1) Investment Report

12. ADJOURNMENT

UPCOMING MEETINGS / EVENTS

| | | |
|----------------------|--|---|
| May 5 th | Special Event: Senior Citizen Dance at Central Public Schools (ticket required) | 4:00 PM |
| May 7 th | Planning Commission Meeting | 6:00 PM |
| May 8 th | NYA Food Distribution | 12:30 PM |
| May 8 th | Economic Development Commission Meeting | No EDC Meeting |
| May 8 th | Special Event: Small Business Seminar-Branding, Marketing & Social Media Presentation by OrangeBall Creative | Willkommen Park Pavilion 5:30 PM – 7:30 PM |
| May 13 th | City Council Meeting | 6:00 PM |
| May 16 th | Sr. Advisory | 9:00 AM |
| May 21 st | Park and Rec Commission Meeting | 5:30 PM |
| May 28 th | Workshop/EDA/City Council Meeting | 5:00 PM/6:00 PM (Tuesday Meeting) |
| May 30 th | Special Event: Arbor Day Tree Planting at Prairie Dawn Park | 9:00 AM |



TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Community & Economic Development Director
Alan Herrmann, SmartLink Transit

DATE: April 22, 2024

RE: Work Session; City Bus Information and SmartLink's New "Loop" Program

Background

In 2016, the Norwood Young America Economic Development Authority was awarded a grant for a new transit bus through MnDOT. This grant, secured under the State's Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, amounted to \$74,000, with a 20% local match. The bus, a Class 400 model, was equipped with 12 passenger seats and 2 wheelchair positions.

On November 14, 2016, the NYA Economic Development Authority approved Resolution 1604, Authorizing a Vehicle Purchase for a new transit bus from Hogle Bus Company for \$72,238. The City Council of Norwood Young America approved Resolution 2016-25; Approving Vehicle Purchase, consenting to the purchase of the transit bus.

The City partnered with SmartLink Transit, under their Mobility Management Program, to assist with scheduling and management record keeping. The Peace Village campus, local community, and other housing/caregiving facilities utilized the bus to provide transportation assistance to senior citizens and individuals with disabilities. Requirements of the 5310 Program included bus usage at 32 hours per week. The grant with MnDOT would sunset when the bus reaches 150,000 miles and/or (7) years of service.

Before COVID, the bus ran close to the required 32 hours in service per week due to transportation contracts with MRCI in Chaska, Summerwood of Chanhassen (senior living facility), St. John's Lutheran Church, and local senior trips. During COVID, the bus did not run due to health concerns. Once public transit started in 2021, the City could schedule limited hours with Summerwood of Chanhassen and resume local shopping trips; however, MRCI closed its business due to COVID, and St. John's acquired their own transportation. In June of 2022, Summerwood found alternate means of transportation for its residents, forcing only limited bus usage hours by servicing only local residents.

Current Bus Usage

During the last few years, the Senior Advisory Commission has strongly encouraged bus usage and participation with transportation offered for weekly shopping trips (see attached schedule) to Glencoe, Waconia, Hutchinson, Kwik Trip, Marsden Pharmacy, Family Dollar, NYA Senior Center, and also, Lunch & Learn events, local happenings such as Veteran's Day program, Memorial Day program, and the Central Craft Sale – all for nominal roundtrip fees of \$3 in-town shopping and events, \$5 out of town shopping trips, and \$10 "out & about" trips (quarterly). In 2023 and 2024, the Harbor/Haven reserved the bus for private trips (10) times for a total of 15.5 hours of usage.

Alan Herrmann, from SmartLink, has also been an amazing advocate for increasing bus usage. He has sought out other cities and assisted living facilities in Carver County to inquire about busing needs and the opportunities to partner with the NYA city bus.

Attached is the City Bus usage and Budget Summary from 2023 and, to date, 2024.

- 2023 City Bus Usage
 - 314 total riders for 97 trips plus 8 private trips
 - \$1,973 fees collected (of which \$1040 are the 8 private trips)
 - Avg 3 riders per trip
- 2024 City Bus Usage (to date)
 - 60 total riders for 27 trips plus 2 private trips
 - \$633 fees collected (of which \$480 are the 2 private trips)
 - Avg 2.3 riders per trip

Unfortunately, or fortunately, local residents have found other means of transportation or resources for shopping trips and event participation. Volunteers, resident families, and church families have increased services, the City has partnered with Carver Co Public Health for multiple food distributions with senior deliveries, and online shopping services have increased immensely.

Other Public Transportation Systems

Western Carver County is served by other public transportation (Information on those services is included with the memo.

- SmartLink ****New Loop Program****
- Trail Blazer
- Carver Co Veteran's Services

5310 Program Obligations

In February 2024, MnDOT FTA Section 5310 Program Coordinator Sue Siemers confirmed with Alan Herrmann and City staff that the contractual obligation with the 5310 Program has been fulfilled as the seven (7) years of service has been met. Siemers is aware of the lack of bus usage due to COVID restrictions, the closing of MRCL, and the canceling of services by Summerwood of Chanhassen. She has also been kept informed of all efforts made to increase usage.

Siemers suggested a Vehicle Disposition Process – a bus “disposal” process since the seven-year obligation and all reporting requirements (ridership, maintenance logs, etc.) have been met. The bus can be sold to any interested party including, but not limited to - Met Council, SmartLink, Carver County Veteran's Services, or a local church or senior facility. Under the 5310 Program, when the bus is disposed, the City cannot sell it for more than \$4,999 or MnDOT receives the overage. The bus price is determined when brought to a dealership or as listed in stock list provided by MnDOT. The timeline for this process is a few weeks.

SmartLink Loop Program

The SmartLink Loop Program is a new pilot program that will offer fixed route shopping for residents of NYA one day per week to Waconia. This program will be financially supported by Met Council and Carver County with the increased transportation taxes in 2024. The Loop Program model will be used by Met Council to service other regions of the outer Twin Cities that are not served by metro transit.

The following are details of the Loop Program and items yet to be determined.

- Fixed route shopping to Waconia one day per week with two (2) Loops to Waconia during that day.
- \$2.00 round trip bus fee – Met Council and Carver County taxes supplement what is needed to keep the program going.
- Pick up's in NYA will include Oak Grove, Harbor/Haven, Peace Villa, and a neutral “bus stop” somewhere within city limits. If someone needs to be picked up at their residence (other than the three senior facilities), they must contact Dial-A-Ride.

- The loop will have specific timelines for drop off and pick up at Mackenthun's, Aldi, Target, and Ridgeview.
- Details yet to be determined include:
 - If there is a need for a minimum number of riders
 - If medical appointments will be included with the Loop trips – another option for medical is Dial-A-Ride.
 - Making sure the set timelines work for seniors (i.e. enough time at each location)

The timeline for starting the Loop Program is still to be determined; however, the fall of 2024 is favorable. Met Council and Carver County funding will also assist in marketing for the program. At that time, Alan Herrmann will work with the City of NYA to share information with the senior community – including speaking at each of the facilities – to get the word out.

NYA Senior Advisory Commission Meeting Discussion

Staff presented the information about the original 5310 Program and unforeseen changes that have happened with the bus usage, followed by Alan Herrmann presenting information about the Loop Program. The commissioners responded positively about the Loop Program, knowing there will continue to be the extra shopping bus service. They also acknowledged that the City bus is unfavorable to continue given the low usage numbers.

The NYA Senior Advisory Commission did pass a unanimous motion to support and recommend the Vehicle Disposition Process of the NYA City Bus contingent upon the fruition of the SmartLink Loop Program.

Recommended Motion for a Council Meeting

Motion to approve the Vehicle Disposition Process for the NYA City Bus contingent upon the fruition of the SmartLink Loop Program, at which time the NYA City Bus will be sold.



ECONOMIC DEVELOPMENT AUTHORITY MINUTES

March 25, 2024
City Council Chambers
310 Elm Street West
Norwood Young America MN 55368

Attendance:

ATTENDEES: Carol Lagergren, Mike McPadden, Charlie Storms, Brooke Allen, Craig Heher

ABSENT: None

STAFF: Andrea Aukrust, City Administrator; Karen Hallquist, Community and Economic Development Director; Mitchell Thiesfeld, City Clerk/Finance Director; Mark Streich, Public Works Director

OTHERS: Dan Tienter, Ehlers; Josh Eckstein, Bolton & Menk; Mary Spille, NYA; Judy Maas, NYA; Mary Balzum, NYA

2. Call EDA Meeting to Order

Mayor Lagergren called the EDA meeting to order at 6:00 PM with all members present.

2.1 Pledge of Allegiance

The Pledge of Allegiance was said by all present

2.2 Approve Agenda

Motion: CH/CS to approve the agenda as submitted. Motion passed 5-0.

2.3 Approve minutes of February 26, 2024, meeting

Motion: CS/CH to approve the minutes as submitted. Motion passed 5-0.

2.3 Adjournment

Motion: BA/MM Motion to adjourn at 6:01 p.m. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Mitchell Thiesfeld, Clerk/Finance Director



TO: Mayor Lagergren and Council Members
FROM: Mitchell Thiesfeld, City Clerk/Treasurer
DATE: April 22, 2024
RE: Proclamation for Beyond the Yellow Ribbon

Attached is a proposed Proclamation proclaiming the month of May as Yellow Ribbon Month.

Recommended Motion:

Motion to approve Beyond the Yellow Ribbon Proclamation.

City of Norwood Young America

Beyond the Yellow Ribbon Proclamation

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

WHEREAS, before military deployment, and after they return home from active duty, our Servicemen and Servicewomen are actively engaged and valuable citizens of our communities; and

WHEREAS, these Servicemen and Servicewomen contribute to the health, growth, and development of our communities in civil life; and

WHEREAS, their commitment to service inspires all Americans to similarly serve their communities and country.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby proclaims the month of May 2024 to be Yellow Ribbon Month.

Adopted by the Norwood Young America City Council this 22nd day of April 2024.

Carol Lagergren, Mayor
City of Norwood Young America



CITY COUNCIL MINUTES

April 8, 2024 – 6 p.m.
City Council Chambers
310 Elm Street W.
Norwood Young America, MN 55368

Attendance:

ATTENDEES: Carol Lagergren, Mike McPadden, Charlie Storms, Brooke Allen, Craig Heher

ABSENT: None

STAFF: Karen Hallquist, Community and Economic Development Director; Mitchell Thiesfeld, City Clerk/Finance Director; Mark Streich, Public Works Director

OTHERS: Josh Eckstein, Bolton & Menk

1. CALL A MEETING OF THE CITY COUNCIL TO ORDER

Mayor Lagergren called the meeting to order at 6:00 pm with all council members present.

- The Pledge of Allegiance was said by all.

2. APPROVE AGENDA

- Two new additions
 - 7.7 Hay Bailing Quote
 - 7.8 2024 Oak Grove Building Grass Cutting Quote
- One removal from the consent agenda
 - 4.7 Park & Rec Commission Resignation – Rehnelt
 - Added to New Business as 7.9 Park & Rec Commission Resignation – Rehnelt

CS/MM Motion to approve the agenda with the corrections. Motion passed 5-0.

3. INTRODUCTIONS, PRESENTATIONS, PROCLAMATIONS, AWARDS, AND PUBLIC COMMENT

- None

4. CONSENT AGENDA

4.1 Approve minutes of March 25, 2024, City Council Workshop

4.2 Approve minutes of March 25, 2024, City Council Meeting

4.3 Approve Payment of Claims

4.4 Firefighter Hiring

4.5 Personnel Committee Recommendation

4.6 Personnel Committee Recommendation-Recycling Center Attendant Job Posting

4.7 Park & Rec Commission Resignation—Rehnelt

4.8 Application for Exempt Gambling Permit—The Young America Baseball Club, Inc.

MM/CH Motion to consent agenda with the removal of 4.7 Park & rec Commission Resignation – Rehnelt. Motion passed 5-0.

5. PUBLIC HEARING

- None

6. OLD BUSINESS

- None

7. NEW BUSINESS

7.1. Resolution 2024-17 Resolution Authorizing the Award of a Contract to Northwest Asphalt, Inc. for the Construction of the Tacoma West Industrial Park Phase 2 Project— Josh Eckstein, Bolton & Menk, Inc.

- The City received eleven bids for the Construction of the TWIPP2 Project.
 - Highest bid was \$5,864,332.11
 - Lowest bid was \$3,958,024.31 – Northwest Asphalt, Inc.
- Northwest Asphalt has successfully completed projects of this type in the past.

MM/CS Motion to approve Resolution 2024-17 Authorizing the Award of a Contract to Northwest Asphalt, Inc. for constructing the Tacoma West Industrial Park Phase 2 Project. Motion passed 5-0.

7.2. Crack Filling and Sealcoat Bids – Walking Trails – Mark Streich, PS Director

- Crack Filling and Sealcoat is in the 2024 budget.
- The City does this work annually on the trails.
- From Lakewood Trail to the Water Plant along County Road 34.

CS/BA Motion to approve the bid submitted by Metro Paving for \$6,210.00 to crack seal and seal coat the identified areas on the Norwood Young America trail system map. Motion passed 5-0.

7.3. 2024 Sealcoating Project Bid Review--Mark Streich, PS Director

- Sent out three bids. Only one came back.
- Price is competitive between the prior year.
- Covers Faxon Road from Central Avenue to County Road 33, Poplar Ridge Drive, Industrial Boulevard, and the South Fire Station parking lot.

CH/CS Motion to approve the bid submitted by Pearson Bros. for \$42,990.75 to seal coat the identified streets and South Fire Station parking lot on the Norwood Young America city street map. Motion passed 5-0.

7.4. 2024 1" Overlay Project—Mark Streich, PS Director

- Two bids sent out.
- Covers Emma Street, Upper & Lower Brand Lake Drive, and Park Circle.
 - There is a section of Park Circle that will not get a 1-inch overlay due to it being paved three years ago.

CS/BA Motion to approve the bid submitted by Wm. Mueller & Sons Inc. for a total of \$119,000.00 for the 1" overlay and a bid of \$45.00 a square yard for small mill patch areas per the scope of the work in section A of the RFQ. Motion passed 5-0.

7.5. Sanitary Sewer Repairs Quotes—Mark Streich, PS Director

- An excessive amount of mineral deposits in the sanitary sewer system.
- The work will consist of cutting and disposing of the large mineral deposits located at each joint.
- 4th Avenue will be lined next year.

CH/MM Motion to approve the quote from Pipe Services for \$11,208 for the removal and disposal of mineral deposits. Motion passed 5-0.

7.6. Friendship Park –Mark Streich, PS Director

- Two quotes received.
 - Quote from Midwest Playscapes would require City staff to haul the wood fiber surfacing and install it.
 - Quote from Midwest Groundcover would have the material blown in.
 - Recommended to go with the higher quote as damage will be caused due to the soft ground and heavy equipment being used.

CH/BA Motion to approve the quote from Midwest Groundcover for \$8,500.00 to prevent trucks from hauling to Playground area and causing damage to trail system and lawn in the park. Motion passed 5-0.

7.7. Hay Baling Quote

- Sent out two quotes. One came back.
- Hay baling would be on city properties, including Tacoma West Industrial Park, Railroad Street ditch, Preserve/Prairie Dawn Park, and Out lot A.

CS/BA Motion to approve the \$5.00 per bale bid from Ryan Neubarth for city properties as listed above. Motion passed 5-0.

7.8. 2024 Oak Grove Building Grass Cutting Quote

- Only one bid received.
 - Top Notch Turf, LLC - \$70/mowing

BA/CH Motion to approve the hiring of Top Notch Turf, LLC for the Oak Grove Building grounds. Motion passed 5-0.

7.9. Park & Rec Commission Resignation – Rehnelt

- Moved off consent agenda as recommended motion had the incorrect name.
- Mr. Rehnelt served on the Parks & Rec Commission for almost three years.

CS/CH Motion to approve the resignation of Bryan Rehnelt as a commissioner for the NYA Parks & Recreation Commission. Motion passed 5-0.

8. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

BA – Park and Rec Commission will meet on April 16th at 5:30 pm.

CS – None

MM – EDC meeting on April 10th at 6:00 pm. Springfest is June 1st in Downtown Norwood.

CH – The Planning Commission had four public hearings at their last meeting.

CL – Spoke about possible new legislation on preventing & enforcing stealing copper wire.

9. ADDITIONAL INFORMATION

9.1 Raiders SB Food Truck Fundraising Event – April 30, 2024

- Raider Softball Booster Club will be holding a Food Truck Fundraiser night on April 30, 2024, on the same night as a doubleheader game against Mayer Lutheran High School.
- Food Trucks will be available on the north side of Park Circle.

9.2 Move Mindfully Series Update—Karen Hallquist, CED Director

- The MoveMindfully series, hosted by the NYA Senior Advisory Commission, was a success.
- Chrissy Mignogna, Instructor of MoveMindfully, will be holding a training session on Friday, April 26th at 11:30 at the Oak Grove Residence Conference Room.

10. ADJOURNMENT

BA/MM Motion to adjourn at 6:39 pm. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Mitchell Thiesfeld, City Clerk-Finance Director



VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE

To Be Approved: April 22, 2024

Payroll EFT

| | | | | |
|---------|-----------------|------------------|----|-----------|
| Check # | 508666 - 508684 | Pay 8 | \$ | 38,758.86 |
| Check # | 508686 | Supplemental 8.1 | \$ | 120.00 |
| Check # | 508688 - 508714 | Qtr 1 FD Pay | \$ | 19,691.25 |

Prepays

Check #
Check #

Electronic Payments

| | | | |
|---------|--------|----|-----------|
| Check # | 1656 e | \$ | 851.21 |
| Check # | 1657 e | \$ | 12.50 |
| Check # | 1662 e | \$ | 11,567.64 |
| Check # | | | |

Claims Pending Payment

| | | | |
|---------|---------------|----|------------|
| Check # | 35325 - 35388 | \$ | 117,559.27 |
| Check # | | | |
| Check # | | | |

Voided Checks

Check # 508665 , 508685
Check # 508687 , 35154

Grand Total (excluding voided checks) \$ 188,560.73

NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------------|------------|---------------------------------|-------------|---------|--|
| 10100 CHECKING | | | | | |
| 35325 | 04/19/24 | ADC SERVICES INC | | | |
| E 101-43100-208 | | Medical-Physicals | \$35.00 | 447224 | 2024 ANNUAL FEES |
| E 601-49400-208 | | Medical-Physicals | \$17.50 | 447224 | 2024 ANNUAL FEES |
| E 602-49450-208 | | Medical-Physicals | \$17.50 | 447224 | 2024 ANNUAL FEES |
| E 101-43100-208 | | Medical-Physicals | \$80.00 | 447224 | 2024 ANNUAL FEES |
| E 101-45200-208 | | Medical-Physicals | \$80.00 | 447224 | 2024 ANNUAL FEES |
| E 601-49400-208 | | Medical-Physicals | \$80.00 | 447224 | 2024 ANNUAL FEES |
| E 602-49450-208 | | Medical-Physicals | \$80.00 | 447224 | 2024 ANNUAL FEES |
| | | Total | \$390.00 | | |
| 35326 | 04/16/24 | ANDERSON, SUSAN | | | |
| E 101-41410-103 | | Part-Time Employees | \$52.50 | | ELECTION JUDGE |
| | | Total | \$52.50 | | |
| 35327 | 04/16/24 | ARNOLDS OF GLENCOE, INC. | | | |
| E 275-43100-543 | | Capital Outlay-Equipment | \$17,000.00 | E02243 | 2022 KUBOTA ZD1211L-3-72 72" DIESEL ZERO TURN |
| | | Total | \$17,000.00 | | |
| 35328 | 04/16/24 | BALZAM, MARY | | | |
| E 101-41410-103 | | Part-Time Employees | \$65.00 | | ELECTION JUDGE |
| | | Total | \$65.00 | | |
| 35329 | 04/16/24 | BENEKE, SHARON | | | |
| E 101-41410-103 | | Part-Time Employees | \$82.50 | | ELECTION JUDGE |
| | | Total | \$82.50 | | |
| 35330 | 04/16/24 | BENEKE-RUCKS, EUNICE | | | |
| E 101-41410-103 | | Part-Time Employees | \$113.30 | | ELECTION JUDGE |
| | | Total | \$113.30 | | |
| 35331 | 04/16/24 | BLUE LAGOON MARINE | | | |
| E 602-49450-223 | | Repair/Maintenance Bldg/ | \$3,662.50 | 234350 | REINFORCE WATER TREATMENT PLANT PIPE |
| | | Total | \$3,662.50 | | |
| 35332 | 04/19/24 | BOLTON & MENK, INC | | | |
| E 101-41500-303 | | Engineering Fees | \$552.00 | 0333322 | POPLAR RIDGE APARTMENTS - PROJECT# 0C1.133604 |
| E 101-41500-303 | | Engineering Fees | \$175.00 | 0333337 | 2023 PAVEMENT REHABILITATION - PROJECT# 0C1.128833 |
| E 101-41500-303 | | Engineering Fees | \$31,206.50 | 0333338 | 2024 STREET IMPROVEMENT - PROJECT# 0C1.131686 |
| E 493-46500-303 | | Engineering Fees | \$15,800.50 | 0333339 | INDUSTRIAL PARK EXPANSION - PROJECT# 0C1.124521 |
| E 602-49450-303 | | Engineering Fees | \$4,707.50 | 0333340 | WWTF UPGRADE - PROJECT# 0C1.130910 |
| E 101-41500-303 | | Engineering Fees | \$537.00 | 0333341 | MISC ENTINEERING - PROJECT# C12.035710 |
| E 101-43100-310 | | Other Professional Servic | \$330.00 | 0333341 | PROFESSIONAL SERVICES - PROJECT# C12.035710 |
| | | Total | \$53,308.50 | | |
| 35333 | 04/15/24 | BOUNDTREE MEDICAL | | | |

NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------|------------|---------------------------------------|------------|-------------|--|
| E 101-42200-210 | | Operating Supplies | \$353.26 | 85305658 | STAT PADZ II PEDIATRIC FOR ZOLL AED PLUS & CURAPLEX TRITONGRIP EC GLOVES |
| | | Total | \$353.26 | | |
| 35334 | 04/16/24 | BUCHMAN, BRITTANY | | | |
| E 101-41410-103 | | Part-Time Employees | \$55.00 | | ELECTION JUDGE |
| | | Total | \$55.00 | | |
| 35335 | 04/15/24 | CARQUEST AUTO PARTS | | | |
| E 101-43100-221 | | Repair/Maintenance Equip | \$28.36 | 5927-288519 | GRINDING WHEEL & PARTS |
| | | Total | \$28.36 | | |
| 35336 | 04/15/24 | CARVER COUNTY ATTORNEYS OFF | | | |
| E 101-41500-307 | | Prosecution Contract | \$3,532.94 | 2024007 | FINES COLLECTED BY CITY - JANUARY - MARCH |
| | | Total | \$3,532.94 | | |
| 35337 | 04/15/24 | CARVERLINK-CARVER CO BROADBAND | | | |
| E 101-43100-321 | | Telephone | \$28.00 | 3588 | INTERNET - PW - HSR |
| E 101-45200-321 | | Telephone | \$12.00 | 3588 | INTERNET - PW - PARKS |
| E 101-41940-321 | | Telephone | \$40.00 | 3588 | INTERNET - HISTORY / FOOD |
| E 101-41300-321 | | Telephone | \$6.00 | 3588 | INTERNET - EXECUTIVE |
| E 101-41320-321 | | Telephone | \$6.00 | 3588 | INTERNET - COMM DEV |
| E 101-41400-321 | | Telephone | \$6.00 | 3588 | INTERNET - CLERK |
| E 101-46500-321 | | Telephone | \$2.00 | 3588 | INTERNET - EC DEV |
| E 101-42100-321 | | Telephone | \$10.00 | 3588 | INTERNET - POLICE |
| E 101-45500-321 | | Telephone | \$10.00 | 3588 | INTERNET - LIBRARY |
| E 101-41940-321 | | Telephone | \$25.00 | 3588 | INTERNET - RENTAL BUILDINGS |
| E 601-49400-321 | | Telephone | \$120.00 | 3588 | INTERNET - WATER |
| E 602-49450-321 | | Telephone | \$190.00 | 3588 | INTERNET - SEWER |
| E 101-42200-321 | | Telephone | \$80.00 | 3588 | INTERNET - FIRE |
| | | Total | \$535.00 | | |
| 35338 | 04/15/24 | CENTER POINT | | | |
| E 101-41940-383 | | Gas Utilities | \$234.81 | | GAS UTILITIES - BLDGS |
| E 602-49450-383 | | Gas Utilities | \$38.96 | | GAS UTILITIES - WWTP |
| | | Total | \$273.77 | | |
| 35339 | 04/15/24 | COMPASS MINERALS | | | |
| E 101-43100-224 | | Street Maint Materials | \$5,371.86 | 1322837 | BULK COARSE LA - HWY |
| | | Total | \$5,371.86 | | |
| 35340 | 04/19/24 | DELTA DENTAL | | | |
| G 101-21714 | | Dental Insurance | \$994.34 | CNS0001531 | DENTAL INSURANCE |
| | | Total | \$994.34 | | |
| 35341 | 04/15/24 | EHLERS AND ASSOCIATES, INC | | | |
| E 101-41400-310 | | Other Professional Servic | \$1,410.00 | 97365 | INTERIM STAFFING - CLERK/TREASURER - Robin Roland OnSite |
| | | Total | \$1,410.00 | | |
| 35342 | 04/15/24 | EMTS | | | |

NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

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| E 101-42200-207 | | Training Instructional | \$2,900.00 | 2026 | EMR INITIAL COURSE FEE |
| | | Total | \$2,900.00 | | |
| 35343 | 04/16/24 | ESSIG, MARLENE | | | |
| E 101-41410-103 | | Part-Time Employees | \$125.00 | | ELECTION JUDGE |
| E 101-41410-331 | | Travel/Meeting Expense | \$24.12 | | ELECTION JUDGE |
| | | Total | \$149.12 | | |
| 35344 | 04/15/24 | FIRE SAFETY USA | | | |
| E 101-42200-240 | | Small Tools and Minor Eq | \$948.50 | 185423 | TFT - RES-Q-RENCH TOOL |
| | | Total | \$948.50 | | |
| 35345 | 04/16/24 | GENZ, JODY | | | |
| E 101-41410-103 | | Part-Time Employees | \$65.00 | | ELECTION JUDGE |
| | | Total | \$65.00 | | |
| 35346 | 04/15/24 | GERTEN, DENISE | | | |
| G 101-22102 | | Community Garden Escro | \$10.00 | | GARDEN PLOT REFUND |
| | | Total | \$10.00 | | |
| 35347 | 04/16/24 | HAWKINS WATER TREATMENT GROUP | | | |
| E 101-49860-216 | | Chemicals and Chem Pro | \$10.00 | 6731940 | CHLORINE CYLINDER |
| E 602-49450-216 | | Chemicals and Chem Pro | \$30.00 | 6732449 | SULFUR DIOXIDE CYLINDER |
| | | Total | \$40.00 | | |
| 35348 | 04/15/24 | HEMMANN, BRANDON & KARLA | | | |
| E 601-49400-432 | | Refund | \$35.28 | | UB FINAL CALC |
| E 602-49450-432 | | Refund | \$35.28 | | UB FINAL CALC |
| | | Total | \$70.56 | | |
| 35349 | 04/15/24 | HILLYARD FLOOR CARE SUPPLY | | | |
| E 101-45200-223 | | Repair/Maintenance Bldg/ | \$574.88 | 3000931152 | BOWL CLEANER, LINERS, SHINE-ALL |
| | | Total | \$574.88 | | |
| 35350 | 04/15/24 | JOHN HENRY FOSTER MN INC | | | |
| E 601-49400-223 | | Repair/Maintenance Bldg/ | \$203.95 | 10689471-00 | MAINTENANCE |
| E 602-49450-223 | | Repair/Maintenance Bldg/ | \$1,000.00 | 10689471-00 | MAINTENANCE |
| | | Total | \$1,203.95 | | |
| 35351 | 04/16/24 | KAMPS, KAREN | | | |
| E 101-41410-103 | | Part-Time Employees | \$65.00 | | ELECTION JUDGE |
| | | Total | \$65.00 | | |
| 35352 | 04/16/24 | KUMMER, GREG | | | |
| E 101-41410-103 | | Part-Time Employees | \$50.00 | | ELECTION JUDGE |
| | | Total | \$50.00 | | |
| 35353 | 04/15/24 | KWIK TRIP INC. | | | |
| E 101-43100-212 | | Motor Fuels | (\$26.05) | | FEDERAL EXCISE TAX |
| E 101-43100-212 | | Motor Fuels | (\$4.27) | | FUEL VOLUME DISCOUNT |
| E 101-43100-212 | | Motor Fuels | \$75.93 | 9273975 | OXY87 |
| E 101-43100-212 | | Motor Fuels | \$80.19 | 9296948 | NL PREM |

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| E 101-43100-212 | | Motor Fuels | \$60.00 | 9302016 | OXY87 |
| E 101-43100-212 | | Motor Fuels | \$93.50 | 9309907 | OXY87 |
| E 101-43100-212 | | Motor Fuels | \$91.08 | 9310133 | UNL 88 |
| E 101-43100-212 | | Motor Fuels | \$86.68 | 9339034 | OXY87 |
| | | Total | \$457.06 | | |
| 35354 | 04/16/24 | LATZIG, ELROY | | | |
| E 101-41410-103 | | Part-Time Employees | \$93.50 | | ELECTION JUDGE |
| | | Total | \$93.50 | | |
| 35355 | 04/15/24 | LEAGUE OF MN CITIES | | | |
| E 101-43100-207 | | Training Instructional | \$40.00 | 404877 | 2024 SAFETY & LOSS CONTROL WORKSHOP |
| | | Total | \$40.00 | | |
| 35356 | 04/15/24 | LOFFLER BUSINESS SYS LLC | | | |
| E 101-41400-437 | | Maintenance Contract | \$612.50 | 4661005 | SERVICE WITH BRAD PETERSON/IT |
| | | Total | \$612.50 | | |
| 35357 | 04/15/24 | MAYER LUMBER CO. | | | |
| E 101-45200-223 | | Repair/Maintenance Bldg/ | \$27.60 | 243468 | TREATED 2 X 12 = 10 |
| | | Total | \$27.60 | | |
| 35358 | 04/19/24 | METRONET | | | |
| E 101-41940-321 | | Telephone | \$127.25 | | PHONE - RENTAL BUILDINGS |
| E 601-49400-321 | | Telephone | \$50.95 | | PHONE - WATER |
| E 602-49450-321 | | Telephone | \$50.92 | | PHONE - SEWER |
| E 101-42200-321 | | Telephone | \$50.92 | | PHONE - FIRE |
| E 101-43100-321 | | Telephone | \$56.92 | | PHONE - PW-HSR |
| E 101-45200-321 | | Telephone | \$24.39 | | PHONE - PW-PARKS |
| E 101-49860-321 | | Telephone | \$25.46 | | PHONE - POOL |
| E 101-41940-321 | | Telephone | \$76.38 | | PHONE - HISTORY/FOOD |
| E 101-41300-321 | | Telephone | \$44.30 | | PHONE - EXECUTIVE |
| E 101-41320-321 | | Telephone | \$44.30 | | PHONE - COMM DEV |
| E 101-41400-321 | | Telephone | \$44.30 | | PHONE - CLERK |
| E 101-46500-321 | | Telephone | \$14.77 | | PHONE - EC DEV |
| E 101-42100-321 | | Telephone | \$73.83 | | PHONE - POLICE |
| E 101-45500-321 | | Telephone | \$73.83 | | PHONE - LIBRARY |
| | | Total | \$758.52 | | |
| 35359 | 04/15/24 | MID-COUNTY CO-OP OIL ASSN | | | |
| E 101-43100-212 | | Motor Fuels | \$771.77 | 69061 | #2 PREM DSL DYED W/ST |
| E 101-42200-212 | | Motor Fuels | \$517.27 | 69061 | #2 PREM DSL DYED W/ST |
| E 101-43100-212 | | Motor Fuels | (\$30.78) | 69061 | BULK FUEL DISCOUNT |
| E 101-42200-212 | | Motor Fuels | (\$17.03) | 69061 | BULK FUEL DISCOUNT |
| | | Total | \$1,241.23 | | |
| 35360 | 04/19/24 | MIDWEST MACHINERY CO | | | |
| E 101-43100-221 | | Repair/Maintenance Equip | \$117.16 | 9937807 | PARTS |
| | | Total | \$117.16 | | |
| 35361 | 04/15/24 | MINI BIFF | | | |

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| E 101-45200-418 | | Other Rentals (Biffs) | \$249.07 | A-147664 | SPORTS COMPLEX - EVENT LIBERTY TAN SMALL HC & WINTERIZATION |
| E 101-45200-418 | | Other Rentals (Biffs) | \$209.10 | A-147670 | PRAIRIE DAWN PARK - EVENT LIBERTY TAN SMALL HC & WINTERIZATION |
| E 101-45200-418 | | Other Rentals (Biffs) | \$173.40 | A-147679 | WILKOMMEN GRAND STAND - EVENT LIBERTY TAN BIG TANK & WINTERIZATION |
| | | Total | \$631.57 | | |
| 35362 | 04/15/24 | MN DEPT OF EMPLOYMENT & EC DEV | | | |
| E 101-43100-142 | | Unemployment Benefit Pa | \$1,012.04 | | QUARTER 1 2024 UNEMPLOYMENT BENEFITS |
| E 601-49400-142 | | Unemployment Benefit Pa | \$1,012.05 | | QUARTER 1 2024 UNEMPLOYMENT BENEFITS |
| E 602-49450-142 | | Unemployment Benefit Pa | \$1,012.05 | | QUARTER 1 2024 UNEMPLOYMENT BENEFITS |
| | | Total | \$3,036.14 | | |
| 35363 | 04/15/24 | MN VALLEY ELECTRIC COOPERATIVE | | | |
| E 603-49500-381 | | Electric Utilities | \$99.36 | | 13150 TACOMA AVE PUMP - ACCT# 337411311 |
| | | Total | \$99.36 | | |
| 35364 | 04/15/24 | MUEHRING, DANA & PAMELA | | | |
| E 601-49400-432 | | Refund | \$20.25 | | UB FINAL CALC |
| E 602-49450-432 | | Refund | \$20.24 | | UB FINAL CALC |
| | | Total | \$40.49 | | |
| 35365 | 04/15/24 | MUNICIPAL EMERGENCY SERVICES | | | |
| E 101-42200-210 | | Operating Supplies | \$80.16 | IN2031570 | CAN, SAFETY W/FNL, T1, 2G RED |
| | | Total | \$80.16 | | |
| 35366 | 04/16/24 | MURRAY, JEREMY | | | |
| E 101-41410-103 | | Part-Time Employees | \$55.00 | | ELECTION JUDGE |
| | | Total | \$55.00 | | |
| 35367 | 04/16/24 | MURRAY, RACHEL | | | |
| E 101-41410-103 | | Part-Time Employees | \$75.00 | | ELECTION JUDGE |
| | | Total | \$75.00 | | |
| 35368 | 04/15/24 | MVTL | | | |
| E 601-49400-310 | | Other Professional Servic | \$136.00 | 1246921 | COLIFORM, MF - WATER |
| E 602-49450-217 | | Lab Fees | \$124.90 | 1247753 | NITROGEN, NITRATE, SOLIDS, PICK UP CHARGE |
| | | Total | \$260.90 | | |
| 35369 | 04/16/24 | NAPA | | | |
| E 101-43100-221 | | Repair/Maintenance Equip | \$23.57 | 369603 | HYDRAULIC FILTER |
| E 101-43100-221 | | Repair/Maintenance Equip | \$57.09 | 369604 | AIR FILTER |
| E 101-43100-221 | | Repair/Maintenance Equip | \$61.77 | 369688 | AIR FILTER & HALOGEN SEALED BEAMS |
| E 101-43100-221 | | Repair/Maintenance Equip | \$18.96 | 370077 | TRANSMISSION FILTER |
| E 101-43100-221 | | Repair/Maintenance Equip | \$8.50 | 370203 | BAT BOLT |
| | | Total | \$169.89 | | |
| 35370 | 04/16/24 | NORWOOD ELECTRIC INC | | | |
| E 101-42200-223 | | Repair/Maintenance Bldg/ | \$372.50 | 17960 | CHANGE OUT LED FIXTURE ON NORTH FIRE STATION |

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| E 101-43100-223 | | Repair/Maintenance Bldg/ | \$553.30 | 17964 | HISTORY CENTER SHOW CASE AND LAMP REPLACEMENT |
| | | Total | \$925.80 | | |
| 35371 | 04/16/24 | OEM SERVICE CO, LLC | | | |
| E 101-43100-221 | | Repair/Maintenance Equip | \$638.24 | 040411 | MAKE NEW BATTERY BOX FOR PAYLOAD WITH NEW BATTERY KILL SWITCH BRACKET |
| | | Total | \$638.24 | | |
| 35372 | 04/16/24 | PINNACLE PEST CONTROL LLC | | | |
| E 101-43100-310 | | Other Professional Servic | \$75.00 | 000611 | PEST CONTROL - ROY CLAY / SOUTH FIRE STATION |
| E 101-43100-310 | | Other Professional Servic | \$50.00 | 000611 | PEST CONTROL - FRIENDSHIP PARK |
| E 101-43100-310 | | Other Professional Servic | \$75.00 | 000611 | PEST CONTROL - HISTORY CENTER |
| E 101-43100-310 | | Other Professional Servic | \$60.00 | 000611 | PEST CONTROL - LEGION PARK |
| E 101-42200-223 | | Repair/Maintenance Bldg/ | \$75.00 | 000611 | PEST CONTROL - NORTH FIRE STATION |
| E 601-49400-310 | | Other Professional Servic | \$90.00 | 000611 | PEST CONTROL - NORTH WATER TREATMENT |
| E 101-43100-310 | | Other Professional Servic | \$60.00 | 000611 | PEST CONTROL - OAK GROVE GARAGE |
| E 101-43100-310 | | Other Professional Servic | \$100.00 | 000611 | PEST CONTROL - PAVILION / PARK |
| E 101-43100-310 | | Other Professional Servic | \$25.00 | 000611 | PEST CONTROL - PRAIRIE DAWN PARK |
| E 101-43100-310 | | Other Professional Servic | \$75.00 | 000611 | PEST CONTROL - PUBLIC WORKS SHOP |
| E 101-45200-310 | | Other Professional Servic | \$90.00 | 000611 | PEST CONTROL - SOUTH WATER TREATMENT |
| E 101-43100-310 | | Other Professional Servic | \$75.00 | 000611 | PEST CONTROL - SPORTS COMPLEX |
| E 101-43100-310 | | Other Professional Servic | \$25.00 | 000611 | PEST CONTROL - VETERANS PARK |
| E 101-45200-310 | | Other Professional Servic | \$75.00 | 000611 | PEST CONTROL - SOUTH SHOP |
| | | Total | \$950.00 | | |
| 35373 | 04/16/24 | PRO AUTO & TRANSMISSION REPAIR | | | |
| E 101-42200-221 | | Repair/Maintenance Equip | \$73.16 | 108691 | WORK ORDER# 81613 - PLATE CHIEF MN / UNIT COMMAND ONE |
| | | Total | \$73.16 | | |
| 35374 | 04/16/24 | PROSHRED MINNESOTA | | | |
| E 101-41400-384 | | Refuse/Garbage Disposal | \$50.00 | 26384 | EXECUTIVE CONSOLE |
| | | Total | \$50.00 | | |
| 35375 | 04/16/24 | RAIN, DIANNE | | | |
| E 601-49400-432 | | Refund | \$18.92 | | UB FINAL CALC |
| E 602-49450-432 | | Refund | \$18.92 | | UB FINAL CALC |
| E 101-41410-103 | | Part-Time Employees | \$60.00 | | ELECTION JUDGE |
| | | Total | \$97.84 | | |
| 35376 | 04/16/24 | SCHRUPP, ALICE | | | |
| E 601-49400-432 | | Refund | \$18.58 | | UB FINAL CALC |
| E 602-49450-432 | | Refund | \$18.58 | | UB FINAL CALC |
| | | Total | \$37.16 | | |
| 35377 | 04/16/24 | SMSC | | | |
| E 101-43100-223 | | Repair/Maintenance Bldg/ | \$7,500.00 | 2032 | GRINDING OPERATIONS |
| | | Total | \$7,500.00 | | |
| 35378 | 04/16/24 | SPILLE, MARY | | | |

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| E 101-41410-103 | | Part-Time Employees | \$90.00 | | ELECTION JUDGE |
| | | Total | \$90.00 | | |
| 35379 | 04/16/24 | SWANSON, ELOISE | | | |
| E 101-41410-103 | | Part-Time Employees | \$65.00 | | ELECTION JUDGE |
| E 101-41410-331 | | Travel/Meeting Expense | \$24.12 | | MILEAGE |
| | | Total | \$89.12 | | |
| 35380 | 04/16/24 | THIESFELD, JILL | | | |
| E 101-41410-103 | | Part-Time Employees | \$55.00 | | ELECTION JUDGE |
| | | Total | \$55.00 | | |
| 35381 | 04/16/24 | UFC - WINTHROP | | | |
| E 101-45200-383 | | Gas Utilities | \$138.00 | 1083 | LP GAS-COMMERCIAL |
| | | Total | \$138.00 | | |
| 35382 | 04/17/24 | UNUM LIFE INSURANCE CO | | | |
| G 101-21715 | | Life Ins | \$212.87 | | GROUP LIFE INSURANCE |
| | | Total | \$212.87 | | |
| 35383 | 04/16/24 | WASTE MANAGEMENT | | | |
| E 101-41940-223 | | Repair/Maintenance Bldg/ | \$649.35 | 0112090-280 | OVERAGE SERVICE YARDS INCIDENTS |
| | | Total | \$649.35 | | |
| 35384 | 04/16/24 | WILLIAMS, CATHLEEN | | | |
| E 101-41410-103 | | Part-Time Employees | \$70.00 | | ELECTION JUDGE |
| E 101-41410-331 | | Travel/Meeting Expense | \$24.12 | | MILEAGE |
| | | Total | \$94.12 | | |
| 35385 | 04/19/24 | WM MUELLER & SONS INC | | | |
| E 101-45200-223 | | Repair/Maintenance Bldg/ | \$142.31 | 298036 | SELECT TOPSOIL |
| | | Total | \$142.31 | | |
| 35386 | 04/16/24 | XCEL ENERGY | | | |
| E 601-49400-381 | | Electric Utilities | \$2,575.33 | 872216089 | ELECTRICAL UTILITIES - WATER |
| | | Total | \$2,575.33 | | |
| 35387 | 04/16/24 | XTREME ELECTRICAL | | | |
| E 101-43100-223 | | Repair/Maintenance Bldg/ | \$112.25 | 24-1089 | 70 WATT MH LAMPS |
| | | Total | \$112.25 | | |
| 35388 | 04/16/24 | YOUNG AMERICA TOWNSHIP | | | |
| E 101-43100-224 | | Street Maint Materials | \$2,026.80 | | 2024 DUST CONTROL |
| | | Total | \$2,026.80 | | |
| | | 10100 CHECKING | \$117,559.27 | | |

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Fund Summary

10100 CHECKING

| | |
|------------------------------------|--------------|
| 101 GENERAL FUND | \$69,273.25 |
| 275 CAPITAL | \$17,000.00 |
| 493 Industrial Park Land (2nd Add) | \$15,800.50 |
| 601 WATER FUND | \$4,378.81 |
| 602 SEWER FUND | \$11,007.35 |
| 603 STORM WATER UTILITY | \$99.36 |
| | <hr/> |
| | \$117,559.27 |



TO: Honorable Mayor Lagergren and City Council Members
FROM: Mitchell Thiesfeld, Clerk/Finance Director
DATE: April 22, 2024
RE: Hire Seasonal Public Service Employees for 2024

We are requesting approval to hire the following applicants as 2024 Seasonal Public Service Employees:

- ❖ Monroe, Teague – Worked as a seasonal employee last year (Seasonal Pay Scale Grade 2, Step 3)
- ❖ Erickson, Grant – Worked as a seasonal employee last year (Seasonal Pay Scale Grade 2, Step 2)

The Public Service Department and the employee will discuss actual start dates.

Consent Recommended Motion:

Motion to approve hiring Teague Monroe and Grant Erickson as Seasonal Public Service employees for the 2024 summer.

Norwood Young America



TO: Mayor Lagergren and Council Members

FROM: Andrea Aukrust, City Administrator

DATE: April 22, 2024

RE: Resolution 2024-18 A Resolution Awarding the Sale of General Obligation Temporary Improvement Bonds, Series 2024A, in the Original Aggregate Principal Amount of \$3,920,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment

Nick from Ehlers and Associates will attend the meeting on Monday evening with additional information regarding the sale of the bonds. The Bond sale will take place on Monday morning, and the information will then be entered into the final paperwork and Resolution.

Recommended Motion:

Motion to Approve Resolution No. 2024-18, A Resolution Awarding the Sale of General Obligation Temporary Improvement Bonds, Series 2024A, in the Original Aggregate Principal Amount of \$3,920,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment.

**Extract of Minutes of Meeting
of the City Council of the
City of Norwood Young America, Carver County, Minnesota**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Norwood Young America, Minnesota, was duly held in City Hall of said City on Monday, April 22, 2024, commencing at 6:00 p.m.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's General Obligation Temporary Improvement Bonds, Series 2024A, to be issued in the original aggregate principal amount of \$3,920,000.

The City Administrator presented a tabulation of the proposals which had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals were as set forth in EXHIBIT A attached.

After due consideration of the proposals, Member _____ then introduced the following resolution and moved its adoption:

RESOLUTION NO. 2024-18

A RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION TEMPORARY IMPROVEMENT BONDS, SERIES 2024A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$3,920,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT

BE IT RESOLVED By the City Council of the City of Norwood Young America, Carver County, Minnesota (the "City") as follows:

Section 1. Sale of Bonds.

1.01. Authorization. Pursuant to a resolution adopted by the City Council on March 25, 2024, the City authorized the sale of its General Obligation Temporary Improvement Bonds, Series 2024A (the "Bonds"), to provide temporary financing for the construction of certain assessable public improvements (the "Improvements"), pursuant to Minnesota Statutes, Chapters 429 and 475, as amended, including Section 475.61, subdivision 6 (the "Act").

1.02. Award to the Purchaser and Interest Rate. The proposal of _____ (the "Purchaser") to purchase the Bonds of the City described in the Terms of Proposal thereof is hereby found and determined to be a reasonable offer and is hereby accepted. The proposals are summarized on Exhibit A attached hereto. The successful proposal being to purchase the Bonds at a price of \$ _____ (par amount of \$3,920,000, [plus original issue premium of \$ _____,] [less original issue discount of \$ _____,] less underwriter's discount of \$ _____), plus accrued interest, if any, to the date of delivery for the Bonds bearing interest at the rate of _____% per annum. The true interest cost of the Bonds is _____%.

1.03. Purchase Contract. The amount proposed by the Purchaser in excess of the minimum bid shall be credited to the Debt Service Fund hereinafter created or deposited in the Construction Fund hereinafter created, as determined by the City Clerk-Finance Director of the City in consultation with the City's municipal advisor. The good faith deposit of the Purchaser shall be retained and deposited until the Bonds have been delivered and shall be deducted from the purchase price paid at settlement. The Mayor and City Administrator are directed to execute a contract with the Purchaser on behalf of the City if requested by the Purchaser.

1.04. Terms and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act, in the original aggregate principal amount of \$3,920,000, originally dated the date of delivery, in the denomination of \$5,000 each or any integral multiple thereof, being in fully registered form, numbered No. R-1 and upward, bearing interest as above set forth, and maturing on February 1, 2027.

1.05. Optional Redemption. The City may elect on August 1, 2025, and on any day thereafter to prepay the Bonds. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all of the Bonds is called for redemption, the City will notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant

will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of the Bonds, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. The Bonds will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bonds has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bonds will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bonds will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing February 1, 2025, to the registered owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the “Registrar” and “Paying Agent”). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner’s attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest

on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints Bond Trust Services Corporation, Roseville, Minnesota, as the initial Registrar. The Mayor and the City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon thirty (30) days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and the Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of the City Council, the City Administrator must transmit to the Registrar moneys sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Clerk-Finance Director and executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of the Bonds, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, the Bonds will not be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on the Bonds has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on the Bonds is

conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds has been so prepared, executed and authenticated, the City Clerk-Finance Director will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

Section 3. Form of Bonds

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form set forth in EXHIBIT B.

3.02. Approving Legal Opinion. The City Administrator is authorized and directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, and cause the opinion to be printed on or accompany the Bonds.

Section 4. Payment; Security; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds will be payable from the General Obligation Temporary Improvement Bonds, Series 2024A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall be administered and maintained by the City Clerk-Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The City Clerk-Finance Director shall timely deposit in the Debt Service Fund any special assessments levied against property specially benefited by the Improvements (the "Assessments") and the Taxes (as defined in Section 4.06) hereinafter levied, which Assessments and Taxes are hereby pledged to the Debt Service Fund. There is also appropriated to the Debt Service Fund (i) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof; and (ii) capitalized interest financed with proceeds of the Bonds, if any. There also shall be deposited to the Debt Service Fund all investment earnings on amounts in the Debt Service Fund and any other funds appropriated for the payment of principal of or interest on the Bonds.

4.02. Construction Fund. The City hereby creates the General Obligation Temporary Improvement Bonds, Series 2024A Construction Fund (the "Construction Fund"). Proceeds of the Bonds, less the appropriations made in Section 4.01 hereof, together with any other funds appropriated for the Improvements, Taxes, and Assessments collected during the construction of the Assessable Improvements, will be deposited in the Construction Fund to be used solely to defray expenses of the Improvements and the payment of principal of and interest on the Bonds prior to the completion and payment of all costs of the Improvements. Any balance remaining in the Construction Fund after completion of the Improvements may be used to pay the cost in whole or in part of any other improvement instituted under the Act, under the direction of the City Council. When the Improvements are completed and the cost thereof paid, the Construction Fund is to be closed and any subsequent collections of Assessments and Taxes for the Improvements are to be deposited in the Debt Service Fund.

4.03. City Covenants. It is hereby determined that the Improvements will directly and indirectly benefit abutting property, and the City hereby covenants with the holders from time to time of the Bonds as follows:

- (a) The City will cause the Assessments for the Improvements to be promptly levied so that the first installment of the Improvements will be collectible not later than 2028 and will take all steps necessary to assure prompt collection, and the levy of the Assessments is hereby authorized. The City Council will cause to be taken with due diligence all further actions that are required for the construction of each Improvement financed wholly or partly from the proceeds of

the Bonds, and will take all further actions necessary for the final and valid levy of the Assessments and the appropriation of any other funds needed to pay the Bonds and interest thereon when due.

(b) In the event of any current or anticipated deficiency in Assessments and Taxes, the City Council will levy additional ad valorem taxes in the amount of the current or anticipated deficiency.

(c) The City will keep complete and accurate books and records showing receipts and disbursements in connection with the Improvements, Assessments, and Taxes levied therefor and other funds appropriated for their payment, collections thereof and disbursements therefrom, monies on hand and, the balance of unpaid Assessments.

(d) The City will cause its books and records to be audited at least annually and will furnish copies of such audit reports to any interested person upon request.

(e) At least twenty percent (20%) of the cost to the City of the Improvements described herein will be specially assessed against benefited properties.

4.04. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

Furthermore, in accordance with its statutory duties under Section 475.61, subdivision 6 of the Act and Section 4.08 hereof, the City covenants and agrees with the holder of the Bonds that if the Bonds cannot be paid at maturity from the proceeds of Assessments and Taxes or from other funds appropriated by the City Council, the Bonds will be paid from the proceeds of permanent or additional temporary bonds that will be issued and sold prior to the maturity date of the Bonds.

4.05. Pledge of Tax Levy. For the purpose of paying a portion of the interest on the Bonds, there is levied a direct annual irrevocable ad valorem tax (the "Taxes") upon all of the taxable property in the City, which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. The Taxes will be credited to the Debt Service Fund above provided and will be in the years and amounts as attached hereto as **EXHIBIT C**.

4.06. Debt Service Coverage. It is hereby determined that the estimated collection of Assessments and Taxes for the payment of principal and interest on the Bonds, other funds appropriated by the City Council, or proceeds of permanent or additional temporary bonds will produce at least five percent (5%) in excess of the amount needed to meet, when due, the principal and interest payments on the Bonds and that no tax levy is needed at this time. The tax levy herein provided is irrevocable until the Bonds are paid, provided that at the time the City makes its annual tax levies the City Clerk-Finance Director may certify to the Manager of Taxpayer Services of Carver County, Minnesota (the "County Auditor") the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditor will thereupon reduce the levy collectible during such year by the amount so certified.

4.07. Registration of Resolution. The City Clerk-Finance Director is authorized and directed to file a certified copy of this resolution with the County Auditor and to obtain the certificate required by Section 475.63 of the Act.

4.08. Temporary Bonds. The City Council covenants and agrees in accordance with its statutory duties as provided under the Act, that to the extent that the Bonds cannot be paid out of moneys available in the Debt Service Fund or out of other municipal funds which are available and appropriated by the City Council to such purpose when due, the City will pay and retire the Bonds and the interest thereon with the proceeds of additional temporary bonds or permanent bonds which the City Council will issue and sell at or prior to the maturity of the Bonds. The City intends to issue permanent bonds. The proceeds of such additional temporary bonds or permanent bonds, and any taxes hereafter levied for that purpose are pledged to the Debt Service Fund.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, will be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor, the City Administrator, and the City Clerk-Finance Director are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

5.03. Other Certificates. The Mayor, the City Administrator, and the City Clerk-Finance Director are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, the City Administrator, and the City Clerk-Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the City Clerk-Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

5.04. Electronic Signatures. The electronic signatures of the Mayor, the City Administrator and the City Clerk-Finance Director to this resolution and to any certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) "electronic signature" means a manually signed original signature that is then transmitted by electronic means; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message.

5.05. Payment of Costs of Issuance. The City authorizes the Purchaser to forward the amount of Bonds proceeds allocable to the payment of issuance expenses in accordance with the closing memorandum to be prepared and distributed by Ehlers and Associates, Inc., the municipal advisor to the City, on the date of closing.

Section 6. Tax Covenants.

6.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which

would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

6.02. No Rebate Required.

(a) The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States, if the Bonds (together with other obligations reasonably expected to be issued in calendar year 2024) exceeds the small-issuer exception amount of \$5,000,000.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the City finds, determines and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bonds is issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

6.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or the Improvements financed by the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

6.04. Qualified Tax-Exempt Obligation. In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;

(b) the City designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2024 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2024 have been designated for purposes of Section 265(b)(3) of the Code.

6.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.08 hereof. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Manager of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.” will refer to such new nominee of DTC; and upon receipt of such a notice, the City Manager will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect

to principal of, premium, if any, and interest on the Bond and all notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 9. Defeasance. When the Bonds and all interest thereon has been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge the Bonds due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If the Bonds should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

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The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Approved by the City Council of the City of Norwood Young America, Minnesota this 22nd day of April, 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Thiesfeld, City Clerk-Finance Director

EXHIBIT A
PROPOSALS

EXHIBIT B
FORM OF BOND

No. R-1

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF CARVER
CITY OF NORWOOD YOUNG AMERICA

\$ _____

GENERAL OBLIGATION TEMPORARY IMPROVEMENT BOND
SERIES 2024A

| <u>Rate</u> | <u>Maturity</u> | <u>Date of Original Issue</u> | <u>CUSIP</u> |
|-------------|------------------|-----------------------------------|--------------|
| _____% | February 1, 2027 | May 16, 2024 | |

Registered Owner: Cede & Co.

The City of Norwood Young America, Minnesota, a duly organized and existing municipal corporation in Carver County, Minnesota (the "City"), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum of \$ _____ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360-day year of twelve 30-day months), payable February 1 and August 1 in each year, commencing February 1, 2025, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by Bond Trust Services Corporation, Roseville, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on August 1, 2025, and on any day thereafter to prepay the Bond. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all of the Bond is called for redemption, the City will notify The Depository Trust Company ("DTC") of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in the maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of \$3,920,000 all of like original issue date and tenor, all issued pursuant to a resolution adopted by the City Council on April 22, 2024 (the "Resolution"), for the purpose of providing temporary financing to defray the expenses incurred and to be incurred in making certain assessable local improvements, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 429 and 475, as amended, including Section 475.61, subdivision 6. The principal hereof and interest hereon are payable from the proceeds of permanent or additional temporary bonds required to be issued by the City prior to or at maturity of the Bond and may be payable from special assessments levied against property specially

benefited by local improvements and from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to issue and sell additional temporary bonds or permanent bonds to redeem the Bonds and to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in the proceeds of permanent or additional temporary bonds pledged or the proceeds of special assessments and taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated this issue of Bonds as a “qualified tax-exempt obligation” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for another Bond of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the City and the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Bond Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Norwood Young America, Carver County, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: May 16, 2024

**CITY OF NORWOOD YOUNG AMERICA,
MINNESOTA**

(Facsimile)
Mayor

(Facsimile)
City Administrator

CERTIFICATE OF AUTHENTICATION

This is the Bond delivered pursuant to the Resolution mentioned within.

BOND TRUST SERVICES CORPORATION

By _____
Authorized Representative

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM – as tenants in common

UNIF GIFT MIN ACT

Custodian _____
(Cust) _____ (Minor)

TEN ENT – as tenants by entreties

under Uniform Gifts or Transfers to Minors
Act, State of _____

JT TEN – as joint tenants with right of
survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

| <u>Date of Registration</u> | <u>Registered Owner</u> | <u>Signature of Officer of Registrar</u> |
|-----------------------------|--------------------------------------|--|
| <hr/> | Cede & Co. Federal ID #13-2555119 | <hr/> |

EXHIBIT C
TAX LEVY SCHEDULE

STATE OF MINNESOTA)
)
COUNTY OF CARVER) SS.
)
CITY OF NORWOOD)
YOUNG AMERICA)

I, the undersigned, being the duly qualified and acting City Clerk-Finance Director of the City of Norwood Young America, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on April 22, 2024 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City’s General Obligation Temporary Improvement Bonds, Series 2024A, in the original aggregate principal amount of \$3,920,000.

WITNESS My hand officially as such City Clerk-Finance Director and the corporate seal of the City this _____ day of April, 2024.

(SEAL)

City Clerk-Finance Director
City of Norwood Young America, Minnesota



TO: Honorable Mayor Lagergren and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: April 22, 2024
RE: Resolution 2024-19 A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids—Railroad Street Improvement Project

Enclosed are the Memo and Construction Plans from Bolton & Menk and Resolution 2024-19 for your review.

- ❖ Bolton & Menk Memo
- ❖ Railroad Street Construction Plans
- ❖ Resolution 2024-19 Approving Plans and Specifications and Ordering Advertisement for Bids

Recommended Motion:

Motion to approve Resolution 2024-19 Approving Plans and Specifications and Ordering Advertisement for Bids for the Railroad Street Improvement Project.

Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2024-19**

**A Resolution Approving Plans and Specifications
and Ordering Advertisement for Bids—Railroad Street Improvement Project**

WHEREAS, pursuant to a resolution passed by the City Council December 11, 2023, the city engineer has prepared plans and specifications for the Railroad Street Improvement Project, the improvement of Railroad Street from Progress Street to Reform Street and between Morse Street and Faxon Road and has presented such plans and specifications to the council for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NORWOOD YOUNG AMERICA, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The city clerk shall prepare and cause to be inserted in the official paper (NYA Times) and on QuestCDN an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 26 days, shall specify the work to be done, shall state that bids will be received by the clerk online until 10 a.m. on May 21, 2024, at which time they will be publicly opened and read via conference call by the city engineer. Bids will then be tabulated and will be considered by the council at 6:00 p.m. on May 28, 2024, in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless appropriately submitted online and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for 5 percent of the amount of such bid.

Adopted by the council this 22nd day of April 2024.

Approved:

Carol Lagergren, Mayor

Attest:

Mitchell Thiesfeld, City Clerk - Treasurer



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

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

*****MEMO*****

DATE: April 17, 2024
TO: Andrea Aukrust, City Administrator
FROM: Josh Eckstein, Bolton & Menk, Inc.
SUBJECT: Railroad Street Improvement Project

Honorable Mayor and City Council Members:

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

- Street and Road Reconstruction
- Storm Sewer Construction
- Watermain And Water Service Construction
- Sanitary Sewer Construction
- Miscellaneous Stormwater And Turf Restoration Items

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

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

PROJECT MANUAL

Railroad Street Infrastructure Improvements

0C1.131686

City of Norwood Young America

Norwood Young America, MN



Real People. Real Solutions.

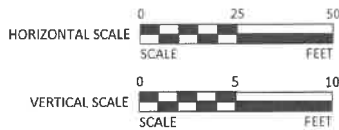
Bolton-Menk.com

RAILROAD IMPROVEMENTS

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

TYPICAL PLAN SCALE
UNLESS OTHERWISE NOTED:



PROJECT LOCATION



CITY: NORWOOD
YOUNG AMERICA
COUNTY: CARVER
DISTRICT: METRO



THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

SHEET TITLE

#####

- LEGEND
- STATEMENT OF ESTIMATED QUANTITIES
- CONSTRUCTION NOTES
- GENERAL PLAN LAYOUT

- REMOVAL PLAN
- UTILITY RELOCATION PLANS
- STORM SEWER STRUCTURE TABLE
- TYPICAL SECTIONS
- CONSTRUCTION DETAILS
- STANDARD PLANS-ADA PEDESTRIAN CURB RAMP
- STAGING & TRAFFIC CONTROL PLAN
- SWPPP
- EROSION CONTROL & TURF RESTORATION PLAN
- GRADING PLAN
- SANITARY SEWER & WATERMAIN PLAN & PROFILE
- STORM SEWER PLAN & PROFILE
- STREET PLAN & PROFILE
- INTERSECTION DETAILS
- SIGNING & STRIPING NOTES & LEGEND
- EXISTING SIGNING & STRIPING PLAN
- SIGNING & STRIPING PLAN
- CROSS SECTIONS

THIS PLAN SET CONTAINS 63 SHEETS

INDEX MAP

BM=984.28
TNH
ELEVATION=129+22.31
LEFT

PROJECT DATUM: CARVER COUNTY COORDINATE SYSTEM
HORIZONTAL: NAD 83 (1986 ADJUSTMENT)
VERTICAL: NAVD 88

| RECORD DRAWING INFORMATION |
|----------------------------|
| OBSERVER: |
| CONTRACTOR: |
| DATE: |

© Bolton & Menk, Inc. 2024. All Rights Reserved. H:\NOVA\021131186\CAD\CSD\131865000.dwg 4/17/2024 10:21 AM

I HEREBY CERTIFY
BY ME OR UNDER
PROFESSIONAL E
Philip J. Scott
PHILIP J. SCOTT
LIC. NO. _____

CITY OF NORWOOD YOUNG AMERICA
RAILROAD STREET INFRASTRUCTURE IMPROVEMENTS

SHEET

GO.01

TITLE SHEET



more than a place. it's home.

TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: April 17, 2024
City Council Regular Meeting April 22, 2024

REQUEST: Resolution 2024-20; Approving a Variance to Create a Lot Without Frontage on a Public Street at 110 Main St. E.

SUBJECT PROPERTY: 110 Main St. E

ZONING: The property is zoned C-3 Downtown District.

LAND USE: The current use of the property is commercial and single-family residential. The Future Land Use Map within the 2040 Comprehensive Plan guides this property for Downtown Mixed-Use.

OVERVIEW OF THE REQUEST

The applicant, Patrick Kohls, has applied for a variance on behalf of his parents Lowell and Charlene Kohls. The property owners have owned the property for over 50 years. The lot is unique in that it contains two principal structures; a single-family home (Lowel and Charlene's family home) and a commercial building (Tanglez Salon). The use of the property (two principal structures, one being a single-family residence) is considered legal non-conforming, as it was developed in 1948 and predates the City's Zoning Ordinance.

The Kohls are currently looking to sell their property. To sell the property as it exists today (with two principal structures on one lot), a potential buyer would require a commercial loan to purchase the property. Neither of the current renters of the buildings are interested in purchasing the two buildings as a pair. Due to this challenge, the Applicant would like to split the current lot into two smaller lots - each containing one building.

The Applicant did not provide a site plan showing the proposed lot split, but indicated that ideally the proposed property line would be placed in the middle of the two structures. The new lot line would run east-west and be approximately five feet from the edge of each structure.

A variance would be necessary prior to any lot split due to NYA's Code of Ordinances Section 1130.09 Subd. 2, which states that "all lots shall front upon a publicly dedicated street." Currently, the parcel has frontage on 110 Main St. E. A lot split would result in the residence parcel not having any frontage along a publicly dedicated street. The house currently fronts and accesses from the alley to the west of the property, but the alley is not considered a publicly dedicated street.

If a variance is granted to account for the lack of frontage for the proposed residence parcel, the lot split would be eligible for an administrative lot split. The Applicant would need to work with a surveyor to prepare the necessary documents to submit for the lot split for staff's approval. If the variance is

denied, the Applicant would not need to proceed with preparing those plans, because a lot split cannot be approved without accounting for the residence parcel's lack of frontage.



GENERAL ZONING REVIEW

The current use of two primary structures on one lot is classified as a legal non-conforming use. Additionally the use as a single-family residence is also classified as legal, non-conforming in the C-3 Downtown District, as single-family homes are not currently permitted in the zoning district. The potential separation of the buildings on to individual parcels would not impact the existing legal non-conforming status.

1230.10 Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-3 District, with the exception of "Lot Coverage" and building height, which shall be the maximum amount allowed:

| Requirement | Minimum/Maximum |
|-----------------------------|-----------------------------|
| Lot Area | No min. established |
| Lot Width | Non min. established |
| Lot Coverage | No max. established |
| Building Height | 35 ft (principal structure) |
| <i>Principal Structures</i> | |
| Front Yard Setback | 0 ft |

| | |
|-------------------|--|
| Side Yard Setback | 0 ft |
| Side Yard Setback | 5 ft if adjacent to residential district |
| Street Side Yard | 0 ft |
| Rear Yard | 10 ft if adjacent to a residential district or alley |

The requested variance and future subdivision of the lot will not cause the properties to violate any of the relevant zoning standards.

ENGINEERING CONSIDERATIONS

- Currently there is only one sewer and water service to the property.
- The Applicant would need to install a sewer and water service, with meter, to the residence. It looks like utility services can be installed under the alley from Main Street.
- They will also need to remove the existing utility lines between the buildings.
- Access from a public street is always preferable, but in this case the residential property has always functioned with access from the alley. There is no issue with this continuing.

VARIANCE REVIEW

The City Council may grant variances from the literal provisions of this Ordinance where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in harmony with the general purpose and intent of this Ordinance, and consistent with the comprehensive plan.

Criteria for Approval of Variances

The Planning Commission is required to examine the request under a series of general standards as set forth under Section 1210.04 Variance, Subd. 1:

A. *Practical Difficulties. Practical difficulties as used in connection with the granting of a variance means that:*

1. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

The Applicant’s proposal will keep the existing uses of each existing structure the same. A variance eliminating the frontage requirement for the home would not fully isolate the home. An alley provides access to two public roads for the house. The request is reasonable given the existing conditions on site. **Criterion met.**

2. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The circumstances on the property (two principal uses) were constructed long before the current Zoning Ordinance was adopted and the current owners taking possession of the lot. **Criterion met.**

3. *The variance, if granted, will not alter the essential character of the locality.*

The requested variance will have no impact on the use or function of the property. **Criterion met.**

B. *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty.*

While the trigger for the variance request is related to the sale of the property, the variance will also allow the issue of two principal uses on one property to be resolved, as the result of the variance request would be a lot split that would allow each use to be sited on its own parcel. **Criterion met.**

C. *The variance is in harmony with the purpose and intent of the Ordinance.*

The intent of the requirement that all parcels have frontage on a public street is to ensure adequate access to each parcel. The residence is currently accessed using the alley. That would remain the case following variance approval. **Criterion met.**

D. *The variance is consistent with the comprehensive plan.*

The variance is consistent with the 2040 Comprehensive Plan to retain the area as Downtown Mixed-Use. **Criterion met.**

At their April 2, 2024 regular meeting, the Planning Commission held the public hearing and voted unanimously to **recommend approval** of the requested variance, subject to the following conditions:

1. The Applicant shall install a sewer and water service, with meter, to the residence prior to the recording of the future lot split.
2. The Applicant shall remove the utility lines between the buildings following the new sewer and water connections to the residence.

RECOMMENDED MOTION

Motion to approve Resolution 2024-20; Approving a Variance to Create a Lot Without Frontage on a Public Street at 110 Main St. E. with the two conditions as presented.

Attachments:

- Application and Plans
- Resolution 2024-20

RESOLUTION NO. 2024-20

A RESOLUTION APPROVING A VARIANCE TO CREATE A LOT WITHOUT FRONTAGE ON A PUBLIC STREET AT 110 MAIN ST. E

WHEREAS, the City of Norwood Young America has received application from Patrick Kohls, on behalf of Lowell and Charlene Kohls, for a variance to allow a lot having no street frontage to be created at 110 Main St. E, which is legally described as;

Commencing at the Southwest corner of Lot 4, Block 8, Village of Young America, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Carver County, Minnesota, thence running East along Mill Street 50 feet; thence North parallel with the East boundary line of the alley in said Block 8 across Lots 4 and 5 and 6 to a point in the North line of said Lot 6 of Block 8; thence West 50 feet to the Northwest corner of said Lot 6; thence South along the east line of the alley in said Block 8 to the point of beginning, being the West 50 feet of Lots 4, 5 and 6 of Block 8 of the Village of Young America, Minn.

Above situated upon Lot 1, Section 11, Township 115, Range 26, and excepting therefrom the following described lands: Commencing at the Northwest corner of Lot 6, Block 8 Village of Young America, thence running East along the North line of said Lot 6, a distance of 50 feet to a point; thence South parallel with the East boundary line of the alley in said Block 8, across Lot 6, and part of Lot 5, a distance of 83 feet to a point; thence turning and running west parallel to the North line of said Lot 6, a distance of 50 feet to a point in the West line of said Lot 5; thence turning and running North along the West line of Lot 5, and Lot 6, said Block 8, a distance of 83 feet to the point of beginning, being part of Lots 5 and 6 of Block 8, of the Village of Young America, Minn., according to the map or plat thereof on file and of record in the office of the Register of Deeds in and for Carver County, Minn.

and;

WHEREAS, the variance has been requested to allow the property owners to split the lot which will result in one of the lots fronting on an alley rather than a public street;

WHEREAS, the subject property is located in the C-3 Downtown District;

WHEREAS, the subject property contains two principal uses - one residential and one commercial;

WHEREAS, the two principal uses on the property predate the Zoning Ordinance and are considered legal non-conforming;

WHEREAS, the Planning Commission reviewed and considered the request based on the related documents shown in the Application at their regular meeting on April 2, 2024; and

WHEREAS, the City Council reviewed and considered the reports, documents, testimony, and other materials presented; and

WHEREAS, the City Council can approve a variance if it finds that the standards for granting a variance as described in Chapter 12, Section 1210.04 of the Norwood Young America City Code have been met.

BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota approves the Applicant's request for a variance to allow a lot to be created with no public street frontage.

The requested variance is consistent with all of the standards for granting a variance as described in Chapter 12, Section 1210.04. More specifically, the City Council finds that the requested variance is justified for the following reasons:

1. The request to split the property and have each principal use contained on its own lot is reasonable.
2. The presence of two principal uses on one lot predates the current Zoning Ordinance and the present ownership of the property.
3. The residential structure is currently accessed from the alley, which would not change through the request to split the parcel.
4. The variance will not alter the essential character of the locality.
5. The variance is in harmony with the purpose and intent of the Ordinance.
6. The variance is consistent with the Comprehensive Plan.

BE IT FURTHER RESOLVED, that the Applicant must meet the following conditions for variance approval:

1. The Applicant shall install a sewer and water service, with meter, to the residence prior to the recording of the future lot split.
2. The Applicant shall remove the utility lines between the buildings following the new sewer and water connections to the residence.

Passed by the City Council of Norwood Young America, Minnesota this 22nd day of April, 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Theisfeld, City Clerk



TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: April 17, 2024
City Council Regular Meeting April 22, 2024

SUBJECT: Expert Construction – 250 Industrial Blvd.

REQUEST: Resolution 2024-21: Conditional use permit amendment – site modifications for 250 Industrial Blvd

ZONING: The property is in process of being zoned I-1 Light Industrial

LAND USE: The current use of the property is industrial. The Future Land Use Map within the 2040 Comprehensive Plan guides this property for Mixed Commercial/Industrial use.

OVERVIEW OF THE REQUEST

In 2002 the co-applicants Matt McIntosh of Expert Construction and David Franck of Franck Sanitation applied for and received approval for a site plan and a conditional use permit in to allow for an industrial use with outdoor storage on the parcel. The CUP was amended in February of 2002 to accommodate changes in the approved landscape plan.

In March 2003, the same co-applicants (Matt McIntosh and David Franck) applied for and received an amendment to the existing CUP. The amendment allowed for the expansion of outdoor storage and the outdoor storage of vehicles exceeding ¾ ton capacity. The outdoor storage expansion and vehicle storage was proposed to the west of the principal structure. For the benefit of adjacent property owners, the landowners erected concrete fence (i.e. wall) on the northern and southern sides of the outdoor storage area. Trees were placed on the exterior sides of the concrete fencing to shield the fence from the public view. A berm was installed to the eastern border of the lot, with additional vegetative screening installed surrounding. The City Council approved the site plan and CUP amendment after it was demonstrated through landscape and drainage plans that the fencing and berm would not affect stormwater drainage.

Today the site is owned by David Newman, who is the current owner and president of Expert Construction, Inc. Franck's Sanitation is no longer located on site. The site is still industrial in nature, with an outdoor use to the rear of the property for vehicle and equipment storage.

The business has grown and consequently needs to expand the existing outdoor storage space. The Applicant has requested to expand the footprint of the outdoor storage area by removing the existing berm. The area of the removed berm would be graveled and a new 8-foot screening fence would be constructed on the eastern property line.

Current Conditions

The subject property is 108,996 SF. The footprint of the building is 9,060 SF. There is an outdoor storage area to the east of the building, comprised of 32,391 SF of gravel surfacing. An employee/visitor lot immediately surrounds the building on the north, west, and south – measuring 17,931 SF. The subject parcel fronts on Industrial Boulevard.

The adjacent properties to the north, west, and south are all commercial/industrial uses. The parcel abuts a single-family residential use, zoned R-1 Low Density Single Family Residential, on the east side.

There is a public drainage and utility easement, which houses a watermain, along most of the rear (west) property line.

Proposed Conditions

The Applicant has requested to remove the existing berm at the eastern end of the property. The berm and existing trees on the berm, currently shield adjacent properties from viewing the outdoor storage area. The Applicant has proposed to place gravel over the area where the berm currently sits, to enlarge the outdoor storage area. Gravel is an acceptable surface material for parking and storage areas within the I-1 Light Industrial zoning district. Grass would be planted on the eastern edge of the property where the water main easement is located. The expanded gravel outdoor storage area will allow Expert Construction, Inc additional area for outdoor storage, vehicle parking and maneuvering. The Applicant has also requested a modification to the CUP to store up to 10 vehicles in excess of ¾ ton capacity. This is an increase from the 2003 CUP allowance of up to 4 vehicles in excess of ¾ ton capacity.

The removal of the berm and added gravel area will cause the removal of 21 existing trees. The current function of the trees is to serve as screening. If the CUP is approved, the proposed fence will replace the trees as screening along the east property line. Per the recently updated landscaping requirements, one tree is required per 3,000 SF of suitable site area. In this case, there is approximately 13,500 SF of suitable site area, at the front of the property. This would result in the need for 4.5 trees. There are currently four trees located in the landscaped area of the front yard. Staff recommends that one additional tree be planted as a condition of approval, to satisfy the minimum requirement within the Ordinance.

A section of the berm footprint would be used as designated snow storage for the site. Currently, the berm acts as a roadblock for vehicles during the winter months due to snow buildup. Snow piles up in the outdoor lot and vehicles have nowhere to effectively move the snow, much less maneuver for ordinary tasks. The Applicant also stated that the berm also dams up snow and rain run-off, preventing adequate drainage.

To serve the purpose of the berm, the Applicant has proposed an 8-foot-high fence to shield the gravel storage area from the public view. The fence is proposed generally along the rear property line, but will follow the easement, so as not to interfere with it, on the southern three-fourths of the lot. The Applicant has proposed fencing to consist of either a chain link fence with privacy slats (similar to Hydro Engineering, 301 Industrial Boulevard) or a continuation of the concrete fencing material that is currently used along the side property lines at the site. Regardless of the material, the proposed fencing will extend westward and connect with the existing concrete fencing present on the north and southern sides of the outdoor lot. Finally, gates will be installed to connect the edge of the building to the concrete fencing along the side property lines, to fully screen the outdoor storage area, as required

by the Zoning Ordinance. The gates will consist of chain link fencing with screening slats, to allow access to the outdoor storage area while also providing screening.

The proposed gravel addition to the outdoor storage lot will increase the existing 65,814 SF (60.4%) hardcover surface to 86,627 SF (79.5%). The hardcover addition falls within the 80% maximum limit deemed by the NYA Code of Ordinances Section 1230.12 I-1, Subd. 5.

ENGINEERING CONSIDERATIONS

Please see the attached memo from City Engineer, Josh Eckstein.

CONDITIONAL USE PERMIT REVIEW

General Criteria for Approval of Conditional Use Permits

The Planning Commission is required to examine the request for a CUP amendment under the series of general standards for a CUP as set for under Section 1210.06 Conditional Use Permits, Subd. 3(A).

1. *The use is consistent with goals, policies, and objectives of the Comprehensive Plan.*
The 2040 NYA Comprehensive Plans guides the subject area future land use to Mixed-Use Commercial/Industrial. **Criterion met.**
2. *The use is consistent with the intent of this Ordinance.*
Outdoor storage is permissible as an accessory use in the I-1 Light Industrial District, with conditional use permit approval. The proposal does not cause the property to exceed allowable coverage, and full screening has been proposed. **Criterion met.**
3. *The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements.*
The proposed CUP will have no impact on the above. The functions on site will be the same as they are today, just operating on a slightly larger area. The Applicant is keeping the fencing outside of the easement, so that it does not interfere with access should it be necessary. **Criterion met.**
4. *The use does not have an undue adverse impact on the public health, safety, or welfare.*
The proposed CUP will have no impact on the above. The outdoor storage area will be fully screened. **Criterion met.**
5. *The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.*
The Applicant has proposed proper screening of the expanded outdoor storage area. Proposed fencing will provide ample privacy while shielding the adjacent single-family home from view of the site. The sites north, west, and south of the site are already used for commercial and light industrial uses. The expanded area will not provide an intensification of the existing use of the site. **Criterion met.**
6. *The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
The amended conditional use permit will have no impact on the development and improvement of neighboring properties. **Criterion met.**

7. *Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.*
The CUP amendment will have no impact on the above. The proposed fencing will be located outside of the city's watermain easement. **Criterion met.**
8. *Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site.*
The increased access of the lot will improve maneuverability within the lot. Only authorized personnel will be able to access the expanded outdoor storage area. Public access will remain unchanged. **Criterion met.**
9. *The use meets all the performance criteria requirements as established in Section 1245.01 of this chapter.*
Outdoor Storage. Outdoor storage shall conform to the following standards:
 - a. All outdoor storage yards shall be completely screened from roads or developed areas with a solid fence or wall 6 feet or more in height, maintained in good condition, and screened with suitable planting. A chain link fence with plastic or vinyl screening slats shall be considered a solid fence. **Criterion met.**
 - b. Outdoor storage shall not be located in front of the principal structure or within the front yard as required by the applicable zoning district, whichever is more restrictive. **Criterion met.**
10. *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*
The plans provided with the application show conformance with all relevant requirements of the Zoning Code. **Criterion met.**

RECOMMENDED ACTION

At their April 2, 2024 regular meeting, the Planning Commission held the public hearing and voted unanimously to recommend approval of the requested conditional use permit amendment, subject to the following conditions:

1. Existing trees shall be shown on the "Certificate of Survey & Topographic Survey" for location reference.
2. The Applicant shall obtain any necessary permits, including but not limited to: Carver County Watershed Management Organization and or MPCA construction stormwater permit.
3. The final grading and drainage plan shall be subject to review and approval by the City Engineer.
4. One additional tree shall be planted within the landscaped area at the front of the property.
5. Site alterations shall adhere to the plans submitted with this application.
6. Downstream conditions should be monitored for deterioration due to additional runoff from the gravel surface.
7. Vehicles exceeding 3/4-ton capacity shall be parked within the screened outdoor storage area. No more than ten (10) vehicles exceeding 3/4-ton capacity associated with the primary use of the property shall be permitted to park on the property, unless parked within an enclosed building.
8. The CUP shall be subject to annual review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by the City for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or

operators are encouraged to contact the City as early on as possible in the timeline for any change in ownership, operator or operations.

RECOMMENDED MOTION

Motion to approve Resolution 2024-21; Approving an Amendment to a Conditional Use Permit for the Expansion of the Outdoor Storage Area and the Storage of Vehicles Exceeding ¾ Ton Capacity at 250 Industrial Blvd with the presented eight conditions.

Attachments:

- Aerial View
- City Engineer's Memo
- Application and Plans
- Resolution 2024-21

Aerial View of 250 Industrial Boulevard



RESOLUTION NO. 2024-21

A RESOLUTION APPROVING AN AMENDMENT TO A CONDITIONAL USE PERMIT FOR THE EXPANSION OF THE OUTDOOR STORAGE AREA AND THE STORAGE OF VEHICLES EXCEEDING 3/4 TON CAPACITY AT 250 INDUSTRIAL BLVD.

WHEREAS, the City of Norwood Young America has received application from David Newman, of Expert Construction Inc., for an amendment to an existing conditional use permit for the property located at 250 Industrial Blvd., which is legally described as;

The North 202.00 feet of Lot 1, Block 3, YOUNG AMERICA INDUSTRIAL PARK, Carver County, Minnesota, according to the recorded plat thereof.

AND

The South 109.40 feet of Lot 2, Block 3, YOUNG AMERICA INDUSTRIAL PARK, Carver County, Minnesota, according to the recorded plat thereof.

and;

WHEREAS, the conditional use permit amendment has been requested to allow site modifications, which would increase the outdoor storage area of the subject property, and to allow up to ten vehicles in excess of 3/4 ton capacity to be stored outdoors;

WHEREAS, the subject property is located in I-1 Light Industrial District, where outdoor storage of materials and vehicles is a conditional use;

WHEREAS, the original conditional use permit was approved in 2002 (Resolution 2002-11), with subsequent amendments in 2002 (Resolution 2002-21) and 2003 (Resolution 2003-19), which permitted the current outdoor storage area and storage of four vehicles in excess of 3/4 ton capacity;

WHEREAS, the Planning Commission reviewed and considered the request based on the related documents shown in the Application at their regular meeting on April 2, 2024; and

WHEREAS, the City Council reviewed and considered the reports, documents, testimony, and other materials presented; and

WHEREAS, the City Council can approve a conditional use permit amendment if it finds that the standards for granting a conditional use permit as described in Chapter 12, Section 1210.06 of the Norwood Young America City Code have been met.

BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota approves the Applicant's request for a conditional use permit amendment to allow the proposed expanded outdoor storage area and addition 3/4 ton capacity vehicle parking.

The requested conditional use permit is consistent with all of the standards for granting a conditional use permit as described in Chapter 12, Section 1210.06. More specifically, the City Council finds that the requested conditional use permit is justified for the following reasons:

1. The use is consistent with goals, policies, and objectives of the Comprehensive Plan.
2. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.
3. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.

BE IT FURTHER RESOLVED, that the Applicant must meet the following conditions for conditional use permit approval:

1. Existing trees shall be shown on the "Certificate of Survey & Topographic Survey" for location reference.
2. The Applicant shall obtain any necessary permits, including but not limited to: Carver County Watershed Management Organization and or MPCA construction stormwater permit.
3. The final grading and drainage plan shall be subject to review and approval by the City Engineer.
4. One additional tree shall be planted within the landscaped area at the front of the property.
5. Site alterations shall adhere to the plans submitted with this application.
6. Downstream conditions should be monitored for deterioration due to additional runoff from the gravel surface.
7. Vehicles exceeding 3/4-ton capacity shall be parked within the screened outdoor storage area. No more than ten (10) vehicles exceeding 3/4-ton capacity associated with the primary use of the property shall be permitted to park on the property, unless parked within an enclosed building.
8. The CUP shall be subject to annual review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by the City for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact the City as early on as possible in the timeline for any change in ownership, operator or operations.

Passed by the City Council of Norwood Young America, Minnesota this 22nd day of April, 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Theisfeld, City Clerk



TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: April 17, 2024
City Council Regular Meeting April 22, 2024

SUBJECT: Resolution 2024-22: Approving Comprehensive Plan Amendment – Future Land Use Map

REQUEST

The City has requested a Comprehensive Plan Amendment to the Future Land Use Map in the 2040 Comprehensive Plan. This request contains two components:

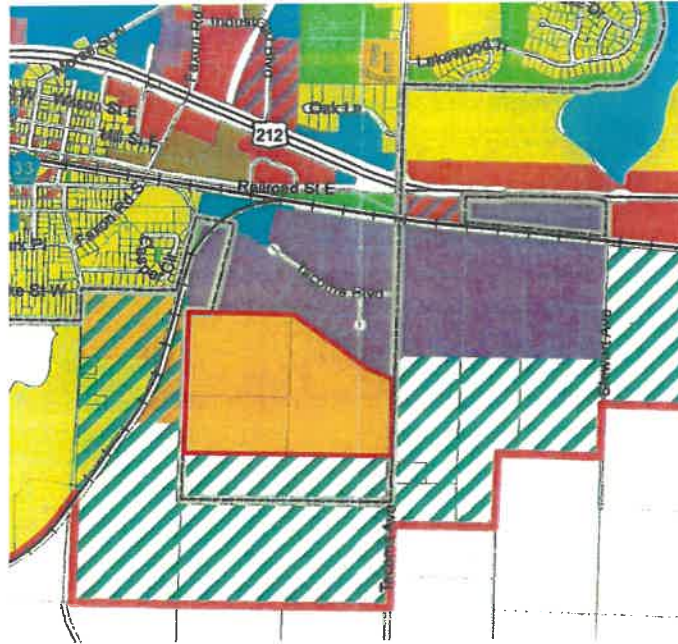
1. Regarding 92 acres of Low-Density Residential land to Medium Density Residential. This is a result of a 2023 Amendment that regraded the land for Tacoma West Industrial Park Phase Two from medium-density residential to Industrial.
2. Regarding four parcels (710 Faxon Rd., 28 Industrial Blvd. & 31 Industrial Blvd.) from Commercial to Mixed Use Commercial/Industrial.

BACKGROUND – FUTURE LAND USE MAP

The Future Land Use Map, which is a part of the 2040 Comprehensive Plan, designates all land in city limits and the annexation area for anticipated future land uses. As the City develops there are instances where future land use designations for certain lands may be changed due to a change in goals, market demand, or City priorities. Designations can also be changed to address proposed developments where the City finds the need for a Comprehensive Plan Amendment appropriate in order to accommodate the new development.

PROPOSED CHANGE – MEDIUM DENSITY RESIDENTIAL

In 2023, the Future Land Use map was amended to allow for the Tacoma West Industrial Park Phase Two expansion. That project required the 92 acres to be regraded from Medium Density Residential to Industrial.



Orange area outlined in red indicated 92 acres of Medium Density Residential land previously redesignated to Industrial.

The proposed amendment before you would reguide 92 acres of Low Density Residential land, at various sites throughout the City and the annexation area, to make up for the Medium Density Residential land lost through the previous amendment.

See Exhibit A (attached map) for the areas to be reguided. The proposed changes from Low Density Residential to Medium Density Residential have no impact on the current use of the properties.

PROPOSED CHANGE - MIXED USE COMMERCIAL/INDUSTRIAL

Last year, the B-1 Business Industrial and I-1 Light Industrial zoning districts were consolidated into a single zoning district. This change caused staff to investigate the parcels that were zoned B-1, and it was discovered that the future land use designation of Commercial was inconsistent with the B-1 Zoning, as well as the use of the properties. Staff recommends that these parcels be reguided from Commercial to Mixed Use Commercial/Industrial.

The properties at 710 Faxon Rd. and 28 Industrial Blvd. are used for manufacturing and mini storage, which are both industrial uses. The present uses are not consistent with the Comprehensive Plan designation as commercial, so staff recommends that the classification be changed to Mixed Use Commercial/Industrial.

The property at 31 Industrial Blvd. is currently undeveloped. In 2013, the property was rezoned from C-2 General Commercial to B-1 Business Industrial, as the property owner intended to construct a mini storage facility on the property. The City Council supported that development, at that time. The property owner still intends to construct a mini storage business at some point.

Given the past land use actions related to these properties, the proposed future land use change to Mixed Use Commercial/Industrial is more appropriate for the properties than the present designation of Commercial. Please keep in mind that the allowable uses of the B-1 and I-1

Districts were virtually identical, which is why the zoning districts were combined. The proposed designation change has no impact on allowable uses, as the zoning regulations remain unchanged.

REVIEW

Planning Commission and City Council Review

The Planning Commission has reviewed the proposed changes to the Future Land Use map, held the public hearing and made a recommendation to the City Council.

The City Council is now tasked with reviewing and if approved, authorize the submittal to the Met Council.

Met Council

The Met Council has final approval of any amendments to the Comprehensive Plan. Following approval by the City, the request will be submitted to the Met Council for action.

At their April 2, 2024 regular meeting, the Planning Commission held the public hearing and voted unanimously to recommend approval of the requested Comprehensive Plan Amendment, subject to the following condition:

1. The Comprehensive Plan Amendment must have final approval by the Metropolitan Council.

RECOMMENDED MOTION

Motion to adopt Resolution 2024-22, Approving the Comprehensive Plan Amendment Related to Changes to the Future Land Use Map.

ATTACHMENTS

Exhibit A -Proposed changes to the Future Land Use Map
Resolution 2024-22

RESOLUTION NO. 2024-22

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT RELATED TO THE FUTURE LAND USE MAP

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

WHEREAS, the subject land is indicated on “Exhibit A”; and,

WHEREAS, the following parcels are currently guided for Low Density Residential under the 2040 Comprehensive Plan and the City of Norwood Young America has requested a Comprehensive Plan Amendment to re-guide the following parcels from Low Density Residential (yellow) to Medium Density Residential (orange) as illustrated in the map attached hereto as “Exhibit A”:

- PID 110120810
- PID 110120800
- Part of PID 580130410 (as illustrated in “Exhibit A”)
- Part of PID 580152100 (as illustrated in “Exhibit A”)
- Part of PID 110150100 (as illustrated in “Exhibit A”)

;and,

WHEREAS, the following parcels are currently guided for Commercial under the 2040 Comprehensive Plan and the City of Norwood Young America has requested a Comprehensive Plan Amendment to re-guide the following parcels from Commercial (red) to Mixed Use Commercial/Industrial (red and purple) as illustrated in the map attached hereto as “Exhibit A”:

- PID 588500010
- PID 588500020
- PID 588500030
- PID 580145650

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing on April 2, 2024, to consider the Comprehensive Plan Amendment; and,

WHEREAS, the Planning Commission, after review and discussion, recommended the City Council approve the Comprehensive Plan Amendment; and,

WHEREAS, the City Council considered the application materials on file with the City and the Planning Commission recommendation at their meeting on April 22, 2024.

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

1. The proposed Comprehensive Plan Amendment meets the goals, policies, objectives, and criteria set forth in the Norwood Young America 2040 Comprehensive Plan and re-guiding the subject land will not be in conflict with those goals.
2. The land reguided from Low Density Residential to Medium Density Residential will replace the land previously reguided from Medium Density Residential to Industrial to accommodate the Tacoma West Industrial Park Phase Two expansion.
3. The land reguided from Commercial to Mixed Use Commercial/Industrial will be better aligned with actual conditions on site, as well as past land use approvals.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves a Comprehensive Plan Amendment re-guiding the subject land as outlined above, subject to the following condition:

1. The Comprehensive Plan Amendment must have final approval by the Metropolitan Council.

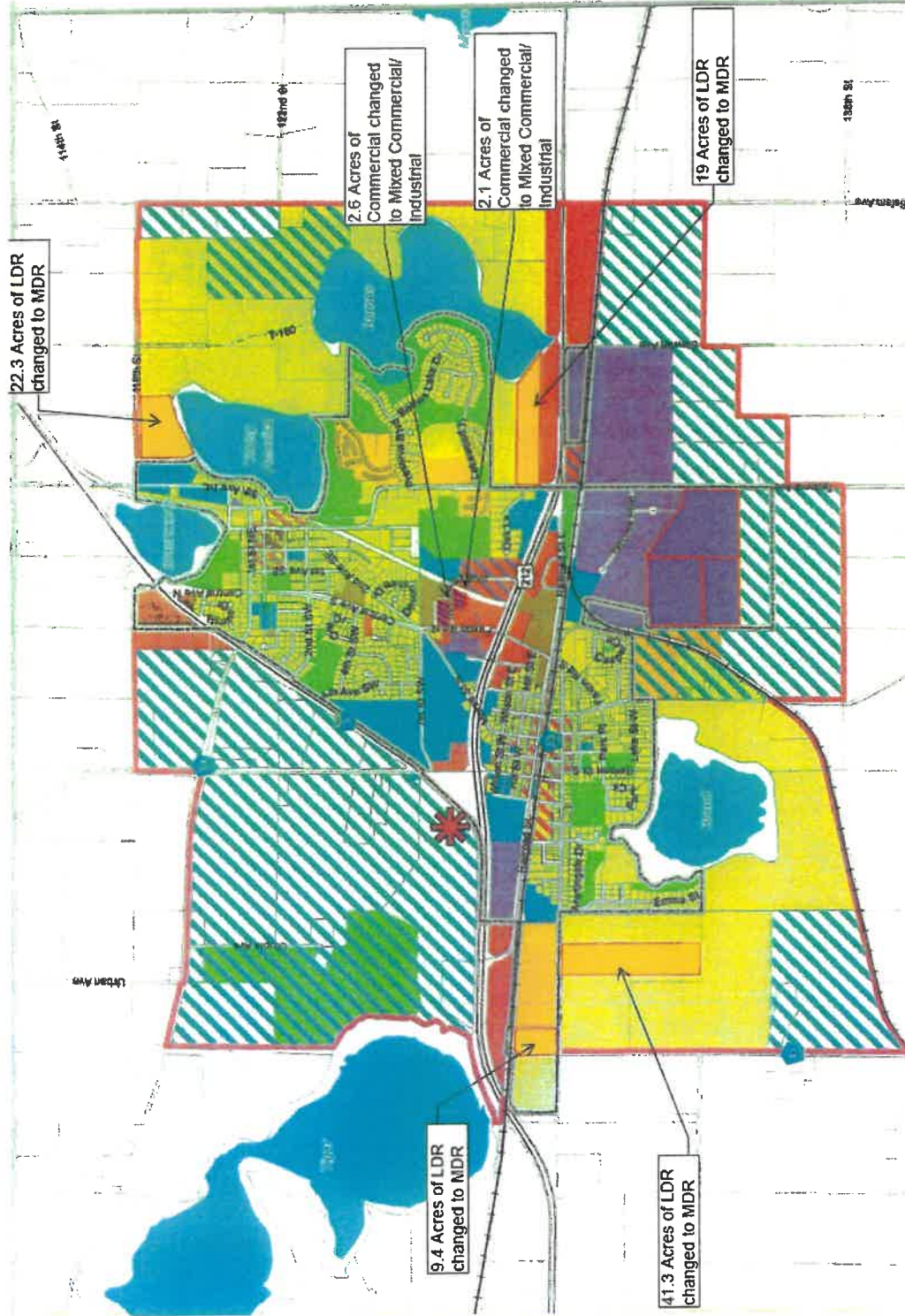
Adopted by the City Council this 22nd day of April 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Thiesfeld, City Clerk

EXHIBIT A RESOLUTION 2024-22



- Future Land Use**
- Commercial
 - Downtown Mixed-Use - 12 to 18 units/acre
 - Mixed-Use Commercial/Industrial
 - Industrial
 - Public/Institutional
 - Parks and Open Space
 - Low Density Residential - 1 to 8 units/acre
 - Medium Density Residential - 8 to 12 units/acre
 - High Density Residential - 12 to 18 units/acre
 - Planning Reserve
 - Municipal Boundary
 - Ordery Annexation Boundary



TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: April 17, 2024
City Council Regular Meeting April 22, 2024

SUBJECT: Resolution 2024-23: Rezoning of B-1 Business District Parcels to I-1 Light Industrial
Ordinance 373: Amending Chapter 1225.02 of the NYA City Code

REQUEST

The City has requested that several properties within the City be rezoned to different zoning classifications:

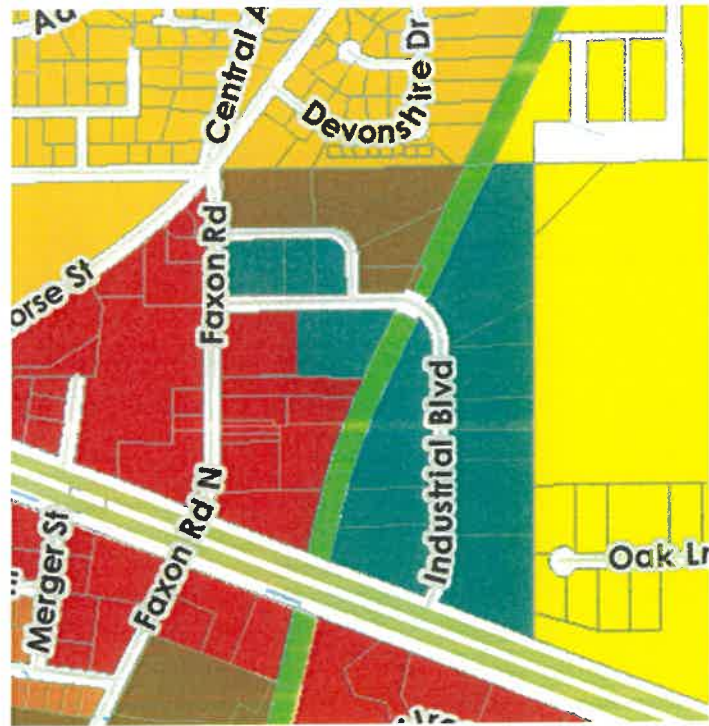
1. Rezoning of all B-1 Business Industrial parcels to I-1 Light Industrial – this is the final step to completing the consolidation of the B-1 and I-1 Districts.
2. Rezoning of PIDs 586520890, 580760120 and 586530440 from R-1 Low Density Single Family Residential to P-1 Parks/Open Space

B-1 Rezoning

In 2023, the City combined the B-1 Business Industrial and the I-1 Light Industrial Districts into a single zoning district – the I-1 Light Industrial District. The two zoning districts were overwhelmingly similar, with nearly identical allowable uses, and similar zoning standards. The consolidation was done to simplify the zoning ordinance and provide better clarity.

All of the properties within the B-1 Zoning District are proposed to be changed to I-1, as the B-1 District no longer exists.

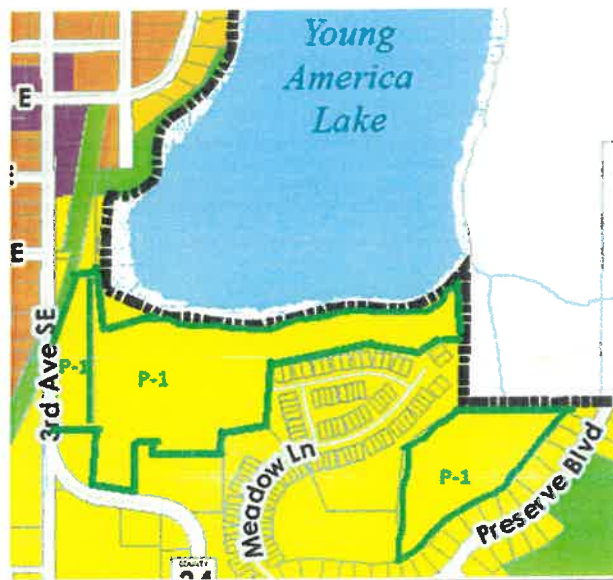
The former B-1 properties are addressed as follows: 28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd., and are the properties shown in blue on the map below.



Because the two zoning districts were virtually identical, this rezoning will have no impact on the present or future uses of the properties. 510 Faxon Rd, 28 Industrial Blvd, and 31 Industrial Blvd. are currently proposed to be re-guided to Mixed Use Commercial/Industrial in the 2040 Comprehensive Plan, and all of the other subject properties are currently guided for Mixed Use Commercial/Industrial. The proposed rezonings are consistent with that designation.

P-1 Rezonings

The properties indicated below are recommended for rezoning from R-1 Low Density Single Family Residential to P-1 Parks/Open Space.



The properties are located at PIDs 586520890, 580760120 and 586530440. They are publicly owned, by the City of NYA and the Minnesota DNR. As such, they will not be developed for single-family residential and should be zoned according to their use, as park and/or open space. The Comprehensive Plan guides these properties for Parks and Open Space as well.

At their April 2, 2024 regular meeting, the Planning Commission held the public hearing and voted unanimously to recommend approval of the requested rezonings.

RECOMMENDED ACTION

Motion to approve Resolution 2024-23 Approving a Request Rezoning the Subject Parcels.

Motion to approve Ordinance 373 Amending Chapter 1225.02 of the Norwood Young America City Code.

ATTACHMENTS

Resolution 2024-23

Ordinance 373

RESOLUTION NO. 2024-23

A RESOLUTION APPROVING A REQUEST REZONING THE SUBJECT PARCELS

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

WHEREAS, the subject parcels currently zoned B-1 Business Industrial District and are to be rezoned to the I-1 Limited Industrial District are:

28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd., PIDs: 588500140, 588500130, 588500150, 588500090, 588500080, 588500100, 588500102, 588500110, 588500111, 588500120, 580145650, 588500030, 588500020 and 588500010, legally described as follows;

LOTS 1 AND 2, BLOCK 1, AND LOTS 1 THROUGH 4, BLOCK 3, AND LOTS 1 AND 2 BLOCK 4, YOUNG AMERICA INDUSTRIAL PARK, CARVER COUNTY, MINNESOTA.

AND

THAT P/O NW1/4 NE1/4 THAT LIES 1) S OF N 584.62' 2) E OF W 366' 3) W OF WLY LINE OF FORMER RR

;and

WHEREAS, the subject parcels currently zoned R-1 Low Density Single Family Residential District and are to be rezoned to the P-1 Parks/Open Space District are:

- PID: 586520890, legally described as:

OUTLOT A, THE PRESERVE 3RD ADDITION, CARVER COUNTY, MINNESOTA

- PID: 586530440, legally described as:

OUTLOT B, THE PRESERVE 4TH ADDITION, CARVER COUNTY, MINNESOTA

- PID: 580760120, legally described as:

P/O OUTBLK 13 COMM AT SW CORN OF OUTLOT 13 TH E 3 CH TH N 12 CH TH N10*
E 5.90 CH TO N

; and,

WHEREAS, the proposed rezonings are consistent with the 2040 Comprehensive Plan; and

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing on April 2, 2024, to consider the requested rezonings; and,

WHEREAS, the Planning Commission, after review and discussion, recommended the City Council approve the requested rezonings; and,

WHEREAS, the City Council considered the application materials on file with the City and the Planning Commission recommendation at their meeting on April 22, 2024.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the rezoning requests based on the following findings of fact:

1. The proposed rezonings meet the goals, policies, objectives, and criteria set forth in the Norwood Young America 2040 Comprehensive Plan.
2. The proposed rezonings are not in conflict with any provision of the Zoning Ordinance.

Adopted by the City Council this 22nd day of April 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Theisfeld, City Clerk

CITY OF NORWOOD YOUNG AMERICA ORDINANCE NO. 373

AN ORDINANCE AMENDING CHAPTER 1225.02 OF THE NORWOOD YOUNG AMERICA CITY CODE

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA
HEREBY ORDAINS:

- I. Chapter 1225.02 of the Norwood Young America City Code is amended by rezoning the following described properties from B-1 Business Industrial District to I-1 Light Industrial District:

- 28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd., PIDs: 588500140, 588500130, 588500150, 588500090, 588500080, 588500100, 588500102, 588500110, 588500111, 588500120, 580145650, 588500030, 588500020 and 588500010, legally described as follows;

LOTS 1 AND 2, BLOCK 1, AND LOTS 1 THROUGH 4, BLOCK 3, AND
LOTS 1 AND 2 BLOCK 4, YOUNG AMERICA INDUSTRIAL PARK,
CARVER COUNTY, MINNESOTA.

AND

Section 14 Township 115 Range 026

THAT P/O NW1/4 NE1/4 THAT LIES 1) S OF N 584.62' 2) E OF W 366' 3)
W OF WLY LINE OF FORMER RR 4) N OF LINE DESC AS FOLLOWS:
COMM AT SW CORN NW1/4 NE1/4 TH N ON W LINE 470.48 TO PT OF
BEG OF LINE TO BE DESC: TH S89° E TO WLY LINE OF FORMER RR
SAID LINE TH

- II. Chapter 1225.02 of the Norwood Young America City Code is amended by rezoning the following described properties from R-1 Low Density Single Family Residential District to P-1 Parks/Open Space District:

- PID: 586520890, legally described as:

OUTLOT A, THE PRESERVE 3RD ADDITION, CARVER COUNTY, MINNESOTA

- PID: 586530440, legally described as:

OUTLOT B, THE PRESERVE 4TH ADDITION, CARVER COUNTY, MINNESOTA

- PID: 580760120, legally described as:
P/O OUTBLK 13 COMM AT SW CORN OF OUTLOT 13 TH E 3 CH TH N 12 CH TH N10*
E 5.90 CH TO N

III. The Zoning Map of the City of Norwood Young America under Chapter 1225.04 of the City Code shall be republished to show the aforesaid zoning.

Adopted by the City Council this 22nd day of April 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Thiesfeld, City Clerk

RESOLUTION NO. 2024-23

A RESOLUTION APPROVING A REQUEST REZONING THE SUBJECT PARCELS

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

WHEREAS, the subject parcels currently zoned B-1 Business Industrial District and are to be rezoned to the I-1 Limited Industrial District are:

28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd., PIDs: 588500140, 588500130, 588500150, 588500090, 588500080, 588500100, 588500102, 588500110, 588500111, 588500120, 580145650, 588500030, 588500020 and 588500010, legally described as follows;

LOTS 1 AND 2, BLOCK 1, AND LOTS 1 THROUGH 4, BLOCK 3, AND LOTS 1 AND 2 BLOCK 4, YOUNG AMERICA INDUSTRIAL PARK, CARVER COUNTY, MINNESOTA.

AND

Section 14 Township 115 Range 026

THAT P/O NW1/4 NE1/4 THAT LIES 1) S OF N 584.62' 2) E OF W 366' 3) W OF WLY LINE OF FORMER RR 4) N OF LINE DESC AS FOLLOWS: COMM AT SW CORN NW1/4 NE1/4 TH N ON W LINE 470.48 TO PT OF BEG OF LINE TO BE DESC: TH S89° E TO WLY LINE OF FORMER RR SAID LINE TH

;and

WHEREAS, the subject parcels currently zoned R-1 Low Density Single Family Residential District and are to be rezoned to the P-1 Parks/Open Space District are:

- PID: 586520890, legally described as:

OUTLOT A, THE PRESERVE 3RD ADDITION, CARVER COUNTY, MINNESOTA

- PID: 586530440, legally described as:

OUTLOT B, THE PRESERVE 4TH ADDITION, CARVER COUNTY, MINNESOTA

- PID: 580760120, legally described as:

P/O OUTBLK 13 COMM AT SW CORN OF OUTLOT 13 TH E 3 CH TH N 12 CH TH N10*
E 5.90 CH TO N

;and,

WHEREAS, the proposed rezonings are consistent with the 2040 Comprehensive Plan; and

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing on April 2, 2024, to consider the requested rezonings; and,

WHEREAS, the Planning Commission, after review and discussion, recommended the City Council approve the requested rezonings; and,

WHEREAS, the City Council considered the application materials on file with the City and the Planning Commission recommendation at their meeting on April 22, 2024.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the rezoning requests based on the following findings of fact:

1. The proposed rezonings meet the goals, policies, objectives, and criteria set forth in the Norwood Young America 2040 Comprehensive Plan.
2. The proposed rezonings are not in conflict with any provision of the Zoning Ordinance.

Adopted by the City Council this 22nd day of April 2024.

Carol Lagergren, Mayor

ATTEST:

Mitchell Theisfeld, City Clerk



TO: Mayor Lagergren & City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: April 22, 2024

RE: Norwood Baseball Projects

Representatives of the Norwood Baseball Board, Charlie Storms and Kelly Lueck, met with city staff to discuss 2024 projects at Zellmann Field in the NYA Sports Complex. Storms presented the projects at the Parks & Rec meeting on Tuesday, April 16th.

Scoreboard Project

- The baseball team plans to replace the existing scoreboard at the NYA Sports Complex Zellmann Field with a digital LED scoreboard from Daktronics. The existing scoreboard is 30 years old. Due to the age of the board, replacement parts are not in existence.
- The location of the scoreboard will be installed in right center field rather than the existing right field scoreboard, which is hard to view by spectators – specifically spectators near the concession stand bleachers.
- The cost of the new scoreboard is approximately \$60,000 which includes installation.
- To date, the baseball team has received approximately \$45,000 in donations/sponsorships in return for an advertisement beneath the new scoreboard. The amount of the donation is acknowledged by the size of the advertisement.
- The timeline goal for replacement is August 2024 with the new scoreboard installed before the old one comes down.
- Norwood Baseball will pull the appropriate building permits (footings, electrical, etc.) to install the new board and keep in contact with PSD Mark Streich during the duration of the project.
- City staff will be helping with the takedown of the old board. The baseball team will dispose of the old board.

Batter's Eye Screening

- The baseball team will replace the canvas batter's eye screen with a steel trellis that will be the backbones for climbing ivy plants.
- Henning Excavating will fix the existing posts and adhere to the new trellis.
- The Delano Ball Club is providing clippings of the ivy for 60 starter plants which will be planted by the Norwood baseball team sometime in mid-June. They, too, will maintain and water the plants.

Tree Replacement

- The four evergreen trees in centerfield behind the batter's eye screen have been removed.
- City staff will grind out the stumps.
- The baseball team has intentions of planting approximately a dozen evergreen trees (that grow to about 15 ft tall) along the outfield fence. However, the number is yet to be determined until the batter's eye screen is in place.
- City staff will water the new trees.

Concession Stand Additions

- The baseball team will add a new menu board and an over-the-counter sign as a second means of acknowledgment for the new scoreboard sponsors.

Attachments:

Picture of current scoreboard (1)

Rendering of new scoreboard (1)

Picture of concession window (1)

Concept drawing of concession window menu board and sponsorship acknowledgment (2)

The 2025 City Capital Improvement Project fund has \$75,000 dedicated to sandblasting and repainting the light poles around Zellmann Field.

Staff thanks the Norwood Baseball team for their continued improvements at the field.

The Parks & Recreation Commission unanimously recommended approval of the projects.

Recommended Motion

Motion to recommend approval of the 2024 projects as presented by the Norwood Baseball team.

HOME OF THE

INDIANS

Citizens STATE BANK

We want to be your bank... 952-467-3000

AT BAT



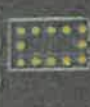
BALL



STRIKE



OUT



H/E



GUEST

1



2



3



4



5



6



7



8



9



10



RUNS



HITS



ERR



NORWOOD

1



2



3



4



5



6



7



8



9



10



ZELLMANN FIELD

| | | | | | | | | | | | | | | | | |
|--------|------|---|---|---|---|---|---|---|---|---|--------|---|-----|---|-----|---|
| AT BAT | BALL | | | | | | | | | | STRIKE | | OUT | | H/E | |
| 41 | 2 | | | | | | | | | | | 1 | 1 | | | H |
| GUEST | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 4 | 1 |
| HOME | 0 | 0 | 2 | 0 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 12 | 0 |

| | | | |
|-----------------------------|---|-----------------------------|--------------------------------------|
| GOLD SPONSOR \$10,000.00 | PLATINUM SPONSOR \$20,000.00 SOLD | GOLD SPONSOR \$10,000.00 | SILVER SPONSOR \$5,000.00 SOLD |
|-----------------------------|---|-----------------------------|--------------------------------------|

- Domed Panel (NBacklit)
DA-1205-36
5' high x 36' wide
- Scoreboard
BA-2026-A
9.33' high x 36' wide
- Sponsor Panels (NBacklit)
2' high x 36' wide @2

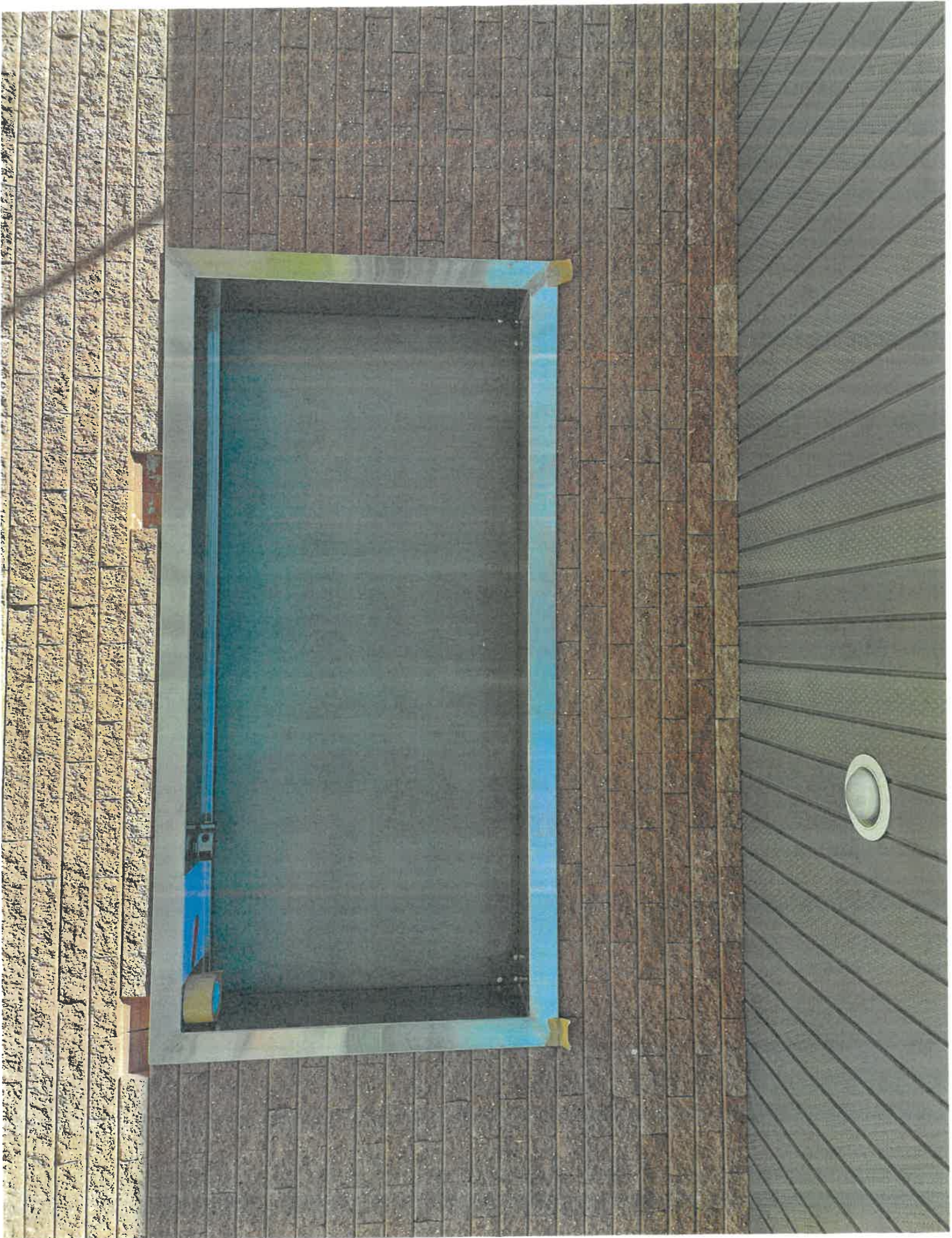
PRODUCTION READY ARTWORK NEEDED FOR:
SPONSOR logos

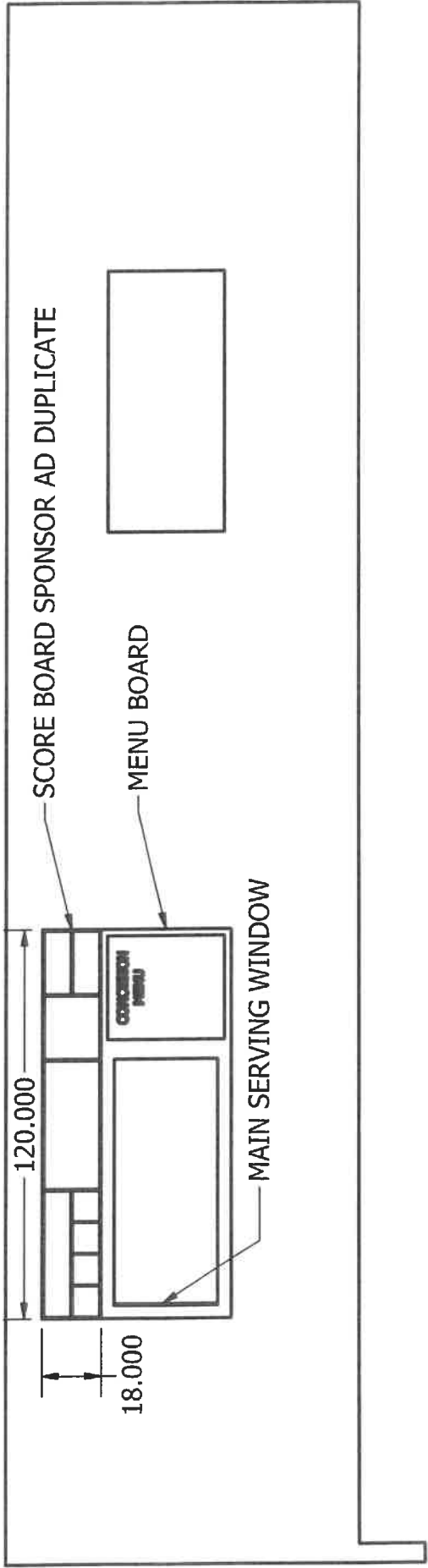
03/20/2024 (Rev 0) Concept Norwood Baseball Association_MN BA-2026 [2]

NORWOOD BASEBALL ASSOCIATION NORWOOD-YOUNG AMERICA, MN



DAKTRONICS





CONCESSION STAND SCORE BOARD ADS AND MENU BOARD



TO: Honorable Mayor Lagergren and City Council Members
FROM: Mitchell Thiesfeld, Clerk/Finance Director
DATE: April 22, 2024
RE: 1st Quarter 2024 – Financial Review

General Fund (Fund 101)

The first quarter revenues are on track with what is typical through March. Interest rates have stayed consistent with last year, which means there is more than usual interest revenue. Many of the departments are like last year. There are a few differences regarding the timing of when we receive a payment, but nothing out of the ordinary.

The general fund expenses are at 26%, which is right around where they should be after one quarter. This includes insurance in the amount of \$130,992.00. Insurance premiums are paid in one lump sum, not quarterly. Workers' compensation has also been paid in the amount of \$44,362.00.

The total expended in the general fund for the first quarter is \$769,731.39, with revenue collected of \$163,732.87.

Water Fund (Fund 601)

The first quarter of revenues is at 25%, with little change from 2023.

The expenditures look high at 46%, but the debt service payments have been made, totaling \$269,925.81. That makes up 22% of the total budget expended, leaving 24% expended, which is aligned with the budget.

The total expended for the first quarter is \$570,410.01, with revenue collected of \$212,351.54.

Sewer Fund (Fund 602)

Total revenues are 26%, with sewer revenues increasing slightly from last year. This could mean sewer rates will be higher this year because our sewer rates are based on these first few months for the entire year.

Expenditures are the same as water. They look high at 39%, but \$359,253.94 is for bond payments, which is 26%. If that is taken off, the percentage of the budget expended would be 13%.

Total revenues are \$202,771.02 and expenses are \$545,597.13.

Storm Sewer Fund (Fund 603)

The revenues are right at 26% with a slight increase 2023.

The expenses are 13% and that is an increase due to bond interest being paid in the amount of \$3,543.75.

Total revenue for storm sewer is \$25,522.37 and expenses are \$28,525.93.

Please let me know if you have questions in regards to anything on the attached reports. I have only addressed a couple of the main funds but will gladly get you answers for any questions. Thank you.

Recommended Motion:

Move to accept the 1st quarter financial overview for 2024



Prairie Dawn Park

Thurs, May 30,
2023

9am—11am

Join the NYA Parks & Recreation Commission,
NYA City Council, Boy Scouts Troop 361,
and West Carver Girl Scouts
in a fun event of planting trees
in celebration of Arbor Day!

*** Shade* *Natural Beauty* *Clean Air***

**Bring gloves and a shovel!
Plant a plant, fly a kite, and more!**



“Branding, Marketing & Social”

Why do you want customers to support you?

Who is your target market?

What's The Fuss?

What is your business mission or goal?

What makes your business unique?

In recognition of Small Business Week,
the NYA Economic Commission and
NYA Area Chamber of Commerce invites you
to attend this FREE event!!

“Branding, Marketing & Social Media—What’s the Fuss?”

Presenters:

John Gamades, Brand Specialist/Writer/Blogger with OrangeBall Creative
Local Business Panel

May 8, 2024 5:30-7:30pm

Willkommen Memorial Park Pavilion

24 Main Street E, Norwood Young America, MN 55397

RSVP to conomicdev@cityofnya.com—Light appetizers and cash bar served



NYA SENIOR ADVISORY COMMISSION CORDIALLY INVITES YOU TO



Senior Prom

Remember When . . .

SUNDAY, THE 5TH OF MAY
at Central High School

Schedule

- Social: 4:00 p.m.
- Dinner: 4:30 p.m.
- Entertainment/Dance: 5:30-7:00 p.m.
- Questions? Contact Grace at NYA City Hall 952-467-1800

Ticket Sales

- Cost: \$15.00 per person
- Tickets Available at Old National and Citizens State Bank
- Free city bus available
- Advanced ticket only through Friday, April 26th. Tickets not available at the door





TO: Honorable Mayor Lagergren and City Council Members
FROM: Mitchell Thiesfeld, Clerk/Finance Director
DATE: April 22, 2024
RE: Quarter 1 Investments Report 2024

Enclosed is a list of the city's investments with RBC Wealth Management. The current value is \$1,955,430.59.

- ❖ The current yield is 4.21%
- ❖ An increase in the rates decreases the market value of existing long-term investments
- ❖ The result is lower interest income earned during the year
- ❖ Unrealized loss as of March 31, 2024 is \$62,896.47
- ❖ Although there is an unrealized loss, the investments mature to the full-face value; therefore, we do not lose money on the investment

- ❖ City Staff will meet with Rosanne Kelly at the end of April to discuss investing options. Ms. Kelly has worked with the City for numerous years to ensure compliance.

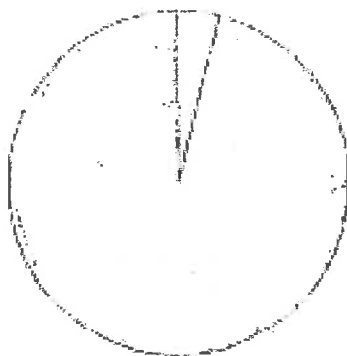
***This is for informational purposes only. No action needs to be taken.**



Wealth Management

A division of RBC Capital Markets, LLC, Member NYSE/FINRA/SIPC

ASSET ALLOCATION SUMMARY



| | CURRENT VALUE | PERCENT |
|---|-----------------------|-------------|
| <input type="checkbox"/> Cash & Cash Alternatives | \$74,927.06 | 4% |
| <input type="checkbox"/> Fixed Income | 1,880,503.53 | 96% |
| Current account value | \$1,955,430.59 | 100% |

Mutual funds are included in the above categories. Funds that invest in more than one category are reported as "Mixed Assets".
 The Cash & Cash Alternatives figure is net of debits including any RBC Express Credit (margin) debit, if applicable.

INVESTMENT OBJECTIVE / RISK TOLERANCE

The investment objective for this account is: Preservation Of Principal / Income
 The risk tolerance for this account is: Minimal Risk
 Please see "About Your Investment Objective / Profile and Risk Tolerance" on page 2 for further information.

GAIN/LOSS SUMMARY

| | THIS PERIOD | THIS YEAR |
|-----------------------------|-------------|----------------------|
| Total realized gain or loss | \$0.00 | \$0.00 |
| Short-term gain or loss | 0.00 | 0.00 |
| Long-term gain or loss | 0.00 | 0.00 |
| | | AS OF MARCH 31, 2024 |
| Unrealized gain or loss | | -\$62,896.47 |