



CITY COUNCIL AGENDA

Monday, October 23, 2023

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. Discuss Tacoma West Industrial Park Phase 2 Financing Options/Land Sales – Nick Anhut, Ehlers & Associates
 - 1.2. Discuss Railroad Street Project Update – Josh Eckstein, Bolton & Menk

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 September 25, 2023
 - 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.)
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 October 10, 2023, City Council Meeting
 - 6.2. Approve Payment of Claims
 - 6.3. Accept Resignation of Angela Brumbaugh, Clerk/Finance Director
 - 6.4. Approve posting the position of Clerk/Finance Director
7. PUBLIC HEARING
 - 7.1. Utilities and Outstanding Invoices Public Hearing – Angela Brumbaugh, Clerk/Finance
 - 7.1.1. Mayor Lagergren opens the Public Hearing
 - 7.1.2. Public Comment
 - 7.1.3. Motion to Close the Public Hearing
 - 7.1.4. Council Discussion
 - 7.1.5. Approve Resolution 2023-32, Certifying Unpaid Fees to the County for Payable 2024 Property Taxes

8. OLD BUSINESS

9. NEW BUSINESS

- 9.1. Approve Railroad Street Project Proposed Layout and Sidewalk – Josh Eckstein, Bolton & Menk
- 9.2. Approve Resolution 2023-31 Authorizing the Pursuit of LFIP Program Funding for Railroad Street Project – Josh Eckstein, Bolton & Menk
- 9.3. Economic Development Commission 2024 Goals—Karen Hallquist, CED 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.

12. ADJOURNMENT

UPCOMING MEETINGS / EVENTS

October 23-27	Manufacturers Week in the City of NYA!	
October 25	NYA Manufacturers Day	Tours of local manufacturers/Presentation/Luncheon 8:30 AM – 2:30 PM
November 1	NYA Food Distribution	12:30 PM-1:30 PM
November 7	Planning Commission Meeting	6:00 PM
November 8	Economic Development Commission Meeting	6:00 PM
November 13	City Council Meeting	6:00 PM
November 16	Sr. Advisory Commission Meeting	9:00 AM
November 21	Park and Recreation Commission Meeting	5:30 PM
November 27	City Council Workshop/EDA/Council Meeting	5:00 PM/6:00 PM



TO: Mayor Lagergren & NYA City Council Members
FROM: Karen Hallquist, Community & Economic Development Director
DATE: October 23, 2023
RE: Work Session - Tacoma West Industrial Park Phase 2 Finance Options

Nick Anhut with Ehlers will give a presentation on finance options and models of land sales for the Tacoma West Industrial Park Phase 2.

Discussion Only



TO: Mayor Lagergren & NYA City Council Members

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 23, 2023

RE: Work Session – Railroad Street Project Layout and Sidewalk Proposal

Josh Eckstein with Bolton & Menk will be present to share a proposed layout of the Railroad Street Reconstruction Project. The layout also includes a sidewalk connectivity proposal.

The Council will be asked during the regular scheduled City Council meeting following the work session for approval of the street layout, including/excluding sidewalk connection from Morse Street to Faxon Rd.

Discussion Only



**BOLTON
& MENK**

Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

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

October 23, 2023

City of Norwood Young America
Attn: Andrea Aukrust
310 Elm St W
P.O. Box 59
Norwood Young America, MN 55368

**RE: Railroad Street Improvement Project
– Street Width & Sidewalk Connection**

Dear Mrs. Aukrust:

Background:

The City of Norwood Young America recently completed a Street & Utility Reconstruction Scoping Study which identified infrastructure improvements on Railroad Street as a high priority. The City Council has authorized a feasibility study to be completed for the project. The feasibility study will outline all recommended improvements to streets and utilities as well as identify costs and assessments within the project area.

One design component within the feasibility study is verifying and selecting proposed sidewalk locations and street widths for the project. The current street width varies from Progress Street to Faxon Road due to staged improvements over time. Railroad Street from Progress Street to Reform Street is 20 feet wide, from Morse Street to East Street is 40 feet wide with parking on both sides, from East Street to Faxon Road is 20 feet wide. See attached Figure 1 for graphical details.

Findings:

Street Width

In an effort to normalize street widths, minimize cost and maintain existing function along the corridor we have identified two typical street sections. The first section will be 38 feet wide with parking on both sides. This section will be constructed from Progress Street to Reform Street and from Morse Street to Franklin Street. The second section is proposed to be 32 feet wide with parking on the north side only. This section will be constructed from Franklin Street to Faxon Road. This street section design accommodates the existing use and function along the south side of the street adjacent to the businesses within this segment. Existing businesses at 111, 125, 123 and 0 Railroad Street are currently utilizing perpendicular off-street parking along the roadway. The proposed street width will maintain that functionality and will also provide better definition between the roadway and the off-street parking areas. On-street parallel parking will be provided along the north side of the street within this section. See attached Figure 1 for details.

Sidewalk Connection

A potential sidewalk connection has been identified between Morse Street and Faxon Road. Existing sidewalk and trail facilities are located along Morse Street and Faxon Road. A gap exists along Railroad Street between these two facilities. This gap can be connected with a sidewalk along the south side of the street from Morse Street to Franklin Street and along the north side from Franklin to Faxon. This sidewalk will reduce effective driveway lengths along the north side of the street from East Street to Faxon Road. See attached Figure 1 for details. This connection has been identified within the Norwood Young America Comprehensive Plan as indicated within the attached Figure 24. Due to the physical footprint impacts to

Name: Railroad Street Improvement Project

Date: October 18, 2023

driveways and landscape in addition to cost savings, we recommend that this connection be made with a 6-foot sidewalk, at the back of curb, rather than a 10-foot trail as indicated on Figure 24.

Estimated project cost for this sidewalk connection is \$175,000.00

Recommendation:

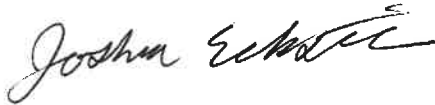
We recommend moving forward with the two street sections as indicated above. This will result in more consistent street widths while also maintaining the existing functional use of the existing corridor.

We recommend considering the sidewalk connection because it was included in the city's comprehensive planning document. However, if additional project costs are a concern, this facility may be omitted from the project.

Please let me know if you have any questions or require any more information about this potential project.

Sincerely,

Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read "Joshua Eckstein". The signature is fluid and cursive, written over a light blue horizontal line.

Joshua Eckstein, P.E.

Cc: Jake Saulsbury, Bolton & Menk



ECONOMIC DEVELOPMENT AUTHORITY MINUTES

September 25, 2023 – 6:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America MN 55368

Attendance:

ATTENDEES: Carol Lagergren, Charlie Storms, Brooke Allen, Alan Krueger, and Mike McPadden

ABSENT:

STAFF: Andrea Aukrust (City Administrator), Karen Hallquist (Economic and Community Development Director) and Angela Brumbaugh (City Clerk/Finance Director)

OTHERS:

2. Call EDA Meeting to Order

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

2.1 Pledge of Allegiance

The Pledge of Allegiance was said by all present

2.2 Approve Agenda

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

2.3 Approve minutes of August 28, 2023 meeting

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

2.3 Approve the 2024 EDA Levy

- Proposed amount is based off MN Statutes, Sections 469.033, Subdivision 6 of the HRA Act
- Cannot exceed 0.0185% of the taxable market value

Motion: MM/AK to approve Resolution 2301, Authorizing the Levy of a Special Benefit Levy Pursuant to Minnesota Statutes, Section 469.033, Subdivision 6 and Approval of a Budget for Fiscal Year 2024.

Motion passed 5-0.

2.4 Adjournment

Motion: BA/MM Motion to adjourn at 6:04 p.m. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Angela Brumbaugh, Clerk/Finance Director



CITY COUNCIL MINUTES

October 10, 2023 – 5:00 p.m. Workshop
6:00 p.m. Meeting
City Council Chambers
310 Elm Street W.
Norwood Young America, MN 55368

Attendance:

ATTENDEES: Carol Lagergren, Brooke Allen, Charlie Storms, Alan Krueger, Mike McPadden
(Council Meeting only)

ABSENT:

STAFF: Andrea Aukrust, City Administrator; Karen Hallquist, Community and Economic
Development Director; Mark Streich, PS Director; and Angela Brumbaugh, Clerk/Finance
Director

OTHERS: Josh Eckstein, P.E. Bolton & Menk

1. WORKSHOP

- Building maintenance discussion – Administrator Aukrust and Mark Streich, PS Director
 - Old City Hall has some water issues
 - Wallpaper is off and wet carpet
 - Roof issues in the elevator shaft
 - Puro Clean will be giving us an estimate. He figures it will be around \$30,000
 - All dry wall will have to come down
 - HVAC will need to be inspected
 - Roof was redone approximately 2018
 - Basement is only used for storage
 - Does the building have to be ADA compliant if the basement is not used
 - Many organizations store items in the basement
 - Food Shelf side has some damage but the other side with the History Center probably doesn't have any
 - There isn't any circulation in the basement
 - Write letters to all organizations to let them know they need to get their stuff out
 - The building is still valuable
 - It is thought the roof had a 10-year warranty
 - Long-term if we are going to keep it going, we need to have a Use Agreement with both Food Shelf and Historical Center
 - Questions:
 - Mold or black mold
 - Asbestos
 - Estimates
 - Do we have to have ADA compliance if no one is allowed in the base

CS/AK Motion to adjourn the workshop at 5:47 p.m. Motion passed 4-0.

2. CALL A MEETING OF THE CITY COUNCIL TO ORDER

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

- The Pledge of Allegiance

3. APPROVE AGENDA

****Add On – 8.11 Approval to Post for Seasonal On-Call Snow Removal Drivers****
CS/BA motion to approve the agenda. Motion passed 5-0.

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

5. CONSENT AGENDA

5.1. Approve Minutes of September 25, 2023, City Council Meeting

5.2. Approve Payment of Claims

MM/CS motion to approve the consent agenda. Motion passed 5-0.

6. PUBLIC HEARING

7. OLD BUSINESS

8. NEW BUSINESS

8.1. Resolution 2023-28 A Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment: Merger Street Reconstruction Project—Josh Eckstein, P.E. Bolton & Menk

- \$939,889.05 is the total cost
- Roughly 6% less than estimated
- Assessed portion is \$139,700.36
- Paving before October 31st
- Turf restoration and final clean up will be done in the spring

MM/AK Motion to approve Resolution 2023-28 A Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Motion passed 5-0.

8.2. Resolution 2023-29 A Resolution Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment: Merger Street Reconstruction Project—Josh Eckstein, P.E. Bolton & Menk

- Public hearing will be held on Monday, November 13th

MM/BA motion to approve Resolution 2023-29 a Resolution Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment. Motion passed 5-0.

8.3. 2024 Street Improvement Project—Project Schedule Review: Railroad Street—Josh Eckstein, P.E. Bolton & Menk

- Schedule is driven by the award notification for MN DOT Road Improvement Program
- MN DOT always awards the grants in June although it is late to get an early start
- If not awarded the grant, we would get started August 12th
- Plans and specs will be ready end of March in case MN DOT notifies earlier
- If we don't get the grant and want to wait for the next grant cycle it would have to wait until August of 2026
- Grant is up to \$1.5 million
- The biggest cost factor is not giving contractors time for the project completion

AK/BA Motion to approve Bolton and Menk to move forward with contract documents for the 2024 Railroad Street Project. Motion passed 5-0.

8.4. City of NYA and Local 49ers Union Contract 2024/2025 Agreement – Administrator Aukrust

- Agreement has been approved by the Union members

- Union Representative and Attorney will give us a “clean” copy

BA/MM motion to approve the new proposed collective bargaining agreement between the City of Norwood young America and to authorize the City Administrator and mayor to sign the agreement once a clean copy has been prepared by the union’s representative and City Attorney. Motion passed 5-0.

8.5. Resolution 2023-30 A Resolution Approving the Application for the DEED Small Cities Street Scape Grant – Karen Hallquist, CED Director

- Align with a project Carver County is looking at doing for a Mill and Overlay
- Streetscape grant is due November 29, 2023
- The grant award is up to \$600,000

BA/MM motion to approve Resolution 2023-30 to Authorize Submittal of an Application for a MN DEED Small Cities Development Streetscape Program Grant. Motion passed 5-0.

8.6. Senior Advisory Commission 2024 Goals – Karen Hallquist, CED Director

- Monitor and expand housing options for seniors
- Provide safe options for seniors to get around
- Identify and promote education and social options for seniors

Information only.

8.7. Roy Clay Building HVAC Quotes – Mark Streich, PS Director

- Two quotes were received
 - Metro Vent Heating and Cooling - \$10,581
 - Waconia Comfort - \$15,840
- Two units heat the Roy Clay Building
- AC is out on the West unit
- Start with replacing one due to the cost

CS/AK Motion to approve the Metro Vent Heating and Cooling in the amount of \$10,581. Motion passed 5-0.

8.8. Library HVAC Quotes – Mark Streich, PS Director

- Two quotes were received
 - Metro Vent Heating and Cooling - \$5,960
 - Waconia Comfort - \$7,938
- West-side of the building
- Between city hall and the library there are many different units
- Library had issues staying cool this year

CS/AK Motion to approve the quote from Metro Vent Heating and Cooling in the amount of \$5,960. Motion passed 5-0.

8.9. Side by Side Quotes – Mark Streich, PS Director

- Two quotes were received
 - Lano’s - \$25,338.24
 - Arnold’s - \$22,750.00
- Replace the existing 2018 Bobcat
- Included in the Capital Improvement Plan
- Auction items need to be Jeff Martin Auctioneers in Glencoe in November for a December auction
- Everything will adapt to the new side by side.

AK/CS Motion to approve the quote from Arnold's in the amount of \$22,750 for the 2022 Kubota X1100CWL-H. Motion passed 5-0.

8.10. Second Quarter Financial Reports – Angela Brumbaugh-Clerk/Finance Director

- General fund expenses are at 45% of budget or \$1,241,439
- Large expenditures such as workers compensation and insurance have been paid in full for the year
- Revenue collected is \$396,618
- Higher than last year due to the increase in interest rates
- Water fund revenue is at 47% or \$398,996
- Expenditures for water are 62% or \$345,407
- Sewer fund revenues are at 50% and expenditures are 57%

MM/AK Motion to accept the 2nd Quarter financial overview for 2023. Motion passed 5-0.

8.11. Approval to Post for Seasonal On-Call Snow Removal Drivers.

- Back up snowplow drivers in the event they are needed for winter

MM/BA Motion to approve the posting of Seasonal on-call Snow Removal Drivers. Motion passed 5-0.

9. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

- Allen – Parks meets October 17th
- Storms – Planning meets tomorrow night
- Krueger- Nothing to add
- McPadden – EDC will not meet this month; Manufacturing Day is the 25th
- Lagergren – Watching what is going on with Hwy 5. Looking for funding. Hwy 212 project will be 2024-2026.

10. ADDITIONAL INFORMATION

11. ADJOURNMENT

BA/MM motion to adjourn at 6:41 p.m. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, Clerk/Finance Director



more than a place, it's home.

**VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE**

To Be Approved: October 23, 2023

Payroll EFT

Check #	508292 - 508316	\$	26,243.16
Check #	508317 - 508346	\$	20,917.25
Check #	-		

Prepays

Check #	34700 -	\$	585.09
Check #	-		
Check #	-		
Check #	-		
Check #	-		
Check #	-		

Claims Pending Payment

Check #	34701 - 34745	\$	105,865.30
	-		

Voided Checks

Check #	34746 -
Check #	-

Grand Total (excluding voided checks) \$ 153,610.80

NORWOOD YOUNG AMERICA

***Check Detail Register©**

Checks 34700

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
34700	10/11/23	USPS			
E 601-49400-350		Print/Publishing/Postage	\$195.03		Mailing Utility Bills
E 602-49450-350		Print/Publishing/Postage	\$195.03		Mailing Utility Bills
E 603-49500-350		Print/Publishing/Postage	\$195.03		Mailing Utility Bills
		Total	\$585.09		
		10100	\$585.09		

Fund Summary

10100 CHECKING	
601 WATER FUND	\$195.03
602 SEWER FUND	\$195.03
603 STORM WATER UTILITY	\$195.03
	\$585.09

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
34701	10/18/23	101 DEVELOPMENT RESOURCES INC			
E 101-42400-312		Building Inspection Fee	\$11,190.66	578	Building Official Services 2nd Qtr Billing Records
		Total	\$11,190.66		
34702	10/18/23	ARNOLDS OF GLENCOE, INC.			
E 101-45200-221		Repair/Maintenance Equip	\$756.77	P68020	Door Kit
E 101-43100-221		Repair/Maintenance Equip	\$60.99	P69276	Lamp
		Total	\$817.76		
34703	10/18/23	CARDMEMBER SERVICE			
E 602-49450-207		Training Instructional	\$390.00		MN Pollution Control Agency - Wastewater & Collection Facilities Conference Registration
E 101-41320-430		Miscellaneous	\$41.25	017251	Family Dollar - Chips & Water
E 101-41320-430		Miscellaneous	\$9.50	017281	Family Dollar - Plates & Napkins
E 101-41320-430		Miscellaneous	\$205.78	017290	Subway - Sandwich Platter & Cookies
E 101-41400-200		Office Supplies	\$32.99	0995408	Amazon - Hand Sanitizer
E 101-43100-210		Operating Supplies	\$33.33	1105835	Amazon - Windows 11 Upgrade
E 601-49400-200		Office Supplies	\$33.33	1105835	Amazon - Windows 11 Upgrade
E 602-49450-200		Office Supplies	\$33.33	1105835	Amazon - Windows 11 Upgrade
E 101-41320-350		Print/Publishing/Postage	\$467.28	115103	USPS - Every Door Direct
E 101-45200-210		Operating Supplies	\$31.98	2887429	Amazon - D Batteries
E 101-42200-221		Repair/Maintenance Equip	\$64.26	3004601366	Allstate Peterbilt - Lens-Amber
E 101-41400-200		Office Supplies	\$35.95	3042623	Amazon - Paper Plates
E 601-49400-350		Print/Publishing/Postage	\$39.65	411175	USPS - Express 1-Day & Grand Advantage
E 101-41400-200		Office Supplies	\$189.28	4617046	Amazon - Supplies
E 601-49400-200		Office Supplies	\$199.00	4617046	Amazon - Supplies
E 602-49450-200		Office Supplies	\$199.00	4617046	Amazon - Supplies
E 101-43100-221		Repair/Maintenance Equip	\$70.44	4704241	Amazon - LED Tail Lights
E 101-43100-221		Repair/Maintenance Equip	\$30.99	5776266	Amazon - Soldering Iron Kit
E 101-42200-207		Training Instructional	\$1,520.00	6270	MN State Fire Chiefs Assoc. - 2023 Annual Conference Registration Fees
E 101-41400-200		Office Supplies	\$15.19	6993828	Amazon - Color Paper
E 101-45200-210		Operating Supplies	\$31.89	7549037	Amazon - Wax Paper Bags
E 101-45200-210		Operating Supplies	\$39.88	8624262	Amazon - Disposable Gloves
E 101-43100-210		Operating Supplies	\$52.94	9170603	Amazon - Docking Station
E 601-49400-200		Office Supplies	\$52.94	9170603	Amazon - Docking Station
E 602-49450-200		Office Supplies	\$52.95	9170603	Amazon - Docking Station
		Total	\$3,873.13		
34704	10/19/23	CARQUEST AUTO PARTS			
E 101-43100-221		Repair/Maintenance Equip	\$4.59	5927-278196	Auvecopak
E 101-43100-221		Repair/Maintenance Equip	\$47.90	5927-278208	Lamp, Pigtail, Paint Marker, 1/4" Drive
E 101-43100-221		Repair/Maintenance Equip	(\$4.16)	5927-278210	1/4" Drive from Inv# 5927-278208
E 101-43100-221		Repair/Maintenance Equip	\$168.98	5927-278334	Brake Shoe Kit
		Total	\$217.31		
34705	10/18/23	CARVER COUNTY			
E 101-42100-311		County Police Contract	\$1,450.88	SHERI00376	3rd Qtr 2023 Police Contract Overtime
		Total	\$1,450.88		

NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
34706	10/18/23	CENTER POINT			
E 602-49450-383		Gas Utilities	\$30.86	11027056-8	Gas Utilities
E 602-49450-383		Gas Utilities	\$29.39	11027073-3	Gas Utilities
E 602-49450-383		Gas Utilities	\$27.62	11239867-2	Gas Utilities
E 602-49450-383		Gas Utilities	\$30.92	7016895-0	Gas Utilities
		Total	\$118.79		
34707	10/18/23	COMPASS MINERALS			
E 101-43100-224		Street Maint Materials	\$2,669.08	1234567	Bulk Coarse LA - HWY
		Total	\$2,669.08		
34708	10/19/23	COTNER, CRAIG			
E 601-49400-432		Refund	\$31.56		Final Calc
E 602-49450-432		Refund	\$31.56		Final Calc
		Total	\$63.12		
34709	10/19/23	DECKER, JOEL			
E 101-43100-331		Travel/Meeting Expense	\$77.29		
		Total	\$77.29		
34710	10/19/23	DELTA DENTAL			
G 101-21714		Dental Insurance	\$1,331.76	CNS0001383	Premium
		Total	\$1,331.76		
34711	10/18/23	DIVERSIFIED PLUMBING & HEATING			
E 602-49450-223		Repair/Maintenance Bldg/	\$701.25	37547	RPZ testing for one valve
E 601-49400-223		Repair/Maintenance Bldg/	\$701.25	37547	RPZ testing for one valve
E 101-45200-223		Repair/Maintenance Bldg/	\$1,402.50	37547	RPZ testing for one valve
		Total	\$2,805.00		
34712	10/18/23	ECM PUBLISHERS INC			
E 601-49400-350		Print/Publishing/Postage	\$18.38	967485	Delinquent Utilities
E 602-49450-350		Print/Publishing/Postage	\$18.37	967485	Delinquent Utilities
		Total	\$36.75		
34713	10/18/23	EMERGENCY APPARATUS MAINTENANC			
E 101-42200-221		Repair/Maintenance Equip	\$1,200.91	129368	Engine 11 (1210)
		Total	\$1,200.91		
34714	10/18/23	ESS BROTHERS & SONS INC			
E 101-43100-223		Repair/Maintenance Bldg/	\$1,251.80	DD8577	D Frame Lid and Super Glue
		Total	\$1,251.80		
34715	10/19/23	FARRELL, MICHAEL & SARAH			
E 601-49400-432		Refund	\$57.65		Final Calc
E 602-49450-432		Refund	\$57.64		Final Calc
		Total	\$115.29		
34716	10/18/23	HAWKINS WATER TREATMENT GROUP			
E 101-49860-216		Chemicals and Chem Pro	\$30.00	6602616	Chlorine Cylinder
E 601-49400-216		Chemicals and Chem Pro	\$40.00	6603072	Chlorine Cylinder

NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-216		Chemicals and Chem Pro	\$30.00	6603115	Chlorine Cylinder
		Total	\$100.00		
34717	10/19/23	KONICA MINOLTA			
E 101-41400-437		Maintenance Contract	\$127.14	061-0175424	Contract
		Total	\$127.14		
34718	10/19/23	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$18.61	8820834	Fuel - Bobcat
E 101-43100-212		Motor Fuels	\$42.96	8823832	Fuel - F550
E 101-45200-212		Motor Fuels	\$24.17	8840026	Fuel - Mixed gas
E 101-43100-212		Motor Fuels	\$113.69	8842977	Fuel
E 101-43100-212		Motor Fuels	\$97.70	8843395	Fuel - 2002 RC
E 101-43100-221		Repair/Maintenance Equip	\$105.37	8843432	Fuel
E 101-45200-212		Motor Fuels	\$115.00	8845905	Fuel - Wood Chipper
		Total	\$517.50		
34719	10/19/23	LANO EQUIPMENT			
E 101-43100-221		Repair/Maintenance Equip	\$73.77	90944	Fluid Hydr
		Total	\$73.77		
34720	10/18/23	MAC QUEEN EQUIPMENT INC			
E 101-42200-221		Repair/Maintenance Equip	\$2,266.18	WO5612	Parts
		Total	\$2,266.18		
34721	10/18/23	MARCO TECHNOLOGIES LLC			
E 101-41400-437		Maintenance Contract	\$1,847.98	INV11434140	MSDATA
E 101-41400-437		Maintenance Contract	\$154.00	INV11466798	Microsoft O365
		Total	\$2,001.98		
34722	10/19/23	METRONET			
E 101-41940-321		Telephone	\$151.76	1674230	Phones
E 601-49400-321		Telephone	\$60.70	1674230	Phones
E 602-49450-321		Telephone	\$60.70	1674230	Phones
E 101-42200-321		Telephone	\$60.70	1674230	Phones
E 101-43100-321		Telephone	\$42.49	1674230	Phones
E 101-45200-321		Telephone	\$18.21	1674230	Phones
E 101-49860-321		Telephone	\$30.35	1674230	Phones
E 101-41940-321		Telephone	\$91.05	1674230	Phones
E 101-41300-321		Telephone	\$32.56	1674230	Phones
E 101-41320-321		Telephone	\$32.56	1674230	Phones
E 101-41400-321		Telephone	\$32.56	1674230	Phones
E 101-41940-321		Telephone	\$36.24	1674230	Phones
E 101-46500-321		Telephone	\$10.85	1674230	Phones
E 101-42100-321		Telephone	\$54.26	1674230	Phones
E 101-45500-321		Telephone	\$54.26	1674230	Phones
		Total	\$769.25		
34723	10/18/23	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-223		Repair/Maintenance Bldg/	\$156.92	8040	Bagged Fert

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$156.92	
34724	10/19/23	MIDWEST MACHINERY CO			
E 101-43100-221		Repair/Maintenance Equip	\$41.82	9814641	14in Bar Saw Chain
			Total	\$41.82	
34725	10/18/23	MN DEPT OF LABOR & INDUSTRY			
E 101-41940-223		Repair/Maintenance Bldg/	\$100.00	ALR0152561	Elevator Annual Oper
			Total	\$100.00	
34726	10/19/23	MOBERG, MELANIE			
E 601-49400-432		Refund	\$0.81		Final Calc
E 602-49450-432		Refund	\$0.80		Final Calc
			Total	\$1.61	
34727	10/18/23	MUNICIPAL EMERGENCY SERVICES			
E 101-42200-210		Operating Supplies	\$406.89	IN1937013	Coat / Pant / Boot
E 101-42200-542		FD Equipment	\$3,063.11	IN1942151	Coat / Pant / Boot
			Total	\$3,470.00	
34728	10/18/23	MVTL			
E 602-49450-217		Lab Fees	\$47.30	1207882	Phosphorus
E 602-49450-217		Lab Fees	\$47.30	1221214	Phosphorus
			Total	\$94.60	
34729	10/19/23	NAPA			
E 101-43100-221		Repair/Maintenance Equip	(\$0.99)	359859	Rags in a Box
E 101-43100-221		Repair/Maintenance Equip	\$23.49	360056	Oil Filters
E 101-43100-221		Repair/Maintenance Equip	\$77.58	360093	Air Filter and Window Wash
			Total	\$100.08	
34730	10/19/23	NELSON, JASON & AMANDA			
E 601-49400-432		Refund	\$41.98		Final Calc
E 602-49450-432		Refund	\$41.97		Final Calc
			Total	\$83.95	
34731	10/20/23	PATCHIN MESSNER			
E 492-43100-310		Other Professional Servic	\$6,080.00	22312	Merger Street Improvement Project - Project# 0C1.128833
			Total	\$6,080.00	
34732	10/18/23	PINNACLE PEST CONTROL LLC			
E 101-42200-223		Repair/Maintenance Bldg/	\$112.50	000535	Pest Control
E 101-43100-223		Repair/Maintenance Bldg/	\$150.00	000535	Pest Control
E 101-45200-223		Repair/Maintenance Bldg/	\$447.50	000535	Pest Control
E 601-49400-223		Repair/Maintenance Bldg/	\$180.00	000535	Pest Control
E 101-41940-223		Repair/Maintenance Bldg/	\$60.00	000535	Pest Control
			Total	\$950.00	
34733	10/18/23	PRO AUTO & TRANSMISSION REPAIR			
E 101-42200-221		Repair/Maintenance Equip	\$599.77	107826	Battery
E 101-42200-221		Repair/Maintenance Equip	\$680.59	107925	Inspection & Service

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42200-221		Repair/Maintenance Equip	\$722.81	107968	Inspection & Service
E 101-42200-221		Repair/Maintenance Equip	\$223.36	107993	Repair Exhaust Leak
		Total	\$2,226.53		
34734	10/19/23	RECTECH OUTDOOR SOLUTIONS,LLC			
E 101-43100-221		Repair/Maintenance Equip	\$123.12	6610	Harness Wiring
		Total	\$123.12		
34735	10/19/23	ROHWER, WENDY & TIM			
E 601-49400-432		Refund	\$110.74		Final Calc
E 602-49450-432		Refund	\$110.73		Final Calc
		Total	\$221.47		
34736	10/19/23	Security Bank & Trust-Cologne			
G 101-21718		HSA ACCOUNT	\$325.00		HSA Deposit - Sept
G 101-21718		HSA ACCOUNT	\$325.00		HSA Deposit - Oct
		Total	\$650.00		
34737	10/18/23	SMITH OIL CO			
E 101-42200-212		Motor Fuels	\$9.98	161190	Gas
E 101-42200-212		Motor Fuels	\$71.00	168578	Gas - Command I
E 101-42200-212		Motor Fuels	\$17.94	168636	Gas - Rescue 11
		Total	\$98.92		
34738	10/18/23	STRAIGHT UP SERVICES			
E 101-45200-221		Repair/Maintenance Equip	\$250.24	53360	2016 Jacobsen Mower
E 101-43100-221		Repair/Maintenance Equip	\$675.94	53557	2010 Ford F450 Super Duty
E 101-43100-221		Repair/Maintenance Equip	\$675.94	53611	2020 Ford F550 Super Duty XLT
E 101-43100-221		Repair/Maintenance Equip	\$2,846.19	53729	2012 Ford F550 Super Duty
		Total	\$4,448.31		
34739	10/19/23	UNUM LIFE INSURANCE CO			
G 101-21715		Life Ins	\$53.13		Life Insurance
		Total	\$53.13		
34740	10/18/23	WASTE MANAGEMENT			
E 101-41940-223		Repair/Maintenance Bldg/	\$642.76	0107082-280	Overage & Dumpsters
		Total	\$642.76		
34741	10/18/23	WIGFIELD DESIGN			
E 101-43100-221		Repair/Maintenance Equip	\$375.00	1877	Truck Lettering/Install
		Total	\$375.00		
34742	10/19/23	WM MUELLER & SONS INC			
E 101-43100-425		Street Maint seal coat	\$45,552.00	20230481	Project: 2023-048 Oak Drive NYA 1" Overlay
E 101-43100-224		Street Maint Materials	\$236.00	293762	3/8" Virgin Fine
E 101-43100-224		Street Maint Materials	\$235.00	293833	3/8" Virgin Fine
		Total	\$46,023.00		
34743	10/18/23	WSB			
E 101-41320-305		Other Professional Fees	\$3,083.75	R-021231-00	2023 Planning Services

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41320-305		Other Professional Fees	\$350.25	R-021231-00	2023 Planning Services
		Total	\$3,434.00		
34744	10/18/23	XCEL ENERGY			
E 601-49400-381		Electric Utilities	\$3,209.50	847681022	Electric Service
E 101-45200-381		Electric Utilities	\$52.28	847682112	Electric Service
E 101-43100-381		Electric Utilities	\$90.73	847804733	Electric Service
		Total	\$3,352.51		
34745	10/19/23	ZUVERINK, JOSHUA & JENNIFER			
E 601-49400-432		Refund	\$31.11		Final Calc
E 602-49450-432		Refund	\$31.11		Final Calc
		Total	\$62.22		
		10100 CHECKING	\$105,865.30		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$93,003.90
492 Merger Street Project	\$6,080.00
601 WATER FUND	\$4,808.60
602 SEWER FUND	\$1,972.80
	<u>\$105,865.30</u>



DATE: October 23, 2023
TO: Honorable Mayor Lagergren and Members of the City Council
FROM: Andrea Aukrust, City Administrator
RE: Personnel

Angela Brumbaugh has submitted her resignation as the Clerk/Finance Director and given her 30-day notice to the city on October 17, 2023. Per the Personnel Handbook, she has provided advance written notice of thirty days. Her last day will be on November 17, 2023. She is eligible to receive payment for any remaining PTO she has.

RECOMMENDATION:
A motion to approve the resignation of Angela Brumbaugh effective November 17, 2023.

Norwood Young America

October 17, 2023

Andrea Aukrust, Mayor Lagergren, and City Council:

This letter is to formally notify you that I am resigning as Clerk/Finance Director for the City of Norwood Young America. My last day will be Friday, November 17th which will meet the 30-day notice requirement.

I hope you will understand that I still need some time off during this 30-day period for the birth of a grandchild along with my husband's medical issues but should be available during all other times.

I have appreciated the opportunity to work for the City of Norwood Young America and will be excited to see the changes that will be coming.

Thank you,

Angela Brumbaugh



TO: Honorable Mayor Lagergren and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: October 23, 2023
RE: City Clerk-Treasurer/Finance Director Job Posting

The Personnel Committee requests approval to post for the open City Clerk-Treasurer/Finance Director position.

- The position will be posted for two weeks, or until the desired candidate is selected and the position is filled.
- The first review of applicants will occur on October 31st, and interviews will be scheduled accordingly until the desired applicant is found.
- The Personnel Committee recommendation will come before the council for approval.

Recommendation

Motion to approve the posting of the City Clerk-Treasurer/Finance Director position on Tuesday, October 24, 2023.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members
FROM: Angela Brumbaugh, City Clerk/Finance Director
DATE: October 23, 2023
SUBJECT: Public Hearing for Delinquent Utilities and Other Unpaid Invoices

A public hearing has been scheduled for the purpose of considering the list of properties that have delinquent utilities and other unpaid invoices with the City. A notice was published in the paper along with mailed notices sent to each effected property owner informing them of the public hearing and giving them an opportunity to address the City Council with any objections to the amount unpaid.

Since the letters went out, the city has received total payments in the amount of \$15,035 with fifty-four properties taken off the list. Property owners will have until November 22, 2023, to satisfy the delinquent amounts. Provided the checks clear the bank, they will be taken off the list to be certified.

Enclosed is Resolution 2023-32, approving the list of properties with delinquent utilities or other unpaid invoices and authorizing them to be certified to Carver County for collection with property taxes in payable 2024.

Suggested Motion:

Motion to approve Resolution 2023-32, a Resolution Certifying Unpaid Fees for the City of Norwood Young America to be Certified to Carver County for collection with Payable 2024 Property Taxes.

RESOLUTION 2023-32

RESOLUTION 2023-32

A RESOLUTION CERTIFYING UNPAID FEES FOR THE CITY OF NORWOOD YOUNG AMERICA TO BE CERTIFIED TO CARVER COUNTY FOR COLLECTION WITH PAYABLE 2024 PROPERTY TAXES

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

WHEREAS, in accordance with Chapter 9, Section 930.07 of the City Code, the City may certify unpaid and delinquent water and sewer charges to Carver County for collection with property taxes; and

WHEREAS, certain property owners are delinquent in payment of their water and sewer and other fees charged by the City of Norwood Young America; and

WHEREAS, all delinquent accounts have been notified by mail that delinquent charges must be paid by November 22, 2023, or said charges will be certified to Carver County to be collected with their property taxes in payable 2024; and

WHEREAS, pursuant to proper notice duly given as required, the City Council held a public hearing on October 23, 2023, to hear all objections to the proposed assessment for delinquent sewer and water and other delinquent fee charges.

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

1. Any delinquent charges and fees, as identified on the attached list, that are not paid by November 22, 2023, are to be certified as assessments to Carver County to be collected with payable 2024 property taxes. All checks must clear the bank in order to be taken off the list.
2. The delinquent charges and fees certified to Carver County for collection in payable 2024 shall bear an interest rate of eight percent (8%) per annum commencing from the date of the adoption of this Resolution.
3. Property owners to be assessed unpaid charges may pay at any time prior to 4:30 p.m., November 17, 2023, the delinquent charges to the City Clerk/Finance Director without interest. After November 17, 2023, the unpaid assessment may be paid to the City Clerk/Finance Director, with interest accrued to November 22nd of the year in which payment is made. The check must clear the bank in order to be taken off the list.

Adopted by the City Council this 23rd day of October 2023.

Carol Lagergren, Mayor

ATTEST:

Angela Brumbaugh, Clerk-Finance Director

2023 Delinquent Utilities and Fees

Certified		Certified		Certified		Certified	
PID	Amount	PID	Amount	PID	Amount	PID	Amount
Unpaid Fees (Invoices)							
58.6540300	\$ 180.00	58.0145250	\$ 245.00	58.6520510	\$ 350.00	58.6520540	\$ 350.00
58.7270010	\$ 130.00	58.0145250	\$ 185.00	58.6520520	\$ 350.00	58.7350010	\$ 455.00
58.0145250	\$ 260.00	58.0511010	\$ 765.00	58.6520530	\$ 350.00	58.6880110	\$ 350.00
	\$ 570.00		\$ 1,195.00		\$ 1,050.00	58.7350030	\$ 455.00
							\$ 1,610.00

Utilities

58.6530060	\$64.93	58.0510081	\$149.79	58.0142450	\$353.94	58.7150040	\$834.80
58.0120200	\$65.46	58.0510920	\$150.66	58.6520820	\$372.40	58.5250160	\$848.64
58.0500130	\$69.85	58.7200140	\$152.69	58.7350010	\$417.18	58.7660030	\$881.65
58.0510500	\$73.41	58.7280140	\$154.43	58.3850330	\$436.21	58.6050230	\$883.29
58.1500200	\$85.41	58.7100060	\$159.44	58.7660070	\$452.99	58.0510260	\$886.51
58.0150600	\$86.35	58.0501030	\$161.02	58.6520490	\$498.95	58.7100040	\$957.65
58.7120200	\$87.87	58.7200030	\$169.52	58.1500240	\$504.52	58.0510890	\$998.28
58.0750120	\$89.19	58.6520190	\$181.55	58.6500500	\$505.51	58.0142950	\$1008.29
58.6540060	\$89.97	58.7350210	\$198.96	58.0500280	\$518.21	58.0510960	\$1020.16
		58.0500680	\$207.14	58.7200170	\$559.14	58.0501230	\$1029.05
58.1850070	\$94.13			58.0501090	\$574.56	58.0113350	\$1072.39
58.4800020	\$95.44	58.0500990	\$213.81	58.1500220	\$574.75	58.7100080	\$1085.87
58.0501140	\$96.56	58.7660060	\$214.09	58.0510580	\$600.21	58.0144400	\$1087.95
58.7120050	\$99.55	58.0510170	\$217.80	58.0501610	\$615.74	58.0510630	\$1102.65
58.7660540	\$101.44	58.1860190	\$222.94	58.0500450	\$634.32	58.1870210	\$1122.68
58.0501370	\$102.44	58.7450030	\$223.77	58.7650040	\$640.45	58.7650060	\$1181.24
58.0501110	\$103.28	58.0112050	\$224.06	58.0140900	\$655.97	58.7100010	\$1205.30
58.7660330	\$105.84	58.6530050	\$234.04	58.2800110	\$662.73	58.1870130	\$1279.49
58.0510550	\$115.03	58.1870250	\$236.39	58.0500731	\$684.63	58.3850400	\$1296.27
58.6500290	\$119.53	58.0111700	\$247.16	58.0510020	\$695.24	58.6520870	\$1339.18
58.0110200	\$121.66	58.7250210	\$257.18	58.6500360	\$706.10	58.0501100	\$1364.08
58.5250140	\$122.57	58.7660220	\$274.10	58.0501260	\$727.28	58.7270010	\$1435.05
58.1840230	\$122.90	58.1920020	\$277.18	58.0501470	\$734.05	58.0510910	\$1607.39
58.0113400	\$127.51	58.6530240	\$277.85	58.0510650	\$749.55	58.7100030	\$1883.98
58.7200110	\$129.68	58.0142300	\$284.86	58.6530300	\$754.09		
58.7270050	\$131.45	58.1870160	\$296.32	58.0510220	\$761.69	58.3850170	\$2129.21
58.0500550	\$135.46	58.0501580	\$324.26	58.6540310	\$766.57	58.0145250	\$4696.26
58.7260040	\$137.50	58.7120370	\$332.79	58.6520010	\$794.59		
58.0501030	\$137.51	58.6520250	\$337.69	58.0501840	\$811.21		
		58.0141900	\$344.08	58.6880110	\$821.19		
	\$2911.92		\$6725.57		\$18583.97		\$34237.31

Total Unpaid Invoices	\$ 4,425.00
Total Delinquent Utilities	\$ 62,458.77
	<u>\$ 66,883.77</u>



TO: Mayor Lagergren & NYA City Council Members
FROM: Karen Hallquist, Community & Economic Development Director
DATE: October 23, 2023
RE: Approval of Railroad Street Project Layout and Sidewalk Proposal

The proposed street layout finds the following width improvements to Railroad Street based on current use of the street:

- A 38 ft width with parking on both sides for Progress Street to Reform Street, and Morse Street to Franklin Street
- A 32 ft width with parking on the north side only for Franklin Street to Faxon Road.

The proposed layout also identifies a potential 6 ft wide sidewalk connection from Morse Street to Faxon Road. The City of NYA Future Sidewalk and Trail map shows this connection to be a 10 ft trail, however, given the sizable impact to driveways and landscaping, it is recommended to be constructed at a 6 ft width.

A detailed report of the proposed layout and sidewalk, along with visual exhibits were presented earlier at the work session.

Recommended Motion

Motion to approve the Railroad Street layout as presented, including sidewalk connection from Morse Street to Faxon Road.



TO: Mayor Lagergren & NYA City Council Members

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 23, 2023

RE: Approval of Resolution No. 2023-31: Authorizing the Pursuit of 2023 LRIP Funding for the Railroad Street Improvement Project

The attached resolution authorizes the support and pursuit of Local Road Improvement Program (LRIP) which is administered by MNDot, for the Railroad Street project.

The LRIP application also requests support by resolution of Carver County as they act as the City's sponsor for non-state aid cities. All Carver County LRIP funding requests will be reviewed at the November 14, 2023, county board meeting. Bolton & Menk has provided the County with the necessary documentation for approval.

Recommended Motion

Motion to approve Resolution No. 2023-31; A Resolution Authorizing the Pursuit of 2023 Local Road Improvement Program Funding for the Railroad Street Improvement Project.

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION NO. 2023-31**

**A RESOLUTION AUTHORIZING THE PURSUIT OF 2023 LOCAL ROAD
IMPROVEMENT PROGRAM FUNDING FOR THE RAILROAD STREET
IMPROVEMENT PROJECT**

WHEREAS, the Railroad Street Improvement Project will include street reconstruction, as well as sidewalk and ADA improvements, and upgrades to the storm sewer, sanitary sewer and watermain system along Railroad Street, and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation funds projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development, and

WHEREAS, the Railroad Street Improvement Project will meet the goals of the LRIP, and

WHEREAS, the LRIP requires a city, such as Norwood Young America, that is not a State Aid city to have a county sponsor and the support of the County Board, and

WHEREAS, the proposed year for project construction is 2024.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Norwood Young America, that

1. The City Council hereby supports the Railroad Street Improvement Project, and
2. The City Council hereby supports the pursuit of LRIP funding and authorizes staff to prepare and submit such an application, and
3. The City Council hereby seeks the support by resolution of Carver County to act as Sponsor for the City of Norwood Young America's LRIP funding application and the associated Railroad Street Reconstruction Project, and
4. The City Council hereby commits to funding project elements not eligible for LRIP funding, ensuring the project will comply with all LRIP funding requirements, and following the project schedule as presented in the application.

Adopted by the City Council of the City of Norwood Young America, Minnesota, this 23 day of October, 2023.

Carol Lagergren, Mayor

ATTEST:

Andrea Aukrust
City Administrator



TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 23, 2023

SUBJECT: NYA Economic Development Commission 2024 Goals

Attached are the 2024 Goals for the Norwood Young America Economic Development Commission. The focus of the goals are to continue to assess current and future growing opportunities concerning commercial and industrial development plus assist the City in preparation of marketing efforts, programs, and strategies for these developments.

Information Only



Norwood Young America Economic Development Commission 2024 Goals

The NYA EDC has identified the following 2024 Goals based on current and future growth opportunities:

1. **Develop opportunities for new businesses and expansions for current businesses**
 - a. Review business incentives
 - i. TWIP expansion (TIF, etc.)
 - ii. Budget for and fund up to \$20,000 in the NYA Façade Improvement Loan Program
 - b. Continue EDC Commissioner's knowledge of the scope of business opportunities by including monthly updates with the NYA Dashboard.
 - c. Identify redevelopment opportunities.
 - d. Identify needs/wants for future projects which will add to the vitality of the community.
 - i. Faxon Road Streetscape Project
 - ii. Main Street Lighting Project
2. **Increase outreach and enhance relations with current businesses**
 - a. Provide financial access to businesses grant opportunities
 - b. Continue communication with all building owners and realtors.
 - c. Promote the Revolving Loan Fund for gap financing opportunities for new and existing businesses.
 - d. Celebrate Small Business Week, Manufacturer's Week and any other SBA endorsed recognitions
 - e. Share any such public information with the Chamber Executive Director and Chamber Board to assist the Chamber's outreach efforts in monthly ribbon cutting welcomes
 - f. Continue to encourage City's participation, involvement in, presence at, or support of, community events
3. **Increase efforts to attract housing development**
 - a. Promote available land development opportunities.
 - b. Identify redevelopment opportunities.
4. **Market Norwood Young America to current and new residents and businesses**
 - a. Promote the four-lane expansion of Hwy 212
 - b. Market the Tacoma West Industrial Park expansion
 - c. Continue efforts for pursuing food resources in NYA.
 - d. Increase marketing for vacant commercial properties.
 - i. Implement the interactive map with available sites.
 - e. Continue to share NYA Welcome Packets for developers, new businesses, and residents.
 - f. Continue collaboration with Carver County CDA in its county wide tourism planning efforts
 - g. Create professional photos of the NYA area community.
 - h. Invest in new light pole banners for the historic downtowns and Hwy 212 corridor.
 - i. Invest in a new city website.
 - j. Promote quality of life attributes (i.e., Willkommen Heritage Center, NYA Library, Parks, townball, festivals, murals, community gardens, Music in the Park, etc.)
 - k. Continue monthly City newsletters
 - l. Continue to explore, with the CDA, the concept of a Carver County Real Estate Exposition
5. **Enhance partnerships with Carver County and local schools**
 - a. Collaborate with the Central Trades Advisory Group with Mfg Week and other business events
 - b. Partner with Central Schools Industrial Tech class for community projects
 - c. Continue and investigate the enhancement of relationships and partnerships with the NYA Area Chamber of Commerce, Carver County Workforce Development, local civic organizations, faith-based organizations, Carver County Sheriff's Department, non-profit groups.