

CITY OF ANNANDALE

COUNCIL MEETING AGENDA

Meeting #12
Regular Meeting
City Council Chambers

July 11, 2022
6:30 P.M.

Mayor: Shelly Jonas
Councilmember's: Matthew Wuollet
Corey Czycalla
Tina Honsey
JT Grundy

For those who would like to view or listen to the public meeting, there are two options:

Online: <https://us02web.zoom.us/j/86432409692?pwd=Njc4NzhZaXBwWXRwZWgrVIN4b1pUZz09>

Or Telephone: 301-715-8592

Webinar ID: 864 3240 9692

Passcode: 307885

1. CALL TO ORDER/ROLL CALL/ADOPT AGENDA
2. APPROVAL OF [MINUTES](#)
3. VISITOR'S
4. PUBLIC HEARING
 - A. [2022 Alley Improvements](#)
5. OPEN FORUM
6. CONSENT AGENDA
 - A. [Approval of Auditing Claims](#)
 - B. [Approval of Departments Reports](#)
 - C. [Employment Anniversaries](#)
 - D. [Approval of Fund Transfers](#)
 - E. [Amend Resolution Appointing Election Judges](#)
 - F. [Approval of Resolution Approving Liquor License](#)
 - G. [Approval of Special Event Permit- Ribfest](#)
 - H. [Approval of Request to extend Final Plat Recording- LGI Homes](#)
 - I. [Approval of Massage License](#)
7. REMOVED CONSENT ITEMS

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- A. [Review of Concept Plan- CAP Homes](#)
- B. [Consider Zoning Ordinance Amendment](#)
- C. [Consider Model Home Ordinance](#)
- D. [Consider Approval of Quote for Caulking at Cemetery](#)
- E. [Summary Ordinances](#)

10. MAYOR/COUNCIL REPORTS

11. ADJOURNMENT

MINUTES
ANNANDALE CITY COUNCIL
April 26, 2022

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a special meeting on April 26, 2022 at 8:00 am at the Annandale Council Chambers. Mayor Jonas called the meeting to order at 8:00 a.m.

City Council Present: Wuollet Jonas, Grundy ,Czycalla, Honsey. City Council members absent: none. Also, present were Administrator Hinnenkamp.

SET AGENDA: Motion was made by Czycalla and seconded by Wuollet to adopt the agenda as presented. The motion carried unanimously.

All motions are approved unanimously by roll call unless otherwise noted.

NEW BUSINESS

Discuss Purchase of Properties- Pursuant to MS Statute 13D.01, Mayor Jonas closed the meeting to discuss the purchase of 20 Oak Avenue South, 74 Oak Avenue N and 43 Oak Avenue N. The meeting was closed at 8:05am. Mayor Jonas reopened the meeting at 8:59am. A motion was made by Grundy and seconded by Wuollet to direct staff to reach out to the property owners at 20 Oak Avenue South and 74 Oak Avenue North to discuss the purchase of their property under the parameters discussed in the close session. Hinnenkamp explained that she will mention to the Advocate that the Council's intent is to use ARP funds for these purchases.

ADJOURNMENT:

Motion was made by Grundy and seconded by Honsey to adjourn the meeting. The meeting was adjourned at 9:05am.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

MINUTES
ANNANDALE CITY COUNCIL
May 23, 2022

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a special meeting on May 23, 2022 at 11:30 am at the Annandale Council Chambers. Mayor Jonas called the meeting to order at 11:30 a.m.

City Council Present: Jonas, Grundy, Czycalla via zoom, Honsey via zoom. City Council members absent: Wuollet. Also, present were Administrator Hinnenkamp, Community Development Director Jacob Thunander, Public Work Director Joe Haller, Annandale Advocate.

SET AGENDA: Motion was made by Grundy and seconded by Honsey to adopt the agenda as presented. The motion carried unanimously.

All motions are approved unanimously by roll call unless otherwise noted.

NEW BUSINESS

Resolution 22-29 Purchase of Property- Hinnenkamp presented the purchase agreement negotiated with the property owner at 74 Oak Avenue North and a proposal from a relocation consultant to assist with the relocation of residents. A motion was made by Grundy and seconded by Czycalla to approve Resolution 22-29 approving the purchase of property at 74 Oak Ave North.

A motion was made by Grundy and seconded by Honsey to approve the proposal from Evergreen Land Services for relocation assistance.

Resolution 22-30 Appointment of PT Seasonal Worker- A motion was made by Czycalla and seconded by Grundy approve Resolution 22-30 Appointing Hagerty to the position of PT Seasonal Worker.

ADJOURNMENT:

Motion was made by Grundy and seconded by Honsey to adjourn the meeting. The meeting was adjourned at 11:55am.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

MINUTES
ANNANDALE CITY COUNCIL
June 13, 2022

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a regular meeting on June 13, 2022 at 6:30 p.m. at the City Hall Council Chambers. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Jonas, Honsey, Wuollet, Czycalla, Grundy. City Council members absent: None. Also, present were Administrator Hinnenkamp, Community Development Director Jacob Thunander, Public Works Director Joe Haller, Steve Gritman with NAC, Jared Voge with BMI, Auditor Jeff Burkhardt, Paul Robinson with Rachel Development, Rachel Development Engineer, Sarah Wiles, Jay Roos and members of the public and the Annandale Advocate.

SET AGENDA: Staff requested the following additions: Item Consent, addition of the Sparkler and Firecracker Run under Special Events, Item F under New Business, Resignation of Ferrell. A motion was made by Wuollet and seconded by Czycalla to adopt the agenda. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

MINUTES: A motion was made by Czycalla and seconded by Honsey, to approve the minutes of the May 9, 2022.

VISITORS:

4th of July- Hinnenkamp reported that the committee informed staff there were no significant changes from prior years.

Sarah Wiles- Requested the Council consider improving the alley along Little Learner's property to address a drainage issue. A motion was made by Grundy and seconded by Honsey to approve Resolution 22-31 Ordering a Report for the proposed improvement of the alley.

PUBLIC HEARINGS:

OPEN FORUM: NONE

CONSENT AGENDA:

Council removed item M from the consent agenda. A motion was made by Czycalla and seconded by Grundy, to approve the Consent Agenda as presented.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Employment Anniversaries
- D. Resolution 22-32 Denying Appeal
- E. Resolution 22-33 Approving Fee Amendments

- F. Approve Special Events
- G. Proclamation- Police Week
- H. Proclamation- Public Works Week
- I. Approve Massage Therapy License
- J. Resolution 22-34 Approving Variance- Ergen
- K. Resolution 22-35 Appointing Election Judges
- L. Appointment of Fire Fighters
- ~~M. Approve Triplett Farms Request~~
- N. Amended Lease with Wright County

REMOVED CONSENT ITEMS:

M. Triplett Farms Request- Council reviewed the request from LGI Homes for a model home and parking lot to be used as a sales center in their 3rd Addition. Staff informed Council an ordinance amendment should be done to address. A motion as made by Wuollet and seconded by Grundy to direct staff to prepare an ordinance amendment to be considered at the next regular meeting.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

2021 Audit Report- Auditor Burkhardt presented the 2021 Audit report. A motion was made by Wuollet and seconded by Czcayla to approve the 2021 Audit Report as presented.

Resolution 22-36 Approving Rezoning and Preliminary Plat- Lake John- Steve Grittmann presented the request for rezoning and preliminary plat from Rachel Development. Grittmann noted the proposed project meets the minimum standards of the city's ordinances. Developer Paul Robinson with Rachel Development presented additional information on their request. A motion was made by Czcayla and seconded by Honsey to approve Resolution 22-36 Approving Rezoning and Preliminary Plat for the Lake John Subdivision. ROLL CALL: Ayes: Jonas, Honsey, Wuollet, Grundy, Czcayla. Nays: None. Absent: None. Abstain: None. Resolution 22-36 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

Feasibility Study for Sewer and Water Improvements- Engineer Jared Voge presented the feasibility study. A motion was made by Wuollet and seconded by Honsey to table this item and call a special meeting for Thursday, June 16th at noon.

Vacation Accrual Policy- A motion was made by Honsey and seconded by Wuollet to amend the City's vacation accrual policy as presented.

Request to purchase PD Vehicle- Hinnenkamp informed the Council Chief Standafer is requesting to purchase a 2022 Explorer to replace the Tahoe squad vehicle and to retain the Tahoe for the SRO/investigator vehicle.

Resignation- Ferrell- A motion was made by Wuollet and seconded by Honsey to accept the resignation of Misty Ferrell. Staff will post the vacancy.

MAYOR/COUNCIL REPORTS:

Haller informed the Council the department is working on the Big Woods playground project.

ADJOURNMENT:

Moved by Czycalla seconded by Wuollet to adjourn. The meeting was adjourned at 8:25 pm.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

MINUTES
ANNANDALE CITY COUNCIL
June 16, 2022

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a special meeting on June 16, 2022 at 12:00 pm at the Annandale Council Chambers. Mayor Jonas called the meeting to order at 12:00pm.

City Council Present: Jonas, Wuollet, Grundy, Czycalla via zoom, Honsey. City Council members absent: none. Also, present were Administrator Hinnenkamp, Shannon Sweeney via zoom.

SET AGENDA: Motion was made by Honsey and seconded by Wuollet to adopt the agenda as presented. The motion carried unanimously.

All motions are approved unanimously by roll call unless otherwise noted.

NEW BUSINESS

Review Feasibility Study for Extension of Sewer and Water- Hinnenkamp reviewed the feasibility study previously presented to the Council. Financial Advisor Shannon Sweeney presented the debt management plan which included the additional cost of the sewer and water extension assuming these expenses would need to be paid for using sewer and water revenues until growth occurs. Sweeney explained based on the conservative projections, due to the retirement of debt, the impact of the project would not have a significant impact on the City's rates and the City would still be able to reach their goal of reserve fund balance in the short term. Council reviewed the projected debt of other projects included in the plan.

Czycalla left the meeting at 1:00pm.

Hinnenkamp explained if the Council elected to move forward, staff is requesting approval to enter into an agreement with the developer to provide an escrow for 50% of the cost of the plans and specifications. These funds would be applied towards the fees of the sewer and water per the development agreement when the final plat is approved. The City would agree to return these funds if the City elected to not move forward with bidding the project or awarding the contract to extend the utilities.

A motion was made by Honsey and seconded by Wuollet to approve Resolution ordering the report and Resolution Accepting the Report and Authorizing Plans and Specifications.

ADJOURNMENT:

Motion was made by Wuollet and seconded by Honsey to adjourn the meeting. The meeting was adjourned at 1:20 pm.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 4A
Agenda Section: Public Hearing	Item: 2022 Alley Improvement	
<p>BACKGROUND:</p> <p>Attached is a report for the proposed Alley Improvements. The proposed project includes the install of a curb along the east side of the alley adjacent to Little Learners, Arenson and the City properties.</p> <p>The City's assessment policy requires 100% of the cost of any new improvements to be assessed against the benefiting properties.</p> <p>Attached is a quote from French Lake curb in the amount of \$5000. Staff is also estimating approximately \$500 in other materials for the project.</p> <p>RECOMMENDATION:</p> <p>If the Council elects to move forward with the project, a motion to approve the following:</p> <ul style="list-style-type: none">• Resolution accepting the report and calling Public Hearing• Resolution ordering the improvement and authorizing plans• Approve quote from French Lake Curb in the amount of \$5000		

2022 Alley Improvements

Project Scope:

Installation of approximately 190' of curb along the east edge of the alley as described in the project area.

Project Area:

The improvement will include the area starting approximately 100' north of Chestnut street and going north toward the City Hall parking lot. Total curb installed approximately 190'.



Estimated Cost:

- Installation of curb- \$5000
- Staging and other materials- \$500

Proposed Funding:

Total project cost to be assessed to adjacent benefiting properties, per the City's assessment policy. The total cost is on a lineal foot basis is estimated to be \$29.94.

The following is a breakdown of costs for benefiting properties:

<u>PID</u>	<u>Lin Foot</u>	<u>Estimate Assessment</u>
102-010-002030	100'	\$2894.00
102-010-002020	55'	\$1591.70
102-010-002011	35'	\$1012.90

**RESOLUTION RECEIVING FEASIBILITY REPORT AND
CALLING HEARING ON IMPROVEMENT
CITY OF ANNANDALE, MINNESOTA
RESOLUTION NO. 2022-__**

WHEREAS, pursuant to resolution of the council adopted June 13, 2022 a report has been prepared by the City of Annandale with reference to the proposed 2022 Alley Improvement, with improvement along the alley between Chestnut Street and the City Hall Parking lot, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ANNANDALE, MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5500.
2. A public hearing shall be held on such proposed improvement on the 11th day of July, 2022, in the council chambers of the city hall at 6:30 p.m. and the Administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 7th day of July, 2022.

Mayor

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and upon vote being taken thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CITY OF ANNANDALE
COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of the City of Annandale, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes receiving a report and calling hearing for an improvement.

WITNESS my hand and the seal of said City this 11th day of July, 2022.

(SEAL)

City Administrator

**RESOLUTION ORDERING IMPROVEMENT
AND PREPARATION OF PLANS
CITY OF ANNANDALE, MINNESOTA
RESOLUTION NO. 2022-__**

WHEREAS, a resolution of the city council adopted the 11th day of July, 2022, fixed a date for a council hearing on the proposed TH 55 Improvements Project, the proposed improvement along the alley located between Chestnut Street and the City Hall Parking lot and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 11th day of July, 2022, at which time all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ANNANDALE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 11th day of July, 2022.
4. The City's Public Works Director shall receive bids for the proposed improvement.

Adopted by the council this 11th day of July, 2022.

Mayor

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and upon vote being taken thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CITY OF ANNANDALE
COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of the City of Annandale, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes ordering improvement and preparation of plans.

WITNESS my hand and the seal of said City this 11th day of July 2022.

(SEAL)

City Administrator

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 7A
Agenda Section: Consent	Item: Auditing Claims	
BACKGROUND: Attached is a copy of the Auditing Claims presented for approval for all claims paid or to be paid since the prior Council meeting.		

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.GL Account = "001"-"699"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A R ENGH								
4648	A R ENGH	220496	HVAC MAINTENANCE	06/22/2022	495.00	.00		
4648	A R ENGH	220497	SPRING MAINT - FIRE	06/22/2022	247.50	.00		
4648	A R ENGH	220499	HVAC MAINTENANCE	06/22/2022	220.00	.00		
4648	A R ENGH	220870	SPRING MAINT - PUMP	06/22/2022	867.14	.00		
Total A R ENGH:					1,829.64	.00		
ANDY'S PRO TIRE AUTO								
175	ANDY'S PRO TIRE AUTO	53521	SQUAD MAINTENANCE	06/21/2022	35.00	.00		
Total ANDY'S PRO TIRE AUTO:					35.00	.00		
ANNANDALE AREA CHAMBER OF								
190	ANNANDALE AREA CHAMBER	1741	FD CHILLI COOK OFF	05/20/2022	25.00	25.00	07/07/2022	
Total ANNANDALE AREA CHAMBER OF:					25.00	25.00		
ANNANDALE PARTS SUPPLY								
192	ANNANDALE PARTS SUPPLY	127281660	PARTS	04/26/2022	216.49	216.49	06/24/2022	
192	ANNANDALE PARTS SUPPLY	127281735	PARTS	04/27/2022	227.19	227.19	06/24/2022	
192	ANNANDALE PARTS SUPPLY	127282941	SUPPLIES	05/12/2022	22.77	22.77	06/24/2022	
192	ANNANDALE PARTS SUPPLY	127283347	SUPPLIES	05/17/2022	1.79	1.79	06/24/2022	
192	ANNANDALE PARTS SUPPLY	127283359	PARTS	05/17/2022	26.04	26.04	06/24/2022	
192	ANNANDALE PARTS SUPPLY	127283593	FIRE DEPT GENERATOR	05/20/2022	533.78	533.78	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127284001	PARTS	05/25/2022	382.61	382.61	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127284080	PARTS	05/26/2022	23.38	23.38	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127284692	PARTS	06/03/2022	59.37	59.37	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127285958	PARTS	06/20/2022	28.97	28.97	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127286010	BATTERY	06/21/2022	49.99	49.99	07/07/2022	
192	ANNANDALE PARTS SUPPLY	127286545	BATTERY	06/27/2022	157.69	.00		
192	ANNANDALE PARTS SUPPLY	127286555	PARTS	06/27/2022	11.46	.00		
Total ANNANDALE PARTS SUPPLY:					1,741.53	1,572.38		
ANNANDALE ROCK PRODUCTS INC								
255	ANNANDALE ROCK PRODUCTS	56751	TN CLASS 5	05/20/2022	183.95	183.95	06/21/2022	
255	ANNANDALE ROCK PRODUCTS	56887	CLASS 5	06/03/2022	316.55	316.55	06/24/2022	
255	ANNANDALE ROCK PRODUCTS	57084	TN CLASS 5	06/21/2022	573.88	.00		
255	ANNANDALE ROCK PRODUCTS	57115	TN CLASS 5	06/23/2022	388.39	.00		
Total ANNANDALE ROCK PRODUCTS INC:					1,462.77	500.50		
ANNANDALE-MAPLE LAKE								
230	ANNANDALE-MAPLE LAKE	MAY22WWTP	MAY FLOW	06/14/2022	64,701.00	64,701.00	06/24/2022	
Total ANNANDALE-MAPLE LAKE:					64,701.00	64,701.00		
ARAMARK UNIFORM SERVICES								
286	ARAMARK UNIFORM SERVICES	2530007165	SEWER UNIFORMS	05/19/2022	57.82	57.82	06/21/2022	
286	ARAMARK UNIFORM SERVICES	2530010252	PW UNIFORMS	05/26/2022	116.38	116.38	06/21/2022	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
286	ARAMARK UNIFORM SERVICES	2530013003	WATER UNIFORMS	06/02/2022	69.36	69.36	06/21/2022	
286	ARAMARK UNIFORM SERVICES	2530015329	SEWER UNIFORMS	06/09/2022	48.74	48.74	07/07/2022	
286	ARAMARK UNIFORM SERVICES	2530018269	WATER UNIFORMS	06/16/2022	56.61	56.61	07/07/2022	
286	ARAMARK UNIFORM SERVICES	2530020963	SEWER UNIFORMS	06/23/2022	46.91	.00		
286	ARAMARK UNIFORM SERVICES	2530023514	UNIFORMS	06/30/2022	119.73	.00		
Total ARAMARK UNIFORM SERVICES:					515.55	348.91		
BADGER METER, INC.								
380	BADGER METER, INC.	80100726	BEACON HOSTING SERVICE- S	06/29/2022	45.57	.00		
380	BADGER METER, INC.	80100726	BEACON HOSTING SERVICE- W	06/29/2022	45.57	.00		
Total BADGER METER, INC.:					91.14	.00		
BERGLUND, BAUMGARTNER, KIMBALL & GLASER								
5194	BERGLUND, BAUMGARTNER, K	MAY22 SRVCS	BBKG PROSECUTION SERVICE	06/08/2022	1,883.10	.00		
Total BERGLUND, BAUMGARTNER, KIMBALL & GLASER:					1,883.10	.00		
BERKOWITZ, BENJAMIN								
5058	BERKOWITZ, BENJAMIN	71222	PD TRAINING - MILEAGE REIMB	07/01/2022	30.42	.00		
Total BERKOWITZ, BENJAMIN:					30.42	.00		
BOLTON & MENK, INC								
463	BOLTON & MENK, INC	291436	OAA	06/20/2022	1,485.50	.00		
463	BOLTON & MENK, INC	291436	CIP	06/20/2022	840.00	.00		
463	BOLTON & MENK, INC	291437	LAKE JOHN	06/20/2022	3,393.50	.00		
463	BOLTON & MENK, INC	291438	LAKE JOHN- FEASIBILITY REPO	06/20/2022	212.50	.00		
463	BOLTON & MENK, INC	291439	STANG CONCEPT PLAN REVIE	06/20/2022	682.50	.00		
463	BOLTON & MENK, INC	291440	HWY 55	06/20/2022	4,000.00	.00		
463	BOLTON & MENK, INC	291441	TRIPLETT FARMS- 4TH ADDN	06/20/2022	1,901.50	.00		
463	BOLTON & MENK, INC	291442	WATER TOWER RECONDITIONI	06/20/2022	650.00	.00		
463	BOLTON & MENK, INC	291444	WELL HEAD PLAN	06/20/2022	1,992.50	.00		
463	BOLTON & MENK, INC	291445	CEMETERY PLAT	06/20/2022	1,050.96	.00		
Total BOLTON & MENK, INC:					16,208.96	.00		
BOND TRUST SERVICES CORP/33846								
466	BOND TRUST SERVICES CORP/	70923	2008B - INTEREST	06/13/2022	4,228.13	4,228.13	06/24/2022	
Total BOND TRUST SERVICES CORP/33846:					4,228.13	4,228.13		
BREMER BANK, ATTN: CHAD FAUL								
5167	BREMER BANK, ATTN: CHAD FA	AUG 2022	DIS INTEREST TIF 14 2019A	06/24/2022	12,957.50	12,957.50	06/24/2022	
Total BREMER BANK, ATTN: CHAD FAUL:					12,957.50	12,957.50		
BRYAN ROCK PRODUCTS INC								
540	BRYAN ROCK PRODUCTS INC	53111	RED BALL DIAMOND AGG	05/31/2022	289.10	289.10	06/21/2022	
Total BRYAN ROCK PRODUCTS INC:					289.10	289.10		
BURKHARDT & BURKHARDT, LTD.								
555	BURKHARDT & BURKHARDT, LT	5-20-22 (2)	2022 AUDIT	05/20/2022	596.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total BURKHARDT & BURKHARDT, LTD.:					596.00	.00		
CARLSONS WHOLESALE GREENHOUSES LLC								
5188	CARLSONS WHOLESALE GREE	6722	SUMMER ORDER	06/07/2022	55.28	.00		
Total CARLSONS WHOLESALE GREENHOUSES LLC:					55.28	.00		
CENTER POINT ENERGY								
2511	CENTER POINT ENERGY	JUN22-240 PL	HOCKEY RINK	06/14/2022	28.76	28.76	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-26WILL	CITY HALL	06/15/2022	118.86	118.86	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-330 OA	PAVILION	06/14/2022	38.01	38.01	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-340 PO	FD	06/14/2022	83.51	83.51	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-350 PO	OLD PW SHOP	06/14/2022	44.73	44.73	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-541 AS	WTP	06/14/2022	413.61	413.61	06/21/2022	
2511	CENTER POINT ENERGY	JUN22-551 PO	TC	06/14/2022	16.80	16.80	06/21/2022	
Total CENTER POINT ENERGY:					744.28	744.28		
CENTRA SOTA COOPERATIVE								
646	CENTRA SOTA COOPERATIVE	5205623	FUEL	06/29/2022	1,281.89	.00		
646	CENTRA SOTA COOPERATIVE	4821769	HERBICIDE	05/12/2022	1,096.55	1,096.55	06/21/2022	
646	CENTRA SOTA COOPERATIVE	4821769	HERBICIDE	05/12/2022	1,096.55	1,096.55	06/21/2022	
646	CENTRA SOTA COOPERATIVE	4821769	HERBICIDE	05/12/2022	1,096.56	1,096.56	06/21/2022	
646	CENTRA SOTA COOPERATIVE	6211083	FUEL	06/01/2022	1,706.70	1,706.70	06/24/2022	
646	CENTRA SOTA COOPERATIVE	6309778	FUEL	06/17/2022	2,987.77	2,987.77	06/21/2022	
Total CENTRA SOTA COOPERATIVE:					9,266.02	7,984.13		
CLASSIC CLEANING COMPANY								
4889	CLASSIC CLEANING COMPANY	32517	TC	05/31/2022	230.00	230.00	06/21/2022	
4889	CLASSIC CLEANING COMPANY	32518	CITY HALL-	05/31/2022	673.75	673.75	06/21/2022	
4889	CLASSIC CLEANING COMPANY	32518	PD-	05/31/2022	147.00	147.00	06/21/2022	
4889	CLASSIC CLEANING COMPANY	32518	LIBRARY-	05/31/2022	404.25	404.25	06/21/2022	
4889	CLASSIC CLEANING COMPANY	32519	FD	05/31/2022	245.00	245.00	06/21/2022	
Total CLASSIC CLEANING COMPANY:					1,700.00	1,700.00		
COIL'S FLAGS & FLAGPOLES								
4371	COIL'S FLAGS & FLAGPOLES	6420	FLAGS	05/13/2022	612.95	612.95	06/24/2022	
4371	COIL'S FLAGS & FLAGPOLES	6436	FLAGS	05/20/2022	152.95	152.95	06/24/2022	
Total COIL'S FLAGS & FLAGPOLES:					765.90	765.90		
COLONIAL LIFE & ACCIDENT								
810	COLONIAL LIFE & ACCIDENT	749242407012	INSURANCE	07/01/2022	387.72	387.72	07/07/2022	
Total COLONIAL LIFE & ACCIDENT:					387.72	387.72		
COUNTRY CHEVROLET INC								
900	COUNTRY CHEVROLET INC	CVCS157130	SQUAD MAINTENANCE	06/28/2022	37.85	.00		
Total COUNTRY CHEVROLET INC:					37.85	.00		
CRAFTSMAN CUSTOM HOMES INC								
5320	CRAFTSMAN CUSTOM HOMES	62822	REFUND FOR OVER PAYMENT-	06/28/2022	1,858.62	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CRAFTSMAN CUSTOM HOMES INC:					1,858.62	.00		
DAIRYLAND POWER COOPERATIVE								
5244	DAIRYLAND POWER COOPERA	IB00023146	MONTHLY BILLS- REFUSE 20%	06/08/2022	128.18	128.18	07/07/2022	
5244	DAIRYLAND POWER COOPERA	IB00023146	MONTHLY BILLS- SEWER 40%	06/08/2022	256.35	256.35	07/07/2022	
5244	DAIRYLAND POWER COOPERA	IB00023146	MONTHLY BILLS- WATER 40%	06/08/2022	256.35	256.35	07/07/2022	
Total DAIRYLAND POWER COOPERATIVE:					640.88	640.88		
DELTA DENTAL								
4793	DELTA DENTAL	RIS000424712	INSURANCE	07/01/2022	1,640.14	1,640.14	06/21/2022	
Total DELTA DENTAL:					1,640.14	1,640.14		
DEVELOPMENT SERVICES, INC.								
1025	DEVELOPMENT SERVICES, INC	13630	SCDP DRAW #10- GOLDENDAL	06/15/2022	15,000.00	.00		
Total DEVELOPMENT SERVICES, INC.:					15,000.00	.00		
ENGFER, NANCY								
1315	ENGFER, NANCY	62222	BIKE RODEO SUPPLIES	06/22/2022	495.55	.00		
Total ENGFER, NANCY:					495.55	.00		
FARM RITE EQUIPMENT INC								
1336	FARM RITE EQUIPMENT INC	R10561	EQUIPMENT RENTAL	06/07/2022	150.00	150.00	06/24/2022	
1336	FARM RITE EQUIPMENT INC	W23094	BOBCAT REPAIR	06/22/2022	601.39	.00		
Total FARM RITE EQUIPMENT INC:					751.39	150.00		
FASTENAL COMPANY								
1338	FASTENAL COMPANY	MNMON13888	SUPPLIES	05/20/2022	60.46	60.46	06/21/2022	
1338	FASTENAL COMPANY	MNMON13933	SAFETY GLASSES	06/22/2022	23.58	.00		
1338	FASTENAL COMPANY	MNMON13946	SUPPLIES	06/30/2022	106.65	.00		
Total FASTENAL COMPANY:					190.69	60.46		
FAUST, MITCHELL L								
5136	FAUST, MITCHELL L	7122	PD TRAINING - MILEAGE REIMB	07/01/2022	30.42	.00		
Total FAUST, MITCHELL L:					30.42	.00		
FLAHERTY HOOD PA								
4897	FLAHERTY HOOD PA	17663	2022 LOBBYING CONTRACT	06/03/2022	5,000.00	5,000.00	06/21/2022	
4897	FLAHERTY HOOD PA	17663	2022 LOBBYING CONTRACT	06/03/2022	5,000.00	5,000.00	06/21/2022	
Total FLAHERTY HOOD PA:					10,000.00	10,000.00		
GALLS LLC								
1519	GALLS LLC	21223530	NEW HIRE GEAR- BROCKOFF	05/20/2022	101.27	101.27	06/24/2022	
1519	GALLS LLC	21230160	NEW HIRE GEAR- BROCKOFF	05/23/2022	83.06	83.06	06/24/2022	
1519	GALLS LLC	21352783	NEW HIRE GEAR- BROCKOFF	06/07/2022	74.76	74.76	07/07/2022	
Total GALLS LLC:					259.09	259.09		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
GRADING ESCROW								
4912	GRADING ESCROW	70122	G/E 980 ACACIA DR	07/01/2022	1,500.00	.00		
Total GRADING ESCROW:					1,500.00	.00		
GRAINGER INC, W W								
1660	GRAINGER INC, W W	9316319889	SOAP	05/18/2022	264.64	264.64	06/21/2022	
Total GRAINGER INC, W W:					264.64	264.64		
HACH COMPANY								
1690	HACH COMPANY	13049833	CHEMICALS	05/20/2022	69.10	69.10	06/21/2022	
Total HACH COMPANY:					69.10	69.10		
HAGERTY, RYAN								
5319	HAGERTY, RYAN	52622	SAFETY SHOES	05/26/2022	200.00	200.00	07/07/2022	
Total HAGERTY, RYAN:					200.00	200.00		
HAWKINS, INC.								
1710	HAWKINS, INC.	6192515	CHEMICALS WTP	05/19/2022	2,699.93	2,699.93	06/21/2022	
1710	HAWKINS, INC.	6211697	CHEMICALS WTP	06/15/2022	30.00	30.00	07/07/2022	
1710	HAWKINS, INC.	6219148	CHEMICALS WTP	06/22/2022	3,734.44	.00		
Total HAWKINS, INC.:					6,464.37	2,729.93		
HORIZON ROOFING, INC.								
5053	HORIZON ROOFING, INC.	62722	SCDP DRAW #10- GOLDENDAL	06/27/2022	92,500.00	.00		
Total HORIZON ROOFING, INC.:					92,500.00	.00		
INNOVATIVE OFFICE SOLUTIONS LLC								
5296	INNOVATIVE OFFICE SOLUTION	IN3815723	PD SUPPLIES	06/06/2022	37.68	37.68	06/21/2022	
5296	INNOVATIVE OFFICE SOLUTION	IN3826254	PD SUPPLIES	06/14/2022	74.44	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN3826439	ADMIN OFFICE SUPPLIES	06/15/2022	11.88	11.88	07/07/2022	
5296	INNOVATIVE OFFICE SOLUTION	IN3849797	TISSUE	07/05/2022	169.50	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN3849797	BATHROOM SUPPLIES	07/05/2022	18.92	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN3849797	ADMIN OFFICE SUPPLIES	07/05/2022	67.01	.00		
Total INNOVATIVE OFFICE SOLUTIONS LLC:					379.43	49.56		
JOVANOVIH, DEGE & ATHMANN PA								
4716	JOVANOVIH, DEGE & ATHMAN	23621	ANNEXATION	05/31/2022	292.50	292.50	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	LARSEN PA	05/31/2022	922.50	922.50	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	SHORT TERM RENTAL	05/31/2022	112.50	112.50	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	TRIPLETT FARMS- 4TH ADDN	05/31/2022	270.00	270.00	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	GENERAL	05/31/2022	855.00	855.00	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	FISCHER APPEAL	05/31/2022	247.50	247.50	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	THAYER	05/31/2022	315.00	315.00	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	HEMLOCK	05/31/2022	382.50	382.50	07/07/2022	
4716	JOVANOVIH, DEGE & ATHMAN	23621	GENERAL	05/31/2022	22.50	22.50	07/07/2022	
Total JOVANOVIH, DEGE & ATHMANN PA:					3,420.00	3,420.00		
KAZ HARDWARE & RENTAL								
1990	KAZ HARDWARE & RENTAL	3122	PARKS	03/01/2022	133.26	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1990	KAZ HARDWARE & RENTAL	3122	FIRE SUPPLIES	03/01/2022	18.28	.00		
1990	KAZ HARDWARE & RENTAL	3122	PARKS	03/01/2022	15.99	.00		
1990	KAZ HARDWARE & RENTAL	3122	TRAINING CENTER	03/01/2022	15.12	.00		
1990	KAZ HARDWARE & RENTAL	3122	STREET	03/01/2022	1.19	.00		
1990	KAZ HARDWARE & RENTAL	3122	WATER	03/01/2022	9.58	.00		
1990	KAZ HARDWARE & RENTAL	3122	STREET	03/01/2022	13.52	.00		
1990	KAZ HARDWARE & RENTAL	3122	STREET	03/01/2022	40.02	.00		
1990	KAZ HARDWARE & RENTAL	3122	WATER	03/01/2022	59.99	.00		
1990	KAZ HARDWARE & RENTAL	3122	PUBLIC WORKS	03/01/2022	19.98	.00		
1990	KAZ HARDWARE & RENTAL	3122	PARKS	03/01/2022	52.77	.00		
1990	KAZ HARDWARE & RENTAL	3122	PUBLIC WORKS	03/01/2022	15.78	.00		
1990	KAZ HARDWARE & RENTAL	4322	PUBLIC WORKS	04/03/2022	90.83	.00		
1990	KAZ HARDWARE & RENTAL	4322	CITY HALL	04/03/2022	15.99	.00		
1990	KAZ HARDWARE & RENTAL	4322	PUBLIC WORKS	04/03/2022	14.99	.00		
1990	KAZ HARDWARE & RENTAL	4322	FIRE	04/03/2022	78.96	.00		
1990	KAZ HARDWARE & RENTAL	4322	PUBLIC WORKS	04/03/2022	114.66	.00		
1990	KAZ HARDWARE & RENTAL	4322	PARKS	04/03/2022	32.26	.00		
1990	KAZ HARDWARE & RENTAL	4322	PARKS	04/03/2022	2.98	.00		
1990	KAZ HARDWARE & RENTAL	4322	PARKS	04/03/2022	2.39	.00		
Total KAZ HARDWARE & RENTAL:					748.54	.00		
KNIFE RIVER CORPORATION								
2009	KNIFE RIVER CORPORATION	931992	CONCRETE	05/16/2022	1,044.25	1,044.25	06/21/2022	
2009	KNIFE RIVER CORPORATION	935181	CONCRETE	05/23/2022	1,044.25	1,044.25	06/21/2022	
2009	KNIFE RIVER CORPORATION	941214	CONCRETE	06/08/2022	1,011.00	1,011.00	07/07/2022	
2009	KNIFE RIVER CORPORATION	944577	ROCK	06/14/2022	441.00	441.00	07/07/2022	
2009	KNIFE RIVER CORPORATION	946169	CONCRETE	06/17/2022	1,013.00	.00		
2009	KNIFE RIVER CORPORATION	947620	CONCRETE	06/21/2022	825.50	.00		
2009	KNIFE RIVER CORPORATION	948404	CONCRETE	06/23/2022	1,084.50	.00		
2009	KNIFE RIVER CORPORATION	948996	CONCRETE	06/24/2022	1,004.00	.00		
Total KNIFE RIVER CORPORATION:					7,467.50	3,540.50		
LAKE CENTRAL BANK								
260	LAKE CENTRAL BANK	AUG 2022	GO REFUNDING BONDS 2020B-	06/24/2022	2,700.45	2,700.45	06/24/2022	
Total LAKE CENTRAL BANK:					2,700.45	2,700.45		
LAKE REGION CO-OP OIL ASSN								
2050	LAKE REGION CO-OP OIL ASSN	53122-ACCT03	GRASS SEED	05/31/2022	83.19	83.19	06/21/2022	
Total LAKE REGION CO-OP OIL ASSN:					83.19	83.19		
LANDSCAPE ESCROW								
4913	LANDSCAPE ESCROW	L/E 655 ACACI	L/E REFUND - 655 ACACIA DR	07/05/2022	2,000.00	.00		
4913	LANDSCAPE ESCROW	L/E 864 BEEC	L/E REFUND - 864 BEECH LN	07/05/2022	2,000.00	.00		
Total LANDSCAPE ESCROW:					4,000.00	.00		
LEAGUE OF MINNESOTA CITIES								
2100	LEAGUE OF MINNESOTA CITIE	7321	CLAIM- 113179	06/15/2022	2,500.00	2,500.00	06/21/2022	
Total LEAGUE OF MINNESOTA CITIES:					2,500.00	2,500.00		
LINCOLN MARKETING INC								
4954	LINCOLN MARKETING INC	62117	DMV ADVERTISING STEARNS C	05/24/2022	599.00	599.00	06/21/2022	

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Total LINCOLN MARKETING INC:					599.00	599.00		
LUNDEEN BROS INC								
2190	LUNDEEN BROS INC	31201	PD SQUAD MAINTENANCE - CH	06/20/2022	50.63	.00		
2190	LUNDEEN BROS INC	31360	SQUAD MAINTENANCE	06/28/2022	112.85	.00		
2190	LUNDEEN BROS INC	4932	TRUCK REPAIR	04/13/2022	430.36	430.36	06/21/2022	
Total LUNDEEN BROS INC:					593.84	430.36		
M & M EXPRESS SALES & SERVICE								
2211	M & M EXPRESS SALES & SER	379364	PARTS	05/31/2022	135.22	135.22	06/24/2022	
2211	M & M EXPRESS SALES & SER	383040	TRACTOR RENT	06/09/2022	750.00	750.00	06/24/2022	
2211	M & M EXPRESS SALES & SER	388853	CHAINSAW SHARPENING	06/28/2022	10.00	.00		
Total M & M EXPRESS SALES & SERVICE:					895.22	885.22		
MACQUEEN EMERGENCY								
4813	MACQUEEN EMERGENCY	P02670	SCBA EQUIPMENT	06/15/2022	1,093.12	1,093.12	06/24/2022	
Total MACQUEEN EMERGENCY:					1,093.12	1,093.12		
MAPLE LAKE LUMBER COMPANY								
2260	MAPLE LAKE LUMBER COMPAN	220600	SUPPLIES	06/30/2022	76.50	.00		
Total MAPLE LAKE LUMBER COMPANY:					76.50	.00		
MAPLE LAKE MESSENGER								
2261	MAPLE LAKE MESSENGER	63022	DMV AD	06/30/2022	160.00	.00		
Total MAPLE LAKE MESSENGER:					160.00	.00		
MARES EXCAVATING								
2272	MARES EXCAVATING	52022	EXCAVATOR	05/20/2022	510.00	510.00	06/24/2022	
2272	MARES EXCAVATING	52022 playgrnd	GRADING	05/20/2022	1,417.50	1,417.50	06/24/2022	
Total MARES EXCAVATING:					1,927.50	1,927.50		
MARKET PLACE II								
2273	MARKET PLACE II	7/1/22 STMT	WATER	07/01/2022	23.94	.00		
2273	MARKET PLACE II	7/1/22 STMT	WATER	07/01/2022	39.92	.00		
2273	MARKET PLACE II	7/1/22 STMT	POLICE SUPPLIES	07/01/2022	24.40	.00		
2273	MARKET PLACE II	7/1/22 STMT	SUPPLIES FOR BURN	07/01/2022	93.07	.00		
Total MARKET PLACE II:					181.33	.00		
METERING & TECHNOLOGY SOLUTIONS								
5080	METERING & TECHNOLOGY SO	22932	WATER METERS	05/10/2022	553.90	.00		
5080	METERING & TECHNOLOGY SO	23040	WATER METER	05/23/2022	5,064.00	5,064.00	06/21/2022	
5080	METERING & TECHNOLOGY SO	23184	WATER METERS	06/09/2022	5,577.43	.00		
Total METERING & TECHNOLOGY SOLUTIONS:					11,195.33	5,064.00		
MHSRC/RANGE								
4667	MHSRC/RANGE	337900-9077	EVOC TRAINING	03/09/2022	910.00	910.00	07/07/2022	
4667	MHSRC/RANGE	337900-9375	EVOC TRAINING	06/15/2022	455.00	.00		
4667	MHSRC/RANGE	337900-9408	EVOC TRAINING	06/27/2022	455.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MHSRC/RANGE:					1,820.00	910.00		
MIDCONTINENT COMMUNICATIONS								
5006	MIDCONTINENT COMMUNICATI	157013401127	FIRE	06/27/2022	162.61	162.61	07/07/2022	
5006	MIDCONTINENT COMMUNICATI	157013401127	CITY OFFICES	06/27/2022	223.12	223.12	07/07/2022	
5006	MIDCONTINENT COMMUNICATI	157013401127	APD	06/27/2022	118.12	118.12	07/07/2022	
5006	MIDCONTINENT COMMUNICATI	157013401127	DMV	06/27/2022	103.76	103.76	07/07/2022	
5006	MIDCONTINENT COMMUNICATI	157013401127	PW	06/27/2022	294.59	294.59	07/07/2022	
5006	MIDCONTINENT COMMUNICATI	157013401127	TC	06/27/2022	37.86	37.86	07/07/2022	
Total MIDCONTINENT COMMUNICATIONS:					940.06	940.06		
MID-MINNESOTA HOT MIX INC								
2420	MID-MINNESOTA HOT MIX INC	1935	ASPHALT	06/28/2022	2,066.88	.00		
Total MID-MINNESOTA HOT MIX INC:					2,066.88	.00		
MINI BIFF LLC								
2510	MINI BIFF LLC	A-131960	MINNI BIFFS	06/08/2022	95.88	95.88	06/21/2022	
2510	MINI BIFF LLC	A-131967	MINNI BIFFS	06/08/2022	95.88	95.88	06/21/2022	
2510	MINI BIFF LLC	A-131990	MINNI BIFFS	06/08/2022	95.88	95.88	06/21/2022	
2510	MINI BIFF LLC	A-132006	MINNI BIFFS	06/08/2022	95.88	95.88	06/21/2022	
Total MINI BIFF LLC:					383.52	383.52		
MINNESOTA COMPUTER SYSTEMS INC								
2525	MINNESOTA COMPUTER SYST	346027	MONTHLY PAYMENT - PD PRIN	06/06/2022	28.75	28.75	07/07/2022	
2525	MINNESOTA COMPUTER SYST	347864	ADMIN COPIER OVERAGE	06/23/2022	337.03	.00		
2525	MINNESOTA COMPUTER SYST	347864	ADMIN COPIER	06/23/2022	55.00	.00		
2525	MINNESOTA COMPUTER SYST	347864	DMV COPIER OVERAGE	06/23/2022	89.19	.00		
2525	MINNESOTA COMPUTER SYST	347864	DMV COPIER	06/23/2022	40.00	.00		
2525	MINNESOTA COMPUTER SYST	347928	PW COPIER	06/24/2022	20.00	.00		
Total MINNESOTA COMPUTER SYSTEMS INC:					569.97	28.75		
MITCH WICKER FARMS								
5064	MITCH WICKER FARMS	433105	FARM SITE BURN SUPPLIES	07/05/2022	110.00	.00		
Total MITCH WICKER FARMS:					110.00	.00		
MN DEED - BCD								
2572	MN DEED - BCD	JUL22	LOAN REPAYMENT - EA SWEEN	07/06/2022	1,607.15	1,607.15	07/07/2022	
Total MN DEED - BCD:					1,607.15	1,607.15		
MN PEIP								
5068	MN PEIP	1203964	INSURANCE	06/10/2022	17,033.36	17,033.36	06/21/2022	
Total MN PEIP:					17,033.36	17,033.36		
NAC MECHANICAL & ELECTRICAL SERVICES								
5321	NAC MECHANICAL & ELECTRIC	62722	SCDP DRAW \$10- GOLDENDAL	06/27/2022	30,936.60	.00		
Total NAC MECHANICAL & ELECTRICAL SERVICES:					30,936.60	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
NCPERS GROUP LIFE INS								
4752	NCPERS GROUP LIFE INS	994901072022	INSURANCE	06/05/2022	16.00	16.00	07/07/2022	
Total NCPERS GROUP LIFE INS:					16.00	16.00		
NELSON ELECTRIC MOTOR REPAIR								
2765	NELSON ELECTRIC MOTOR RE	2073	LIFT STATION REPAIR	06/14/2022	375.00	375.00	07/07/2022	
Total NELSON ELECTRIC MOTOR REPAIR:					375.00	375.00		
NEW LANE FINANCE								
5185	NEW LANE FINANCE	71385-10/06/2	CITY HALL	06/14/2022	81.67	81.67	06/21/2022	
5185	NEW LANE FINANCE	71385-10/06/2	PD PHONE	06/14/2022	81.66	81.66	06/21/2022	
5185	NEW LANE FINANCE	71385-10/06/2	DMV PHONE	06/14/2022	81.67	81.67	06/21/2022	
Total NEW LANE FINANCE:					245.00	245.00		
NORTHLAND TITLE								
4668	NORTHLAND TITLE	188-22	LARESEN BUILDING	06/27/2022	191,025.45	191,025.45	06/27/2022	
Total NORTHLAND TITLE:					191,025.45	191,025.45		
NORTHWEST ASSOC CONSULTANT INC								
2832	NORTHWEST ASSOC CONSULT	25827	LAKE JOHN PROJECT	06/06/2022	151.00	.00		
2832	NORTHWEST ASSOC CONSULT	25827	TRIPLETT FARMS- 4TH ADDN	06/06/2022	906.00	.00		
2832	NORTHWEST ASSOC CONSULT	25827	STANG CONCEPT	06/06/2022	453.00	.00		
2832	NORTHWEST ASSOC CONSULT	25827	LAKE DRIVE VARIANCE	06/06/2022	755.00	.00		
2832	NORTHWEST ASSOC CONSULT	25828	GENERAL	06/06/2022	1,173.90	.00		
2832	NORTHWEST ASSOC CONSULT	25829	GENERAL	06/06/2022	200.00	.00		
Total NORTHWEST ASSOC CONSULTANT INC:					3,638.90	.00		
NOW IT CONNECTS INC								
5286	NOW IT CONNECTS INC	27958	DMV COMPUTERS	06/13/2022	1,426.00	1,426.00	07/07/2022	
5286	NOW IT CONNECTS INC	28002	DMV SERVICE CALL	06/16/2022	110.50	110.50	07/07/2022	
5286	NOW IT CONNECTS INC	28028	MAIL MIGRATION- ADMIN	06/22/2022	314.65	.00		
5286	NOW IT CONNECTS INC	28028	MAIL MIGRATION- DMV	06/22/2022	314.65	.00		
5286	NOW IT CONNECTS INC	28028	MAIL MIGRATION- FD	06/22/2022	419.45	.00		
5286	NOW IT CONNECTS INC	28028	MAIL MIGRATION- PW	06/22/2022	209.75	.00		
5286	NOW IT CONNECTS INC	28028	MAIL MIGRATION- PD	06/22/2022	839.00	.00		
5286	NOW IT CONNECTS INC	28127	FIRE SERVICE CALL	06/30/2022	125.00	.00		
5286	NOW IT CONNECTS INC	28127	DMV SERVICE CALL	06/30/2022	110.00	.00		
Total NOW IT CONNECTS INC:					3,869.00	1,536.50		
OMANN BROTHERS PAVING INC								
4659	OMANN BROTHERS PAVING IN	16040	ASPHALT	06/16/2022	186.00	186.00	06/21/2022	
Total OMANN BROTHERS PAVING INC:					186.00	186.00		
Potentia MN Solar Fund 1, LLC								
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	STREET LIGHTS	05/23/2022	33.23	33.23	06/23/2022	
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	FIRE HALL	05/23/2022	398.26	398.26	06/23/2022	
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	PARK ELECTRIC	05/23/2022	199.27	199.27	06/23/2022	
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	WTP	05/23/2022	2,827.08	2,827.08	06/23/2022	
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	SEWER L/S	05/23/2022	973.89	973.89	06/23/2022	
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	CEMETERY ELECTRIC	05/23/2022	22.13	22.13	06/23/2022	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5074	Potentia MN Solar Fund 1, LLC	APR22 BILL P	CITY HALL	05/23/2022	1,107.02	1,107.02	06/23/2022	
Total Potentia MN Solar Fund 1, LLC:					5,560.88	5,560.88		
RAINVILLE CARLSON INC								
3059	RAINVILLE CARLSON INC	1643660	LETTERING	05/13/2022	300.00	300.00	06/21/2022	
Total RAINVILLE CARLSON INC:					300.00	300.00		
ROYAL TIRE INC								
3145	ROYAL TIRE INC	312-41222	TIRES	06/02/2022	1,299.36	1,299.36	06/24/2022	
Total ROYAL TIRE INC:					1,299.36	1,299.36		
SAMUELSON PEST CONTROL LLC								
4875	SAMUELSON PEST CONTROL L	16810	PEST CONTROL - CITY HALL	06/28/2022	275.00	.00		
Total SAMUELSON PEST CONTROL LLC:					275.00	.00		
STERICYCLE INC								
4006	STERICYCLE INC	8001321532	SHREDDING SERVICES	03/31/2022	524.18	524.18	06/24/2022	
Total STERICYCLE INC:					524.18	524.18		
STRATEGIC INSIGHTS								
4783	STRATEGIC INSIGHTS	22Plan-it-103	CIP SOFTWARE	05/04/2022	575.00	575.00	07/07/2022	
Total STRATEGIC INSIGHTS:					575.00	575.00		
STREICHERS								
4148	STREICHERS	I1573225	UNIFORM ALLOWANCE	06/09/2022	337.94	337.94	07/07/2022	
4148	STREICHERS	I1573241	UNIFORM ALLOWANCE	06/09/2022	44.99	44.99	07/07/2022	
4148	STREICHERS	I575853	PD UNIFORM ALLOWANCE	06/24/2022	88.97	.00		
Total STREICHERS:					471.90	382.93		
SUMMIT FIRE PROTECTION								
4040	SUMMIT FIRE PROTECTION	150015779	FIRE EXT. MAINTENANCE	05/31/2022	596.50	596.50	06/21/2022	
Total SUMMIT FIRE PROTECTION:					596.50	596.50		
SURPLUS SERVICES								
4747	SURPLUS SERVICES	13831	PARTS	06/23/2022	18.00	.00		
Total SURPLUS SERVICES:					18.00	.00		
TELECOM BROADBAND SOLUTIONS LLC (TBSOA)								
5186	TELECOM BROADBAND SOLUT	3106	CITY PHONES	06/01/2022	99.55	99.55	07/07/2022	
5186	TELECOM BROADBAND SOLUT	3106	DMV PHONES	06/01/2022	99.55	99.55	07/07/2022	
5186	TELECOM BROADBAND SOLUT	3106	PD PHONES	06/01/2022	99.55	99.55	07/07/2022	
5186	TELECOM BROADBAND SOLUT	3107	CITY PHONES	07/01/2022	99.55	.00		
5186	TELECOM BROADBAND SOLUT	3107	DMV PHONES	07/01/2022	99.55	.00		
5186	TELECOM BROADBAND SOLUT	3107	PD PHONES	07/01/2022	99.55	.00		
Total TELECOM BROADBAND SOLUTIONS LLC (TBSOA):					597.30	298.65		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TRUGREEN								
5203	TRUGREEN	160215823	LAWN SERVICE	07/01/2022	102.90	.00		
Total TRUGREEN:					102.90	.00		
US BANK - CM-9705								
4357	US BANK - CM-9705	2017223	2019B GO REFUND - INTEREST	06/24/2022	12,050.00	12,050.00	06/24/2022	
4357	US BANK - CM-9705	2017227	2020A INTEREST	06/24/2022	28,800.00	28,800.00	06/24/2022	
Total US BANK - CM-9705:					40,850.00	40,850.00		
UTILITY CONSULTANTS INC								
4365	UTILITY CONSULTANTS INC	112605	COLIFORM- TESTING	06/02/2022	84.00	84.00	06/21/2022	
Total UTILITY CONSULTANTS INC:					84.00	84.00		
UTILITY REFUNDS								
4871	UTILITY REFUNDS	UTILREF-GRI	OVERPAY REFUND- 55 POPLAR	06/17/2022	66.67	66.67	06/21/2022	
4871	UTILITY REFUNDS	UTILREF-POP	OVERPAY REFUND- 931 ACACI	06/21/2022	150.00	150.00	06/21/2022	
4871	UTILITY REFUNDS	UTILREF-SCH	OVERPAY REFUND- 230 ELM ST	06/21/2022	319.81	319.81	06/21/2022	
Total UTILITY REFUNDS:					536.48	536.48		
VESSCO, INC.								
4379	VESSCO, INC.	87815	PARTS	06/09/2022	597.00	597.00	07/07/2022	
Total VESSCO, INC.:					597.00	597.00		
WEX BANK								
5273	WEX BANK	81387305	MOTOR FUELS	06/07/2022	606.17	.00		
5273	WEX BANK	81387367	FUEL	06/07/2022	467.58	.00		
Total WEX BANK:					1,073.75	.00		
WINDSTREAM								
4495	WINDSTREAM	JUN22-LIFT	L/S PHONE	06/03/2022	249.43	249.43	06/21/2022	
4495	WINDSTREAM	JUN22-WATER	320-274-2793	06/03/2022	39.90	39.90	06/21/2022	
Total WINDSTREAM:					289.33	289.33		
WRIGHT COUNTY AUDITOR-TREAS								
4511	WRIGHT COUNTY AUDITOR-TR	105-22	ASSESSMENT CONTRACT	06/03/2022	22,410.00	22,410.00	06/24/2022	
4511	WRIGHT COUNTY AUDITOR-TR	2022PROPTAX	LARSEN PROPERTY TAX- 2ND	07/06/2022	1,543.00	.00		
Total WRIGHT COUNTY AUDITOR-TREAS:					23,953.00	22,410.00		
WRIGHT-HENNEPIN COOPERATIVE								
4548	WRIGHT-HENNEPIN COOPERA	35029694992	TC SECURITY	06/13/2022	19.95	19.95	06/21/2022	
4548	WRIGHT-HENNEPIN COOPERA	35029694992	CITY HALL SECURITY	06/13/2022	19.95	19.95	06/21/2022	
4548	WRIGHT-HENNEPIN COOPERA	35029694992	STREET LIGHTS	06/13/2022	169.63	169.63	06/21/2022	
4548	WRIGHT-HENNEPIN COOPERA	35029694992	L/S 1255 BUSINESS BLVD	06/13/2022	22.13	22.13	06/21/2022	
Total WRIGHT-HENNEPIN COOPERATIVE:					231.66	231.66		
XCEL ENERGY								
4559	XCEL ENERGY	781838837	51-6464610-6	05/31/2022	20.15	20.15	06/21/2022	
4559	XCEL ENERGY	782420222	51-6024519-2	06/03/2022	4,034.75	4,034.75	06/21/2022	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4559	XCEL ENERGY	782628279	ACCOUNT 51-6024518-1	06/06/2022	632.99	632.99	06/21/2022	
4559	XCEL ENERGY	784763940	ACCOUNT- 51-4636619-8	06/21/2022	61.09	.00		
Total XCEL ENERGY:					4,748.98	4,687.89		
Grand Totals:					626,945.84	428,022.34		

Dated: _____

Mayor: _____
Shelly JonasCity Council: _____
Tina Honsey_____
JT Grundy_____
Corey Czycalla_____
Matthew Wuollet

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "001"-"699"

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 7B
Agenda Section: Consent	Item: Department Reports	
<p>BACKGROUND: Attached are the monthly department reports for the following departments:</p> <ul style="list-style-type: none">• Police- June• Finance- None• Fire- None• DMV- None		



ANNANDALE POLICE DEPARTMENT MONTHLY REPORT Jun-22

TOTAL ACTIVITY	June 2022 Total	June 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
CRIMINAL ACTIVITY	7	11	47	34	38%
CITATIONS	35	63	259	334	-22%
NON-CRIMINAL	177	223	1086	1202	-10%
GRAND TOTAL	219	297	1392	1570	

CRIMINAL ACTIVITY	June 2022 Total	June 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	0	0	3	1	200%
Domestic Assault	1	0	7	2	250%
Criminal Sex Conduct	0	1	4	1	300%
Burglary	0	0	0	1	-100%
Theft	2	1	7	3	133%
Motor Vehicle Theft	0	2	0	2	-100%
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	1	1	0%
Forgery/Counterfeit	1	0	3	3	0%
Fraud	0	0	3	2	50%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	1	2	7	2	250%
Weapons	0	0	0	0	NA
Drug Offenses	0	1	2	5	-60%
Juvenile Offenses	0	0	1	0	NA
DUI/DWI	0	1	3	4	-25%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	2	1	6	5	20%
All Others	0	2	0	2	-100%
Total Criminal Activity	7	11	47	34	

Note: The statistics from Criminal Activity above are cases that were processed as a criminal offense

NON-CRIMINAL ACTIVITY	June 2022 Total	June 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Alarms	6	10	56	54	4%
Animal Bites	0	1	0	2	-100%
Animal Complaints	10	7	30	44	-32%
Area Checks	0	1	2	6	-67%
Assist Other Agencies	26	22	117	139	-16%
ATV/Snowmobile Complaints	0	0	1	3	-67%
Background Checks	0	8	20	34	-41%
CDP	0	1	1	15	-93%
Check Welfare	8	9	47	44	7%
Citizen Aid / Motorist Aid	13	21	69	49	41%
Civil Disputes	4	16	36	59	-39%
Confidential Narcotics	2	0	6	8	-25%
Death, Non-Criminal	1	0	4	3	33%
Disorderly	2	2	14	7	100%
Domestics	1	2	15	23	-35%
Driving/Traffic Complaints	8	6	39	37	5%
Dumping/Littering	1	0	1	4	-75%
Escorts - Funeral	1	4	12	11	9%
Fight	0	1	2	2	0%
Fire Calls	8	4	17	17	0%
Firearm Discharge	0	0	1	0	NA
Fireworks	0	1	1	3	-67%
Harassment Complaint	1	6	8	24	-67%
Juvenile/Mischief	3	3	18	29	-38%
Lockouts - Vehicle	6	5	31	37	-16%
Lost/Found Property	1	6	17	28	-39%
Medical	21	16	172	127	35%
Mental Health	3	6	34	15	127%
Missing Person	0	0	2	4	-50%
MV Accidents	9	4	44	21	110%
Noise Complaints	1	6	8	17	-53%
Parking Complaints	5	4	16	14	14%
Search Warrants	1	0	1	1	0%
School Related -SRO	4	0	50	21	138%
Suicidal person	0	0	1	0	NA
Suicide attempted	1	1	3	2	50%
Suspicious Complaints	10	14	63	78	-19%
Theft	0	1	6	10	-40%
Threats	2	0	7	4	75%
Warrants-Attempt/Arrest	2	4	17	14	21%
WCHS/MAARC Reports	1	8	18	44	-59%
All Others	15	23	79	148	-47%
Total Non-Criminal	177	223	1086	1202	
CITATIONS &	June 2022	June 2021	Current	2021	Percentage

WARNINGS	Total	Total	YTD Total	YTD Total	Change
Admin Citations	0	2	33	10	230%
State Citations	11	12	47	83	-43%
Warning Citations	24	49	179	241	-26%
TOTAL	35	63	259	334	

Citations consist of the following offenses:

Careless Driving	No Insurance	Seatbelt
DAR/DAC/DAS	Traffic	Equipment
Equipment Violation	Parking	Winter Parking
SBSA Violation	Expired DL	Stop Sign
No Proof of Insurance	Obstructed View	No MN DL
Expired Registration	Semaphore	Speed
Exhibition Driving		

AnnandaleFire Department

Incident Type Report (Summary) (Modified)

Alarm Date Between {06/01/2022} And {06/30/2022}

Incident Type	Count	Percent
1 Fire		
143 Grass fire	1	3.03 %
	<u>1</u>	<u>3.03 %</u>
3 Rescue & Emergency Medical Service Incident		
311 Medical assist, assist EMS crew	18	54.54 %
322 Motor vehicle accident with injuries	1	3.03 %
	<u>19</u>	<u>57.57 %</u>
4 Hazardous Condition (No Fire)		
412 Gas leak (natural gas or LPG)	4	12.12 %
422 Chemical spill or leak	1	3.03 %
444 Power line down	1	3.03 %
445 Arcing, shorted electrical equipment	1	3.03 %
	<u>7</u>	<u>21.21 %</u>
6 Good Intent Call		
611 Dispatched & cancelled en route	4	12.12 %
	<u>4</u>	<u>12.12 %</u>
7 False Alarm & False Call		
733 Smoke detector activation due to malfunction	1	3.03 %
743 Smoke detector activation, no fire - unintentional	1	3.03 %
	<u>2</u>	<u>6.06 %</u>

Total Incident Count: 33

DMV Annual Revenue Summary

	2019		2020		2021		2022	
	Motor Vehicle		Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 15,480	\$ 15,480	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614
Feb	\$ 20,006	\$ 35,486	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185
Mar	\$ 14,782	\$ 50,268	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399
April	\$ 15,218	\$ 65,486	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867
May	\$ 15,598	\$ 81,084	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173	\$ 15,647	\$ 93,514
June	\$ 10,891	\$ 91,975	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151	\$ 14,847	\$ 108,361
July	\$ 11,368	\$ 103,343	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573		\$ 108,361
Aug	\$ 12,730	\$ 116,073	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382		\$ 108,361
Sept	\$ 13,139	\$ 129,212	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825		\$ 108,361
Oct	\$ 12,332	\$ 141,544	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531		\$ 108,361
Nov	\$ 10,530	\$ 152,074	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286		\$ 108,361
Dec	\$ 12,007	\$ 164,081	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706		\$ 108,361

	DNR Transactions		DNR Transactions		DNR Transactions		DNR Transactions	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 1,625	\$ 1,625	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572
Feb	\$ 1,425	\$ 3,050	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641
Mar	\$ 984	\$ 4,034	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197
April	\$ 1,546	\$ 5,580	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864
May	\$ 2,192	\$ 7,772	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519	\$ 2,494	\$ 9,358
June	\$ 1,934	\$ 9,706	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346	\$ 2,029	\$ 11,387
July	\$ 1,923	\$ 11,629	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237		\$ 11,387
Aug	\$ 698	\$ 12,327	\$ 810	\$ 11,634	\$ 860	\$ 15,097		\$ 11,387
Sept	\$ 747	\$ 13,074	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098		\$ 11,387
Oct	\$ 570	\$ 13,644	\$ 677	\$ 12,670	\$ 587	\$ 16,685		\$ 11,387
Nov	\$ 452	\$ 14,096	\$ 359	\$ 14,130	\$ 557	\$ 17,242		\$ 11,387
Dec	\$ 1,928	\$ 16,024	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752		\$ 11,387

DL Transactions	DL Transactions	DL Transactions	DL Transactions
\$ 1,621	\$ 1,304		

Total Annual Rev	<u>\$ 181,726</u>	<u>\$ 174,174</u>	<u>\$ 216,458</u>	<u>\$ 119,748</u>
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CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 7C
Agenda Section: Consent	Item: Employment Anniversaries	
<p>BACKGROUND: The following is a list of recent Employment Anniversaries for City staff:</p> <p>Karie Giebenhain- 4 years Chris Ulrick- 3 years Lara Kjaer- 1 year Jacob Thunander- 1 years</p>		

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6D
Agenda Section: Consent	Item: Approval of Fund Transfers	
<p>BACKGROUND:</p> <p>The Council approved utilizing the funds from the ARP for the purchase of buildings for redevelopment. The ARP Funds were coded into the City's General Fund. Staff is recommending the following transfer of these funds to be used for purchase of buildings for redevelopment.</p> <p>From 101 (General Fund) to 407 (EDA Fund)- \$384,345.62</p>		

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6E
Agenda Section: Consent	Item: Amend Resolution 22-35 Appointing Election Judges	
<p>BACKGROUND: The Council approved Resolution 22-35 at the June 13, 2022 Council meeting. Staff is requesting to approve an amendment to the resolution to include additional judges as highlighted on the attached.</p>		

RESOLUTION

22-__

Councilmember __ introduced the following resolution and moved for its adoption.

**RESOLUTION APPOINTING
ELECTION JUDGES**

WHEREAS, the City Council is desirous of appointing election judges for the 2022 Primary and General Election; and

WHEREAS, the City Council is designating the following individuals to serve in the capacity of election judge:

NAMES

Sharon Peterson
Lonnie Baack
Misty Ferrell
Tara Smith
Joann Quandt
Margaret Strand
Nikki Seaberg
Jen Holm
Ardis Nelson
Terri Midkiff
Tammy Thompson
Mark Nelson

Mary Malachek
Tiffany Grube
Josh Wabaunsee
Rebecca Gunnarson
Judith Gay
Kristine Holthusen
Matt Steidl
David Thies
Krista Klecker
Barbara Matich
Barb Strand

Kelly Hinnenkamp, backup Head Judge
Jacob Thunander, Head Judge

WHEREAS, the City Council approves the salaries of regular judges at \$13.00 per hour and the salaries of head judges at \$15.00 per hour.

NOW THEREFORE, BE IT RESOLVED that the City Council of Annandale, Wright County, Minnesota, does hereby formally appoint the above persons as election judges and does hereby establish the wage rates as set forth above. The City Clerk is authorized to provide substitutions as necessary.

The foregoing resolution was duly seconded by Councilmember ____, upon a vote being taken thereon, the following members voted in favor thereof: ____; the following members voted against: __; the following members abstained: __; the following members were absent: __.

WHEREUPON, said resolution was declared duly passed and adopted this 13TH day of June, 2022

City Clerk

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6F
Agenda Section: Consent	Item: Resolution Approving Annual Liquor License	
<p>BACKGROUND: Attached is a Resolution approving the renewal of the annual liquor licenses. There were no changes from the prior year.</p>		

RESOLUTION
No. 22-__

Councilmember ____ introduced the following resolution and moved for its adoption:

RESOLUTION APPROVING ANNUAL LIQUOR LICENSES

WHEREAS, the City Council is desirous of approving the annual liquor licenses for the City of Annandale; and

WHEREAS, the City Council has received and reviewed applications for renewals and changes in liquor licenses, which applications are on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED, that the Annandale City Council approves the following liquor licenses upon payment of the license fees and State approval effective from August 1, 2022 through July 31, 2023:

COLLINS VISION BUILDERS, LLC DbA, BILLY D’S CROOKED TAVERN	ON SALE, ON SALE SUNDAY, 2am 34 OAK AVENUE N
SOUTHBROOK GREENS (DBA SOUTHBROOK GOLF & COUNTRY CLUB)	ON SALE, ON SALE SUNDAY 511 MORRISON AVE, SUITE B
COLLINS VISION BUILDERS, LLC (DBA SOUTHBROOK GRILLE)	ON SALE, ON SALE SUNDAY, OFF SALE 511 MORRISON AVE, SUITE A
RENDEZVOUS BAR AND GRILL, LLC DbA, RENDEZVOUS BAR AND GRILL	ON SALE, ON SALE SUNDAY, OFF SALE, 2AM 35 OAK AVENUE SOUTH
TOM “N” GARY’S BOWLING CENTER ANNANDALE, INC. (DBA TOM “N” GARY’S BOWLING CENTER)	ON SALE, ON SALE SUNDAY 130 OAK AVENUE NORTH
O’ BROTHER’S INC. (DBA O’BROTHERS WINE & SPIRITS)	OFF SALE 700 NORWAY DRIVE
POUR L’AMOUR INC (DBA POUR L’AMOUR)	ON SALE, ON SALE SUNDAY 220 POPLAR LANE SOUTH
SPILLED GRAIN BREWHOUSE	TAP ROOM, SUNDAY AND OFF SALE 300 ELM STREET
STADIUM, INC (DBA STADIUM)	OFF SALE, ON SALE, ON SALE SUNDAY 45 CHESTNUT STREET
RCBA, LLC (dba THE THAYER)	ON SALE, ON SALE SUNDAY 60 ELM STREET W

The foregoing resolution was duly seconded by Councilmember ____, upon a vote being taken thereon, the following members voted in favor thereof: ____; the following members voted against: ____; the following members abstained: __; the following members were absent: __

WHEREUPON, said resolution was declared duly passed and adopted this 11th day of July, 2022.

City Clerk

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6G
Agenda Section: Consent	Item: Special Event- Ribfest	
BACKGROUND: Attached is a Special Event application for Ribfest which is proposed to be held on September 10, 2022 at Southbrook Golf Course parking lot.		



ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: Andy Daniels Home Phone: 320 980 1835
Address: 1011 Bay Circle Fax Number: _____
City, State, Zip: Annandale MN 55302 Email Address: info@southbrookgrille.com
Event Name: Ribfest Event Date: 9/10/22
Event time (start and end): All day Estimated number of participants: 300
Event Description: Rib vendors set up in semi-circle in parking lot. Customers come to purchase tickets and walk thru the car show
Serving alcohol and/or food? ☒ yes/no Business/liquor License holder: Southbrook Grille
Contact person: Andy Phone number: 320 980 1835
Starting location (if applicable): 511 Morrison
Ending location (if applicable): " "
Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): Parking lot

Safety Procedures (ie: traffic control, event personnel, etc): Traffic conductor, cones fencing, 10+ volunteers + staff, 2 officers last year I believe.

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

Signed: [Signature] Date: 6-15-22

OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 1 Number of officers required: 2 x \$40/hour = \$ _____

APD comments: N/A

APD approval signature: [Signature] Date: 6-22-22

City Council approval (if applicable) yes/no Date: _____

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6H
Agenda Section: Consent Agenda	Item: Consideration of Extending Filing of Final Plat for Triplett Farms 4th Addition	
<p>BACKGROUND:</p> <p>The City approved the developer agreement and final plat for Triplett Farms 4th Addition on May 9, 2022.</p> <p>Per the City’s Subdivision Ordinance, the approved Final Plat is required to be filed with the Wright County Recorder within sixty days of Final Plat approval, otherwise the approval is null and void. The deadline for recording was July 8, 2022.</p> <p>Due to time constraints, the applicant (LGI Homes – Minnesota) is requesting an extension of the filing requirement for an additional 60 days.</p> <p>RECOMMENDED ACTION</p> <p>Motion to approve 60 day extension of recording final plat.</p> <p><u>Rezoning:</u></p> <ol style="list-style-type: none">1. Motion to approve a 60 day extension on recording the final plat for Triplett Farms 4th Addition. Filing is required no later than September 6, 2022.2. Motion to deny extension and require the applicant to re-apply for final plat. <p>Attachments:</p> <p>A. LGI Request for Extension</p>		

LGI Homes - Minnesota, LLC

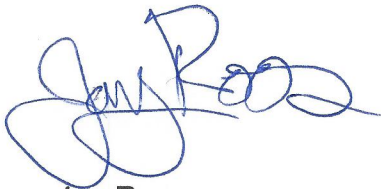
Date: July 6, 2022

Dear Annandale Mayor and City Council:

LGI Homes – Minnesota, LLC is presently building homes within the third addition of Triplett Farms and we soon plan to start site construction of utilities for the fourth addition. We received final plat approval of Triplett Farms 4th Addition in May of this year. Per ordinance the final plat was to be recorded by July 11. We encountered time constraints and are not able to record the plat by July 11.

We wish to request a 60-day extension to the final plat approval and recording requirement for Triplett Farms 4th Addition. During that extension timeframe we will agree to record the plat, developers agreement and temporary cul-de-sac easements. Your consideration is greatly appreciated and we look forward to opportunity to continue to develop and build within your City. Thank you.

Sincerely,



Jay Roos

V.P. of Land Acquisitions and Development

LGI Homes – Minnesota, LLC

CITY OF ANNANDALE

REQUEST FOR COMMISSION ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 6I
Agenda Section: Consent Agenda	Item: Consideration of Approving Massage Therapy License	
BACKGROUND City Code Chapter 120 and the Fee Schedule requires massage therapists to be annually licensed. To date, six massage therapy licenses have been approved by Council. Staff have received one additional application for consideration from Kristine Marie Kilian, Kristine Marie Massage, LLC. The applicant will not have an office to provide massages, but rather would travel to homes within the City of Annandale to provide the service. Per the requirements of the ordinance, a background investigation was completed by Annandale Police Department and the applicant was cleared. RECOMMENDATION Staff recommends approving the massage therapy license for Kristine Marie Kilian with conditions that the applicant will not require a solicitor license. If approved, a massage license certificate will be mailed to the applicant to display at all times during massages. Attachments: Chapter 120: Massage Services Application		

CHAPTER 120: MASSAGE SERVICES

Section

- 120.01 Purpose and Intent
- 120.02 Definitions
- 120.03 Exceptions
- 120.04 Massage Therapist License Required

- 120.99 Penalty

SECTION 120.01 PURPOSE AND INTENT.

The City Council deems it necessary to provide for the licensing and regulation of massage service enterprises in order to protect the public health, safety and welfare.

SECTION 120.02 DEFINITIONS.

Massage means any process or procedure consisting of rubbing, stroking, kneading or tapping by any means upon the external body of a patron.

Massage Establishment means a place where massage is practiced.

Patron means any person who receives a massage under such circumstances that is reasonably expected that he or she shall pay money or give any consideration therefor.

Recognized School means any school or institution of learning which has for its purpose the teaching of the theory, method, profession or work of massage therapists, which school requires a resident course of study of not less than seventy (70) hours before the student shall be furnished a diploma or certificate of graduation from such school following successful completion of such course of study or learning. Such school must show current membership in good standing in the American Massage and Therapy Association or other recognized professional massage organization. Schools offering a correspondence course not requiring actual attendance of class shall not be deemed a recognized school.

SECTION 120.03 EXCEPTIONS.

This article shall not apply to the following classes of individuals while engaged in the duties of their professions:

(A) Health Professionals. Physicians, surgeons, chiropractors, osteopaths or physical therapists licensed to practice their respective profession under the laws of the State of Minnesota, or nurses registered under the laws of the State of Minnesota when performed under the direction of a licensed physician, surgeon, chiropractor or osteopath.

(B) Barbers and Beauticians. Barbers and beauticians licensed under the laws of the State of Minnesota; provided that such massage is limited to the head and scalp.

(C) Coaches and Trainers. Coaches and trainers of educational institutions acting within the scope of their employment.

SECTION 120.04 MASSAGE THERAPIST LICENSE REQUIRED.

Massage therapists shall be licensed as provided in this Section.

(A) Application. Applications for License required by this section shall be in writing in the form required by the City Clerk.

(B) Form of Application. At a minimum, the application form for a license under this section shall require the following:

1. The application's full name, address, social security number, written proof that the age of the applicant is at least eighteen (18) years, and two (2) recent photographs not more than six (6) months old and at least two (2) inches by two (2) inches in size.

2. The applicant's two (2) previous addresses and dates of residences.

3. Occupation for three (3) years preceding date of application.

4. Diploma or certificate of graduation from a recognized school.

5. A statement that the applicant has not been convicted of any crime concerning dishonesty, fraud, deceit or immorality.

6. A verified statement signed by the applicant that all information contained in the statement is true and correct.

(C) Application Fee. Each application for a license under this division shall be accompanied by a fee to defray the cost of investigation and administration. The fee shall be established by the City Council.

(D) Investigation and Issuance of Application. After investigation by the police department, the City Council may issue to the applicant a massage therapist license; provided that a license may be denied to any applicant who has within the previous two (2) years been convicted of an action for which a license could be revoked or suspended as set forth in this Ordinance.

(E) Revocation or Suspension of License. The City Council may revoke or suspend a license issued under this division for any one of the following:

1. Violation of any provision of this article.

2. If the City Council has reasonable ground to believe that any licensee is infected with a contagious or communicable disease.

(F) Specific Regulations.

1. The therapist shall prominently and publicly display his/her license at all times during massages.

2. Massages shall not be given unless patrons are wearing clothing fully covering their genitals.

3. Massages shall not be given to patrons who have open sores or other visible signs of communicable diseases.

4. The therapist shall report any change of facts regarding any information which was required in his or her license application to the City Clerk, within ten (10) days after such change.

5. It shall be unlawful for a massage therapist to touch or massage with his or her hands or body a sexual or genital part of a patron or to allow to touch or massage with his or her hands or body a sexual or genital part of the therapist.

6. It shall be unlawful for a massage therapist or patron to expose his or her genital parts to any other person.

Penalty, see Section 10.99



Administration Department
PO Box K Phone: 320.274.3055
30 Cedar Street E Fax: 320.274.5728
Annandale, MN 55302 city@annandale.mn.us

Massage Therapist License Application

Date: 7-7-2022

Application is hereby submitted for a Massage Therapist License within the City of Annandale, in accordance with City Ordinance. License applications are due annually by January 1st.

Enclose with the application:

- Completed Background Investigation Consent Release Form with fee of \$35.
- Diploma or certificate of graduation from a recognized school.
- Written proof of age – must be 18 years or older
- Two (2) recent photographs not taken more than six (6) months old (examples: identification card, passport, employee badge, etc.)

1. **Full Legal Name:** Kilian Kristine Marie

Last

First

Middle

2. **Have you ever used or been known by any name other than your full legal name?**

☒ No

☐ Yes, list each name along with dates and places where used:

3. **Social Security Number:** _____ **Date of Birth:** _____

4. **Daytime Phone Number:** _____ **Email Address:** _____

5. **Home Address:** _____

6. **Two (2) previous addresses and dates of residences:**

1. _____

2. _____

7. **Name of business and address where practicing:**

Kristine Marie Massage, LLC - Providing in home massage for clients

8. **Occupation for three (3) years preceding date of application:**

Massage therapist, Jewel Cabinetry, Paraprofessional at Minnetonka Schools, Twin Cities Orthopedics

9. **Name and address of training institution(s) attended. Must attach diploma or certificate of graduation.:**

Northwestern Health Sciences University 2501 W 84th Street Bloomington, MN 55431

10. **Other communities you are licensed in or have been licensed in to perform massage services and status of that license.**

Most cities do not require a massage license. I occasionally do massage in Chanhassen but am working under a chiropractor in that city.

11. **Have you ever been denied a license to perform massage services, or have you had a license revoked or suspended, and if so, state the circumstances of such denial, revocation or suspension.**

No

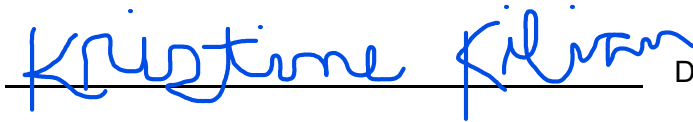
12. **Description of any crime or other offense convicted of concerning dishonesty, fraud, deceit or immorality.**

None

DATA PRACTICES ADVISORY: *The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.*

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this license is granted.

Applicant's Signature:



Date: 7-7-2023

OFFICE USE ONLY

Approved by

Date

Findings of Background check:

If any of the above information changes following the approval of a license, the applicant is required to report such changes to the City of Annandale, within ten (10) days after such change.

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 9A
Agenda Section: Regular Agenda	Item: Concept Site Plan Review for a 32-unit Apartment Building. PID: 206-000-204305 Proposer: ASE Properties LLC (Al Evavold)	

SITE INFORMATION & BACKGROUND

PID: 206-000-204305

Legal Description: Unplatted Land

Zoning District: Ag

Comprehensive Plan: Residential

Surrounding Site Use: North: Corinna Township – Agricultural
East: Corinna Township – Single Family Home
South: R-6/ Eastview Mobile Home Park & Single Family Home
West: Corinna Township – Agricultural

Planning Case Number: 2022-15

Deadline for Decision: N/A

BACKGROUND

ASE Properties (Al Evavold) has submitted a concept plan review for the development of a 32-unit apartment building with tuck under garages on an approximately 2.5 acre parcel. The City entered into a joint resolution with Corinna Township to approve the annexation of land on May 9, 2022. If the developer decides to move forward with a formal land use application, applications for preliminary and final plat, comprehensive plan amendment, Planned Unit Development (PUD), and rezoning would be required (at minimum).

Comprehensive Plan

The project site is guided for a “Residential” land use within the Comprehensive Plan. This designation is intended for single family residential uses. This proposal would require a comprehensive plan amendment to “Multi Family Residential” to be considered for a rezoning.

Zoning

The property is currently zoned Ag due to being annexed into the City. Should the proposed concept move forward to development stage plans, a rezoning to R-5 (High Density Multi-Family Residential District) is required.

In addition, the applicant would be required to apply for a Planned Unit Development because two principal buildings are being located on a lot. By utilizing a PUD, the proposed layout provides space efficiencies that allow for more utilization of the site. When an applicant derives a tangible benefit from a PUD, typically the City will require a higher degree of design or accommodations for the project such as enhanced building materials or other site improvements.

Number of Apartment Units & Size

The applicant is proposing a 32-unit apartment building. In the R-5 District, a maximum density of 15 units per acre is permitted. It appears that the lot area for the apartment building is approximately 2.11 acres in size, which would permit a maximum of 31 units. Staff recommends a reduction of the number of units to meet this requirement.

The applicant is proposing one and two bedroom units ranging in size from 722 square feet to 898 square feet. The applicant should revise plan sets to label each unit with the size.

Most area cities have ordinances regulating the minimum apartment size. For example in Buffalo, Howard Lake, and Delano it is required to have 700 square feet for each one bedroom apartment and 800 square feet for a two bedroom apartment. The proposed units, in some cases, are smaller than these typical sizes.

In another recent apartment development in the City, the one bedrooms were a minimum of 785 square feet, the two bedrooms were a minimum of 971 square feet.

Staff notes that the applicant has exceeded the maximum number of units allowed for the parcel and also has unit sizes that are atypically small for the area. This would seem to be two issues that could be corrected with minor revisions to the plan.

Site Access & Circulation

The site would be accessed from an extension of Hemlock Avenue.

Parking

The applicant is proposing tuck under garages and surface parking. The ordinance requires 2.5 stalls per unit with 1 parking stall per unit to be placed in a garage. With 32 units, 80 parking spaces with 32 in a garage would be required. The applicant demonstrates 64 surface parking spaces and 24 tuck under garages. The applicant would be required to adjust their plans to meet this requirement.

Lighting

A photometric plan meeting the City's lighting standards will need to be supplied at the time of preliminary plat.

Trash Enclosure

The applicant is expected to meet the City's performance standards for trash enclosures and detailed plans must be submitted. Trash enclosures are to be placed in rear or side yards and must be fully screened from the view of adjacent properties and public right-of-way. Screening should be constructed to resemble a fence or with architectural elements similar to the principal structure. The applicant is proposing a front yard trash enclosure which is inconsistent with the City's zoning ordinance. The applicant shall rearrange the site to locate the trash enclosure in the rear or side yard.

Landscaping

The City's zoning ordinance requires 30% landscaped open space for a multi-family structure.

The landscaping plan is required to provide 1 tree per unit for a multi-family structure or 32 trees. The ordinance requires a minimum of 25% coniferous and 25% deciduous. A detailed landscaping plan would be required at the time of land use review, but the plan generally appears consistent with the zoning requirements.

Building Materials

The City's Ordinance requires that for multi-family structures "exterior building finishes shall consist of materials comparable in grade and quality to brick; natural stone; stucco; wood, provided the surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, cypress (or residential metal or vinyl siding manufactured to resemble wood siding). No vertical or horizontal ribbed sheet metal siding is allowed in residential districts." It appears that the applicant is generally meeting the City's code for exterior finishes, however specification of materials will be required.

The City's Ordinance for roofing states "Roofs shall be constructed only of commercial grade asphalt shingles, wood shingles, architectural metal (if metal is used, concealed/hidden fasteners must be used), slate, tile or copper. For all roofing, a minimum roof slope of 4/12 and a minimum 12 inch soffit are required." Proposed roofing appears to generally meet the requirements of the ordinance.

Setbacks & Performance Standards

Setbacks in the R-5 District are required at "30 feet from exterior property line; 50 feet from any R-1 or R-2 district property, and 20 feet for building separation." The lot coverage for the apartment building will need to meet the 35% maximum requirement in the R-5 District. The maximum height is 40 feet. The applicant's plans generally appear consistent with the setback requirements.

Signage

A signage plan conforming to the City's sign ordinance will need to be provided.

Grading, Drainage, and Utilities

The applicant would need to extend utilities to the site.

Comments from the City Engineer are attached.

PLANNING COMMISSION DISCUSSION

The Planning Commission reviewed the concept at their meeting on July 5, 2022. The Commission generally felt that the City Comments (listed below) would be required if a multi-family project were to move forward to development stage land use requests.

Public comment was taken during the meeting.

The following property owners presented their concerns for the concept proposal:

- Rosemary Norgren, 10354 Hemlock Street NW, Annandale, was concerned with increased traffic and speeds along Hemlock Street. Norgren was also concerned about buffering to her property, noise, lighting, and degradation of property values.

- John Purcell, 10272 Hemlock Street NW, Annandale, asked for clarification on zoning and land use requirements (including setbacks) for the City of Annandale. He was concerned with degradation of property values.
- Marvin Samuelson, 925 Hemlock Street E, Annandale, was concerned with the degradation of his property value if the project were to move forward. Samuelson encouraged the Commission and Council to consider the benefit this proposal would have to the City. His preference, if development were to occur on the property, would be for single family rather than multi-family.

CITY COUNCIL DISCUSSION

Council should review the concept plan, ask questions, and provide conceptual comments to the applicant. These comments will help the applicant with refining their development plans should they decide to submit a formal land use application to the City.

From a Staff perspective all issues related to the site could be resolved by reducing the number of units. With a reduction in units, the unit size could be increased and the required number of garages could be provided.

Attachments:

- A. Aerial Image
- B. Applicant Narrative
- C. [Concept Site Plan](#)
- D. Floorplans & Elevations
- E. City Engineer's Letter, Dated June 24, 2022
- Z. City Comments

City Comments – Cap Custom Homes Apartments

Concept Site Plan Review

PID: 206-000-204305

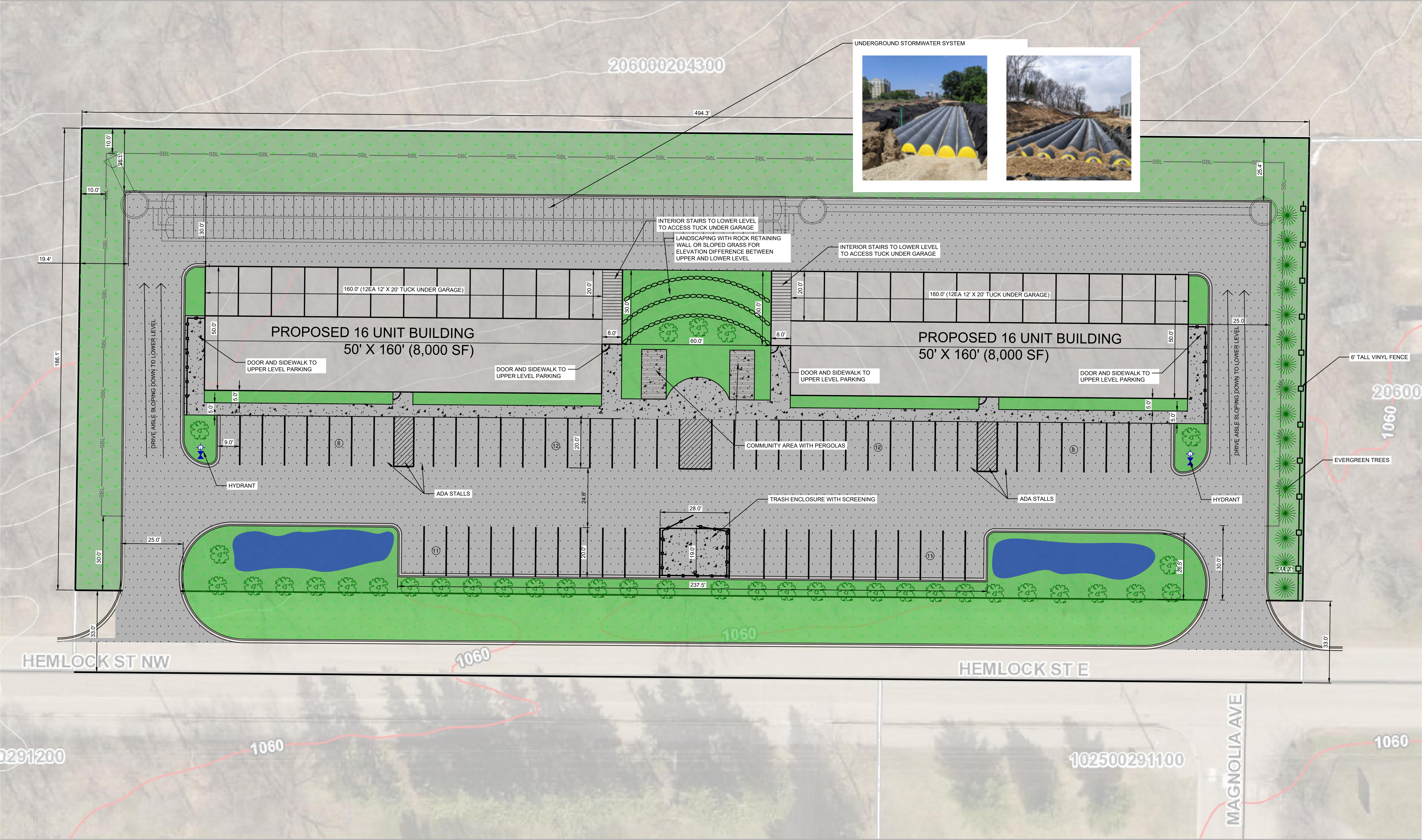
1. Reduce number of units to 15 units per acre.
2. Increase size of dwelling units per each style. The applicant should revise plans to label each unit with the size.
3. Adjust garage stall parking to meet code.
4. Move trash enclosure to the side or rear yard.
5. Compliance with the City Engineer's Comment Letter.
6. Comments from other City Staff and the Planning Commission.

PID: 206-000-204305



Description of Request

Concept Plan review - Land Plat & Rezone - Site plan & Building Review



CONCEPT DATA

Site Area:	2.11 Ac ±
Proposed Zoning:	R-5
Proposed Multi-Family Apartments:	
Proposed Parking Provided:	86 (24 Garage)

Impervious Area Proposed

Bituminous Area:	0.96 Ac ± (46%)
Concrete Area:	0.12 Ac ± (6%)
Building Area:	0.38 Ac ± (18%)
Pervious Area:	0.65 Ac ± (30%)
Total Impervious Area:	1.53 Ac ± (70%)

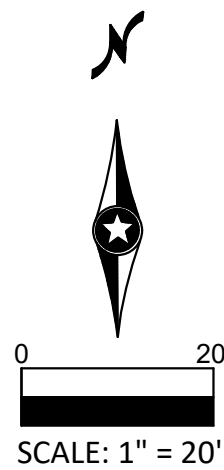
PROPOSED ZONING STANDARDS

Proposed Setbacks

Minimum	
Building Front Setback:	30'
Building Side Setback:	10'
Building Rear Setback:	10'

CAP CUSTOM HOMES - ANNANDALE
APARTMENTS Concept Plan

Annandale, MN
Parcel ID: 206000204305





**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

June 24, 2022

Jacob Thunander, Community Development Director
via e-mail: jthunander@annandale.mn.us

RE: CAP Custom Homes Apartments Concept Review
City of Annandale, Minnesota
Project No.: OW1.126383

Dear Jacob,

We have reviewed the Concept Drawing submitted via e-mail on 6/01/2022 for the above referenced project and have the following comments:

1. The applicant should consider a minimum sidewalk width of 6 feet along the south side of the proposed building to accommodate automobile bumper overhang.
2. The applicant shall submit all documents required by the Preliminary Plat application at the time of Preliminary Plat including but not limited to: Stormwater Management Plan complete with drainage area maps and calculations, Stormwater Pollution Prevention Plan, grading plan, site plan, utility plans with profiles, and construction details, etc.
3. The Hemlock Street access radi shall be reviewed as part of the Preliminary Plat application.
4. The applicant shall be responsible for obtaining all permits required for the development.

We recommend that the above-mentioned items be incorporated into the preliminary plat submittal.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Jared Voge, P.E.
Principal Engineer

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 9B
Agenda Section: New Business	Item: Consideration of ordinance amendments to Title 15 Land Use and amendments to the Zoning Map for consistency to the Annandale Downtown Plan. Applicant: City of Annandale	
BACKGROUND <p>With the adoption of the Downtown Plan in 2018, the City created subdistricts related to the C-1 Zoning District. This ordinance amendment is intended to essentially split the C-1 District into the three subdistricts: C-1A Downtown Core, C-1B Downtown Periphery, and C-1C Downtown Residential.</p> <p>The C-1A is the former Canopy District and the central portion of the Downtown. This area is intended for more intense entertainment, retail and restaurant commercial uses.</p> <p>The C-1B is a more general zero-lot line commercial district with allowances for institutional type uses.</p> <p>The C-1C is a district where ground floor residential uses are permitted.</p> <p>The uses within the subdistricts were based on the existing code and segregating the uses to be within the appropriate area, as stated above.</p> <p>Performance standards were largely based on the existing code as was modified by the Downtown Plan.</p> PLANNING COMMISSION REVIEW AND RECOMMENDATION <p>Planning Commission reviewed the proposed zoning ordinance related to the downtown and held a public hearing on July 5, 2022. No comments from the public were received.</p> <p>The Planning Commission recommended approval of the ordinance with changes that included requiring Conditional Uses Permits for non-commercial and government uses within the C-1B District. The revised ordinance is provided in this agenda packet.</p> RECOMMENDATION <p>Approve Ordinance 395 and amend the official Zoning Map to reflect the C-1 subdistricts.</p> Attachments: <p>Draft Ordinance 395 Map Except from Downtown Plan</p>		

ORDINANCE NO. 395
AMENDING THE ZONING ORDINANCE REGARDING SUBDISTRICTS IN THE C-1,
CENTRAL BUSINESS DISTRICT

The Council of the City of Annandale, Minnesota does hereby ordain:

Section 1. Annandale Zoning Ordinance Section 150.04 is hereby amended to include the following definitions:

Commercial Recreation: Recreational uses such as dance halls, roller skating rinks, bowling alleys, mini golf, arcades, dance studio, karate studio, pool halls, swimming pools, and similar uses. May be identified as outdoor or indoor uses based on the context of the area.

Community or Social Service: A service or activity operated by a public or non-profit organization or similar providing advice, assistance, training, guidance, or other such activities to members of the public. This includes food banks, blood banks, substance abuse counseling, employment assistance, housing services, educational services, religious institution offices, and similar but does not include emergency shelters or residential care facilities or other places providing accommodations.

Personal Service: Commercial establishments providing non-medically related services of a personal nature and related retail sales including barber shops, beauty salons, tanning salons, tattoo parlors, dry cleaners, cobblers, tailors, massage salon, and similar.

Professional Service: Commercial office establishments providing the dispensation of a service for the general public on premises by someone trained and engaged in such work and related supportive activities such as medical clinics, dental clinics, architects, attorneys, chiropractors, stock brokers, and similar.

Micro-Brewery: A facility that produces for sale, distribution, and consumption beer, ale, malt liquor, or other beverages made from malt by fermentation and containing not less than one-half of one percent alcohol by volume, and which possesses the appropriate Federal, State of Minnesota, and Municipal licenses.

Micro-Distillery: A facility that produces Ethyl Alcohol, hydrated oxide of ethyl, spirits of wine, rum, brandy, gin, or other distilled spirits, including all dilutions and mixtures thereof, for non-industrial use. A distillery may include a tasting room.

Cocktail Room: A retail storefront area for the on-sale consumption of distilled spirits or wine produced on the premises of one winery or one distillery and in common ownership to the producer of the wine or distilled spirits.

Taproom: An area for the on-sale consumption of malt liquor produced by the brewer for consumption on the premises of a brewery. A taproom may also include sale for off-premises consumption of malt liquor produced at the brewery location or adjacent taproom and owned by the brewery for off-premises consumption, packaged subject to Minn. Stats, § 340A.301, Subd. 7 (b), or its successor.

Section 2. Annandale Zoning Ordinance Section 150.30 is hereby amended to read as follows:

150.30 CENTRAL BUSINESS DISTRICT (C-1)

Purpose: The purpose of this district is to encourage the continuation of a viable downtown area by allowing retail, service, office and entertainment facilities as well as public and semi-public uses. In addition, accessory residential uses shall be allowed above the commercial areas. This District is intended to implement the Downtown Plan and separates uses as established by each subdistrict.

Review: For new construction, the review process in Section 150.40 shall be followed. For minor modifications, an administrative site plan review shall be conducted by City Staff. If Staff finds that the proposal is not clearly consistent with the design standards herein, it may be forwarded to the City Council for consideration.

A. C-1A – DOWNTOWN CORE (CANOPY DISTRICT)

Purpose: The purpose of the Downtown Core is to provide for a traditional, commercial Downtown area within the City. It is intended to be an area of higher intensity commercial uses such as entertainment uses, restaurants, and retail with a zero lot development style with smaller storefront building frontages along the street featuring the traditional awning theme. This subdistrict is intended to encourage the entrepreneurial spirit of the small businesses, restaurants, and stores.

Permitted Uses:

1. Retail establishments
2. Personal services
3. Professional services
4. Restaurant/Convenience Food Establishment
5. Bar/Tavern
6. Hotel/Bed & Breakfast
7. Banks/Financial Institutions
8. Post Office

Accessory Uses:

1. Uses incidental to the permitted use such as off-street parking and loading, storage buildings.
2. Apartments located above the ground floor.

Conditional Uses:

1. Commercial recreation (Indoor)
2. Brewery with taproom/Micro-distillery with cocktail room

3. Accessory dwelling units to hotels provided the unit meets all standards for a multi-family apartment. The dwelling may only be occupied by one family including the resident caretaker, is limited to one per building, shall not exceed 900 square feet in size, and shall be an integral part of the facility without a separate direct external entrance that generally appears to be part of the hotel.

Lot Area, Width, and Ratio

1. Lot area minimum: 2,000 square feet
2. Lot width minimum: 20 feet
3. Lot area coverage permitted: 100%

Setbacks:

1. Front setback minimum and maximum: 0 feet
2. Rear setback minimum: 0 feet
3. Internal side yard setback minimum and maximum: 0 feet
4. Corner side yard setback minimum: 0 feet

Building Height:

1. Maximum: 50 feet

Building Standards:

1. Awnings. Unless exempted by the Annandale Downtown Plan, all buildings within the C-1A shall have an awning on the front façade. This is a permitted encroachment into the public right-of-way. All new buildings in the C-1A shall include awnings which conform to the designs approved by the City Council.
 - a. Ownership. Awnings shall be owned by the property owners of the buildings to which they are attached. Cost of maintenance and repair shall be paid by the property owners of the buildings to which the awnings are attached.
 - b. Design. New awnings that need to be rebuilt or remodeled must conform to the guidelines of the design standards as approved in the Downtown Plan kept on file at City Hall. Any variation from these guidelines in design, material or color choice must be approved by the City Council.
 - i. Awnings shall have a slope of a 1:1 ratio.
 - ii. Awnings shall extend at least three feet into the right-of-way.
 - iii. Awnings shall have a maximum of two colors.
 - iv. Awnings must be a minimum of seven feet above the sidewalk.
 - v. Signage is not permitted on the front slope of an awning. Signage printed on the valance of the awning is permitted.

- vi. Awnings shall cover a majority of the front façade of the building and be designed to cover the front windows and entry.
 - c. All awnings must be constructed and maintained to prevent leaks.
 - d. Permits must be obtained before awnings are replaced or reconstructed.
- 2. Building Design. All new construction in the C-1A must conform with the approved design guidelines in the Downtown Plan.
 - a. Windows.
 - i. The first level of structure shall have a minimum of 60% windows and doors.
 - ii. Upper levels shall not exceed 50% glass.
 - iii. Windowsill height on the street level shall be no less than 12 inches and no greater than 36 inches.
 - b. Buildings shall be sided and faced and/or painted in such a way as to blend with the approved design guidelines. The use of ornamental brick, arches, rough textured siding and similar design characteristics should be encouraged.
 - c. Building materials shall be consistent, at minimum, with the standards found in Chapter 150.49 regarding commercial structures.
 - d. Accessory buildings are not permitted.

B. C-1B – DOWNTOWN PERIPHERY

Purpose: The purpose of the Downtown Periphery is to provide for commercial, civic, and institutional uses immediately adjacent to the Downtown Core.

Permitted Uses:

1. Retail establishments
2. Personal services
3. Professional services
4. Restaurant/Convenience Food Establishment
5. Bar/Tavern
6. Hotel/Bed & Breakfast
7. Banks/Financial Institutions
8. Theater
9. Funeral homes
10. Repair services
11. Art studio
12. Commercial recreation (indoor)
13. Micro-brewery with taproom/Micro-distillery with cocktail room
14. Parking lots, public
15. Library
16. Post Office

Accessory Uses:

1. Uses incidental to the permitted use such as off-street parking and loading, storage buildings.
2. Apartments located above the ground floor.

Conditional Uses:

1. Banquet Hall
2. Churches
3. Community & Social Services
4. Daycare Centers
5. Government/Civic Offices
6. Accessory dwelling units to hotels provided the unit meets all standards for a multi-family apartment. The dwelling may only be occupied by one family including the resident caretaker, is limited to one per building, shall not exceed 900 square feet in size, and shall be an integral part of the facility without a separate direct external entrance that generally appears to be part of the hotel.
7. Drive-In Establishment/Drive Through Lane

Lot Area, Width, and Ratio:

1. Lot area minimum: 4,000 square feet
2. Lot width minimum: 40 feet
3. Lot area coverage permitted: 90%

Setbacks:

1. Front setback: maximum setback 0 feet for 50% of the lot width (front), minimum setback 0 feet
2. Rear setback: 0 feet
3. Internal side yard setback: 0 feet
4. Corner side yard setback minimum: 0 feet

Building Height:

1. Maximum: 50 feet

Building Standards:

1. Awnings. Awnings are a permitted encroachment into the public right-of-way. Any awning placed on a structure within the C-1B shall conform to the designs approved by the City Council. Awnings shall be owned by the property owners of the buildings to which they are attached and cost of maintenance and repair shall be paid by the property owners.

- a. Design. New awnings that need to be rebuilt or remodeled must conform to the guidelines of the design standards as approved in the Downtown Plan kept on file at City Hall. Any variation from these guidelines in design, material or color choice must be approved by the City Council.
 - i. Awnings shall have a slope of a 1:1 ratio.
 - ii. Awnings shall have a maximum of two colors.
 - iii. Awnings must be a minimum of seven feet above a public sidewalk.
 - iv. Signage is not permitted on the front slope of an awning over a public right-of-way. Signage printed on the valance of the awning is permitted.
- b. All awnings over a public way must be constructed and maintained to prevent leaks.
- c. Permits must be obtained before awnings are replaced or reconstructed.
2. Building Design. All new construction in the C-1B must conform with the approved design guidelines in the Downtown Plan.
 - a. Windows.
 - i. The first level of the front facing façade of a structure shall have a minimum of 50% windows and doors.
 - ii. Upper levels shall not exceed 50% glass.
 - iii. Windowsill height on the street level of the front façade shall be no less than 12 inches and no greater than 36 inches.
 - b. Buildings shall be sided and faced and/or painted in such a way as to blend with the approved design guidelines. The use of ornamental brick, arches, rough textured siding and similar design characteristics should be encouraged.
 - c. Building materials shall be consistent, at minimum, with the standards found in Chapter 150.49 regarding commercial structures.

C. C-1C – DOWNTOWN RESIDENTIAL

Purpose: The Downtown Residential District is intended for the mix of commercial and residential uses near the Downtown Core.

Permitted Uses:

1. Single family houses
2. Duplexes/Twinhomes and Townhouses at a density no greater than 1 unit per 3,000 square feet
3. Retail establishments
4. Personal services
5. Professional services
6. Restaurant/Convenience Food Establishment
7. Hotel/Bed & Breakfast
8. Library
9. Post Office

Accessory Uses:

1. Uses incidental to the permitted use such as off-street parking and loading, storage buildings.
2. Apartments located above the ground floor of commercial structures.

Conditional Uses:

1. Banks/Financial Institutions
2. Bar/Tavern
3. Theater
4. Churches
5. Funeral homes
6. Government/Civic Offices
7. Community & Social Services
8. Art studio
9. Commercial recreation
10. Micro-brewery with taproom/Micro-distillery with cocktail room
11. Drive-in Establishment/Drive Through Lane
12. Day care center

Lot Area, Width, and Ratio:

1. Lot area minimum: 4,000 square feet
2. Lot width minimum: 40 feet
3. Lot area coverage permitted: 70% impervious surfaces

Setbacks:

1. Front setback: 15 feet
2. Rear setback: 10 feet
3. Internal side yard setback minimum and maximum: 5 feet
4. Corner side yard setback minimum: 10 feet

Building Height:

1. Maximum: 35 feet.

Building Standards: The building standards for the C-1C District shall be consistent with the standards in 150.48 for residential uses and 150.49 for commercial uses.

Section 3. Annandale Zoning Ordinance Code Section 150.31 is hereby deleted.

Section 4. Annandale Zoning Ordinance Code Section 150.50 Subdivision 6 is hereby amended to read as follows:

6. Parking in the C-1 District: Except for residential uses, the minimum amount of parking required shall not apply within the C-1 District. For residential uses above commercial structures, there shall be provided a minimum of one parking stall per bedroom up to two parking stalls per unit with no garage or guest parking required.

Section 5. Annandale Zoning Ordinance Section 150.21 is hereby amended to include the amendments to the map attached hereto.

Section 6. This Ordinance shall be placed into effect upon passage and publication.

Adopted this 11th day of July, 2022.

ATTEST:

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator/Clerk

Downtown Subdistricts

To better specify the policies towards land uses within the Downtown, three subdistricts are proposed: Commercial Core, Commercial Periphery, and Downtown Residential. The following pages describe these three subdistricts.

Commercial Core

The Commercial Core is the primary commercial district along Oak Avenue between Highway 55 and north to the Cedar Street intersection. This is the current area within the Canopy District. This area is the centerpiece of the Downtown and has the greatest intensity of uses and also the greatest amount of character. The intensity of uses is highlighted by the primarily enclosed street with building frontages along the street. The character is defined by not only the theme and intensity but also the entrepreneurial spirit of the small businesses, restaurants, and stores. The intent of this subdistrict is to preserve this intensity and character as much as possible.

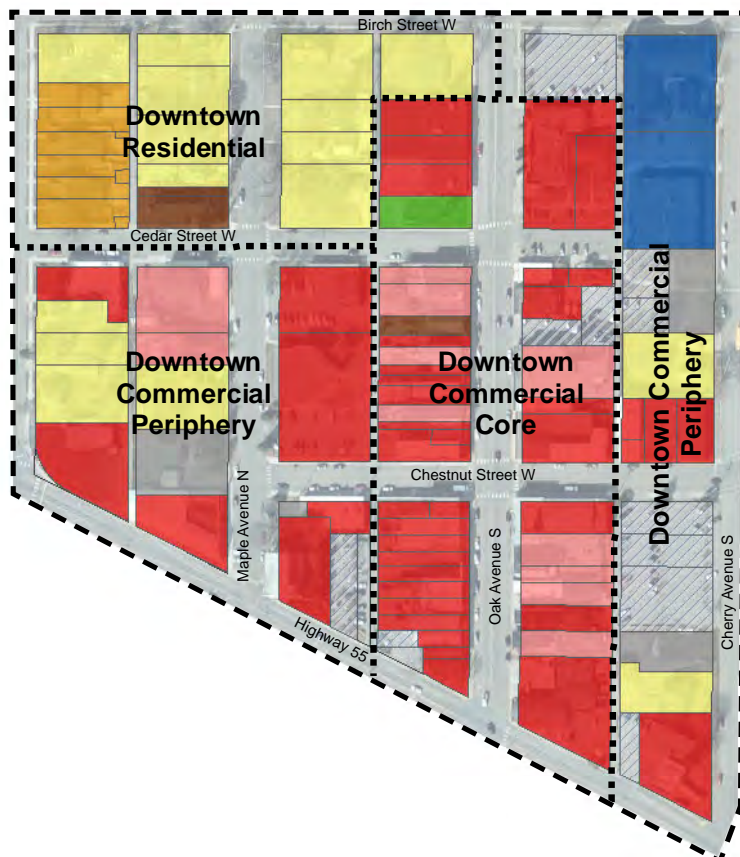
The zero lot line development pattern within this area should continue and the continuous retail frontage should be maintained. The pattern of smaller storefronts should continue and “big footprint” businesses with limited entry points discouraged to avoid breaks in the activity. New businesses that generate traffic and activity should be encouraged in this area. Parking areas should be focused on the outside of the blocks instead of on Oak Avenue.

The ground level of all buildings within the Core should have a commercial use. The upper levels of buildings may have residential uses but also offices and other commercial uses that are appropriate. Upper level residential

uses need to have parking provided in the rear as to not interfere with the customer parking on Oak Avenue or in the public lots. The maximum building height in the C-1 District is currently 50 feet. This would accommodate additional levels in buildings for these uses.

One of the primary purposes of the Commercial Core is to have a continuous range of complementary uses that provide a shared customer and activity base such as retail, office, and entertainment. Uses that are intermittent such as banquet halls or certain institutional uses would be more compatible with the Commercial Periphery. Auto-oriented uses that require driveways and drive through lanes would conflict with the purpose of the Commercial Core.

Uses that provide activity and bring people to the Downtown should be the primary focus in this area. The offices and services currently in the Downtown provide a necessary diversity. Expansion of the entertainment uses, restaurants, and retail should be a goal.



Commercial Periphery

The Commercial Periphery is the areas around the Downtown Core that is or may become predominately commercial in nature. This is the area where parking can be provided to support both the Periphery and Core businesses. The zero lot line development style found in the Core should still be permitted or even encouraged to preserve space and create a greater intensity of uses. However, businesses may provide their own parking lots provided the frontage of the lot is still primarily building with a delineation between the parking areas and the sidewalk.

Existing residential uses within the Periphery may remain. Houses that are developed into commercial uses should primarily be done through redevelopment to avoid house-businesses as much as possible. Such structures may have accessibility and access issues and become lower quality commercial spaces.

Ideally, the Periphery would maintain the ground level commercial land use pattern with residential uses on upper levels. This will assist in establishing a commercial character on the street level and help avoid avoidable gaps in activity. The ground level commercial uses could be less intense as those within the Core. Upper levels could be residential or commercial in nature. Upper level residential should be encouraged.

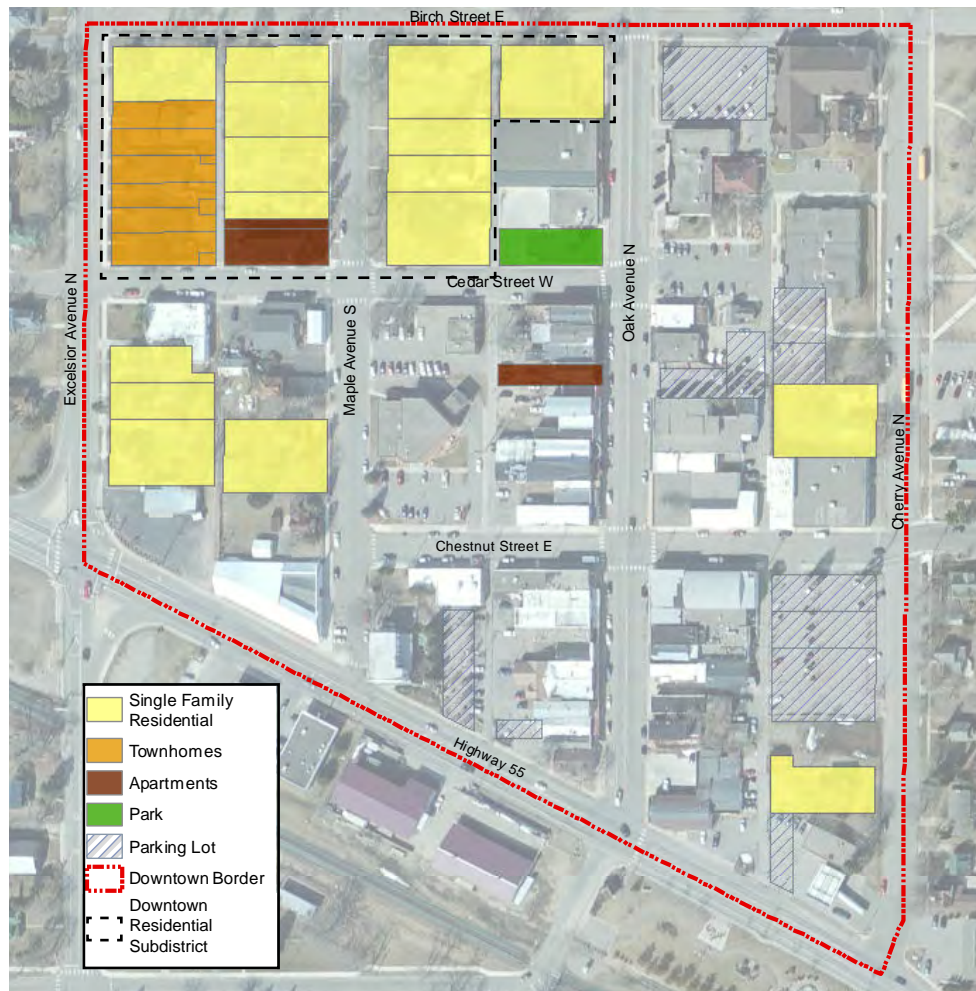
Uses in the periphery may be expanded to include more of the production-retail type uses like art studios, microbreweries, and antique stores. These uses may be more destination oriented and assist in generating traffic into the Downtown but do not necessarily need frontage on Oak Avenue. These uses would be a worthy addition to the zoning standards for this subdistrict.

The currently vacant Thayer Hotel is located the Periphery. This type of use is another ideal use for this area. This use can bring additional visitors to the Downtown but has the need for a separate dedicated surface parking lot, which is more appropriate in the Periphery than the Core.



Thayer Hotel Building, 2016

Downtown Residential



Existing residential units are scattered throughout all subdistricts.

The Downtown Residential Subdistrict is intended for areas where there is a distinct residential land use pattern within the Downtown. These areas may be single family or multi-family in nature however higher density uses are preferred and may be introduced where compatible. The density may be seen as complementary to the commercial uses, as it provides for more activity in close proximity to the businesses.

Residential units need to provide for parking as to not compete for parking with the commercial uses. The parking is preferred to be in the rear of the lots as to keep the buildings as the primary focus of the lots from the street. Single family units should have the garage to the rear and access off the alleys where feasible. With few exceptions, this is the current state of most dwelling units within this subdistrict. This will assist in preserving the historic and pedestrian friendly character of the area. Setbacks in this subdistrict should be consistent with development on adjacent lots. Conversion to higher density uses is encouraged.

Commercial uses should not intrude on these areas unless it were part of a larger redevelopment project.

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 9C
Agenda Section: New Business	Item: Consideration to Adopt Ordinance 396 – Amending the Subdivision Ordinance Regarding Model Homes and Real Estate Sales Offices	
BACKGROUND: Due to a recent request from LGI Homes Minnesota, Council directed staff to draft an ordinance to allow for model homes and temporary real estate offices in residential subdivisions. Provided is a draft ordinance which would allow up to one model home or model home with temporary real estate office for every 50 lots. The model homes would be allowed for up to 3 years from the date of plat approval or when 85 percent of the development is completed. In addition, the draft ordinance would allow up to four paved spaces per model home unit and the City would collect a security to ensure the removal of the temporary spaces. If temporary parking spaces are provided, they would be required to occur on the property for which the model home or model home with a temporary real estate office is located. RECOMMENDED ACTION Adopt Ordinance 396. Attachments: A. Draft Ordinance 396		

ORDINANCE NO. 396
AMENDING THE SUBDIVISION ORDINANCE REGARDING MODEL HOMES AND
REAL ESTATE SALES OFFICES

The Council of the City of Annandale, Minnesota does hereby ordain:

Section 1. Annandale Subdivision Ordinance Section 151.04 Subd. 28 is hereby added to read as follows:

Subd. 28. "Model Home" means a home which is similar to others in a development and which is open to public inspection for the purpose of selling said other homes.

Section 2. Annandale Zoning Ordinance Section 150.05 Subd. 7 is hereby amended to read as follows:

Subd. 7 Model Homes. Model homes or dwelling units, with or without temporary real estate offices, in a limited number, may be permitted in any residential subdivision subject to the following conditions:

- A. The model home(s) shall be designated on the preliminary plat, reviewed by the Planning Commission, and approved by the City Council. Said approval shall include an approved site plan detailing the area so designated and temporary improvements such as public parking areas and/or similar improvements normally associated with a model home.
- B. No more than one model home for every 50 lots in an approved final plat may be permitted per subdivision.
- C. The model home shall exist for a time period of up to three (3) years from the date of plat approval or when eighty-five (85) percent of the development is completed, whichever comes first, unless extended by the City Council. At the end of said time period, the subdivider shall be required to restore the area to a normal residential character.
- D. The city shall require a security, in an amount determined by the City Council, to insure restoration of a model home area.
- E. Model homes and model homes with temporary real estate shall be utilized solely for selling purposes of lots and/or homes within the subdivision in which it is located.
- F. Temporary parking facilities equal to four (4) paved spaces per model home dwelling unit or a model home with a temporary real estate office are permitted. Parking facilities must be located on the property that the model home is proposed. The overall design, drainage, and surfacing of the temporary parking facility shall be subject to the approval of the Zoning Administrator.
- G. Access from a temporary parking facility shall be directed away from developed and occupied residential neighborhoods to the greatest extent possible.
- H. No model home or model home with a temporary real estate office shall incorporate outside lighting which creates a nuisance due to glare or intensity.
- I. All signage shall comply with the sign regulations as contained in City Code.

- J. No residential certificate of occupancy shall be issued for a model home or model home with a temporary real estate office until such time as the structure has been fully converted to a residence in compliance with the Uniform Building Code. Additionally, such conversion shall include, but not be limited to, parking lot restoration and the removal of signage and lighting.
- K. The restoration of all temporary parking areas with appropriate landscaping shall be completed by the end of the following growing season.

Section 3. This Ordinance shall be placed into effect upon passage and publication.

Adopted this 11th day of July, 2022.

ATTEST:

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator/Clerk

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 9D
Agenda Section: New Business	Item: Quote for Caulking at Woodlawn Cemetery	
<p>BACKGROUND: Attached is a quote for caulking the stone arch at Woodlawn Cemetery. The proposed work is preventative maintenance to prolong the structural integrity of the arch.</p>		

KOSTREBA TUCKPOINTING and ROOFING**Brian L. Kostreba**

3701 - 118th Street N.W.
 RICE, MINNESOTA 56367
 (320) 393-4657 fax: (320) 393-2889

PROPOSAL SUBMITTED TO City of Annandale Attn: Joe Haller	PHONE 320-274-3055	DATE 4/4/2022
STREET 30 Cedar St. East P.O. Box K	JOB NAME joe@annandale.mn.us	
CITY, STATE and ZIP CODE Annandale, MN 55302	JOB LOCATION city works # 274-8520	

Work to be done on exterior of Cemetary Entrance:

- Remove all cracked or missing mortar joints to a depth of 1 to 1-1/2 inches.
- After joints are removed, clean joints with air and/or water prior to tuckpointing.
- Tuckpoint joints with a smooth, flat finish so water does not penetrate into granite.
- Clean joints after tuckpointing.
- Install polyurathane caulking into granite joints to match existing.
- Clean up work-related debris.

TOTAL.....\$8,855.00

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

Eight thousand eight hundred fifty-five dollars and no/100..... \$8,855.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. This proposal may be withdrawn by us if not accepted within _____ days.

Authorized signature _____

Acceptance of Proposal -

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Retain white copy for your files. Sign and return yellow copy.

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: July 11, 2022	Agenda No. 9E
Agenda Section: Regular Agenda	Item: Consideration of Resolution Approving Summary Publications for Ordinance No. 395 and 396	
BACKGROUND: If Council approves Ordinance No. 395 – Amending the Zoning Ordinance Regarding Subdistricts in the C-1, Central Business District and 396 – Amending the Subdivision Ordinance Regarding Model Homes and Real Estate Sales Offices, staff have provided resolutions to approve summary publications of these ordinances. If approved, these publications would be published in the Annandale Advocate on July 20, 2022. RECOMMENDED ACTION If Council adopts the ordinances, Staff’s recommendation is to adopt both resolutions. Attachments: A. Resolution Authorizing Summary Publication of Ordinance No. 395 B. Resolution Authorizing Summary Publication of Ordinance No. 396		

**CITY OF ANNANDALE
RESOLUTION 22-XX**

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF
ORDINANCE NO. 395 AMENDING THE ZONING ORDINANCE & MAP REGARDING
SUBDISTRICTS IN THE C-1, CENTRAL BUSINESS DISTRICT**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance No. 395 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance No. 395 is approved for publication:

**CITY OF ANNANDALE
ORDINANCE NO. 395**

Section 1. The Annandale Zoning Ordinance is hereby amended to include the following ordinance summarized below:

The City of Annandale has adopted an ordinance establishing subdistricts in the C-1, Central Business District establishing the C-1A, Downtown Commercial Core/Canopy District, C-1B, Downtown Commercial Periphery, and C-1C Downtown Residential. The amendments include establishing appropriate uses within each subdistrict. The ordinance amendment is intended to implement the City's Downtown Plan. The zoning map is hereby also amended to include the subdistricts.

Section 2. The full ordinance will be in effect on the date of this summary publication.

Section 3. The full ordinance and map is available for review during regular office hours in the office of the City Clerk.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE THIS 13TH DAY OF JULY, 2022.

APPROVED

Shelly Jonas
Mayor of Annandale

Attest:

Kelly Hinnenkamp
City Administrator/Clerk

**CITY OF ANNANDALE
RESOLUTION 22-XX**

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF
ORDINANCE NO. 396 AMENDING THE SUBDIVISION ORDINANCE REGARDING
MODEL HOMES**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance No. 396 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance No. 396 is approved for publication:

**CITY OF ANNANDALE
ORDINANCE NO. 396**

Section 1. The Annandale Zoning Ordinance is hereby amended to include the following ordinance summarized below:

The City of Annandale has adopted an ordinance allowing for model homes and temporary real estate offices within residential subdivisions.

Section 2. The full ordinance will be in effect on the date of this summary publication.

Section 3. The full ordinance is available for review during regular office hours in the office of the City Clerk.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE THIS 13TH DAY OF JULY, 2022.

APPROVED

Shelly Jonas
Mayor of Annandale

Attest:

Kelly Hinnenkamp

City Administrator/Clerk