



**CITY OF ANNANDALE
COUNCIL MEETING AGENDA**

Meeting #6
Regular Meeting
City Council Chambers

May 8, 2023
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:

Or Telephone:

Webinar ID:

Passcode:

1. **CALL TO ORDER/ROLL CALL/ADOPT AGENDA**
2. **APPROVAL OF [MINUTES](#)**
3. **VISITOR'S**
 - A. Wright County SHIP
4. **PUBLIC HEARING- NONE**
5. **OPEN FORUM- NONE**
6. **CONSENT AGENDA**
 - A. [Approve Auditing Claims](#)
 - B. [Approve Departments Reports](#)
 - C. [Approve Closure of Road for 4th of July Parade](#)
 - D. [Approve Quote for Crack Filling City Streets](#)
 - E. [Approve Repairs to Payloader](#)
 - F. [Approve Sale of Grass Rig](#)
 - G. [Approve Amending Vacation Accrual for Exempt Staff](#)
 - H. [Approve Special Events](#)
 - I. [Approve Lawful Gambling Application- Boy Scouts](#)
 - J. [Approve Relocation Agreements- Larsen Building](#)
 - K. [Approve Proclamation- Public Service Recognition Week](#)
 - L. [Approve Proclamation- National Police Week](#)
 - M. [Approve Proclamation- Public Works Appreciation Week](#)
 - N. [Appoint Training Center Instructors](#)
 - O. [Approve Ordinance and Resolution Amending Parking Standards](#)
 - P. [Approve Business Park Purchase Agreement- Bronder](#)
 - Q. [Approve Resolution Accepting Donations](#)

- R. [Approve Assessment Agreements- Hemlock Improvements](#)
- S. [License Agreement with Rachel Development](#)
- T. [Resolution Calling Public Hearing- Hemlock Improvements](#)

7. REMOVED CONSENT ITEMS

8. UNFINISHED BUSINESS- NONE

9. NEW BUSINESS

- A. [Resolution Appointing Sergeant](#)
- B. [Rescheduling of June Meeting](#)
- C. [Resolution Calling Hearing- Municipal Consent for Highway 55 Improvements](#)
- D. [Proposal from Rachel Development for Outlot B](#)
- E. [Pickleball Courts Project](#)
- F. [Resolution Purchasing Property- 20 Oak Ave S](#)

10. MAYOR/COUNCIL REPORTS

11. ADJOURNMENT

MINUTES
ANNANDALE CITY COUNCIL
April 10, 2023

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a regular meeting on April 10, 2023 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, Wuollet, Honsey, Grundy, Czycalla. City Council members absent: None. Also, present were Administrator Hinnenkamp, Police Chief Standafer, Community Development Director Thunander, City Engineer Nick Peterson, members of the public and the Annandale Advocate via zoom.

SET AGENDA: The following items were added to the agenda: New Business E- Food Trucks at Municipal Park. A motion was made by Honsey and seconded by Wuollet to approve the agenda as amended. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

MINUTES: A motion was made by Honsey and seconded by Czycalla to approve the minutes from March 13, 2023 Meeting.

VISITORS:

Farmer's Market- Members of the Farmer's Market presented information to council on the market and their proposal for the market in 2023. A motion was made by Wuollet and seconded by Honsey to close the City Hall Parking Lot for the Farmer's Market in 2023 as presented.

PUBLIC HEARINGS: None

OPEN FORUM:

Brian Krebsbach with the Thayer- Brian approached the Council with concerns that were brought up at the last Council meeting regarding the types of bands they have had at the Thayer in prior years. Following discussion by Council, a motion was made Grundy and seconded by Honsey to approve music during the duration approved allowing use of amplifiers and restricting use of drums so that it is ambient music only. Motion was approved on a 3-2 vote with Honsey and Wuollet voting against.

CONSENT AGENDA:

Item J was removed for discussion. A motion was made by Wuollet and seconded by Czycalla, to approve the Consent Agenda as presented.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Approve Employment Anniversaries
- D. Approve Amended Development Agreement- Willows of Annandale
- E. Approve Purchase Agreement with BJB Holdings, LLC
- F. Approve Resolution Accepting Donations
- G. Approve Resolution Approving Variance
- H. Approve Special Event- GRRL Petting Zoo

- I. Approve Resignation of Reserve Officer- Naber
- ~~J. Approve Tactical Training Instructor Position~~
- K. Approve Transfer of Funds- 12/31/2022
- L. Approve Pay Estimates- City Hall Project, Lake John Utility Extension

Mayor Jonas presented Joe Haller with a plaque for reaching 20 years of service to the City of Annandale.

REMOVED CONSENT ITEMS:

- J. Approve Tactical Training Instructor Position- Chief Standafer presented the proposal to create new instructor positions to expand training at the facility. A motion was made by Honsey and seconded by Wuollet to approve the Training Instructor Position as presented.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

Consider No Mow May- A motion was made by Czycalla and seconded by Wuollet to approve No Mow May. The motion passed on a 4-1 vote with Grundy voting against.

Review Community Garden Concept- Council discussed the proposal to consider community gardens at Crow Woods Park. It was decided that the City should not remove trees to create this space. Staff will look at other locations and bring the proposal back at a future meeting.

Consider Sale of Land in the Business Park- Thunander presented the proposal for sale of land to Travis Erickson in the Business Park. A motion was made by Czycalla and seconded by Grundy to approve the Sale of Land as presented.

Consider MnDot Temporary Easements- Hinnenkamp presented the proposed easements from MnDot. A motion was made by Grundy and seconded by Czycalla to accept both temporary easements as presented.

Food Trucks and the Municipal Park- Thunander presented the Park Commission would like the City to consider allowing food trucks at the City park with no fee. A motion was made by Wuollet and seconded by Honsey to allow food trucks at the City park with no fee.

MAYOR/COUNCIL REPORTS:

Public Works Director Joe Haller informed Council that staff has been working on filling pot holes

Police Chief Standafer informed Council they have seen an increase in calls with improved weather. He also commented he requested the bars provide a plan for the 4th of July street dances, but nothing has been submitted.

Council Member Grundy informed Council the Care Center Bistro is open. He also questions if the populations sign was missing and Haller and Standafer both confirmed that it is and that it will be replaced.

Mayor Jonas requested the Council consider if they are available for the LMC Conference in June. Hinnenkamp will email a link to the event. The deadline for early registration is end of April.

ADJOURNMENT:

Moved by Grundy and seconded by Honsey to adjourn. The meeting was adjourned at 8:55pm.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6A

Report From: Kelly Hinnenkamp, Admin

Agenda Item: Auditing Claims

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |
-

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.

Recommended Action

Approve Auditing Claims

Attachments:

Auditing Claims

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 M MAUS & SON, INC.								
111	A M MAUS & SON, INC.	437670	SQUAD 51 REPAIRS	03/15/2023	76.40	76.40	04/26/2023	
Total A M MAUS & SON, INC.:					76.40	76.40		
ALL ELEMENTS INC								
5267	ALL ELEMENTS INC	10463	DRAW #15- H&E	04/27/2023	25,000.00	.00		
Total ALL ELEMENTS INC:					25,000.00	.00		
ANDY'S PRO TIRE AUTO								
175	ANDY'S PRO TIRE AUTO	55065	FD BOAT TRAILER	04/20/2023	136.49	136.49	04/26/2023	
Total ANDY'S PRO TIRE AUTO:					136.49	136.49		
ANNANDALE ADVOCATE								
180	ANNANDALE ADVOCATE	33123	RECYCLING	03/31/2023	74.50	74.50	04/14/2023	
180	ANNANDALE ADVOCATE	33123	NOTICE OF PUBLIC HEARING	03/31/2023	61.60	61.60	04/14/2023	
180	ANNANDALE ADVOCATE	33123	MINUTES	03/31/2023	324.80	324.80	04/14/2023	
180	ANNANDALE ADVOCATE	33123	LEGAL	03/31/2023	67.20	67.20	04/14/2023	
180	ANNANDALE ADVOCATE	43023	RECYCLING	04/30/2023	74.50	.00		
180	ANNANDALE ADVOCATE	43023	MINUTES	04/30/2023	324.80	.00		
180	ANNANDALE ADVOCATE	43023	EXPO AD	04/30/2023	60.00	.00		
180	ANNANDALE ADVOCATE	43023	NOTICE OF PUBLIC HEARING	04/30/2023	56.00	.00		
180	ANNANDALE ADVOCATE	43023	CLEAN UP AD	04/30/2023	111.75	.00		
Total ANNANDALE ADVOCATE:					1,155.15	528.10		
ANNANDALE CARE CENTER								
193	ANNANDALE CARE CENTER	2022-TIF	2022 TIF PAYMENT	04/06/2023	2,491.05	2,491.05	05/03/2023	
Total ANNANDALE CARE CENTER:					2,491.05	2,491.05		
ANNANDALE PARTS SUPPLY								
192	ANNANDALE PARTS SUPPLY	127302479	PARTS	02/28/2023	2.09	2.09	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127302542	FILTERS	03/01/2023	529.25	529.25	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127302757	PARTS	03/06/2023	3.61	3.61	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127302758	SUPPLIES	03/06/2023	29.18	29.18	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303039	SUPPLIES	03/10/2023	38.92	38.92	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303160	PARTS	03/14/2023	12.69	12.69	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303251	PARTS	03/15/2023	92.36	92.36	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303316	FILTERS	03/16/2023	14.10	14.10	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303616	PARTS	03/23/2023	108.29	108.29	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127303618	SUPPLIES	03/23/2023	2.49	2.49	04/14/2023	
192	ANNANDALE PARTS SUPPLY	127304395	PD SQUAD MAINTENANCE	04/07/2023	29.61	29.61	04/21/2023	
192	ANNANDALE PARTS SUPPLY	127304396	PD SQUAD MAINTENANCE	04/07/2023	44.99	44.99	04/21/2023	
192	ANNANDALE PARTS SUPPLY	127305522	PD SQUAD MAINTENANCE	04/25/2023	3.99	.00		
Total ANNANDALE PARTS SUPPLY:					911.57	907.58		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ANNANDALE PLUMBING								
240	ANNANDALE PLUMBING	32823	RPZ TESTING	03/28/2023	1,218.91	1,218.91	04/21/2023	
Total ANNANDALE PLUMBING:					1,218.91	1,218.91		
ANNANDALE-MAPLE LAKE								
230	ANNANDALE-MAPLE LAKE	42723	SAC FEES - 561 VALLEY DR W	04/27/2023	3,500.00	.00		
230	ANNANDALE-MAPLE LAKE	42723	SAC FEES - 511 DOUGLAS DR S	04/27/2023	3,500.00	.00		
230	ANNANDALE-MAPLE LAKE	42723	SAC FEES - 451 VALLEY DR W	04/27/2023	3,500.00	.00		
230	ANNANDALE-MAPLE LAKE	42723	SAC FEES - 440 VALLEY DR W	04/27/2023	3,500.00	.00		
230	ANNANDALE-MAPLE LAKE	42723	SAC FEES - 431 VALLEY DR W	04/27/2023	3,500.00	.00		
230	ANNANDALE-MAPLE LAKE	MAR23WWTP	MARCH FLOW	04/15/2023	49,700.00	49,700.00	04/21/2023	
Total ANNANDALE-MAPLE LAKE:					67,200.00	49,700.00		
ARAMARK UNIFORM SERVICES								
286	ARAMARK UNIFORM SERVICES	2530121817	SEWER UNIFORMS	03/23/2023	59.19	59.19	04/14/2023	
286	ARAMARK UNIFORM SERVICES	2530124474	WATER UNIFORMS	03/30/2023	49.49	49.49	04/14/2023	
286	ARAMARK UNIFORM SERVICES	2530126663	WATER UNIFORMS	04/06/2023	60.49	60.49	04/21/2023	
286	ARAMARK UNIFORM SERVICES	2530129144	SEWER UNIFORMS	04/13/2023	49.49	49.49	04/21/2023	
Total ARAMARK UNIFORM SERVICES:					218.66	218.66		
AT&T MOBILITY								
5317	AT&T MOBILITY	287314070103	PW CELL PHONE	03/25/2023	88.61	88.61	04/14/2023	
5317	AT&T MOBILITY	287314070103	WATER CELL PHONE	03/25/2023	86.01	86.01	04/14/2023	
5317	AT&T MOBILITY	287314070103	WW CELL PHONE	03/25/2023	86.01	86.01	04/14/2023	
5317	AT&T MOBILITY	287314070103	PD CELL PHONE	03/25/2023	134.07	134.07	04/14/2023	
5317	AT&T MOBILITY	287314070103	FD IPAD	03/25/2023	37.18	37.18	04/14/2023	
5317	AT&T MOBILITY	287314070103	CITY CELL PHONE	03/25/2023	44.69	44.69	04/14/2023	
5317	AT&T MOBILITY	287314070103	AIR CARDS	03/25/2023	152.92	152.92	04/14/2023	
5317	AT&T MOBILITY	287314070103	PW CELL PHONE	04/25/2023	88.58	88.58	05/03/2023	
5317	AT&T MOBILITY	287314070103	WATER CELL PHONE	04/25/2023	85.97	85.97	05/03/2023	
5317	AT&T MOBILITY	287314070103	WW CELL PHONE	04/25/2023	85.97	85.97	05/03/2023	
5317	AT&T MOBILITY	287314070103	PD CELL PHONE	04/25/2023	133.95	133.95	05/03/2023	
5317	AT&T MOBILITY	287314070103	FD IPAD	04/25/2023	37.28	37.28	05/03/2023	
5317	AT&T MOBILITY	287314070103	CITY CELL PHONE	04/25/2023	44.66	44.66	05/03/2023	
5317	AT&T MOBILITY	287314070103	AIR CARDS	04/25/2023	152.92	152.92	05/03/2023	
Total AT&T MOBILITY:					1,258.82	1,258.82		
BADGER METER, INC.								
380	BADGER METER, INC.	80124808	BEACON HOSTING SERVICE- S	04/28/2023	47.04	.00		
380	BADGER METER, INC.	80124808	BEACON HOSTING SERVICE- W	04/28/2023	47.04	.00		
Total BADGER METER, INC.:					94.08	.00		
BERGLUND BAUMGARTNER KIMBALL & GLASER								
5194	BERGLUND BAUMGARTNER KI	MAR23 SRVC	BBKG PROSECUTION SERVICE	04/07/2023	3,766.20	3,766.20	04/21/2023	
Total BERGLUND BAUMGARTNER KIMBALL & GLASER:					3,766.20	3,766.20		
BOLTON & MENK, INC								
463	BOLTON & MENK, INC	310537	2020 IMP PROJECT- PFA LOAN	04/21/2023	862.50	.00		
463	BOLTON & MENK, INC	310538	MAP UPDATES	04/21/2023	761.00	.00		
463	BOLTON & MENK, INC	310539	DNR GRANT	04/21/2023	3,577.00	.00		
463	BOLTON & MENK, INC	310541	LAKE JOHN PLAT REVIEW	04/21/2023	1,826.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
463	BOLTON & MENK, INC	310544	HEMLOCK	04/21/2023	11,423.00	.00		
463	BOLTON & MENK, INC	310545	TH 55	04/21/2023	7,521.50	.00		
463	BOLTON & MENK, INC	310552	LAKE JOHN PROJECT- ADMIN	04/21/2023	3,875.50	.00		
463	BOLTON & MENK, INC	310553	WATER TOWER	04/21/2023	980.50	.00		
Total BOLTON & MENK, INC:					30,827.00	.00		
CASH								
587	CASH	42523	ALL CITY CLEAN UP DAY CASH	04/25/2023	100.00	100.00	04/26/2023	
Total CASH:					100.00	100.00		
CENTER POINT ENERGY								
2511	CENTER POINT ENERGY	APR23-240 PL	HOCKEY RINK	04/13/2023	130.08	130.08	04/21/2023	
2511	CENTER POINT ENERGY	APR23-30 CED	CITY HALL	04/13/2023	621.20	621.20	04/21/2023	
2511	CENTER POINT ENERGY	APR23-330 OA	PAVILION	04/13/2023	123.52	123.52	04/21/2023	
2511	CENTER POINT ENERGY	APR23-340 PO	FD	04/13/2023	767.53	767.53	04/21/2023	
2511	CENTER POINT ENERGY	APR23-350 PO	OLD PW SHOP	04/13/2023	65.55	65.55	04/21/2023	
2511	CENTER POINT ENERGY	APR23-541 AS	WTP	04/13/2023	1,066.35	1,066.35	04/21/2023	
2511	CENTER POINT ENERGY	APR23-551 PO	TC	04/13/2023	156.96	156.96	04/21/2023	
2511	CENTER POINT ENERGY	APR23-74 OAK	74 OAK A3	04/13/2023	53.49	53.49	04/21/2023	
2511	CENTER POINT ENERGY	APR23-74 OAK	74 OAK HSE	04/13/2023	172.48	172.48	04/21/2023	
Total CENTER POINT ENERGY:					3,157.16	3,157.16		
CENTRA SOTA COOPERATIVE								
646	CENTRA SOTA COOPERATIVE	6114934	OIL	04/05/2023	3,367.47	3,367.47	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6213515	OIL	03/29/2023	448.20	448.20	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311756	FUEL - PW	03/21/2023	449.95	449.95	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311756	FUEL - STREETS	03/21/2023	156.50	156.50	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311756	FUEL - PARKS	03/21/2023	156.50	156.50	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311756	FUEL - WATER	03/21/2023	107.60	107.60	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311756	FUEL - SEWER	03/21/2023	107.60	107.60	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311757	FUEL - PW	03/21/2023	430.91	430.91	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311757	FUEL - STREETS	03/21/2023	149.88	149.88	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311757	FUEL - PARKS	03/21/2023	149.88	149.88	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311757	FUEL - WATER	03/21/2023	103.04	103.04	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311757	FUEL - SEWER	03/21/2023	103.04	103.04	04/14/2023	
646	CENTRA SOTA COOPERATIVE	6311817	FUEL - PW	04/05/2023	334.62	334.62	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311817	FUEL - STREETS	04/05/2023	116.39	116.39	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311817	FUEL - PARKS	04/05/2023	116.39	116.39	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311817	FUEL - WATER	04/05/2023	80.02	80.02	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311817	FUEL - SEWER	04/05/2023	80.02	80.02	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311818	FUEL - PW	04/05/2023	470.78	470.78	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311818	FUEL - STREETS	04/05/2023	163.75	163.75	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311818	FUEL - PARKS	04/05/2023	163.75	163.75	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311818	FUEL - WATER	04/05/2023	112.58	112.58	04/21/2023	
646	CENTRA SOTA COOPERATIVE	6311818	FUEL - SEWER	04/05/2023	112.57	112.57	04/21/2023	
Total CENTRA SOTA COOPERATIVE:					7,481.44	7,481.44		
CITY OF BUFFALO								
710	CITY OF BUFFALO	3/31/23 BILL D	MONTHLY NET MOTION	03/31/2023	20.00	20.00	04/14/2023	
Total CITY OF BUFFALO:					20.00	20.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CLASSIC CLEANING COMPANY								
4889	CLASSIC CLEANING COMPANY	34651	TC	04/18/2023	230.00	230.00	04/21/2023	
4889	CLASSIC CLEANING COMPANY	34652	CITY HALL-	04/18/2023	673.75	673.75	04/21/2023	
4889	CLASSIC CLEANING COMPANY	34652	PD-	04/18/2023	147.00	147.00	04/21/2023	
4889	CLASSIC CLEANING COMPANY	34652	LIBRARY-	04/18/2023	404.25	404.25	04/21/2023	
4889	CLASSIC CLEANING COMPANY	34653	FD	04/18/2023	245.00	245.00	04/21/2023	
Total CLASSIC CLEANING COMPANY:					1,700.00	1,700.00		
COLONIAL LIFE & ACCIDENT								
810	COLONIAL LIFE & ACCIDENT	749242405016	INSURANCE	05/01/2023	474.70	474.70	04/26/2023	
Total COLONIAL LIFE & ACCIDENT:					474.70	474.70		
COUNTRY CHEVROLET INC								
900	COUNTRY CHEVROLET INC	CTCS160693	SQUAD MAINTENANCE	03/14/2023	348.54	348.54	04/14/2023	
900	COUNTRY CHEVROLET INC	CVCS160483	SQUAD MAINTENANCE	02/28/2023	65.98	65.98	04/14/2023	
Total COUNTRY CHEVROLET INC:					414.52	414.52		
CWP ENTERPRISES INC								
4769	CWP ENTERPRISES INC	10379	HYDRAULIC HOSE	03/29/2023	201.87	201.87	04/21/2023	
Total CWP ENTERPRISES INC:					201.87	201.87		
DAIRYLAND POWER COOPERATIVE								
5244	DAIRYLAND POWER COOPERA	INV000000720	MONTHLY BILLS- REFUSE 20%	05/01/2023	130.04	.00		
5244	DAIRYLAND POWER COOPERA	INV000000720	MONTHLY BILLS- SEWER 40%	05/01/2023	260.08	.00		
5244	DAIRYLAND POWER COOPERA	INV000000720	MONTHLY BILLS- WATER 40%	05/01/2023	260.08	.00		
Total DAIRYLAND POWER COOPERATIVE:					650.20	.00		
DELTA DENTAL								
4793	DELTA DENTAL	CNS00012250	INSURANCE	05/01/2023	1,666.90	1,666.90	04/21/2023	
Total DELTA DENTAL:					1,666.90	1,666.90		
DEVELOPMENT SERVICES INC								
1025	DEVELOPMENT SERVICES INC	13851	SMALL CITIES GRANT ADMIN	04/28/2023	7,000.00	.00		
Total DEVELOPMENT SERVICES INC:					7,000.00	.00		
DURAROOFF								
5352	DURAROOFF	INV03924	DRAW 15- BURD	04/19/2023	7,520.00	.00		
5352	DURAROOFF	INV03949	DRAW 15- AM FAM	05/01/2023	18,458.83	.00		
Total DURAROOFF:					25,978.83	.00		
ELAN FINANCIAL SERVICES								
4743	ELAN FINANCIAL SERVICES	APRIL 2023	HOLIDAY STATIONS 0234 ANNA	04/16/2023	28.98	28.98	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	SQ *TADIBROTHERS GOSQ.CO	04/16/2023	316.89	316.89	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	SQ *TADIBROTHERS GOSQ.CO	04/16/2023	169.99	169.99	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	THE HOME DEPOT #2840 MONT	04/16/2023	148.07	148.07	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MN POLLUTION CONTROL A 65	04/16/2023	55.00	55.00	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MN POLLUTION CONTROL S 65	04/16/2023	1.18	1.18	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MENARDS BUFFALO MN BUFFA	04/16/2023	80.38	80.38	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MQI*MULTIQUIP INC. 310-400-1	04/16/2023	217.24	217.24	05/03/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MENARDS BUFFALO MN BUFFA	04/16/2023	57.66	57.66	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	SOS OFFICE FURNITURE SAIN	04/16/2023	46.13	46.13	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	NOR*NORTHERN TOOL 800-222	04/16/2023	483.18	483.18	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HV1WU8PH0 A	04/16/2023	39.99	39.99	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HV5SE01S0 A	04/16/2023	21.83	21.83	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HV5SE01S0 A	04/16/2023	60.12	60.12	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MICROSOFT*SUBSCRIPTION M	04/16/2023	7.50	7.50	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HY1G09E50 A	04/16/2023	7.97	7.97	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HY1G64JG1 A	04/16/2023	94.86	94.86	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	FMCSA D&A CLEARINGHOUS 2	04/16/2023	12.50	12.50	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	USPS PO 2603000302 ANNAND	04/16/2023	9.24	9.24	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	HOME DEPOT- 703-49450-403	04/16/2023	16.85	16.85	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	RURAL WATER- 703-49450-331	04/16/2023	65.00	65.00	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MAJOR SURPLUS AND SURV 31	04/16/2023	179.49	179.49	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	MINNESOTA CHIEFS OF PO 651	04/16/2023	244.00	244.00	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	RECONYX BILLING@RE	04/16/2023	5.00	5.00	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	IN *LANEY GRAPHICS AND 320-	04/16/2023	72.00	72.00	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMZN MKTP US*HS4WE5PL1 A	04/16/2023	62.95	62.95	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AMAZON.COM*HJ96O5XC0 AM	04/16/2023	99.24	99.24	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	USPS PO 2603000302 ANNAND	04/16/2023	33.70	33.70	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	SPYTEC GPS INC. 877-212-7	04/16/2023	24.95	24.95	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	ACTION TARGETS 800-77901	04/16/2023	214.78	214.78	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	WPSG INC. 610-85780	04/16/2023	638.70	638.70	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AUSTIN HARDWARE & SUPP 81	04/16/2023	109.73	109.73	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	AUSTIN HARDWARE & SUPP 81	04/16/2023	210.94	210.94	05/03/2023	
4743	ELAN FINANCIAL SERVICES	APRIL 2023	SP FIREHOSEDIRECTCOM FIR	04/16/2023	52.36	52.36	05/03/2023	
Total ELAN FINANCIAL SERVICES:					3,888.40	3,888.40		
EMERGENCY APPARATUS MAINT INC								
1275	EMERGENCY APPARATUS MAI	126622	T11 REPAIR	04/11/2023	6,890.43	6,890.43	04/21/2023	
1275	EMERGENCY APPARATUS MAI	126738	E12 REPAIR	04/05/2023	1,445.83	1,445.83	04/21/2023	
Total EMERGENCY APPARATUS MAINT INC:					8,336.26	8,336.26		
EMERGENCY MEDICAL PRODUCTS								
1280	EMERGENCY MEDICAL PRODU	2543945	IGEL/ MEDICAL	04/04/2023	269.91	269.91	04/14/2023	
Total EMERGENCY MEDICAL PRODUCTS:					269.91	269.91		
ERGEN EXTERIORS								
4652	ERGEN EXTERIORS	42423	ESCROW REFUND	04/24/2023	25.80	25.80	04/26/2023	
Total ERGEN EXTERIORS:					25.80	25.80		
FARM RITE EQUIPMENT INC								
1336	FARM RITE EQUIPMENT INC	P73994	PARTS	04/10/2023	49.96	49.96	04/21/2023	
1336	FARM RITE EQUIPMENT INC	W25718	BOB	04/10/2023	537.33	537.33	04/21/2023	
Total FARM RITE EQUIPMENT INC:					587.29	587.29		
FASTENAL COMPANY								
1338	FASTENAL COMPANY	MNMON14332	SUPPLIES	03/30/2023	461.13	461.13	04/14/2023	
1338	FASTENAL COMPANY	MNMON14334	SUPPLIES	03/31/2023	159.32	159.32	04/14/2023	
1338	FASTENAL COMPANY	MNMON14337	HARDWARE	04/03/2023	146.91	146.91	04/14/2023	
1338	FASTENAL COMPANY	MNMON14340	PARTS	04/06/2023	29.85	29.85	04/21/2023	
1338	FASTENAL COMPANY	MNMON14346	PARTS	04/07/2023	61.76	61.76	04/21/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total FASTENAL COMPANY:					858.97	858.97		
FLYGARE EXCAVATING INC								
1475	FLYGARE EXCAVATING INC	3710	SNOW HAULING	04/15/2023	880.00	880.00	04/21/2023	
Total FLYGARE EXCAVATING INC:					880.00	880.00		
GOPHER STATE ONE-CALL INC								
1630	GOPHER STATE ONE-CALL INC	3030037	LOCATES/FAX TICKETS	03/31/2023	17.55	17.55	04/14/2023	
Total GOPHER STATE ONE-CALL INC:					17.55	17.55		
GRAINGER INC, W W								
1660	GRAINGER INC, W W	9650296362	SOAP	03/23/2023	135.45	135.45	04/14/2023	
1660	GRAINGER INC, W W	9650296370	SUPPLIES	03/23/2023	68.27	68.27	04/14/2023	
1660	GRAINGER INC, W W	9653312455	TOOLS	03/27/2023	33.34	33.34	04/14/2023	
1660	GRAINGER INC, W W	9655938257	BATTEY BACKUP	03/29/2023	161.37	161.37	04/14/2023	
1660	GRAINGER INC, W W	9658773818	SUPPLIES	03/31/2023	46.22	46.22	04/14/2023	
1660	GRAINGER INC, W W	9658896494	SEALANT	03/31/2023	37.85	37.85	04/14/2023	
1660	GRAINGER INC, W W	9669911050	SUPPLIES	04/11/2023	27.30	27.30	04/21/2023	
1660	GRAINGER INC, W W	9678250458	PARTS	04/18/2023	24.55	24.55	04/21/2023	
Total GRAINGER INC, W W:					534.35	534.35		
GRANITE WATER WORKS, INC.								
1667	GRANITE WATER WORKS, INC.	137941	CURBSTOP PARTS	03/27/2023	106.10	106.10	04/21/2023	
Total GRANITE WATER WORKS, INC.:					106.10	106.10		
HAUGLAND, DAVID & NANCY								
5356	HAUGLAND, DAVID & NANCY	42423	ESCROW REFUND	04/24/2023	30.30	30.30	04/26/2023	
Total HAUGLAND, DAVID & NANCY:					30.30	30.30		
HAWKINS, INC.								
1710	HAWKINS, INC.	6447670	CHEMICALS WTP	04/15/2023	20.00	20.00	04/21/2023	
1710	HAWKINS, INC.	6450562	CHEMICALS WTP	04/18/2023	3,377.99	3,377.99	04/21/2023	
Total HAWKINS, INC.:					3,397.99	3,397.99		
INNOVATIVE OFFICE SOLUTIONS LLC								
5296	INNOVATIVE OFFICE SOLUTION	IN4163310	PD SUPPLIES	04/14/2023	63.44	63.44	04/26/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	TOILET PAPER	05/01/2023	76.53	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	C-FOLD TOWELS	05/01/2023	79.42	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	PAPER TOWEL ROLL	05/01/2023	80.62	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	LINERS	05/01/2023	67.80	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	URINAL SCREENS	05/01/2023	32.62	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	SURCHARGE FEE	05/01/2023	3.00	.00		
5296	INNOVATIVE OFFICE SOLUTION	IN4181887	ADMIN OFFICE SUPPLIES	05/01/2023	3.55	.00		
Total INNOVATIVE OFFICE SOLUTIONS LLC:					406.98	63.44		
Int'l Union of Operating Eng, Local 49								
5274	Int'l Union of Operating Eng, Local	MAR23 DUES	UNION DUES	04/10/2023	320.40	320.40	04/14/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Int'l Union of Operating Eng, Local 49:					320.40	320.40		
JOVANOVICH, DEGE & ATHMANN PA								
4716	JOVANOVICH, DEGE & ATHMAN	25884	DOWNTOWN	03/31/2023	90.00	90.00	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	LAKE JOHN	03/31/2023	765.00	765.00	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	GENERAL	03/31/2023	225.00	225.00	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	PANDORA	03/31/2023	22.50	22.50	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	OAA	03/31/2023	180.00	180.00	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	HEMLOCK	03/31/2023	112.50	112.50	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	PA- BRUGGEMANN	03/31/2023	495.00	495.00	04/14/2023	
4716	JOVANOVICH, DEGE & ATHMAN	25884	PADDLE BOARD LICENSE AGM	03/31/2023	270.00	270.00	04/14/2023	
Total JOVANOVICH, DEGE & ATHMANN PA:					2,160.00	2,160.00		
KAZ HARDWARE & RENTAL								
1990	KAZ HARDWARE & RENTAL	MAR2023	CITY HALL SUPPLIES	04/01/2023	9.29	9.29	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	7.18	7.18	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	32.97	32.97	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	10.49	10.49	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	9.31	9.31	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	10.99	10.99	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	51.10	51.10	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WATER SUPPLIES	04/01/2023	23.49	23.49	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	11.45	11.45	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	6.72	6.72	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WW SUPPLIES	04/01/2023	13.60	13.60	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WW SUPPLIES	04/01/2023	4.08	4.08	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WW SUPPLIES	04/01/2023	9.29	9.29	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WW SUPPLIES	04/01/2023	49.45	49.45	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	WW SUPPLIES	04/01/2023	15.58	15.58	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PD SUPPLIES	04/01/2023	52.77	52.77	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	46.98	46.98	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	5.99	5.99	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	5.98	5.98	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	7.29	7.29	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PARK SUPPLIES	04/01/2023	14.22	14.22	05/03/2023	
1990	KAZ HARDWARE & RENTAL	MAR2023	PW SUPPLIES	04/01/2023	19.78	19.78	05/03/2023	
Total KAZ HARDWARE & RENTAL:					418.00	418.00		
LASER ETCH TECH LLC								
2076	LASER ETCH TECH LLC	5420	HALLER RECOGNITION PLAQU	04/10/2023	90.00	90.00	04/14/2023	
Total LASER ETCH TECH LLC:					90.00	90.00		
LGI HOMES								
5357	LGI HOMES	5223	PARK DONATION REFUND	05/02/2023	2,000.00	2,000.00	05/03/2023	
Total LGI HOMES:					2,000.00	2,000.00		
LMC INSURANCE TRUST -BERKLEY								
2103	LMC INSURANCE TRUST -BERK	42423	2023 WORKER COMP	04/24/2023	3,444.00	.00		
Total LMC INSURANCE TRUST -BERKLEY:					3,444.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
M & M BUS SERVICE								
2210	M & M BUS SERVICE	101947938	DRUG TESTING	04/25/2023	160.00	.00		
Total M & M BUS SERVICE:					160.00	.00		
MACQUEEN EMERGENCY								
4813	MACQUEEN EMERGENCY	W05055	GRASS 11 SKID ATTACHMENT	03/20/2023	1,392.25	1,392.25	04/14/2023	
Total MACQUEEN EMERGENCY:					1,392.25	1,392.25		
MARKET PLACE II								
2273	MARKET PLACE II	4323	WWC SUPPLIES	04/03/2023	28.28	28.28	04/21/2023	
2273	MARKET PLACE II	4323	PD SUPPLIES	04/03/2023	13.93	13.93	04/21/2023	
2273	MARKET PLACE II	4323	ADMIN WATER	04/03/2023	19.95	19.95	04/21/2023	
2273	MARKET PLACE II	5123	WATER	05/01/2023	16.93	.00		
2273	MARKET PLACE II	5123	WASTEWATER	05/01/2023	17.65	.00		
2273	MARKET PLACE II	5123	WATER	05/01/2023	23.94	.00		
2273	MARKET PLACE II	5123	PD SUPPLIES	05/01/2023	8.79	.00		
Total MARKET PLACE II:					129.47	62.16		
MCP COLLISION CENTER INC								
2465	MCP COLLISION CENTER INC	25669	SQUAD REPAIRS	03/31/2023	1,210.86	1,210.86	04/14/2023	
Total MCP COLLISION CENTER INC:					1,210.86	1,210.86		
METERING & TECHNOLOGY SOLUTIONS								
5080	METERING & TECHNOLOGY SO	INV2032	WATER METER	03/22/2023	20.26	20.26	04/14/2023	
5080	METERING & TECHNOLOGY SO	INV2039	WATER METER	03/23/2023	477.06	477.06	04/14/2023	
Total METERING & TECHNOLOGY SOLUTIONS:					497.32	497.32		
METRO WEST INSPECTION SERVICES								
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0008 - 905 PALM CIR	04/25/2023	2,371.89	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0080 - 531 HICKORY	04/25/2023	30.53	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0090 - 121 LILAC AV	04/25/2023	96.53	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0091 - 82 PRIMROS	04/25/2023	96.53	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0092 - 43 AZALEA AV	04/25/2023	96.53	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0107 - 501 DOUGLA	04/25/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0108 - 600 DOUGLA	04/25/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0109 - 521 DOUGLA	04/25/2023	1,021.57	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0117 - 441 VALLEY D	04/25/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0127 - 450 VALLEY D	04/25/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 22-0128 - 430 VALLEY D	04/25/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 23-0001 - 12 WILLOW D	04/25/2023	25.00	.00		
2375	METRO WEST INSPECTION SE	3657	PERMIT 23-0015 - 905 PALM CIR	04/25/2023	212.03	.00		
Total METRO WEST INSPECTION SERVICES:					9,356.86	.00		
MIDCONTINENT COMMUNICATIONS								
5006	MIDCONTINENT COMMUNICATI	157013401133	FIRE	04/27/2023	163.66	163.66	05/03/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	CITY OFFICES	04/27/2023	225.12	225.12	05/03/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	APD	04/27/2023	120.13	120.13	05/03/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	DMV	04/27/2023	105.76	105.76	05/03/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	PW	04/27/2023	299.23	299.23	05/03/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	TC	04/27/2023	38.28	38.28	05/03/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MIDCONTINENT COMMUNICATIONS:					952.18	952.18		
MIDWEST MACHINERY								
5116	MIDWEST MACHINERY	9569309	MOWER PART	04/28/2023	57.17	.00		
Total MIDWEST MACHINERY:					57.17	.00		
MINNESOTA COMPUTER SYSTEMS INC								
2525	MINNESOTA COMPUTER SYST	368832	MONTHLY PAYMENT - PD PRIN	04/05/2023	30.36	30.36	04/21/2023	
2525	MINNESOTA COMPUTER SYST	369627	ADMIN COPIER OVERAGE	04/19/2023	172.86	172.86	04/21/2023	
2525	MINNESOTA COMPUTER SYST	369627	DMV COPIER OVERAGE	04/19/2023	139.16	139.16	04/21/2023	
2525	MINNESOTA COMPUTER SYST	369627	ADMIN COPIER	04/19/2023	70.00	70.00	04/21/2023	
2525	MINNESOTA COMPUTER SYST	369627	DMV COPEIR	04/19/2023	40.00	40.00	04/21/2023	
2525	MINNESOTA COMPUTER SYST	369633	PW COPIER	04/19/2023	23.51	23.51	04/21/2023	
Total MINNESOTA COMPUTER SYSTEMS INC:					475.89	475.89		
MN BCA CRIMINAL JUSTICE								
4699	MN BCA CRIMINAL JUSTICE	42723	IT FINGERPRINTS - BCA	04/27/2023	66.50	66.50	05/03/2023	
Total MN BCA CRIMINAL JUSTICE:					66.50	66.50		
MN DEED - BCD								
2572	MN DEED - BCD	MAY23	LOAN REPAYMENT - EA SWEEN	05/01/2023	1,607.15	1,607.15	05/03/2023	
Total MN DEED - BCD:					1,607.15	1,607.15		
MN DEPT. OF REVENUE								
2599	MN DEPT. OF REVENUE	MAR23	SALES TAX	04/18/2023	51.66	51.66	04/18/2023	
2599	MN DEPT. OF REVENUE	MAR23	SALES TAX	04/18/2023	11.24	11.24	04/18/2023	
2599	MN DEPT. OF REVENUE	MAR23	SALES TAX	04/18/2023	487.52	487.52	04/18/2023	
2599	MN DEPT. OF REVENUE	MAR23	SALES TAX	04/18/2023	1,243.58	1,243.58	04/18/2023	
Total MN DEPT. OF REVENUE:					1,794.00	1,794.00		
MN PEIP								
5068	MN PEIP	1273762	INSURANCE	04/10/2023	19,554.42	19,554.42	04/21/2023	
Total MN PEIP:					19,554.42	19,554.42		
NCPERS GROUP LIFE INS								
4752	NCPERS GROUP LIFE INS	994901052023	INSURANCE	04/01/2023	16.00	16.00	04/14/2023	
Total NCPERS GROUP LIFE INS:					16.00	16.00		
NELSON ELECTRIC MOTOR REPAIR								
2765	NELSON ELECTRIC MOTOR RE	2369	LIFT STATION REPAIR	03/28/2023	300.00	300.00	04/14/2023	
2765	NELSON ELECTRIC MOTOR RE	2377	PUMP REPAIR	04/06/2023	300.00	300.00	04/21/2023	
Total NELSON ELECTRIC MOTOR REPAIR:					600.00	600.00		
NEW LANE FINANCE								
5185	NEW LANE FINANCE	71385-10/04/2	CITY HALL	04/12/2023	81.67	81.67	04/14/2023	
5185	NEW LANE FINANCE	71385-10/04/2	PD PHONE	04/12/2023	81.66	81.66	04/14/2023	
5185	NEW LANE FINANCE	71385-10/04/2	DMV PHONE	04/12/2023	81.67	81.67	04/14/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total NEW LANE FINANCE:					245.00	245.00		
NORTHWEST ASSOC CONSULTANT INC								
2832	NORTHWEST ASSOC CONSULT	26226	LAKE JOHN PROJECT	04/05/2023	226.50	226.50	04/14/2023	
2832	NORTHWEST ASSOC CONSULT	26226	HILGERT VARIANCE	04/05/2023	151.00	151.00	04/14/2023	
2832	NORTHWEST ASSOC CONSULT	26227	GENERAL	04/05/2023	709.50	709.50	04/14/2023	
Total NORTHWEST ASSOC CONSULTANT INC:					1,087.00	1,087.00		
Potentia MN Solar Fund 1, LLC								
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	STREET LIGHTS	04/25/2023	41.60	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	FIRE HALL	04/25/2023	503.28	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	PARK ELECTRIC	04/25/2023	249.47	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	WTP	04/25/2023	3,475.89	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	SEWER L/S	04/25/2023	1,224.84	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	CEMETERY ELECTRIC	04/25/2023	27.71	.00		
5074	Potentia MN Solar Fund 1, LLC	MAR23 BILL P	CITY HALL	04/25/2023	1,385.95	.00		
Total Potentia MN Solar Fund 1, LLC:					6,908.74	.00		
QUADIENT, INC								
5182	QUADIENT, INC	60108832	POSTAGE METER	04/23/2023	162.89	.00		
Total QUADIENT, INC:					162.89	.00		
RACHEL CONTRACTING LLC								
5358	RACHEL CONTRACTING LLC	PAY ESTIMAT	PAY ESTIMATE 1	04/04/2023	65,958.50	65,958.50	05/03/2023	
Total RACHEL CONTRACTING LLC:					65,958.50	65,958.50		
SAMUELSON PEST CONTROL LLC								
4875	SAMUELSON PEST CONTROL L	17698	PEST CONTROL - CITY HALL	04/14/2023	275.00	275.00	04/21/2023	
Total SAMUELSON PEST CONTROL LLC:					275.00	275.00		
SHARETECH								
5331	SHARETECH	13380	ADMIN MONTHLY CONTRACT- 1	04/10/2023	176.48	176.48	04/14/2023	
5331	SHARETECH	13380	DMV MONTHLY CONTRACT- 15	04/10/2023	176.48	176.48	04/14/2023	
5331	SHARETECH	13380	FD MONTHLY CONTRACT- 20%	04/10/2023	235.28	235.28	04/14/2023	
5331	SHARETECH	13380	PD MONTHLY CONTRACT- 40%	04/10/2023	470.58	470.58	04/14/2023	
5331	SHARETECH	13380	PW MONTHLY CONTRACT- 10%	04/10/2023	117.65	117.65	04/14/2023	
5331	SHARETECH	13508	WATCH GUARD 1 YEAR RENEW	04/11/2023	510.64	510.64	04/14/2023	
Total SHARETECH:					1,687.11	1,687.11		
SOK'S RAPID CAR WASH								
4021	SOK'S RAPID CAR WASH	263-1384	PD SQUAD WASHES	03/01/2023	6.45	6.45	04/21/2023	
4021	SOK'S RAPID CAR WASH	264-1384	PD SQUAD WASHES	04/03/2023	29.52	29.52	04/21/2023	
Total SOK'S RAPID CAR WASH:					35.97	35.97		
STERICYCLE INC								
4006	STERICYCLE INC	8003620454	SHREDDING SERVICES	03/31/2023	640.32	640.32	05/03/2023	
Total STERICYCLE INC:					640.32	640.32		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREICHERS								
4148	STREICHERS	11626761	UNIFORM ALLOWANCE	04/10/2023	10.99	10.99	04/26/2023	
Total STREICHERS:					10.99	10.99		
SUMMIT FIRE PROTECTION								
4040	SUMMIT FIRE PROTECTION	150028344	SPRINKLER SYSTEM INSPECTI	04/13/2023	236.00	236.00	04/21/2023	
4040	SUMMIT FIRE PROTECTION	150028694	FIRE EXT. MAINTENANCE	04/21/2023	467.75	.00		
4040	SUMMIT FIRE PROTECTION	150028695	ANNUAL FIRE STATION INSPEC	04/21/2023	457.75	.00		
Total SUMMIT FIRE PROTECTION:					1,161.50	236.00		
SURPLUS SERVICES								
4747	SURPLUS SERVICES	20040901	SURPLUS SERVICE	04/14/2023	91.00	91.00	04/21/2023	
4747	SURPLUS SERVICES	20040904	COUNCIL CHAIRS	04/17/2023	660.00	.00		
4747	SURPLUS SERVICES	20040904	OFFICE SUPPLIES	04/17/2023	4.00	.00		
4747	SURPLUS SERVICES	20040904	OFFICE SUPPLIES	04/17/2023	150.00	.00		
4747	SURPLUS SERVICES	20040904	TOOLS	04/17/2023	120.00	.00		
Total SURPLUS SERVICES:					1,025.00	91.00		
TNT COMMUNICATIONS MN LLC								
5085	TNT COMMUNICATIONS MN LL	1715	WRIING SUPPORT FOR CAMER	05/01/2023	88.58	.00		
Total TNT COMMUNICATIONS MN LLC:					88.58	.00		
UTILITY CONSULTANTS INC								
4365	UTILITY CONSULTANTS INC	115707	COLIFORM- TESTING	03/28/2023	92.40	92.40	04/14/2023	
Total UTILITY CONSULTANTS INC:					92.40	92.40		
UTILITY REFUNDS								
4871	UTILITY REFUNDS	UTILref-KLIME	OVERPAY REFUND-935 ACACIA	04/18/2023	142.66	142.66	04/26/2023	
4871	UTILITY REFUNDS	UTILref-ROLLE	OVERPAY REFUND-325 EXCEL	04/10/2023	44.05	44.05	04/14/2023	
4871	UTILITY REFUNDS	UTILref-WELIN	OVERPAY REFUND-255 CHERR	04/19/2023	213.18	.00		
Total UTILITY REFUNDS:					399.89	186.71		
WASTE MANAGEMENT-WM CORP SERVICES								
4460	WASTE MANAGEMENT-WM CO	7769339-1593-	GARBAGE- 74 OAK	04/05/2023	146.59	146.59	04/14/2023	
Total WASTE MANAGEMENT-WM CORP SERVICES:					146.59	146.59		
WEST CENTRAL SANITATION INC								
4481	WEST CENTRAL SANITATION IN	12732997	RECYCLING	03/31/2023	4,279.75	4,279.75	04/14/2023	
4481	WEST CENTRAL SANITATION IN	12732997	REFUSE	03/31/2023	10,872.32	10,872.32	04/14/2023	
Total WEST CENTRAL SANITATION INC:					15,152.07	15,152.07		
WEX BANK								
5273	WEX BANK	88502705	PD FUEL	04/08/2023	2,001.92	2,001.92	04/21/2023	
5273	WEX BANK	88502709	MOTOR FUELS	04/08/2023	43.14	43.14	04/21/2023	
5273	WEX BANK	8850289	MOTOR FUELS	04/08/2023	235.42	235.42	04/14/2023	
Total WEX BANK:					2,280.48	2,280.48		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WICKER, MITCHELL								
4698	WICKER, MITCHELL	41423	LICENSE	04/14/2023	23.00	23.00	04/21/2023	
4698	WICKER, MITCHELL	433107	MATERIALS	04/11/2023	135.00	135.00	04/21/2023	
Total WICKER, MITCHELL:					158.00	158.00		
WINDSTREAM								
4495	WINDSTREAM	APR23-LIFT	L/S PHONE	04/05/2023	254.69	254.69	04/14/2023	
4495	WINDSTREAM	APR23-WATER	320-274-2793	04/05/2023	39.57	39.57	04/14/2023	
Total WINDSTREAM:					294.26	294.26		
WRIGHT COUNTY RECORDER								
4535	WRIGHT COUNTY RECORDER	202300000020	DT GRANT MORTGAGE	03/31/2023	54.95	54.95	04/14/2023	
Total WRIGHT COUNTY RECORDER:					54.95	54.95		
WRIGHT-HENNEPIN COOPERATIVE								
4548	WRIGHT-HENNEPIN COOPERA	35030400981	L/S 1255 BUSINESS BLVD	04/10/2023	22.73	22.73	04/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030400981	TC SECURITY	04/10/2023	20.95	20.95	04/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030400981	CITY HALL SECURITY	04/10/2023	20.95	20.95	04/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030400981	STREET LIGHTS	04/10/2023	162.52	162.52	04/21/2023	
Total WRIGHT-HENNEPIN COOPERATIVE:					227.15	227.15		
XCEL ENERGY								
4559	XCEL ENERGY	822428961	51-5728266-7	04/03/2023	205.46	205.46	04/14/2023	
4559	XCEL ENERGY	822444490	51-6024519-2	04/03/2023	223.35	223.35	04/14/2023	
4559	XCEL ENERGY	822649774	ACCOUNT 51-6024518-1	04/04/2023	3,309.08	3,309.08	04/21/2023	
Total XCEL ENERGY:					3,737.89	3,737.89		
Grand Totals:					350,672.60	220,329.68		

Dated: _____

Mayor: _____

Shelly Jonas

City Council: _____

Tina Honsey

JT Grundy

Corey Czycalla

Matthew Wuollet

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

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



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6B

Report From: Kelly Hinnenkamp, Admin

Agenda Item: Department Reports

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: Compliance |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |
-

Background

The following Department Reports are presented for approval:

- Police Department Report for April
- Financial Report for March
- Fire Department Report for April
- DMV Report for April

Recommended Action

Approve Department Reports

Attachments:

Reports



ANNANDALE POLICE DEPARTMENT MONTHLY REPORT Apr-23

TOTAL ACTIVITY	April 2023 Total	April 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
CRIMINAL ACTIVITY	7	5	26	34	-24%
CITATIONS	95	60	247	189	31%
NON-CRIMINAL	146	169	560	687	-18%
GRAND TOTAL	248	234	833	910	

CRIMINAL ACTIVITY	April 2023 Total	April 2022 Total	Current YTD Total	2022 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	1	1	1	2	-50%
Domestic Assault	0	1	1	3	-67%
Criminal Sex Conduct	0	0	0	4	-100%
Burglary	0	0	0	0	N/A
Theft	2	1	8	5	60%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	1	1	0%
Forgery/Counterfeit	0	0	2	2	0%
Fraud	0	1	0	3	-100%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	0	1	2	4	-50%
Weapons	0	0	1	0	NA
Drug Offenses	0	0	2	2	0%
Juvenile Offenses	0	0	0	1	-100%
DUI/DWI	3	0	5	3	67%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	1	0	3	4	-25%
All Others	0	0	0	0	NA
Total Criminal Activity	7	5	26	34	

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

NON-CRIMINAL ACTIVITY	April 2023 Total	April 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
Alarms	10	12	29	43	-33%
Animal Bites	0	0	0	0	NA
Animal Complaints	3	1	8	15	-47%
Area Checks/Extra Patrol	1	0	5	0	NA
Assist Other Agencies	9	8	52	67	-22%
ATV/Snowmobile Complaints	0	0	0	1	-100%
Background Checks	2	3	9	18	-50%
CDP	1	0	1	1	0%
Check Welfare	12	4	34	33	3%
Citizen Aid / Motorist Aid	7	6	24	39	-38%
Civil Disputes	5	5	21	23	-9%
Confidential Narcotics	0	0	2	4	-50%
Death, Non-Criminal	0	1	2	3	-33%
Disorderly	0	1	1	8	-88%
Domestics	1	3	5	10	-50%
Driving/Traffic Complaints	6	7	28	20	40%
Dumping/Littering	0	0	1	0	NA
Escorts - Funeral	2	4	5	10	-50%
Fight	0	0	0	1	-100%
Fire Calls	1	2	5	6	-17%
Firearm Discharge	0	0	0	1	-100%
Fireworks	0	0	0	1	-100%
Harassment Complaint	3	2	7	7	0%
Juvenile/Mischief	4	3	10	10	0%
Lockouts - Vehicle	5	5	22	16	38%
Lost/Found Property	5	7	13	12	8%
Medical	19	34	93	120	-23%
Mental Health	1	8	5	22	-77%
Missing Person	3	0	4	1	300%
MV Accidents / VOR	3	4	20	24	-17%
Noise Complaints	0	0	2	2	0%
Parking Complaints	0	0	14	9	56%
Search Warrants	0	0	0	0	NA
School Related -SRO	0	3	5	34	-85%
Suicidal person	0	0	0	1	-100%
Suicide attempted	0	0	0	2	-100%
Suspicious Complaints	10	14	31	39	-21%
Theft	3	1	6	4	50%
Threats	2	0	3	3	0%
Warrants-Attempt/Arrest	0	2	1	13	-92%
WCHS/MAARC Reports	7	0	20	15	33%
All Others	21	29	72	49	47%
Total Non-Criminal	146	169	560	687	
CITATIONS &	April 2023	April 2022	Current	2022	Percentage

WARNINGS	Total	Total	YTD Total	YTD Total	Change
Admin Citations	4	2	18	33	-45%
State Citations	20	7	55	26	112%
Warning Citations	71	51	174	130	34%
TOTAL	95	60	247	189	

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		

**CITY OF ANNANDALE
COMBINED CASH INVESTMENT
MARCH 31, 2023**

COMBINED CASH ACCOUNTS

001-10101	CASH	685,287.93
001-10103	NORTHLAND SECURITIES	113,696.86
001-10104	ICD INVESTMENTS	1,101,114.00
001-10105	4M INVESTMENTS	40,742.68
001-10107	LAKE CENTRAL BANK CD	252,451.83
001-10108	LPL FINANCIAL INVESTMENTS	1,453,949.43
	TOTAL COMBINED CASH	3,647,242.73

NON-ALLOCATED CASH

001-10110	CASH - UTILITY CLEARING	(1,372.14)
	TOTAL COMBINED CASH	3,645,870.59
001-10100	CASH ALLOCATED TO OTHER FUNDS	(3,645,870.59)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	1,565,828.16
102	ALLOCATION TO DEPUTY REGISTRAR/MOTOR VEHICLE	300,068.41
103	ALLOCATION TO GENERAL FUND	60,127.30
222	ALLOCATION TO CHARITABLE GAMBLING FUND	11,920.11
330	ALLOCATION TO PFA BONDS-2004-WTP	14,082.59
332	ALLOCATION TO GO IMP BONDS 2008B (MAPLE)	(42,459.66)
333	ALLOCATION TO GO IMP BONDS 2008A (CITY HALL)	(5,476.85)
334	ALLOCATION TO PUMPER TRUCK BOND	(17,321.67)
335	ALLOCATION TO GO IMP BDS 2011A/PFA (2011STR)	(423.57)
336	ALLOCATION TO GO IMPR BOND 2011B-REFUNDING	18,091.28
337	ALLOCATION TO GO REFUNDING BOND 2012A	(35,455.11)
339	ALLOCATION TO TIF #14 - 2019 A SERIES	17,580.45
340	ALLOCATION TO GO REFUNDING BOND 2019B	110,360.45
341	ALLOCATION TO GO TEMPORARY IMP BOND 2020A	(276,311.49)
342	ALLOCATION TO GO IMPROVEMENT BOND 2020B	118,445.31
343	ALLOCATION TO GO EQUIPMENT BOND 2022A	772.67
344	ALLOCATION TO 2023A REVENUE BOND	43,590.00
402	ALLOCATION TO FIREFIGHTER RELIEF DONATIONS	109,011.37
407	ALLOCATION TO ECONOMIC DEVELOPMENT FUND	111,048.88
408	ALLOCATION TO MIF FUND	22,581.22
409	ALLOCATION TO SMALL CITIES DEV PROGRAM	29,249.91
411	ALLOCATION TO TIF #6 - COTTAGES OF ANNANDALE	(61.01)
423	ALLOCATION TO TIF DISTRICT # - DINGMANN	(8,353.12)
425	ALLOCATION TO RECREATION PARK	33,233.86
460	ALLOCATION TO PARK FUND	57,693.28
461	ALLOCATION TO WATER EXPANSION FUND	397,975.82
462	ALLOCATION TO SEWER EXPANSION FUND	292,828.80
463	ALLOCATION TO STORMWATER FUND	15,921.11
464	ALLOCATION TO LIONS DONATION FUND	287,546.31
465	ALLOCATION TO TIF DISTRICT #14 - PINTAIL APT	49,093.55
466	ALLOCATION TO 2020 IMP PROJECT	53,906.52

CITY OF ANNANDALE
 COMBINED CASH INVESTMENT
 MARCH 31, 2023

468 ALLOCATION TO TIF DISTRICT #15 - CARE CENTER	(205.83)
470 ALLOCATION TO FUND 470	(597,673.39)
471 ALLOCATION TO LAKE JOHN UTILITY EXTENSION	(45,521.62)
472 ALLOCATION TO HWY 55 IMPROVEMENTS	(81,757.29)
493 ALLOCATION TO STREET MAINTENANCE CAPITAL		143,330.91
494 ALLOCATION TO STREET CAPITAL OUTLAY FUND		135,643.24
495 ALLOCATION TO PUBLIC WORKS/STREET EQUIP FUND		204,624.86
496 ALLOCATION TO FIRE EQUIPMENT FUND		94,476.47
497 ALLOCATION TO POLICE EQUIPMENT FUND		551.65
498 ALLOCATION TO BUILDING CAPITAL OUTLAY FUND		142,290.87
601 ALLOCATION TO WATER FUND		349,424.43
602 ALLOCATION TO SEWER FUND		202,515.96
603 ALLOCATION TO REFUSE/RECYCLING FUND		32,841.31
604 ALLOCATION TO TRAINING CENTER OPERATIONS	(241,488.47)
605 ALLOCATION TO STORM UTILITY FUND		15,566.57
651 ALLOCATION TO CEMETERY FUND	(29,363.26)
703 ALLOCATION TO WASTE WATER COMMISSION	(6,994.65)
		3,653,356.64
TOTAL ALLOCATIONS TO OTHER FUNDS		3,653,356.64
ALLOCATION FROM COMBINED CASH FUND - 001-10100	(3,645,870.59)
		7,486.05
ZERO PROOF IF ALLOCATIONS BALANCE		7,486.05

CITY OF ANNANDALE
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

FUND 101 - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
REVENUE					
TAXES	1,259.26	46,066.43	1,505,315.00	(1,459,248.57)	3.06
LICENSES & PERMITS	12,259.65	17,504.58	77,850.00	(60,345.42)	22.49
INTERGOVERNMENTAL REVENUES	16,085.00	18,035.00	659,003.00	(640,968.00)	2.74
PUBLIC CHARGES FOR SERVICE	29,028.79	29,895.69	275,565.00	(245,669.31)	10.85
FINES & FORFEITURES	1,396.51	2,248.08	12,200.00	(9,951.92)	18.43
MISCELLANEOUS REVENUE	2,468.50	14,212.90	43,000.00	(28,787.10)	33.05
OTHER FINANCING SOURCES	.00	.00	30,000.00	(30,000.00)	.00
TOTAL FUND REVENUE	62,497.71	127,962.68	2,602,933.00	(2,474,970.32)	4.92
EXPENDITURES					
LEGISLATIVE	2,126.57	8,343.67	42,829.25	34,485.58	19.48
ELECTIONS	.00	400.00	525.00	125.00	76.19
PLANNING AND ZONING	790.43	1,869.81	6,402.25	4,532.44	29.21
ADMINISTRATION	45,410.04	119,202.97	297,747.99	178,545.02	40.03
ASSESSOR	.00	.00	24,250.00	24,250.00	.00
DEPARTMENT 416	.00	.00	.00	.00	.00
DEPUTY REGISTRAR	.00	.00	.00	.00	.00
CITY HALL	6,576.93	12,369.19	56,610.57	44,241.38	21.85
DEPARTMENT 420	.00	.00	.00	.00	.00
POLICE	80,629.84	191,882.41	825,600.63	633,718.22	23.24
FIRE	29,576.73	53,258.03	247,114.07	193,856.04	21.55
BUILDING INSPECTOR	19,023.48	29,619.25	70,922.10	41,302.85	41.76
CIVIL DEFENSE	.00	.00	400.00	400.00	.00
ANIMAL CONTROL	.00	.00	550.00	550.00	.00
PUBLIC WORKS	26,027.56	70,606.02	213,288.14	142,682.12	33.10
STREETS	19,436.36	70,677.58	272,921.65	202,244.07	25.90
DEPARTMENT 441	.00	.00	.00	.00	.00
PARKS COMMISSION	172.25	629.43	3,512.23	2,882.80	17.92
PARKS	7,363.72	26,073.07	140,920.85	114,847.78	18.50
LIBRARY	1,581.07	3,144.75	18,448.57	15,303.82	17.05
TIF & CAPITAL PROJECT FUNDS	.00	.00	.00	.00	.00
DEPARTMENT 492	.00	.00	.00	.00	.00
TRANSFERS OUT	.00	.00	393,090.00	393,090.00	.00
TOTAL FUND EXPENDITURES	238,714.98	588,076.18	2,615,133.30	2,027,057.12	22.49
NET REVENUE OVER EXPENDITURES	(176,217.27)	(460,113.50)	(12,200.30)	(447,913.20)	(3,771.33)

Annandale Fire Department

Incident Type Report (Summary) (Modified)

Alarm Date Between {04/01/2023} And {04/30/2023}

Incident Type	Count	Percent
3 Rescue & Emergency Medical Service Incident		
311 Medical assist, assist EMS crew	5	41.66 %
	<u>5</u>	<u>41.66 %</u>
4 Hazardous Condition (No Fire)		
412 Gas leak (natural gas or LPG)	1	8.33 %
424 Carbon monoxide incident	1	8.33 %
	<u>2</u>	<u>16.66 %</u>
6 Good Intent Call		
611 Dispatched & cancelled en route	2	16.66 %
	<u>2</u>	<u>16.66 %</u>
7 False Alarm & False Call		
741 Sprinkler activation, no fire - unintentional	1	8.33 %
742 Extinguishing system activation	1	8.33 %
743 Smoke detector activation, no fire - unintentional	1	8.33 %
	<u>3</u>	<u>25.00 %</u>

Total Incident Count: 12

DMV Annual Revenue Summary

	2020		2021		2022		2023	
	Motor Vehicle		Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614	\$ 20,110	\$ 20,110
Feb	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185	\$ 23,144	\$ 43,254
Mar	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399	\$ 16,825	\$ 60,079
April	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867	\$ 15,809	\$ 75,888
May	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173	\$ 15,647	\$ 93,514		\$ 75,888
June	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151	\$ 14,847	\$ 108,361		\$ 75,888
July	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573	\$ 14,857	\$ 123,218		\$ 75,888
Aug	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382	\$ 13,258	\$ 136,476		\$ 75,888
Sept	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825	\$ 12,300	\$ 148,776		\$ 75,888
Oct	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531	\$ 12,475	\$ 161,251		\$ 75,888
Nov	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286	\$ 12,715	\$ 173,966		\$ 75,888
Dec	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706	\$ 14,827	\$ 188,793		\$ 75,888
	DNR Transactions		DNR Transactions		DNR Transactions		DNR Transactions	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572	\$ 2,087	\$ 2,087
Feb	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641	\$ 1,107	\$ 3,194
Mar	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197	\$ 1,026	\$ 4,220
April	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864	\$ 1,397	\$ 5,617
May	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519	\$ 2,494	\$ 9,358		\$ 5,617
June	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346	\$ 2,029	\$ 11,387		\$ 5,617
July	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237	\$ 1,703	\$ 13,090		\$ 5,617
Aug	\$ 810	\$ 11,634	\$ 860	\$ 15,097	\$ 796	\$ 13,886		\$ 5,617
Sept	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098	\$ 977	\$ 14,863		\$ 5,617
Oct	\$ 677	\$ 12,670	\$ 587	\$ 16,685	\$ 496	\$ 15,359		\$ 5,617
Nov	\$ 359	\$ 14,130	\$ 557	\$ 17,242	\$ 653	\$ 16,012		\$ 5,617
Dec	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752	\$ 3,436	\$ 19,448		\$ 5,617
	DL Transactions		DL Transactions		DL Transactions		DL Transactions	
		\$ 1,304						
Total	<u>\$ 174,174</u>		<u>\$ 216,458</u>		<u>\$ 208,241</u>		<u>\$ 81,505</u>	



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6C

Report From: Kelly Hinnenkamp, Admin

Agenda Item: 4th of July Road Closure

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: Compliance |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

The 4th of July parade is Scheduled for the 4th at 10am. Staff is recommending the closure of Poplar, Chestnut, Oak and Park streets to accommodate the parade route. The timing of the closure will be from 9:00 am to the end of the parade.

Recommended Action

Approve road closure as presented.

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6D

Report From: Joe Haller, Public Works
Director

Agenda Item: Crack Filling Quotes

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

Attached are two quotes for crack filling of city streets. Kamco is the low bidder at \$1.67 per LB.

Staff is proposing to address cracks on roads that are not planned for reconstruction in the near futures. Crack filling is a preventative measure to limit water penetration that leads to erosion of the base materials, which reduces the useful life of the road.

It is estimated cost to be no more than \$40,000-\$50,000. The City has funds in the Street Maintenance Fund to cover this expense.

Recommended Action

Approve quote from Kamco as presented.

Attachments:

Quotes

KAMCO Inc.

23524 735th Ave
Dassel, MN 55325
612-508-3904

Quote

Date	Quote #
4/20/2023	201749

Name / Address
City of Annandale 30 Cedar St. E. PO Box K Annandale, MN 55302

Rep	Project

Description	Qty	Total
Crack Sealing Price per LB Route new cracks 3/4x3/4 blow clean, heat lance and fill Blow clean previously filled cracks that have failed or sunk and reseal them Spray treated cracks with liquid detach Material to be MN spec 3723 rubber		1.67
Thank you Ken Tormanen 612-508-3904	Total	\$1.67



Asphalt Surface Technologies Corporation
P.O. Box 1025
St Cloud, MN 56302
Phone: 320-363-8500
Fax 320-363-8700
 AN EQUAL OPPORTUNITY EMPLOYER

TO: CITY OF ANNANDALE	PHONE: 320-274-3055	DATE: 4/25/23
STREET: P.O. BOX K	JOB NAME: CRACK FILLING	JOB #: K23-082
CITY: ANNANDALE, MN 55302	JOB LOCATION: CITY STREETS	
ATT: JOE HALLER	FAX: 320-274-2794	CELL: 763-238-6463

We hereby submit specifications and estimates for: **CRACK FILLING**

Cracks are to be blown clean by means of compressed air.

Cracks are to be filled with hot pour rubberized crackfiller. (MN DOT 3723)

Traffic will not be allowed on sealed area until material has cured properly.

Cracks will be covered with DE-TACT to prevent tracking.

New, untreated cracks will be routed $\frac{3}{4}$ " X $\frac{3}{4}$ " to 1"X1" as needed.

*Cracks greater than 1.5" wide should not be treated with this process.

*Alligatored areas should not be treated with this process.

Price includes all labor, equipment, materials, and cleanup.

If you have any questions feel free to call me.

We Propose hereby to furnish materials and labor to complete in accordance with above specifications, for the sum of:

\$ 2.17 PER POUND

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 costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreement contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: _____

DOUG WELK

Proposal may be withdrawn if not accepted within 30 days.

Date of Acceptance:

Signature:



City Council Agenda

May 8, 2023

Agenda Section: Consent
Report From: Joe Haller, Public Works
Director

Agenda No. 6E
Agenda Item: Pay Loader

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

Attached is a quote from Fehn Industries to perform repairs to the body of the City's payloader. The work will extend the longevity of the current machine and allow our staff to meet the needs of additional streets and infrastructure maintenance.

Recommended Action

Approve the quote with Fehn Industries

Attachments:

Quote

ESTIMATE

Fehn Industries LLC.
1329 120th St NE
Monticello, MN 55362

fehn1486@gmail.com
+1 (763) 238-3017

city of Annandale

Bill to
city of Annandale

Estimate details
Estimate no.: 1007
Estimate date: 04/27/2023

Product or service	Amount
1. Paint products	\$750.00
2. Sandblast Sandblast	2 hrs × \$205.00 \$410.00
3. Services set up, take windows out of cab, prime, paint, and put together.	15 hrs × \$125.00 \$1,875.00
4. Services remove and reinstall windows	\$2,500.00
5. Services new windows if they are broke when removed.	\$4,800.00
Total	\$10,335.00



City Council Agenda

May 8, 2023

Agenda Section: Consent
Report From: Chief Townsend

Agenda No. 6F
Agenda Item: Sale of Grass Rig

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: [Click or tap here to enter text.](#)

Background

The Fire Department has replaced their current Grass Rig. Staff is proposing to sell the old Grass Rig via public auction.



Recommended Action

Approve sale of Grass Rig as proposed.

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6G

Report From: Kelly Hinnenkamp, Admin

Agenda Item: Amending Vacation Accrual

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

The City provides vacation accrual to both exempt and non-exempt staff. The Personnel Committee is recommending the City provide a separate scale for exempt staff who are not eligible to receive comp time. Under current policy, if non-exempt employees elect comp time in lieu of OT, non-exempt staff are eligible to receive up to two weeks more of paid leave. This is a benefit that is offered in other cities for exempt staff. The Committee is proposing one additional week at each level for exempt staff.

Below is the proposed schedule:

<u>Length of Service</u>	<u>Non-Exempt (Hourly) Paid Vacation</u>	<u>Non-Exempt Monthly Accrual Rate</u>	<u>Exempt (Salaried) Paid Vacation</u>	<u>Exempt Monthly Accrual Rate</u>
First year of service	5 days	.42 days per month	10 days/year	.83 days per month
2 nd thru 4 th year	10 days/year	.84 days per month	15 days/year	1.25 days/month
5 th thru 10 th year	15 days/year	1.25 days per month	20 days/year	1.67 days/month
11 th year	16 days/year	1.33 days per month	21 days/year	1.75 days/month
12 th year	17 days/year	1.42 days per month	22 days/year	1.83 days/month
13 th year	18 days/year	1.50 days per month	23 days/year	1.92 days/month
14 th year	19 days/year	1.58 days per month	24 days/year	2.00 days/month
15 th year +	20 days/year	1.66 days per month	25 days/year	2.08 days/month

Recommended Action

Approve amendment as proposed effective 6/1/23

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6H

Report From: Chief Standafer

Agenda Item: Special Events

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: [Click or tap here to enter text.](#)

Background

Staff is recommending approval of the following events:

Chili Cookoff- located Downtown May 27th from 11am

Pound in the Park- located at the Municipal Park June 5th through August 31st from 5:30-6:15 pm.

Cruise In- Located Downtown June 9th, July 14th August 11th and September 8th.

Recommended Action

Approve Special Events as proposed

Attachments:

None



ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: Kathy Nelson Home Phone: 612-670 2240
 Address: 10503 Kimball Ave N.W. Fax Number: _____
 City, State, Zip: Annandale, MD 55302 Email Address: Kathy fff@aol.com
 Event Name: "Pound It" Event Date: June 5 -
 Event time (start and end): June 5 - 5:30 - 6:15 pm Estimated number of participants: 6-20
 Event Description: Cardio - exercise class, with sticks
Starts in June goes every Monday
till September

Serving alcohol and/or food? Yes/no Business/liquor License holder: _____

Contact person: Kathy Nelson Phone number: 612-670-2240

Starting location (if applicable): Annandale Municipal Park

Ending location (if applicable): Same

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): _____

NO

Safety Procedures (ie: traffic control, event personnel, etc): _____

NO

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: 4-26-2023

OFFICE USE ONLY - ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ _____

APD comments: No safety concerns noted

APD approval signature: P. Standen Date: 5-1-23

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

ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: ANNANDALE CHAMBER OF COMMERCE

Home Phone: 320-420-3416

Address: PO BOX 417

Fax Number: _____

City, State, Zip: ANNANDALE MN 55302

Email Address: INFO@ANNANDALECHAMBER.ORG

Event Name: HEART OF THE LAKES CRUISE IN

Event Date: 6/9, 7/14, 8/11, 9/8

Event time (start and end): 5PM - 8PM

Estimated number of participants: UP TO 100

Event Description: CLASSIC/COLLECTOR CAR/TRUCK/MOTORCYCLE CRUISE IN EVENT. CARS TO BE PARKED IN THE CITY HALL PARKING LOT AND ALONG A CURVED CEDAR STREET. REQUEST A SMALL TENT AND ANNANDALE FOOD SHELF VAN TO BE PARKED AT CHURCH TOWER PARK.

Serving alcohol and/or food? Yes/no Business/liquor License holder: _____

Contact person: JIM MARSH Phone number: 612-385-0472

Starting location (if applicable): CEDAR STREET EAST / CITY HALL PARKING LOT

Ending location (if applicable): CEDAR STREET WEST / INTERSECTION WITH EXCELSIOR AVE WEST

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): _____

CEDAR STREET WEST/EAST FROM EXCELSIOR AVE WEST TO CEDAR STREET EAST (INCLUDING CITY HALL PARKING LOT)

Safety Procedures (ie: traffic control, event personnel, etc): _____

MINIMUM OF 4 VOLUNTEERS TO CONTROL TRAFFIC AT INTERSECTIONS OF OAK AVE N / CEDAR STE, OAK AVE N / CEDAR ST W, CEDAR ST W / MARPLE AVEN AND CEDAR ST W / EXCELSIOR AVEN + ADDITIONAL TO MONITOR ALLEYS ON CEDAR ST W

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: _____ Date: _____

OFFICE USE ONLY - ANNANDALE POLICE DEPARTMENT

Number of cars required: (1) Number of officers required: 1 or 1 reserve if available x \$40/hour = \$ _____

APD comments: Have a reserve on site if available

APD approval signature: P. Standefer Date: 5-4-23

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



- FUNNEL VEHICLES FROM EXCELSIOR AVE NORTH TOWARDS CEDAR ST E.
- PARKING TO BEGIN AT CITY HALL AND WORK WEST ALONG CEDAR ST W.
- VOLUNTEERS TO CONTROL ENTRY AT 4 INTERSECTIONS (MARKED IN RED)

- CEDAR ST E + OAK AVE N

- CEDAR ST W + OAK AVE N

- CEDAR ST W + MAPLE AVE N

- CEDAR ST W + EXCELSIOR AVE N



- VOLUNTEERS WILL HELP PARK CARS

- + MONITOR CROSS TRAFFIC AT MAPLE AVE N AND 2 ALLEYS CROSSING CEDAR ST W (MARKED IN ORANGE)

- TRAFFIC FLOW IN EAST ALONG CEDAR ST W (MARKED IN BLUE)

- TRAFFIC TO EXIT BY 8 PM HEADING EAST TO OAK AVE N

- REQUEST TRAFFIC CONTROL BARRICADES FOR ALL MONITORED INTERSECTIONS

- EVENT VEHICLE PARKING AT AN ANGLE TO THE ROADWAY (NOTED AS BLUE HOSE MARKS ON MAP)





City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6I

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Lawful Gambling Application

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Click or tap here to enter text.
-

Background

Attached is a Lawful Gambling application from South Haven Sportsmen’s Club who will be sponsoring the gambling for the Annandale Boy Scouts for Bingo over the 4th of July celebration.

Recommended Action

Approve Lawful Gambling App as presented

Attachments:

Application

ORGANIZATION INFORMATION

Organization Name: South Haven Sportsmen Club Previous Gambling Permit Number: XB-33744-21-002

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-1478070

Mailing Address: 13324 100th St. NW

City: South Haven State: MN Zip: 55382 County: Wright

Name of Chief Executive Officer (CEO): Randy Callender

CEO Daytime Phone: 320-828-2103 CEO Email: svsetter@LakeDaleLink.net
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ep@perowitz.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

Current calendar year Certificate of Good Standing
Don't have a copy? This certificate must be obtained each year from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? Yes No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

one of four or fewer bingo events held this year. Dates: _____

-OR-

conducted on up to 12 consecutive days in connection with a:

county fair Dates: _____

civic celebration Dates: June 30th - July 4th, 2023

Minnesota State Fair Dates: _____

Person in charge of bingo event: Eric Perowitz Daytime Phone: 320-248-7717

Name of premises where bingo will be conducted: Annandale Park Pavilion

Premises street address: 300 Oak Ave. N

City: Annandale If township, township name: _____ County: Wright

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: *Randy Callande* Date: 4-27-23
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

MAIL OR FAX APPLICATION & ATTACHMENTS

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="padding-left: 40px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p>Questions? Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES tab, or call 651-539-1900.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 20 2002

SOUTH HAVEN SPORTSMENS CLUB
C/O JACK SUNDERLAND
13324-100TH ST NW
SOUTH HAVEN, MN 55382

Employer Identification Number:
41-1478070
DLN:
17053346030001
Contact Person:
R HUTCHINS ID# 52408
Contact Telephone Number:
(877) 829-5500
Internal Revenue Code
Section 501(c)(4)
Accounting Period Ending:
DECEMBER 31, 2002
Form 990 Required:
YES
Addendum Applies:
NO

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in the section indicated above.

Unless specifically excepted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee to whom you pay \$100 or more during a calendar year. And, unless excepted, you are also liable for tax under the Federal Unemployment Tax Act for each employee to whom you pay \$50 or more during a calendar quarter if, during the current or preceding calendar year, you had one or more employees at any time in each of 20 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment, or other Federal taxes, please address them to this office.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth

Letter 948 (DO/CG)



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6J

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Relocation Agreement

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: [Click or tap here to enter text.](#)

Background

Attached is a relocation agreement between the City and the renter located at Apt 1, 74 Oak Ave N. The renter moved out on April 1, 2023.

The City purchased the building on July 1, 2022. The City's consultant has been working to relocate the renters as required by law. The attached agreement meets the minimum requirement of the law in the City's responsibility to relocate residents in buildings that will be redeveloped. The rent differential calculated is \$6300.

Recommended Action

Approve the relocation agreement as presented.

Attachments:

Relocation Agreement



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6K

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Public Service Week

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Click or tap here to enter text.
-

Background

Attached is a proclamation for Public Service Recognition Week- May 7th-13th.

Recommended Action

Approve Proclamation

Attachments:

Proclamation

Proclamation

Designating May 14-20, 2023 as National Police Week

WHEREAS, Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working; and

WHEREAS, Public employees take not only jobs, but oaths to serve their communities; and

WHEREAS, Public servants day in and day out provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials.

NOW THEREFORE, I, Shelly Jonas, Mayor of Annandale, do recognize the week of May 7-13, 2023, as National Public Service week and further extend appreciation to our City staff in the Administration and Department of Motor Vehicles departments for the vital services they perform and their exemplary dedication to the Annandale community.

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of May, 2023

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6L

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Police Week

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Click or tap here to enter text.
-

Background

Attached is a proclamation for National Police Week May 14th- May 20th.

Recommended Action

Approve Proclamation

Attachments:

Proclamation

Proclamation

Designating May 14-20, 2023 as National Police Week

WHEREAS, the members of the law enforcement agency of the City of Annandale play an important role in safeguarding the rights and freedoms of the citizens of our community; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our department recognize their duty to serve the people by safeguarding life and property, protecting them against violence or disorder, and protecting against deception and intimidation; and

WHEREAS, the Annandale Police Department has grown to be a progressive and professional law enforcement agency which unceasingly provides a vital public service;

NOW THEREFORE, I, Shelly Jonas, Mayor of Annandale, do recognize the week of May 14-20, 2023, as National Police Week and further extend appreciation to our law enforcement officers and reserves for the vital services they perform and their exemplary dedication to the Annandale community.

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of May, 2023

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6M

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Public Works Week

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Click or tap here to enter text.
-

Background

Attached is a proclamation for Public Works Week May 21st – May 27th.

Recommended Action

Approve Proclamation

Attachments:

Proclamation

National Public Works Week Proclamation

May 21-27, 2023

WHEREAS, public works professionals focus on infrastructure, facilities, emergency management, and services that are of vital importance to sustainable and resilient communities and the public health, high quality of life, and well-being of the people of Annandale and,

WHEREAS, these infrastructures, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are federally mandated first responders, and the engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Annandale to gain knowledge and maintain ongoing interest and understanding of the importance of public works first responders and public works programs in their respective communities; and,

RESOLVED, I, Shelly Jonas do hereby designate the week May 21-27, 2023, as Annandale Public Works Week; to recognize the substantial contributions they make to protecting our health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of May, 2023

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6N

Report From: Chief Standafer

Agenda Item: Appoint Training Center Instructors

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input checked="" type="checkbox"/> Provide Proactive Leadership |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: Click or tap here to enter text. |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

The following are recommended to be appointed to the position of Tactical Training Instructors for the City:

- Pete Standafer
- Nancy Engfer
- Justin Goff
- Mitch Faust
- Suze Dimaggio-Boom
- Jeff Herr

Recommended Action

Approve appointments as presented

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: Consent
Report From: Administration

Agenda No. 60

Agenda Item:

Consideration of amendments to Chapter 150 related to parking performance standards, parking stall requirements, parking/storage of vehicles and equipment on residential property, and surfacing for driveways and parking areas.

Applicant: City of Annandale

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Planning and Zoning Item

BACKGROUND

The City has had some enforcement issues related to parking, principally on residential lots. Staff has drafted some minor amendments intended to clarify existing city policies related to this topic to assist in enforcement activity.

DRAFT ORDINANCE

The draft ordinance changes a few items related to parking in the City Code;

Section 1 – This states that accessing a property over the curb or through the ditch is a nuisance. This type of activity negatively impacts the public right-of-way and can cause excess sediment to get into the storm sewer system.

Section 2 – This part adds definitions of garage and recreational vehicle to the zoning ordinance.

Section 3 – This revises the residential performance standards related to parking. In this section is states that parking is allowed on the paved driveway in the front, on a paved parking pad to the side of the garage, or a general parking pad in the rear. Also included was changing the required parking for apartments from 2.5 per unit to 2.25. This puts the City more in line with other area ordinances.

Section 4 – Here we increase the size referenced to accessory sheds from 120 to 200 (the building code changed) and state that sheds and garages have to be six feet from one another.

Section 5 - This matches the language related to surfacing between residential and commercial driveways.

Section 6 – In this part, we have the table of uses and their required parking. Formulas that used employees or other such measures were replaced with square footages, for the most part. Some of

the standards were slightly modified to be more alike to other area ordinances. Stacking spaces for drive through lanes were also added to avoid situations where a drive through lane blocks cars in the parking lot.

Section 7 – This is the section that adds specific performance standards related to residential parking and driveways unrelated to those found in Section 2. This requires parking pads to be no closer than 3 feet to the side lot line. RVs can be stored one in the front, one on the parking pad to the side, and one on the parking pad in the rear. One commercial vehicle less than 9 feet in height and 24 feet in length can be on the driveway. An illustration was created to show the parking areas.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission reviewed the request and held a public hearing on May 3, 2023. No public comments were received. The Planning Commission unanimously recommended approval of the attached ordinance.

STAFF RECOMMENDATION

City Staff recommends the Commission review and approve the amendments to the City’s Zoning Ordinance.

Attachments:

- Draft Ordinance 403

ORDINANCE NO. 403

AMENDING THE CITY CODE RELATED TO PARKING

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

Section 1. Annandale City Code Section 92.17 (S) Nuisances affecting peace and safety is hereby added to read as follows:

(S) Accessing property from a public right-of-way where a driveway has not been established.

Section 2. Annandale Zoning Ordinance Section 150.04 is hereby amended to include the following definitions:

Garage: An attached or detached accessory building designed or used for the storage of motor vehicles owned and used by the occupants of the building to which it is accessory.

Vehicle, Recreational:

(1) A vehicle that is used primarily for recreational or vacation purposes, and which is licensed and operable for use on public roadways, whether self-propelled, carried on, or towed behind a self-propelled vehicle.

(2) Operable recreational equipment that is not licensed for use on the public roadway, but used off-road, such as all-terrain vehicles, boats, off-road motorcycles, race vehicles, snowmobiles, or similar equipment. Such equipment shall be properly licensed if required by the State of Minnesota.

(3) Licensed, operable trailers which may be used to tow recreational equipment, whether such trailers are loaded or unloaded, including utility trailers. Where a trailer is loaded with recreational equipment, such trailer and equipment shall be considered one piece of equipment for the purposes of this section.

Section 3. Annandale Zoning Ordinance Section 150.48 Residential Performance Standards – Parking/Landscaping - Parking is hereby amended to read as follows:

1. 2 off-street parking spaces per dwelling unit are required for all residential districts, except only 1 space per dwelling unit is required within the R-7 District and 2 ¼ spaces per dwelling unit for multi-family buildings with more than 4 units. The off-street parking requirements may be furnished by providing a space so designed within an attached or detached garage but in any event must be located on the same lot.
2. Off-street parking areas and driveways must provide for proper drainage of surface water and shall be surfaced with bituminous or concrete.
3. Parking pads on single family lots may be permitted pursuant to Section 150.50 Subd. 7.
4. There shall be no off-street parking area within 5 feet of any street right of way.
5. No off-street open parking area containing more than 4 parking spaces shall be located closer than 10 feet from an adjacent lot zoned or used for residential purposes.
6. Required off-street parking shall not be utilized for open storage of goods or for the storage of vehicles which are inoperable or for sale or rent.

7. Parking shall not be allowed in areas that are not designated for off-street parking.
8. Parking areas shall be designed so as to provide adequate means of access to a public alley or street. Such driveway access shall not exceed 30 feet in width and shall be so located as to cause the least interference with traffic movement.
9. For townhomes and apartments, off-street parking areas of more than 6 spaces shall have permanent curbing not less than 5 feet from the property line and grass or plantings shall occupy the space between the property line and curb.
10. For townhomes and apartments, when a required off-street parking area for 4 cars or more is located adjacent to a Residential District, a fence must be erected along the Residential District property line or other natural screening shall be planted as approved by the City Council and in compliance with the screening requirements herein.

Section 4. Annandale Zoning Ordinance Code Section 150.48 Residential Performance Standards – Building Standards – Accessory Buildings is hereby amended to read as follows:

Accessory Buildings: No accessory building or structure shall be constructed on any lot prior to the time of construction of the principal building to which it is accessory. Utility sheds or other accessory buildings other than garages may not exceed 400 square feet in area. Only one detached garage and one additional accessory building shall be allowed on each lot. Accessory buildings must be located in the rear yard and may not occupy more than 25% of the rear yard. All accessory structures (including garages) of 200 square feet or more in size shall be of similar style, quality and appearance to the principal structure. No accessory building or detached garage shall be located less than 6 feet from any other structure on the lot.

Section 5. Annandale Zoning Ordinance Code Section 150.49 Commercial/Industrial Performance Standards - Parking/Landscaping - Parking - 2 is hereby amended to read as follows:

2. Off-street parking areas and driveways must provide for proper drainage of surface water and shall be improved with bituminous or concrete. Such surface shall be properly maintained and striped for drainage and safety purposes.

Section 6. Annandale Zoning Ordinance Code Section 150.50 Subdivisions 1 and 2 are hereby amended to read as follows:

1. Space Requirements. The following minimum number of off-street parking spaces shall be provided and maintained by each use. For uses that contain multiple components, each component shall be calculated based on its use:
 - A. Handicapped Parking: Per State Building Code.
 - B. Business/Professional Office Buildings, Medical/Dental Clinics, Banks/Financial Institutions, Post Offices, Personal and Professional Services, Art Studios, Repair Services, Government/Civic Offices, and Community and Social Services: 1 space for each 300 square feet of gross floor space.
 - C. Hospitals: 1 space for every 3 hospital beds.
 - D. Hotel or Motel: 1.25 spaces per rental unit
 - E. Elementary and Junior High Schools: 1 space for each classroom plus one space for each

- 50 student capacity. Additional space for assembly uses shall be provided.
- F. High Schools: 1 space for every classroom plus 1 space for every 2 students based on design capacity. Additional space for assembly uses shall be provided.
 - G. Drive-in Food Establishment: 1 space for each 15 square feet of gross floor area of service and dining area plus 2 additional spaces for drive through services.
 - H. Bowling Alley: 5 spaces for each alley, plus additional spaces as may be required for any related uses such as restaurant.
 - I. Automobile Service Station: 4 space minimum, plus 2 spaces for each service stall.
 - J. Retail Establishment: 1 space for each 250 square feet of gross floor area.
 - K. Restaurants, Cafes Convenience Food Establishments: 1 space per 75 square feet of gross floor space.
 - L. Bars, Taverns, Taprooms, Cocktail rooms: 1 space per 100 square feet of gross floor space.
 - M. Funeral Homes: One space for each 60 square feet of public gathering space.
 - N. Churches and other assembly uses including theaters: 1 space for every 4) of design capacity.
 - O. Warehouse, storage: 1 space for each 1,000 square feet of gross floor area
 - P. Industrial manufacturing: 1 space for every 750 square feet of floor area.
 - Q. Community centers, libraries, private clubs, lodges, and other public or semi-public facilities not listed above: Ten spaces plus 1 for each 150 square feet in excess of 2,000 square feet of floor space.
 - R. Day care centers: 1 space for every 8 children.
 - S. Residential: Parking in residential districts shall be provided in a manner consistent with Section 150.48.
2. Drive through lanes. Drive through lanes shall have stacking spaces in the following amounts:
- A. Restaurant/Coffee Shop: 8 stacking spaces from entry to pick-up window.
 - B. Bank/Pharmacy: 3 stacking spaces per teller/ATM or pickup window.

Section 7. Annandale Zoning Ordinance Code Section 150.50 Subdivisions 7 and 8 are hereby added to read as follows:

- 7. Parking and access for single and two-family residential uses:
 - A. All vehicles and trailers shall be parked on driveways or parking pads or in a garage.
 - B. All single and two-family residential lots are permitted one driveway access to a public street. All property access shall be via a driveway.
 - C. All driveways shall lead to a garage or an approved parking pad.
 - D. The driveway width shall not exceed 30 feet in width within the public right-of-way.
 - E. Driveways shall not exceed the width of the garage it accesses by more than 10 feet and shall not be directly adjacent to living space in the principal structure.
 - F. Except in the AG District, all driveways shall be constructed of bituminous, concrete, or pavers. In the AG District driveways may be surfaced with gravel.
 - G. Parking pads may be permitted in the side and rear yard provided the pad is surfaced by a material in Subsection F, is accessed via a driveway, and is not less than 3 feet from any side lot line. No parking pad may be greater than 5 feet from the garage and 15 feet in width. Parking pads adjacent to detached garages may only be on one side of the garage.

- Parking pads on corner lots shall maintain at least 10 feet to the corner lot line.
- H. A parking pad in the rear yard may is not required to be surfaced, provided it is used for the storage or parking of a recreational vehicle only.
 - I. Driveways shall have a minimum side yard setback of 5 feet.
 - J. No driveway shall exceed 10% in slope.
 - K. Parking shall not be permitted between the street surface and the front lot line.
 - L. Other than properly licensed recreational vehicles, only one vehicle or trailer on a driveway or parking pad may be greater than 12,000 pounds gross vehicle weight, a length of 22 feet, and/or a height of eight feet provided such vehicle/trailer is less than 15,000 pounds gross vehicle weight, a length of 24 feet, and/or a height of nine feet. For the purposes of this measurement, the height shall be the distance from the lowest point of the tires to the top of the highest part of the vehicle including all accessories, attachments, and materials fixed or carried upon the vehicle/trailer but not including aerial antennas.
 - M. No more than one recreational vehicle may be parked in the front yard provided it is on the driveway.
 - N. The diagram below depicts the following:
 - a. A – Driveway
 - b. B – Parking Pad (Paved)
 - c. C – Parking Pad (Paving not required)
 - d. D – Parking not permitted

INSERT DIAGRAM

- 8. Parking and access for townhome and apartment residential uses.
 - A. All driveways shall be bituminous or concrete.
 - B. For townhouses, all parking shall take place in a garage, in the driveway, or in guest parking lots. Driveways shall not exceed 30 feet in width in the public right-of-way.
 - C. For apartments, all parking shall take place in a garage or parking lot.
 - D. No vehicles or trailers greater than 22 feet in length and 8 feet in height shall be permitted to be parked outside.

Section 8. This Ordinance shall be placed into effect upon passage and publication.

Adopted this Xth day of _____, 2023.

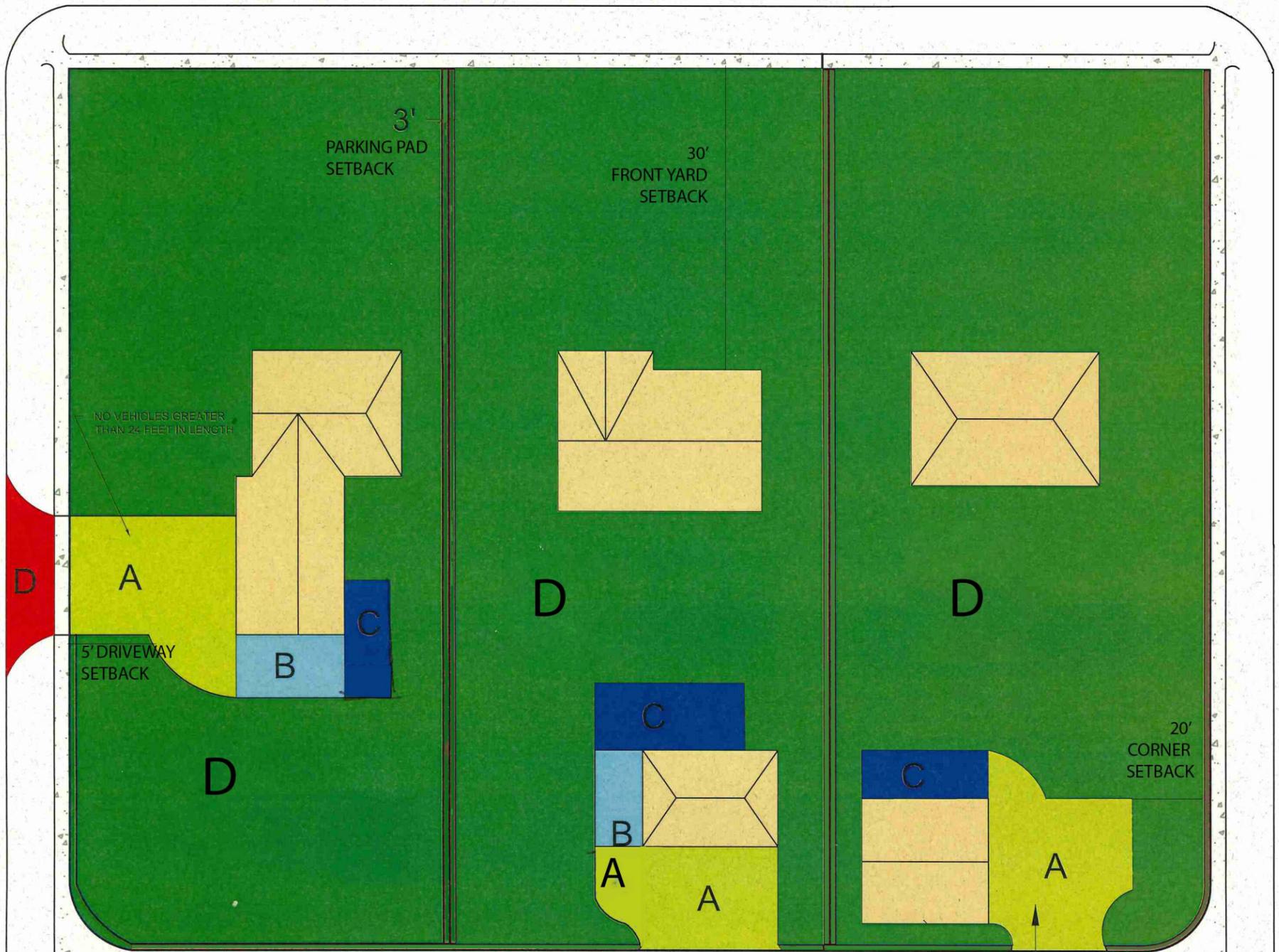
ATTEST:

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator/Clerk

PUBLIC

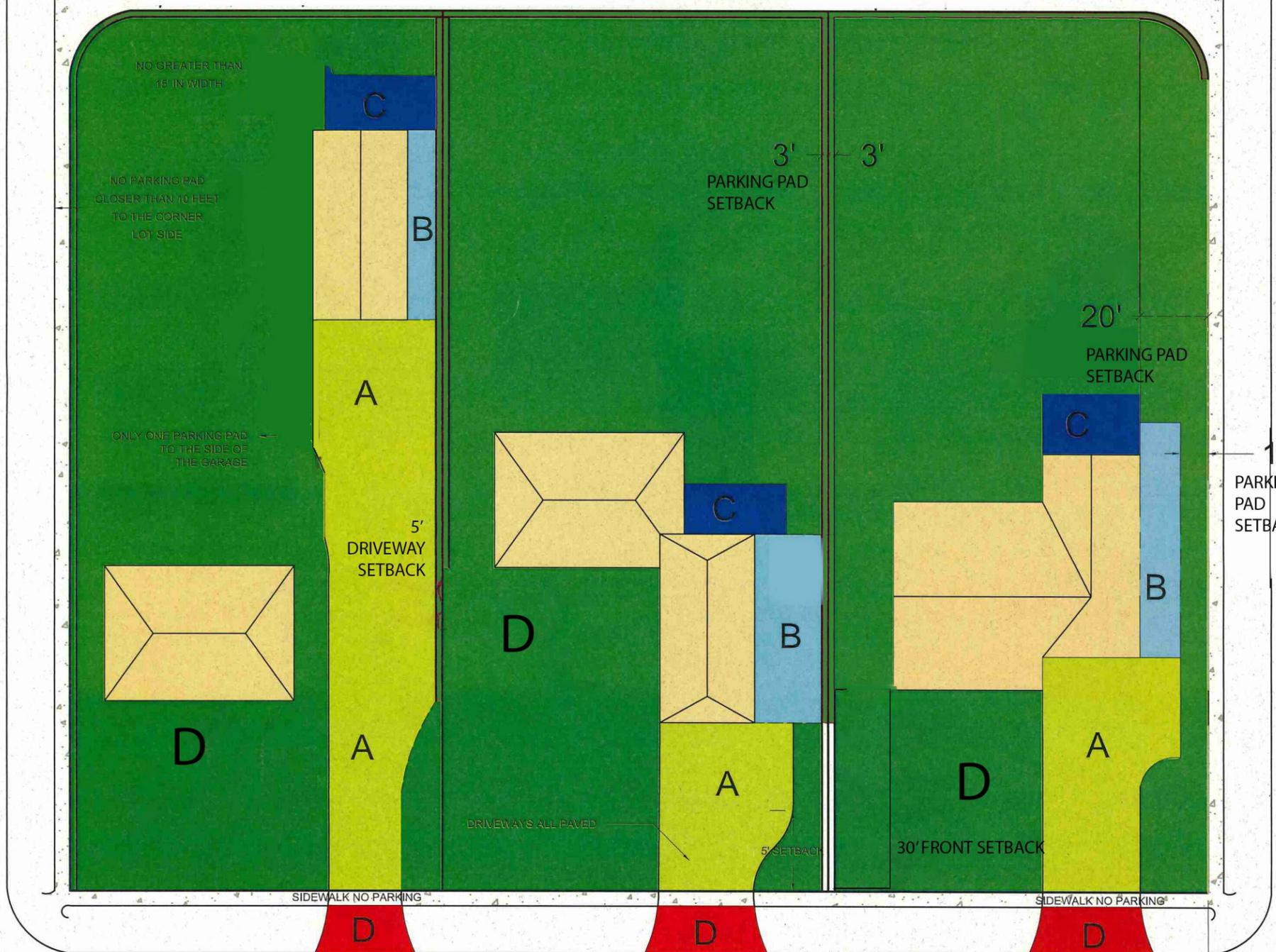
ROW



ALLEY

5' MIN.

1 PARKING PAD ALLOWED IN THE REAR YARD, CAN BE GRAVEL



DRIVEWAY CANNOT BE MORE THAN 10' WIDER THAN GARAGE (WIDENS OUT AFTER ROW LINE)

PUBLIC

ROW

30' MAX

MINIMUM 10'

CITY OF ANNANDALE
RESOLUTION 23-XX

**RESOLUTION AUTHORIZING SUMMARY PUBLICATION
OF ORDINANCE 403: AMENDING THE CITY CODE
RELATED TO PARKING**

WHEREAS, the Annandale City Council has adopted Ordinance 403: Amending the City Code Related to Parking; and

WHEREAS, the City of Annandale desires to publish the Ordinance by Summary Publication.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The City Council has reviewed the proposed Summary Publication and finds that the summary of the Ordinance clearly informs the public of the intent and effect of the Ordinance.

2. The City Council directs the City Clerk/Administrator to publish the Ordinance by Summary Publication.

Adopted this 8th day of May, 2023, by a vote of 5 in favor and 0 opposed.

CITY OF ANNANDALE

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator/Clerk

**CITY OF ANNANDALE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

SUMMARY ORDINANCE NO. 388

AN ORDINANCE AMENDING THE CITY CODE RELATED TO PARKING

NOTICE IS HEREBY GIVEN, that on May 8, 2023, Ordinance No. 403 was adopted by the City Council of the City Annandale, Minnesota. Due to the lengthy nature of the ordinance, the following Summary Ordinance has been prepared for publication as authorized by state law.

The ordinance adopted by the Council amends Annandale City Code Sections 92.17, 150.04, and 150.48-150.50. The general purpose of this ordinance amendment is to clarify existing city policies related to parking and to assist in enforcement activity.

The full text of Ordinance No. 403 is available for inspection at Annandale City Hall during regular business hours.

APPROVED FOR PUBLICATION by the City Council of the City of Annandale, Minnesota this 8th day of May, 2023.



City Council Agenda

May 8, 2023

Agenda Section: New Business

Agenda No. 6P

Report From: Jacob Thunander, Community Development Director

Agenda Item: Consideration of Sale of Business Park Land and Purchase Agreement with Bronder Construction

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other:

Background

Staff received a proposal from Matt Bronder, Bronder Construction, interested in purchasing property owned by the City of Annandale in the Business Park. Mr. Bronder requested purchasing either the 1.34 acres on the corner of Annandale Boulevard and Business Boulevard or purchasing the property south of Business Boulevard (1.08 acres).

The property would be used for his general contracting business and would provide a space for client meetings, wood working projects, jobsite prefabrication, and storage of construction materials and equipment. The development would also require screened, outdoor storage.

Mr. Bronder is proposing a 60 x 80' x 16' post frame construction building and to meet all zoning requirements including, but not limited to performance standards for building facing and parking/drive aisle requirements. The land use is also a permitted use in the I-1 (Industrial) District as a contractor shop.

The Economic Development Committee reviewed the proposal and recommended sale of the parcel on the south side of Business Boulevard (1.08 acres) at \$50,000/acre.

If approved, the applicant would be required to complete the site plan review process and building permit.

Recommended Action

Approve sale of land and purchase agreement.

Attachments:

- Aerial Image

- Purchase Agreement
- Narrative
- Concept plan



102082002010

102082002011

102082002012

ANNANDALE BLVD

BUSINESS BLVD

102076

102076002020

102076002021

10201

102053

102079001010

102075002040

**PURCHASE AGREEMENT
(VACANT LAND- COMMERCIAL)**

THIS AGREEMENT is made as of _____, 2023 between, Bronder Construction, a [REDACTED], or its assigns, (“Buyer”), and the City of Annandale, a Minnesota municipal corporation, (“Seller”).

In consideration of this Agreement, Seller and Buyer agree as follows:

1. Sale of Property. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the property consisting of [REDACTED] of Wright County PID [REDACTED] as depicted in Exhibit A, all of which property Seller has this day agreed to sell to Buyer for the sum of Fifty Thousand and NO/100 (\$50,000.00) Dollars (the “Purchase Price”) per acre. Buyer shall be responsible for the cost of the survey and the administrative subdivision of the Property. Buyer shall deposit earnest money in the amount of \$500.00 with Central Land Title within five (5) business days of executing this Agreement. The earnest money shall be refundable to Buyer in accordance with the terms set forth herein. The remaining Purchase Price shall be paid in cash or wire transfer of immediately available funds at closing.

2. This Purchase Agreement is subject to the following contingencies, each of which shall be satisfied within six months of execution of this Purchase Agreement (the “Contingency Period”). Any extension(s) of the contingency period will be subject to approval of the City Council.

- (A) The Property shall have received such soil tests, inspections, reviews, surveys, examinations and environmental assessments as Buyer deems necessary at Buyer’s sole cost with the results of each being satisfactory to Buyer in its sole discretion.
- (B) Title to the Property being made acceptable to Buyer in accordance with any title objections raised under Section 5.
- (C) Buyer to receive necessary financing.
- (D) Buyer to receive necessary municipal approvals for Buyer’s intended use.
- (E) Buyer to receive necessary easement or other required agreements.

The determination of whether each of the foregoing contingencies has been satisfied will be made by Buyer in its sole discretion. Buyer shall have the right to extend the Contingency Period for an additional sixty (60) days by providing an additional \$500, but all earnest money will become non-refundable at this point. Buyer must provide written notice to the Seller of that all of the contingencies have been satisfied on or before the end of the Contingency Period. Failure of Buyer to provide timely notice shall not be deemed a waiver of the contingencies by Buyer. This Purchase Agreement does not commit the City to grant any zoning approvals that may be required for Buyer’s intended use of the Property.

3. Unless delayed by Title corrections, or as otherwise mutually agreeable to the parties, Closing shall within thirty days following the Contingency Period. Time is of the essence in this Purchase Agreement.

4. The property is exempt from property taxes. Seller shall be responsible for paying all levied and pending special assessments as of the Closing Date, including any installments of special assessments payable in the year of closing. Buyer shall pay all real estate taxes and special assessments levied in the year following closing. Seller makes no representation concerning the amount of future real estate taxes or of future special assessments.

5. Within 15 days after execution of this Purchase Agreement, Seller shall furnish Buyer with title commitment for the property certified to date including proper searches covering bankruptcies and State and Federal judgments, liens, and levied and pending special assessments. Buyer shall have ten (10) business days after receipt of the title commitment to provide Seller with written objections. Buyer shall be deemed to have waived any title objections not made within the applicable ten (10) day period provided for above, except that this shall not operate as a waiver of Seller's covenant to deliver a Warranty Deed.

6. Seller shall have 120 days from receipt of Buyer's written title objections to make title marketable. Upon receipt of Buyer's title objections, Seller shall, within ten (10) business days, notify Buyer of Seller's intention to make title marketable within the 120-day period. Liens or encumbrances for liquidated amounts which can be released by payment or escrow from proceeds of closing shall not delay the closing. Cure of the defects by Seller shall be reasonable, diligent, and prompt.

- (A) If notice is given and Seller makes title marketable, then upon presentation to Buyer and proposed tender of documentation establishing that title has been made marketable, and if not objected to in the same time and manner as the original title objections, the closing shall take place within ten (10) business days or on the scheduled closing date, whichever is later.
- (B) If notice is given and Seller proceeds in good faith to make title marketable but the 120-day period expires without title being made marketable, Buyer may declare this Purchase Agreement null and void by notice to Seller, neither party shall be liable for damages hereunder to the other, and earnest money shall be refunded to Buyer.
- (C) If Seller does not give notice of intention to make title marketable, or if notice is given but the 120-day period expires without title being made marketable due to Seller's failure to proceed in good faith, Buyer may seek rescission of this Purchase Agreement by notice as provided herein, in which case this Purchase Agreement shall be null and void.

- (D) If title is marketable, or is made marketable as provided herein, and Buyer defaults in any of the agreements herein, Seller may elect either to the following options, as permitted by law:
- (1) Cancel this contract as provided by statute and receive all earnest money deposited hereunder as liquidated damages.
 - (2) Seek specific performance within six (6) months after such right of action arises.
- (E) If title is marketable, or is made marketable as provided herein, and Seller defaults in any of the agreements herein, Buyer may, as permitted by law:
- (1) Cancel this contract as provided by statute and receive a refund of all earnest money deposited hereunder.
 - (2) Seek specific performance within six (6) months after such right of action arises.

7. Representations and Warranties of Seller. Seller represents and warrants to Buyer as follows:

- A. Title to Real Property. Seller owns the Real Property, free and clear of all encumbrances, but subject to:
- (a) Building and Zoning laws, ordinances, and state and federal regulations;
 - (b) Restrictions relating to use or improvement of the Property without effective forfeiture provisions;
 - (c) Reservation of any mineral rights by the State of Minnesota or other government entity; and
 - (d) Utility and drainage easements customarily required on all platted lots.
- (the "Permitted Encumbrances").
- B. Rights of Others to Purchase Property. Seller has not entered into any other contracts for the sale of the Property, nor are there any rights of first refusal or options to purchase the Property or any other rights of others that might prevent the consummation of this Agreement.
- C. Wells. The Seller certifies and warrants that it does not know of any Wells on the described Property within the meaning of Minn. Stat. Section 103I.
- D. Condition of Property. Buyer is purchasing the Property based upon its own

environmental investigation and inquiry. Buyer is not relying on any representation of Seller regarding the condition of the Property or its suitability or fitness for a particular use.

E. Authority. Seller has the requisite power and authority to enter into and perform this Agreement and to acquire all of the Property in accordance with this Agreement. The person signing this Agreement on behalf of the Seller is authorized to do so.

F. Liens and Encumbrances. Upon Seller's receipt of the Purchase Price at closing, the Property shall be free and clear of all liens, security interests, encumbrances, easements, leases, mortgages, mechanics' liens or other restrictions, except the Permitted Exceptions.

8. Representations and Warranties of Buyer. Buyer represents and warrants to Seller as follows:

A. Organization and Authority. Buyer is duly organized and validly existing in good standing under the laws of the State of Minnesota. Buyer has the requisite power and authority to enter into and perform this Agreement and to acquire all of the Property in accordance with this Agreement. The person signing this Agreement on behalf of the Buyer is authorized to do so.

9. Broker's Commission and Disclosure. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, finders or the like in connection with this transaction, and agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any other such fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorneys' fees.

10. Inspection and Environmental Inspection. Seller hereby grants Buyer a license to enter into the Property to conduct inspection of the improvements as well as an environmental inspection of the Property. Buyer shall promptly pay the cost of such inspections and shall protect the Property from any liens for such work.

11. Upon performance by Buyer, Seller shall deliver a recordable Warranty Deed conveying marketable title, subject to the Permitted Encumbrances, a FIRPTA affidavit, Seller's affidavit and such other documents as the Title Company may reasonably require. Buyer shall deliver the balance of the Purchase Price, and such other documents as the Title Company may reasonably require.

12. Seller shall pay all state deed tax regarding the Warranty Deed to be delivered by Seller under this Agreement.

13. Seller will pay the cost of recording all documents necessary to place record title in the condition warranted and requested by Seller in this Agreement. Buyer will pay the cost of recording all other documents.

14. The delivery of all papers and monies shall be made at the offices of the City of Annandale, or at such other place mutually acceptable to the parties.

15. Buyer and Seller shall equally divide the cost of preparing documents and the fee for closing on this transaction. Buyer shall pay the premiums for any title policy obtained by Buyer, the mortgage registry taxes and recording fees for the recording of any mortgage associated with Buyer's financing.

16. This contract when signed by both Buyer and Seller will be the record of the complete agreement between the Buyer and Seller concerning the purchase and sale of the property. No oral agreements or promises will be binding.

17. This Agreement shall be governed by, subject to, and interpreted in accordance with the laws of the State of Minnesota, without giving effect to its laws governing conflicts of law.

Dated this ____ day of _____, 2023.

Seller: City of Annandale

By _____
Shelly Jonas, Mayor

ATTEST:

By _____
Kelly Hinnenkamp, City Administrator

Dated this ____ day of _____, 2023.

Buyer: Bronder Construction

By _____
_____, Chief Manager

Narrative proposal for Bronder Construction

Issue date 4/25/2023

I am the owner and operator of Bronder Construction. I do general contracting, new construction, and remodeling. I have been in business in Annandale for over 10 years.

I would like to purchase the 1.34 acre **corner lot** located **at** 1151 Business Boulevard. Property ID# 102-082-002-010 **which is** located North of “Business Boulevard” and East of “Annandale Boulevard”. Proposed property purchase costs of \$67,000.

An alternative location I would be interested in would be property ID # 102-076-002-021. Located south of Business Boulevard, west of Dingmann. Proposed property purchase cost of \$50,000.

I would like to build a 60' x 80' x 16' post frame structure with a 4/12 roof pitch, steel siding, and steel roofing. I plan to use the building for client meetings to discuss current and upcoming projects, as a place to complete wood working projects, for jobsite prefabrication, and to store equipment and tools. My building plans would include areas to accommodate all of these needs (office/conference area, bathroom facilities, storage, project space.)

Outside of the building I would like to have a gated fenced in area for outdoor storage. This area will be for concealed storage of trailers, construction equipment, telehandlers, planks, siding pump poles, shipping containers, and other items.

Matt Bronder

Bronder Construction

320-282-3042

14 + boards
12'

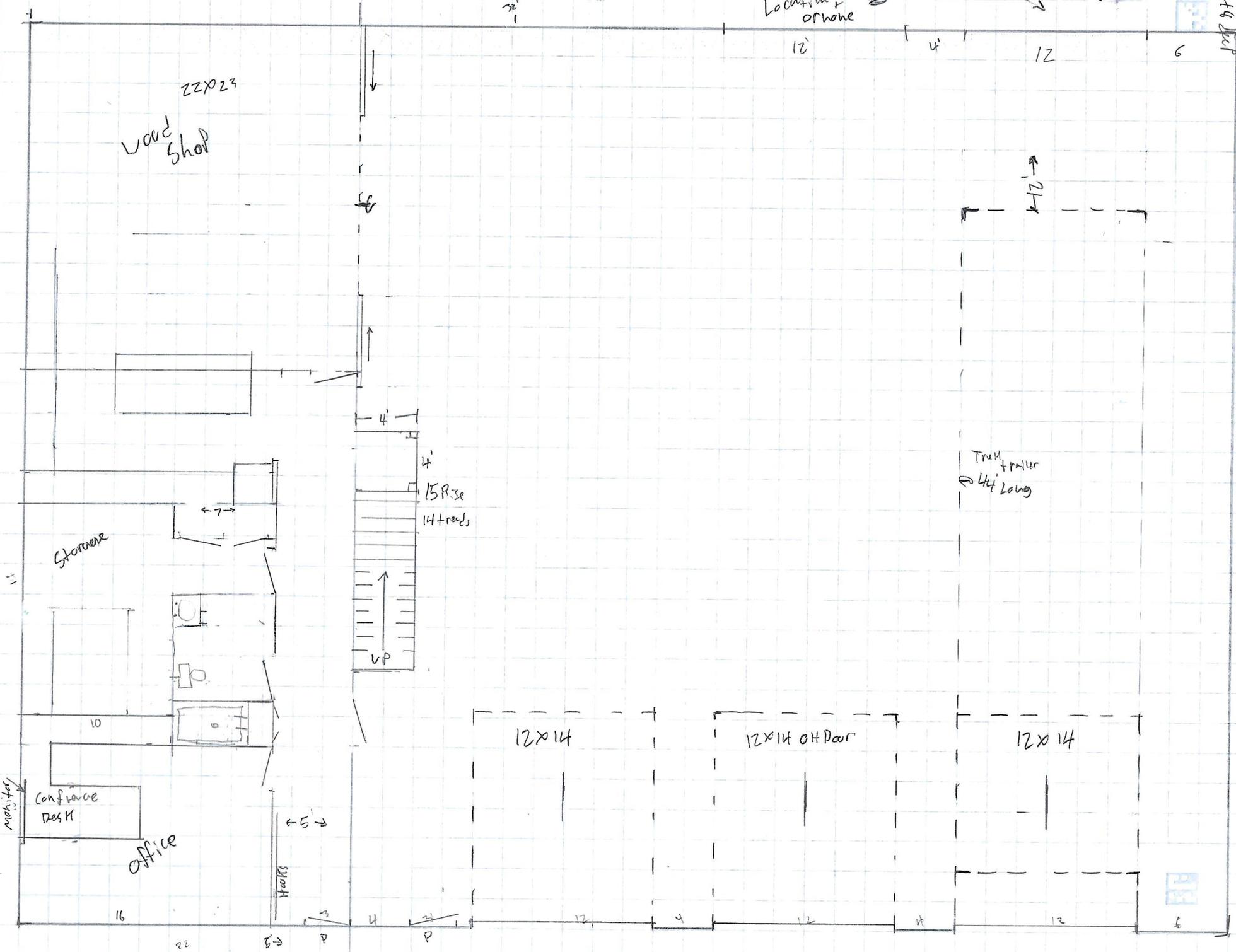
Location of
or phone

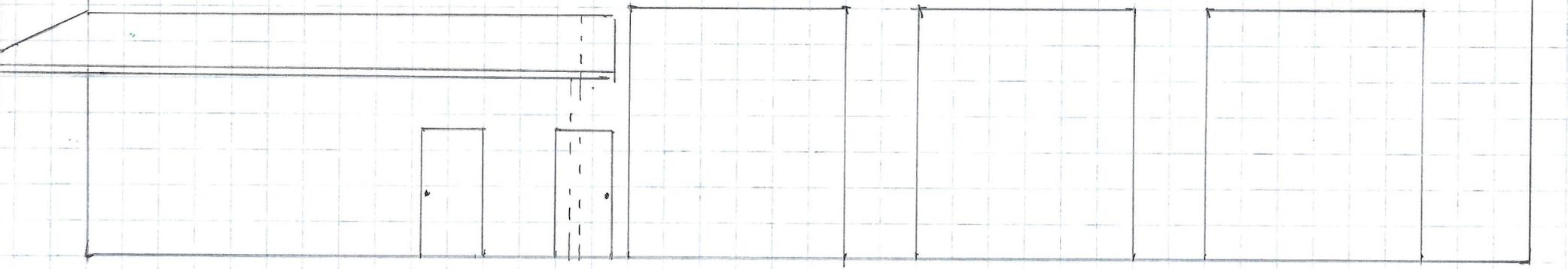
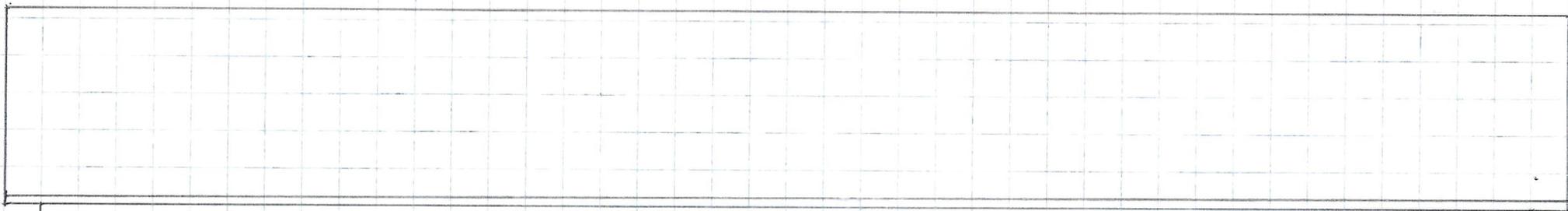
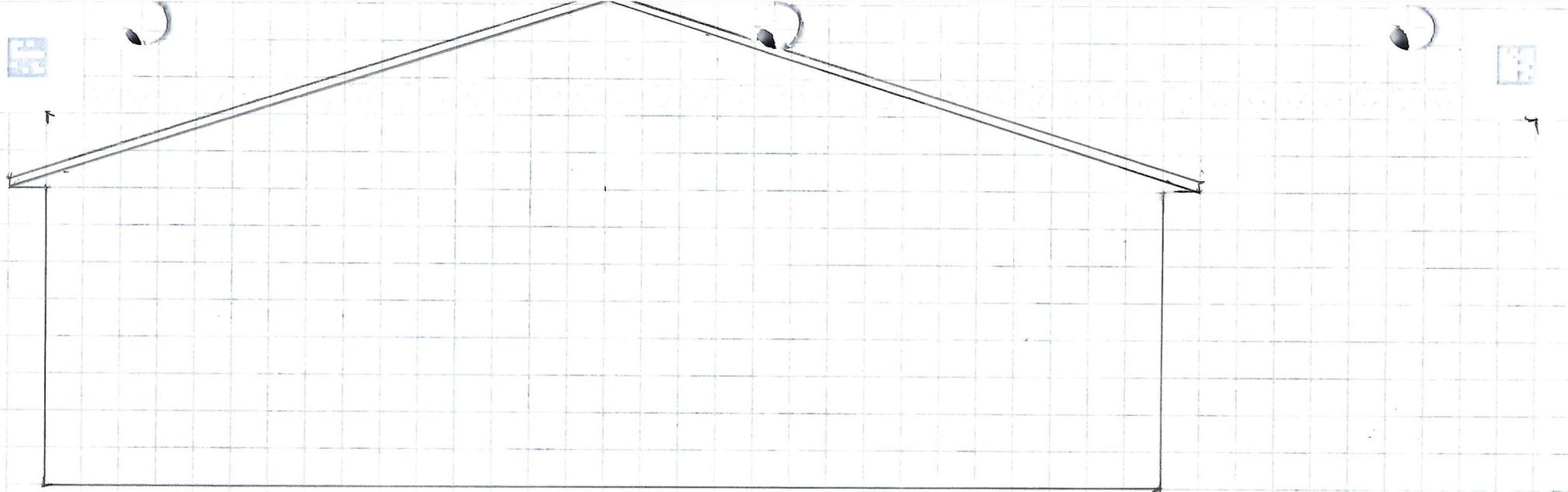
24' 6" deep

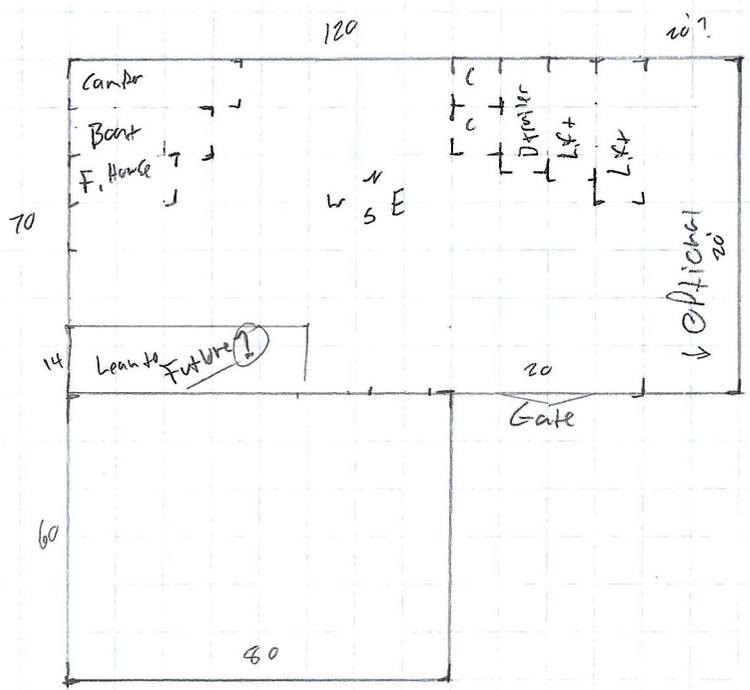
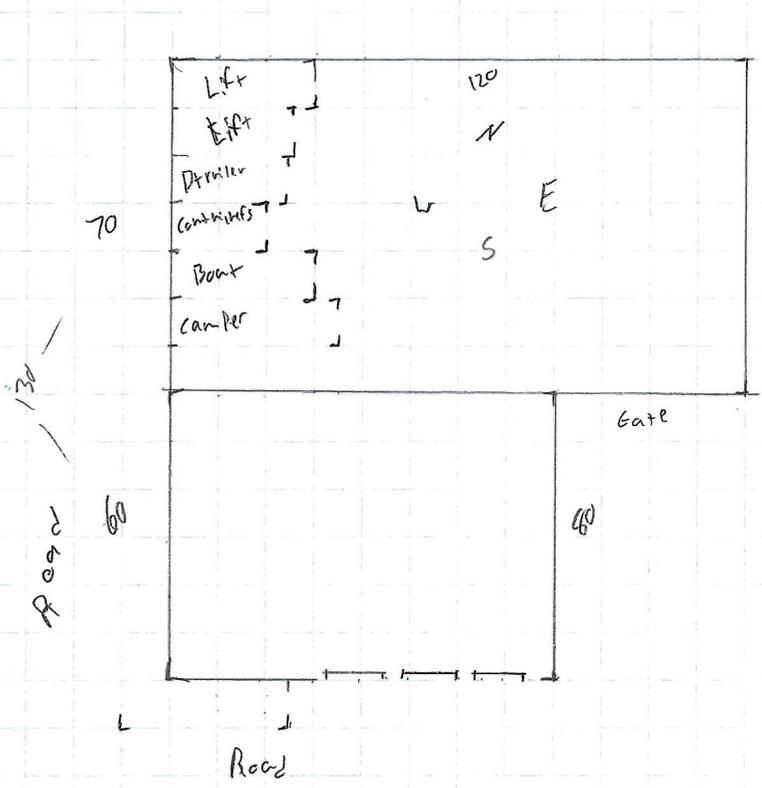
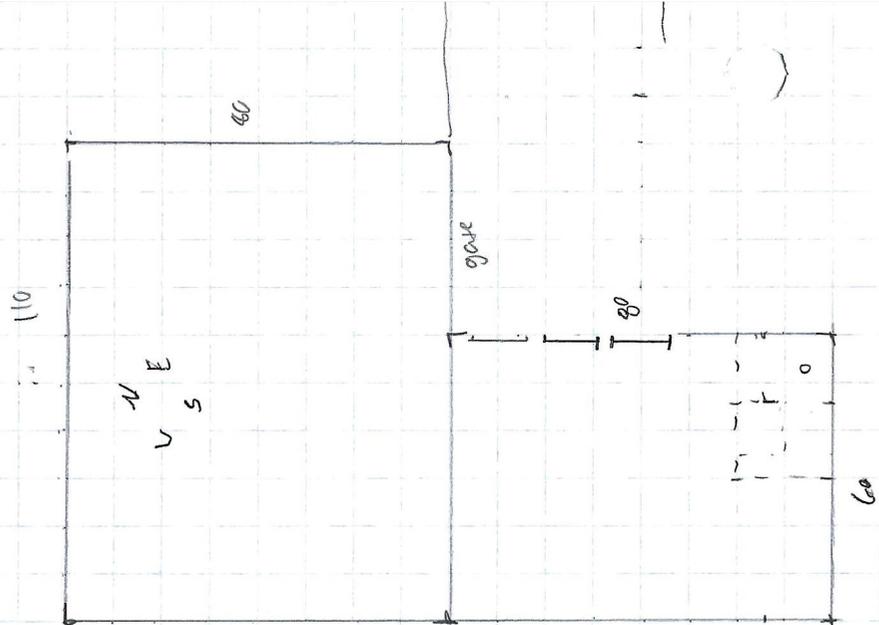
22x23
Wood Shop

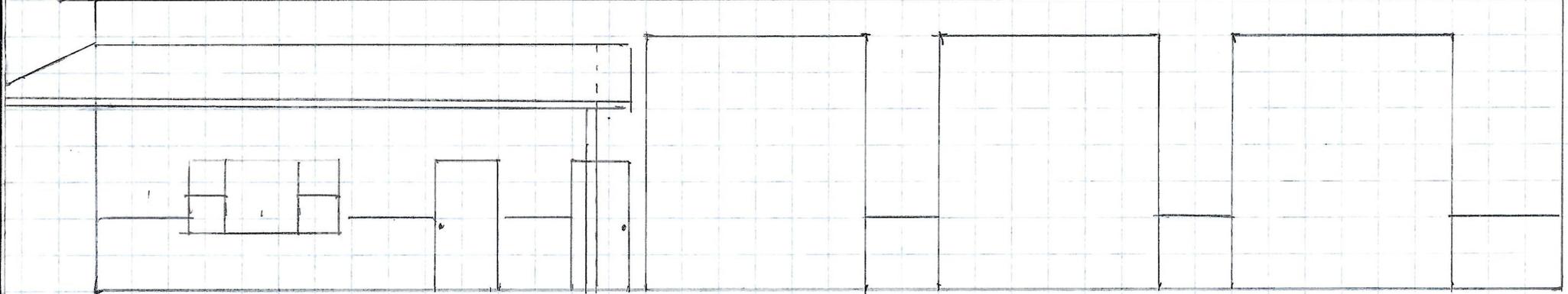
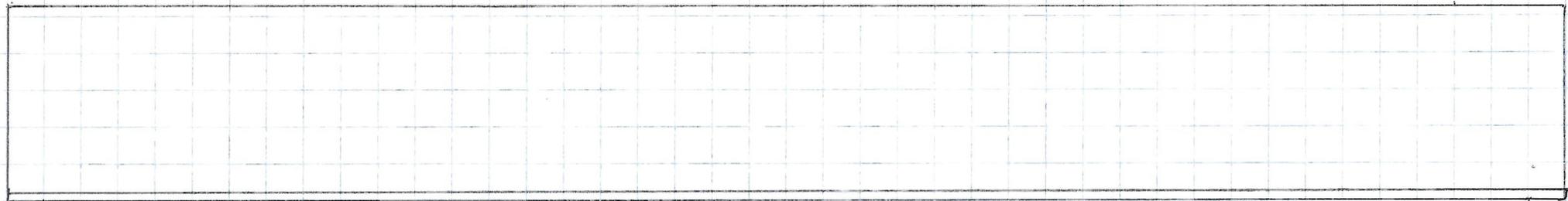
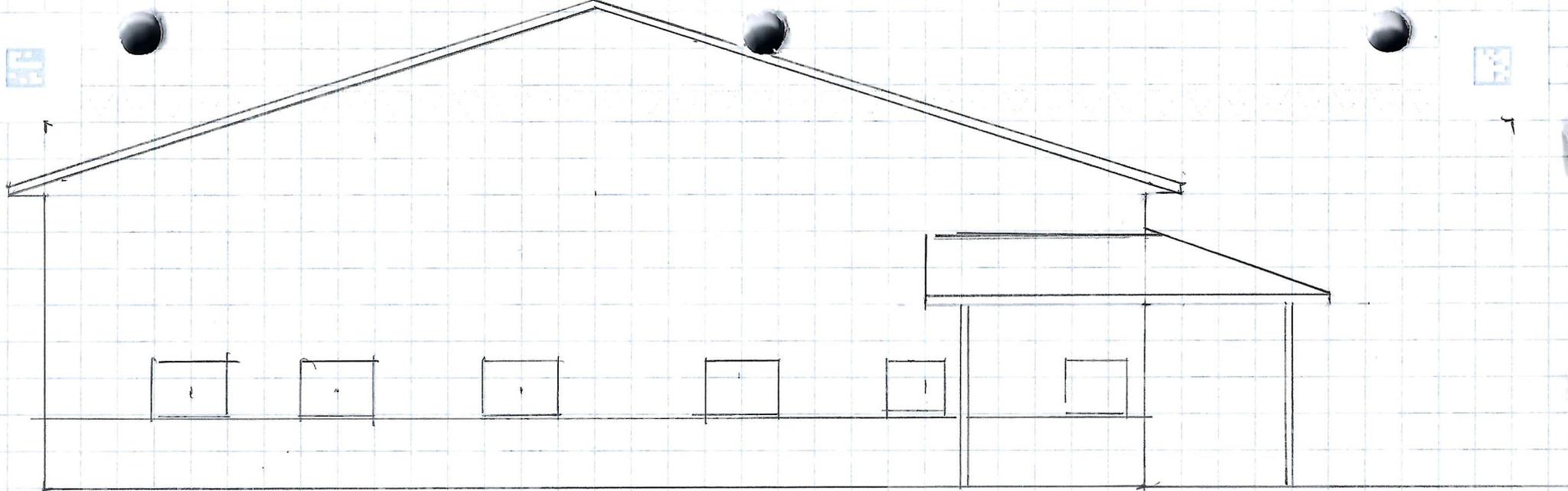


Truck + trailer
44' Long











City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6Q

Report From: Administration

Agenda Item: Consideration of Adopting Resolution Accepting Donations

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

Minnesota State Statute 465.03-.04 requires gifts/donations to municipalities to be accepted by resolution.

The City Council is asked to accept the following donations for improvements in the city parks:

- Brent Danzeisen: \$400 Recreation Park Tree Donation

Recommended Action

Motion to adopt attached Resolution accepting the donations totaling \$400.

Attachments:

Resolution

**CITY OF ANNANDALE
RESOLUTION NO. 23-XX**

RESOLUTION ACCEPTING DONATIONS TO CITY

WHEREAS, the City of Annandale is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 and 465.04 for the benefit of its citizens in accordance with the terms prescribed by the donor. Said gifts may be limited under provisions of MN Statutes Section 471.895.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor:</u>	Brent Danzeisen
<u>Donation Type:</u>	Recreation Park Trees
<u>Amount:</u>	\$400

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of Annandale this 8th day of May, 2023.

Shelly Jonas, Mayor

Attested:

Kelly Hinnenkamp, City Administrator/Clerk



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6R

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Assessment Agreements

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Compliance

Background

Attached are assessment agreements with the Annandale Care Center and the Annandale School District related to the Hemlock Improvements.

Recommended Action

Approve Agreements as presented

Attachments:

Agreements

ASSESSMENT AGREEMENT

THIS ASSESSMENT AGREEMENT, is made this _____ day of _____, 2023, between the City of Annandale, a Minnesota municipal corporation, ("City") and Annandale Care Center, a Minnesota 501c3 ("Developer").

RECITALS:

- A. The Developer is the owner of property in Wright County, Minnesota and legally described in Exhibit A hereto, which has been approved as a residential plat known as Pleasant Vista (the "Plat").
- B. The Plat requires the installation of improvements to the Hemlock Intersection as a condition of access granted and approved by MnDot.

NOW, THEREFORE, in consideration of the above Recitals and the mutual covenants contained herein, the parties agree as follows:

1. The City shall cause the improvements to be constructed in accordance with the plans and specifications prepared by the City Engineer dated _____.
2. Developer hereby agrees to pay a sum equal to 42% of the improvement costs based upon total actual project costs, as calculated by the City Engineer, including, but not limited to reasonable and customary costs included in project costs.
3. Developer agrees this sum is a fair apportionment of the costs of said Utilities extension between the Plat and other properties that will benefit from the improvement.
4. The City shall assess the Developer's share of the improvement costs as established in paragraph 2 of this Agreement. The assessment shall be due and payable over a ___ year period without deferment, with interest at a rate of ___ per annum.
5. The Developer waives any and all procedural and substantive objections to the improvements addressed herein and the special assessment against the Plat. Developer's waiver includes, but is not limited to petition, notice and hearing requirements established under Minnesota Statutes Chapter 429, including any appeal rights otherwise available under Minn. Stat. §429.061, §429.081, §278.01 or any other law. Notwithstanding the

forgoing the Developer does not waive its right to object based on any errors or inaccuracies in calculating the amount of the special assessment, should they occur.

6. The terms of this Assessment Agreement shall be binding upon and inure to the benefit the parties' heirs, representatives, successors and assigns, will be a covenant running with the land and may be recorded against the Plat. This Assessment Agreement is the parties' legal, valid and binding obligation and is enforceable to its terms.

7. This Assessment Agreement may only be modified in writing and signed by both parties.

8. The Developer shall reimburse the City for any costs incurred by the City in the enforcement of this Assessment Agreement, including, but not limited to court costs and reasonable attorney's fees.

IN WITNESS WHEREOF, the parties have hereunto executed this document effective as of the day and year first above written.

CITY OF ANNANDALE

By: _____
Shelly Jonas, Mayor

Attest: _____
Kelly Hinnenkamp, City Administrator

STATE OF MINNESOTA)
)ss
COUNTY OF WRIGHT)

The foregoing was acknowledged before me this _____ day of _____, 2023, by Shelly Jonas and Kelly Hinnenkamp, the Mayor and the City Administrator, respectively, of the City of Annandale, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

EXHIBIT A

Lots 1 through 12, Block 1 and Lots 1 through 11, Block 2, The Preserve at Lake John, according to the plat thereof on file and of record in the Office of the Wright County Recorder.

ASSESSMENT AGREEMENT

THIS ASSESSMENT AGREEMENT, is made this _____ day of _____, 2023, between the City of Annandale, a Minnesota municipal corporation, ("City") and ISD 876, an Independent School District ("District").

RECITALS:

A. The District is the owner of property in Wright County, Minnesota and legally described in Exhibit A hereto, which operates under a Conditional Use Permit as an Elementary School.

B. The permitted use of the property has generated additional traffic from the time of the approval that requires improvements to the Hemlock intersection.

NOW, THEREFORE, in consideration of the above Recitals and the mutual covenants contained herein, the parties agree as follows:

1. The City shall cause the Hemlock Improvements to be constructed in accordance with the plans and specifications prepared by the City Engineer dated _____.
2. District hereby agrees to pay a sum equal to 42% of the construction costs related to the improvements based upon total actual project costs , as calculated by the City Engineer, including, but not limited to reasonable and customary costs included in project costs.
3. District agrees this sum is a fair apportionment of the costs of said improvements between their property and other properties that will benefit from the improvement.
4. The City shall assess the District's share of the improvement costs as established in paragraph 2 of this Agreement. The assessment will be levied to the property described in Exhibit A and shall certify the assessments to the County Auditor for collection. The assessment shall be due and payable over a ___ year period without deferment, with interest at a rate of ___ per annum.
5. The District waives any and all procedural and substantive objections to the improvements addressed herein and the special assessment against their property.

District's waiver includes, but is not limited to petition, notice and hearing requirements established under Minnesota Statutes Chapter 429, including any appeal rights otherwise available under Minn. Stat. §429.061, §429.081, §278.01 or any other law. Notwithstanding the forgoing the District does not waive its right to object based on any errors or inaccuracies in calculating the amount of the special assessment, should they occur.

6. The terms of this Assessment Agreement shall be binding upon and inure to the benefit the parties' heirs, representatives, successors and assigns, will be a covenant running with the land and may be recorded against the Plat. This Assessment Agreement is the parties' legal, valid and binding obligation and is enforceable to its terms.

7. This Assessment Agreement may only be modified in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have hereunto executed this document effective as of the day and year first above written.

CITY OF ANNANDALE

By: _____
Shelly Jonas, Mayor

Attest: _____
Kelly Hinnenkamp, City Administrator

STATE OF MINNESOTA)
)ss
COUNTY OF WRIGHT)

The foregoing was acknowledged before me this _____ day of _____, 2023, by Shelly Jonas and Kelly Hinnenkamp, the Mayor and the City Administrator, respectively, of the City of Annandale, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

EXHIBIT A



City Council Agenda

May 8, 2023

Agenda Section: Consent
Report From: Administration

Agenda No. 6T

Agenda Item: License Agreement with Rachel Development for the Placement of a Construction Sign in a City owned Outlot

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

Rachel Development has requested placement of a construction sign in Outlot D, The Preserves of Lake John. The outlot is owned by the City of Annandale. It is recommended by the City Attorney to enter into a license agreement that would allow a sign on public property for up to 5 years or 60 days from the sale of the last lot in the development, whichever is sooner.

In addition, the developer is proposing a free-standing sign that is over 8 feet tall and 40 square feet. The proposal exceeds code requirements.

City Code 150.82 states:

Construction Signs: Sites where there is an open building permit may display one free standing or wall sign placed during construction, not exceeding 32 square feet in area and 8 feet in height, identifying parties involved in construction, owner's name, intended use or describing the construction process, but not including the advertisement of any product unrelated to the construction project. Any construction sign shall be removed within 5 days following completion of construction or within two years of the issuance of the building permit whichever is sooner.

Recommended Action

Approve license agreement with the applicant meeting City Code Section 150.82.

Attachments:

- License Agreement
- Proposed Sign
- Proposed Location

LICENSE AGREEMENT

This License Agreement is made effective as of May ___, 2023 (the “Effective Date”), by and between the City of Annandale, a Minnesota municipal corporation, (“Licensor”) and Rachel Development, Inc., a Minnesota corporation (“Licensee”).

RECITALS:

WHEREAS, the Licensee desires to utilize a portion of Licensor’s property for the purpose of erecting one marketing sign for the Preserve at Lake John; and

WHEREAS, the Licensor is agreeable to allow Licensee to erect one sign on Licensor’s property on Outlot D, The Preserve at Lake John, according to the plat thereof;

NOW, THEREFORE, in consideration of the above recitals, and the mutual promises contained herein, the parties agree as follows.

1. LICENSE:

Licensor hereby grants to Licensee, for the term and upon the conditions hereinafter provided, a license to enter, occupy and use Licensor’s property as shown on the parcel sketch attached hereto and incorporated herein as Exhibit A (hereinafter the “Property”) for the purpose of erecting marketing signs for The Preserve at Lake John which substantially conform to the sign sketch attached hereto and incorporated herein as Exhibit B (the “License”).

2. TERM:

Licensee’s License shall begin on May 15, 2023 at 8:00 a.m. Licensor may not revoke this License for a period of five years from the Effective Date set forth above unless all of the lots in The Preserve at Lake John have been sold. Thereafter, Licensor may terminate the License at any time by giving written notice sixty (60) days prior to the Licensee. The Licensee shall have until the 60th day following receipt of the notice to remove the sign. If Licensee fails to timely remove the sign, the Licensor may do so and any cost will be reimbursed by Licensee within fifteen (15) days of receipt of invoice.

3. USE:

Licensee will not enter, use or occupy the Property for any purpose other than to install and maintain the signs. Licensor may not permit other persons to install anything on Licensee’s sign.

4. INDEMNITY:

The Licensee hereby agrees to defend, indemnify and hold Licensor harmless from and against any and all claims, losses or expenses, which could or may be brought against the Licensor by any third parties, arising out of or in any manner resulting from the use of the Property by Licensee and/or from this License. Licensor shall not be liable for any damage to Licensee’s signs.

5. MAINTENANCE AND REPAIR. Licensee shall be solely responsible for keeping the sign in good maintenance and repair. Licensee may elect to replace the sign in lieu of repair. If Licensee fails to maintain or repair the sign within thirty (30) days of notice from the Licensor, or immediately if the condition of the sign poses a danger to persons or property, Licensor may remove the sign.

6. DEFAULT:

6.1 Any one of the following events shall constitute an Event of Default:

Licensee shall violate or fail to perform any of the conditions, covenants or agreements herein made by Licensor and Licensee and such default shall continue for thirty (30) days after receipt of notice from Licensor.

6.2 If an Event of Default shall have occurred and be continuing, Licensor shall have the right to terminate this License Agreement and retake possession of the Property immediately. Licensee shall reimburse Licensor in the event the Licensor incurs attorneys fees and costs to enforce the terms of this Agreement. Said reimbursement shall be made by Licensee within fifteen (15) days of receipt of invoice from Licensor.

7. MISCELLANEOUS:

(a) This is a Minnesota contract and shall be construed according to the laws of Minnesota.

(b) The Licensee may not assign its rights under this License without the written consent of Licensor.

(c) If any provision of this License is invalid or unenforceable to any extent, then such provision and the remainder of this License shall continue in effect and be enforceable to the fullest extent permitted by law.

(d) This License contains the entire agreement of the parties hereto with respect to the Property. This License may be modified only by a writing executed and delivered by both parties.

(f) Nothing contained in this License shall be deemed or construed to create a partnership or joint venture of or between Licensor and Licensee, or to create any other relationship between the parties other than that of licensor and licensee.

CITY OF ANNANDALE

RACHEL DEVELOPMENT, INC.

By _____
Shelly Jonas, Mayor

By _____
Its _____

ATTEST:

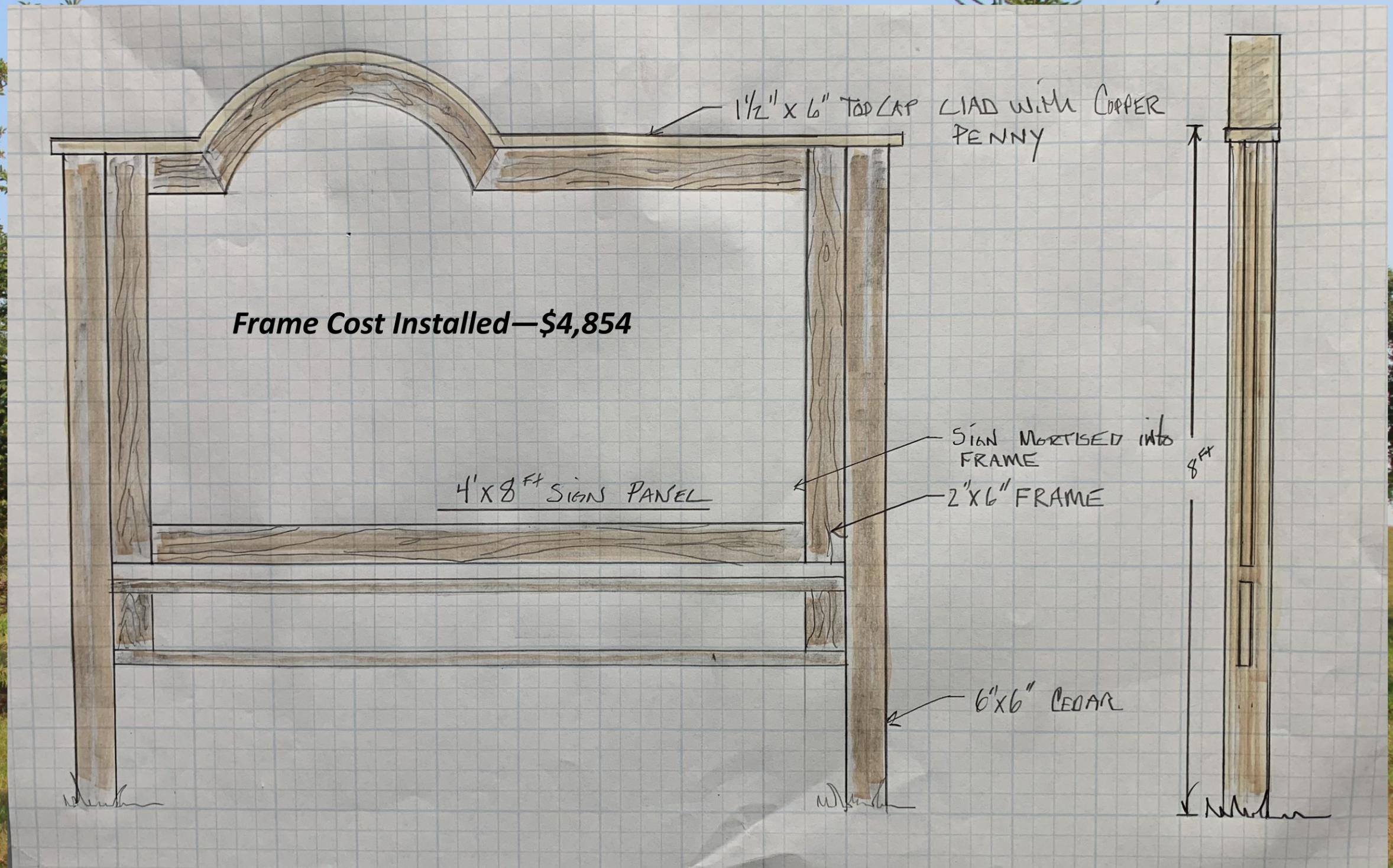
Kelly Hinnenkamp, City Administrator

EXHIBIT A

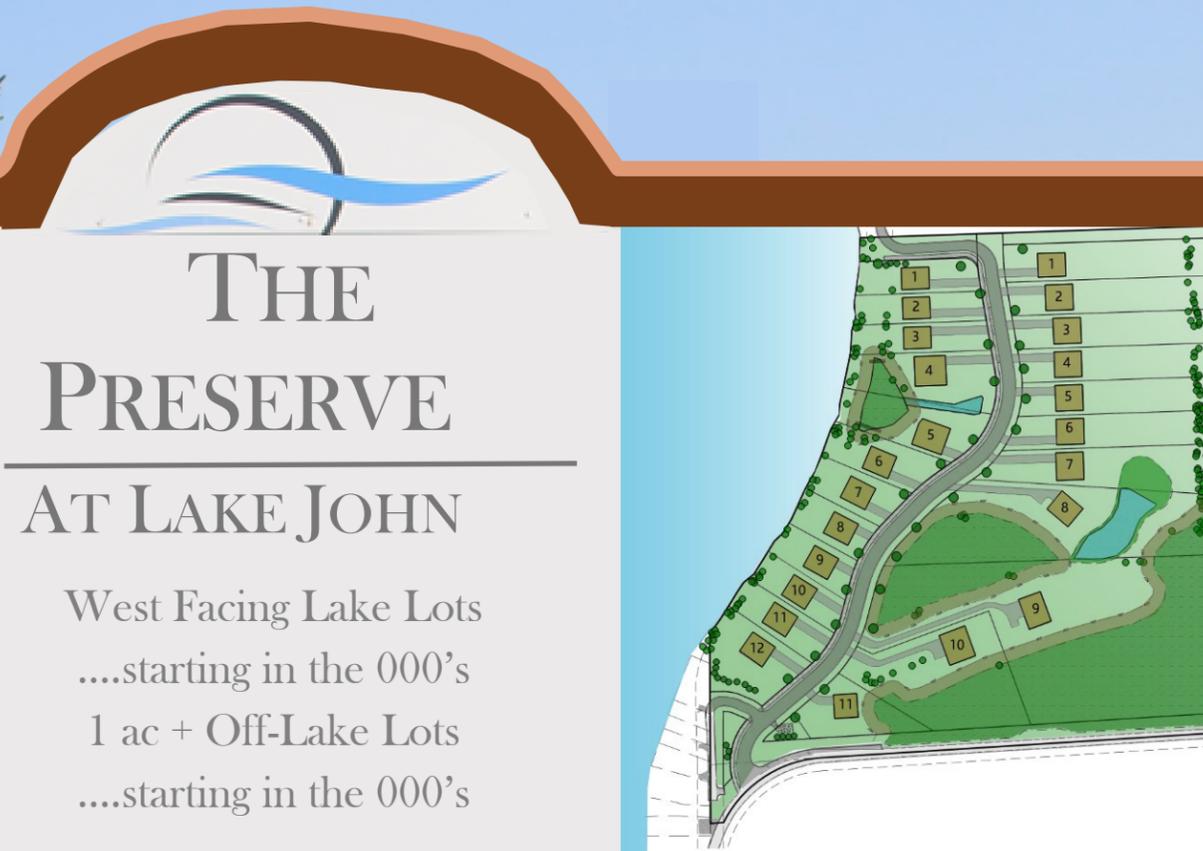
PROPERTY SKETCH

EXHIBIT B
SIGN SKETCH

8' Max



Sign content not yet designed



**THE
PRESERVE**

AT LAKE JOHN

West Facing Lake Lots
....starting in the 000's

1 ac + Off-Lake Lots
....starting in the 000's

8' Max Height



**OAK
REALTY** Steve Bruggeman 612-889-5245
www.oakrealtymn.com



City Council Agenda

May 8, 2023

Agenda Section: Consent

Agenda No. 6T

Report From: Kelly Hinnenkamp, City Administrator

Agenda Item: Call PH- Hemlock Improvements

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Compliance
-

Background

The City is working to complete the Hemlock Improvements in Summer of 2023. Bond Council is recommending the City hold a hearing at our June meeting since it has been over a year since the hearing was initially held.

Recommended Action

Motion to approve Resolution Calling Hearing in June on the Hemlock Improvements

Attachments:

Resolution

**RESOLUTION RECEIVING FEASIBILITY REPORT AND
CALLING HEARING ON IMPROVEMENT
CITY OF ANNANDALE, MINNESOTA
RESOLUTION NO. 2023-__**

WHEREAS, pursuant to resolution of the council adopted December 7, 2020, a report has been prepared by Bolton & Menk, Inc. with reference to the proposed TH 24 & Hemlock Intersection Improvements Project, the improvement along TH 24 from Poplar Avenue to approximately 300 feet north of Hemlock Street, at the Bendix Elementary TH 24 access, and improvements on Hemlock Street from TH 24 at Hemlock Street to Wright County Road 6, and this report was received by the council on January 4, 2021, 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 \$3,285,525.
2. A public hearing shall be held on such proposed improvement on the 5th day of June, 2023, 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 8th day of May, 2023.

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 8th day of May, 2023.

City Administrator

(SEAL)



City Council Agenda

May 8, 2023

Agenda Section: New Business

Agenda No. 9A

Report From: Chief Standafer

Agenda Item: Resolution Appointing Sergeant

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: Click or tap here to enter text. |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

Attached is a Resolution approving the appointment of Nancy Engfer to the position of Sergeant.

Recommended Action

Approve Resolution as presented

Attachments:

Resolution

RESOLUTION
23-__

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

APPOINTING SERGEANT

Nancy Engfer

WHEREAS, the City Council has deemed it advisable and in the best interest of the City to appoint a Sergeant; and

WHEREAS, staff have recommended the appointment of Nancy Engfer to the position of Sergeant with such appointment to be effective May 8, 2023 at Step 6 of the City's year 2023 step plan. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for full-time employees, as such policies may hereafter be amended.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Annandale, Wright County, Minnesota as follows:

1. That Nancy Engfer is hereby promoted to the position of Sergeant effective May 8, 2023.
2. That Nancy Engfer will commence employment at Step 6 of the City's year 2023 step plan. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for full time employees, as such policies may hereafter be amended.

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 8th day of May, 2023.

City Clerk



City Council Agenda

May 8, 2023

Agenda Section: New Business
Report From: Kelly Hinnenkamp, City Administrator

Agenda No. 9B
Agenda Item: Rescheduling of June Meeting

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

Mayor Jonas is asking the Council to consider scheduling the June meeting to June 5th.

Recommended Action

Will be discussed at the meeting

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: New Business
Report From: Kelly Hinnenkamp, City Administrator

Agenda No. 9C
Agenda Item: Resolution Calling Hearing- MnDot Consent.

Core Strategy:

- Inspire Community Engagement
 - Increase Operational Effectiveness
 - Enhance Local Business Environment
 - Develop/Manage Strong Parks/Trails
 - Provide Proactive Leadership
 - Ensure Safe/Well Kept Community
 - Other: Compliance
-

Background

Attached is a memo from City Engineer providing background information on MnDot's request for the City to call a hearing and consider providing Municipal consent for the Highway 55 project.

Recommended Action

Motion to approve Resolution Calling a Public Hearing

Attachments:

Engineer Memo with Supporting Documentation from MnDot Resolution



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

MEMORANDUM

Date: May 3, 2023
To: Honorable Mayor Jonas
Members of the City Council, City of Annandale
From:  Jared Voge, P.E.
City Engineer
Subject: Trunk Highway 55 Improvements
Annandale, Minnesota
BMI Project No.: OW1.124113

MnDOT will be reconstructing TH 55 in 2025 from Brown Ave. N to approximately 0.25 miles east of Annandale Blvd. State statute requires that a state-led project within a municipality obtain municipal consent. Please see the attached statute. The proposed project alters access at the frontage road entrance just east of Poplar Ave. South and requires MnDOT to acquire 0.22 acres of permanent easement. Please find attached the summary of permanent easements required for the project.

The city's approval is a formality however, recommended so that the utility improvements, for which a Feasibility Report was previously authorized by and prepared for the City Council, can be incorporated into the project. The estimated city portion of the costs associated with the approximately \$9.2 million total project cost is \$2.3 million.

Municipal consent requires that a Public Hearing be held regarding the proposed improvements which are identified on the attached exhibit. We have enclosed a resolution calling a public hearing for the June 12 city council meeting for council consideration.

We recommend that council adopt the enclosed resolution calling for a public hearing at the June 12, 2023 City Council meeting.

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

JAV/kp

Enclosures

**RESOLUTION
CALLING HEARING ON IMPROVEMENT
CITY OF ANNANDALE, MINNESOTA
RESOLUTION NO. 2023-__**

WHEREAS, Minnesota State Statutes 161.17-161.167 requires a public hearing for municipal consent with reference to the proposed TH 55 Improvements Project, S.P. 8606-63, the improvement along TH 55 from Brown Avenue to approximately 0.25 miles east of Annandale Boulevard

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

A public hearing shall be held on such proposed improvement on the 12th day of June, 2023, 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 8th day of May, 2023.

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 8th day of May, 2023.

City Administrator

(SEAL)

**Annandale City Hall
30 Cedar Street East
Annandale, MN 55302
Monday, June 8, 2023
6:30 p.m.**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the city council of Annandale will meet in the council chambers of the city hall at 6:30 p.m. on June 8, 2023, to consider the making of the TH 55 Improvements, Improvement No. S.P. 8606-63, the improvements of Trunk Highway 55 between Brown Avenue and 0.25 miles east of Annandale Boulevard pursuant to Minn. Stat. §§ 161.162 to 161.167. The estimated cost of the improvement is \$9,215,000. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Kelly Hinnenkamp, City Administrator

Published in the Annandale Advocate on May 10, and May 17, 2023.

Minnesota Statutes

161.162 – 161.167

2013 Minnesota Statutes

161.162 DEFINITIONS.

Subdivision 1. **Applicability.** The terms in sections 161.162 to 161.167 have the meanings given them in this section and section 160.02.

Subd. 2. **Final layout.** (a) "Final layout" means geometric layouts and supplemental drawings that show the location, character, dimensions, access, and explanatory information about the highway construction or improvement work being proposed. "Final layout" includes, where applicable, traffic lanes, shoulders, trails, intersections, signals, bridges, approximate right-of-way limits, existing ground line and proposed grade line of the highway, turn lanes, access points and closures, sidewalks, proposed design speed, noise walls, transit considerations, auxiliary lanes, interchange locations, interchange types, sensitive areas, existing right-of-way, traffic volume and turning movements, location of storm water drainage, location of municipal utilities, project schedule and estimated cost, and the name of the project manager.

(b) "Final layout" does not include a cost participation agreement. For purposes of this subdivision "cost participation agreement" means a document signed by the commissioner and the governing body of a municipality that states the costs of a highway construction project that will be paid by the municipality.

Subd. 3. **Final construction plan.** "Final construction plan" means the set of technical drawings for the construction or improvement of a trunk highway provided to contractors for bids.

Subd. 4. **Governing body.** "Governing body" means the elected council of a municipality.

Subd. 5. **Municipality.** "Municipality" means a statutory or home rule charter city.

History: 2001 c 191 s 3; 2002 c 364 s 3

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2013 Minnesota Statutes

161.163 HIGHWAY PROJECT REVIEW.

Subdivision 1. **Projects requiring review.** Sections 161.162 to 161.167 apply only to projects that alter access, increase or reduce highway traffic capacity, or require acquisition of permanent rights-of-way.

Subd. 2. **Traffic safety measures.** Nothing contained in sections 161.162 to 161.167 limits the power of the commissioner to regulate traffic or install traffic-control devices or other safety measures on trunk highways located within municipalities regardless of their impact on access or traffic capacity or on the need for additional right-of-way.

Subd. 3. **Construction program.** Nothing contained in sections 161.162 to 161.167 limits the commissioner's discretion to determine priority and programming of trunk highway projects.

History: 2001 c 191 s 4

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2013 Minnesota Statutes

161.164 FINAL LAYOUT APPROVAL PROCESS.

Subdivision 1. **Submission of final layout.** Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway. The final layout must be submitted as part of a report containing any supporting data that the commissioner deems helpful to the governing body in reviewing the final layout submitted. The supporting data must include a good-faith cost estimate of all the costs in which the governing body is expected to participate. The final layout must be submitted before final decisions are reached so that meaningful early input can be obtained from the municipality.

Subd. 2. **Governing body action.** (a) Within 15 days of receiving a final layout from the commissioner, the governing body shall schedule a public hearing on the final layout. The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project. The governing body shall give at least 30 days' notice of the public hearing.

(b) Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing, as follows:

(1) If the governing body approves the final layout or does not disapprove the final layout in writing within 90 days, in which case the final layout is deemed to be approved, the commissioner may continue the project development.

(2) If the final construction plans contain changes in access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the governing body, the commissioner shall resubmit the portion of the final construction plans where changes were made to the governing body. The governing body must approve or disapprove the changes, in writing, within 60 days from the date the commissioner submits them.

(3) If the governing body disapproves the final layout, the commissioner may make modifications requested by the municipality, decide not to proceed with the project, or refer the final layout to an appeal board. The appeal board shall consist of one member appointed by the commissioner, one member appointed by the governing body, and a third member agreed upon by both the commissioner and the governing body. If the commissioner and the governing body cannot agree upon the third member, the chief justice of the Supreme Court shall appoint a third member within 14 days of the request of the commissioner to appoint the third member.

Subd. 3. **Appeal board.** Within 30 days after referral of the final layout, the appeal board shall hold a hearing at which the commissioner and the governing body may present the case for or against approval of the final layout referred. Not later than 60 days after the hearing, the appeal board shall recommend approval, recommend approval with modifications, or recommend disapproval of the final layout, making additional recommendations consistent with state and federal requirements as it deems appropriate. It shall submit a written report containing its findings and recommendations to the commissioner and the governing body.

History: 2001 c 191 s 5

2013 Minnesota Statutes

161.165 COMMISSIONER ACTION; INTERSTATE HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to interstate highways.

Subd. 2. **Action on approved final layout.** (a) If the appeal board recommends approval of the final layout or does not submit its findings and recommendations within 60 days of the hearing, in which case the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project.

(b) If the final construction plans change access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If, within 60 days, the appeal board recommends approval of the final layout with modifications, the commissioner may:

(1) prepare final construction plans with the recommended modifications, notify the governing body, and proceed with the project;

(2) decide not to proceed with the project; or

(3) prepare final construction plans substantially similar to the final layout referred to the appeal board, and proceed with the project. The commissioner shall, before proceeding with the project, file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** (a) If, within 60 days, the appeal board recommends disapproval of the final layout, the commissioner may either:

(1) decide not to proceed with the project; or

(2) prepare final construction plans substantially similar to the final layout referred to the appeal board, notify the governing body and the appeal board, and proceed with the project. Before proceeding with the project, the commissioner shall file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 6

2013 Minnesota Statutes

161.166 COMMISSIONER ACTION; OTHER HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to trunk highways that are not interstate highways.

Subd. 2. **Action on approved final layout.** If the appeal board recommends approval of the final layout or does not submit its findings or recommendations within 60 days of the hearing, in which case the the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project. If the final construction plans change access or traffic capacity or require additional acquisition of right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plan that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If the appeal board approves the final layout with modifications, the commissioner may:

- (1) prepare final construction plans including the modifications, notify the governing body, and proceed with the project;
- (2) decide not to proceed with the project; or
- (3) prepare a new final layout and resubmit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** If the appeal board disapproves the final layout, the commissioner may:

- (1) decide not to proceed with the project; or
- (2) prepare a new final layout and submit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 7

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2013 Minnesota Statutes

161.167 REIMBURSEMENT OF EXPENSES.

Members of the appeal board shall submit to the commissioner an itemized list of the expenses incurred in disposing of matters presented to them. The appeal board members shall be reimbursed for all reasonable expenses incurred by them in the performance of their duties. The commissioner shall pay these costs out of the trunk highway fund.

History: 2001 c 191 s 8

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Minnesota Department of Transportation
Right of Way Electronic Acquisition and Land Management System
(REALMS)

Total Acres of Project Acquisitions

Parcel Number	Area	Units of Measurement	Type of Acquisition	Area in Acres
8606-224-0043	406.00	Square Feet	Temporary Easement	0.01
8606-224-0044	67.00	Square Feet	Temporary Easement	0.00
8606-224-0045	148.00	Square Feet	Permanent Easement	0.00
8606-224-0045	2,463.00	Square Feet	Temporary Easement	0.06
8606-224-0239B	3,874.00	Square Feet	Temporary Easement	0.09
8606-224-0239B	313.00	Square Feet	Permanent Easement	0.01
8606-224-0239C	1,141.00	Square Feet	Temporary Easement	0.03
8606-224-0240A	352.00	Square Feet	Permanent Easement	0.01
8606-224-0240A	816.00	Square Feet	Temporary Easement	0.02
8606-224-0240B	128.00	Square Feet	Permanent Easement	0.00
8606-224-0240B	4,876.00	Square Feet	Temporary Easement	0.11
8606-224-0240C	2,901.00	Square Feet	Temporary Easement	0.07
8606-224-0240D	4,762.00	Square Feet	Temporary Easement	0.11
8606-224-0240E	3,030.00	Square Feet	Temporary Easement	0.07
8606-224-0240E	337.00	Square Feet	Permanent Easement	0.01
8606-224-0300	0.13	Acres	Temporary Easement	0.13
8606-224-0338	4,203.00	Square Feet	Temporary Easement	0.10
8606-224-0338	1,687.00	Square Feet	Permanent Easement	0.04
8606-224-0339	1,557.00	Square Feet	Temporary Easement	0.04
8606-224-0339	49.00	Square Feet	Permanent Easement	0.00
8606-224-0438X	1.00	N/A	Access Control	0.00
8606-224-0438X	2,872.00	Square Feet	Temporary Easement	0.07
8606-903-0200	1.80	Acres	Temporary Easement	1.80
8606-903-0201	228.00	Square Feet	Temporary Easement	0.01
8606-903-0202	592.00	Square Feet	Temporary Easement	0.01
8606-903-0203	1,325.00	Square Feet	Temporary Easement	0.03
8606-903-0205	1,088.00	Square Feet	Temporary Easement	0.03
8606-903-0205	71.00	Square Feet	Permanent Easement	0.00
8606-903-0206	875.00	Square Feet	Temporary Easement	0.02
8606-903-0207	433.00	Square Feet	Temporary Easement	0.01
8606-903-0208	1,242.00	Square Feet	Temporary Easement	0.03
8606-903-0209	236.00	Square Feet	Temporary Easement	0.01
8606-903-0209A	294.00	Square Feet	Temporary Easement	0.01
8606-903-0210	200.00	Square Feet	Temporary Easement	0.00
8606-903-0211	0.03	Acres	Temporary Easement	0.03
8606-903-0212	1.00	N/A	Access Control	0.00
8606-903-0215	0.08	Acres	Temporary Easement	0.08
8606-903-0215	0.06	Acres	Permanent Easement	0.06
8606-903-0215A	0.09	Acres	Permanent Easement	0.09
8606-903-0215A	0.04	Acres	Temporary Easement	0.04
8606-903-0215C	158.00	Square Feet	Temporary Easement	0.00
8606-903-0217	0.04	Acres	Temporary Easement	0.04
8606-903-0217A	2,343.00	Square Feet	Temporary Easement	0.05
8606-903-0217B	1,230.00	Square Feet	Temporary Easement	0.03
8606-903-0218	6,115.00	Square Feet	Temporary Easement	0.14
8606-903-0218A	0.09	Acres	Temporary Easement	0.09
8611-904-0201	806.00	Square Feet	Temporary Easement	0.02
8611-904-0201	32.00	Square Feet	Permanent Easement	0.00
8611-904-0202	54.00	Square Feet	Temporary Easement	0.00

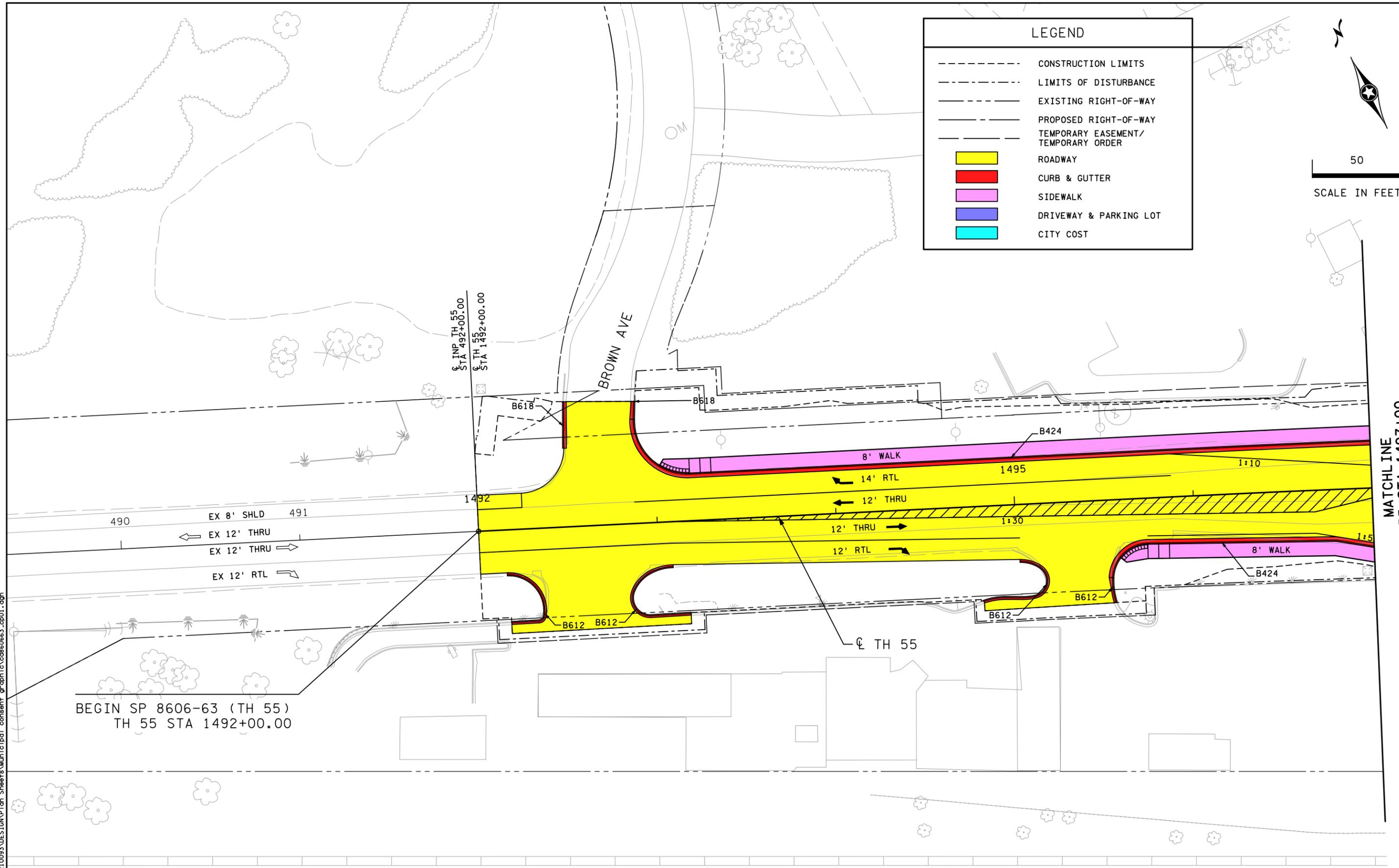
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8611-904-0203	1,355.00	Square Feet	Temporary Easement	0.03
8611-904-0212	2,056.00	Square Feet	Temporary Easement	0.05

Total Acres of Project Acquisitions

	8606-63RW
Permanent Easement	0.22
Temporary Easement	3.44
Grand Total	3.66

LEGEND

- CONSTRUCTION LIMITS
- - - LIMITS OF DISTURBANCE
- EXISTING RIGHT-OF-WAY
- PROPOSED RIGHT-OF-WAY
- TEMPORARY EASEMENT/ TEMPORARY ORDER
- ROADWAY
- CURB & GUTTER
- SIDEWALK
- DRIVEWAY & PARKING LOT
- CITY COST



MATCHLINE
TH 55 STA 1497+00

BEGIN SP 8606-63 (TH 55)
TH 55 STA 1492+00.00

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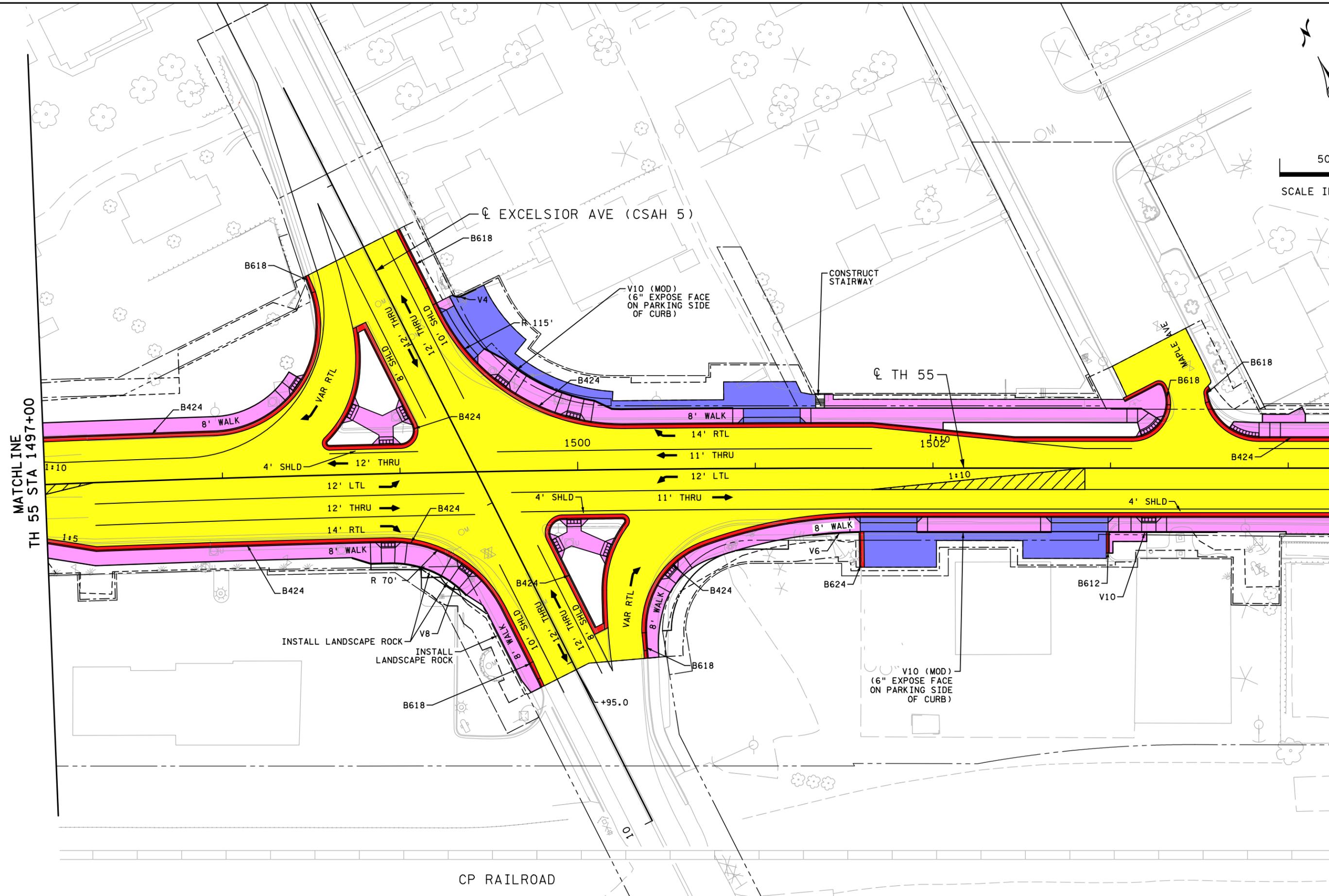


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TH 55 BEGIN CONSTRUCTION TO STA 1497+00

SP 8606-63 (TH 55)/SAP 086-605-028
SHEET NO. 1 OF 14 SHEETS



MATCHLINE TH 55 STA 1497+00

MATCHLINE TH 55 STA 1504+25

CP RAILROAD

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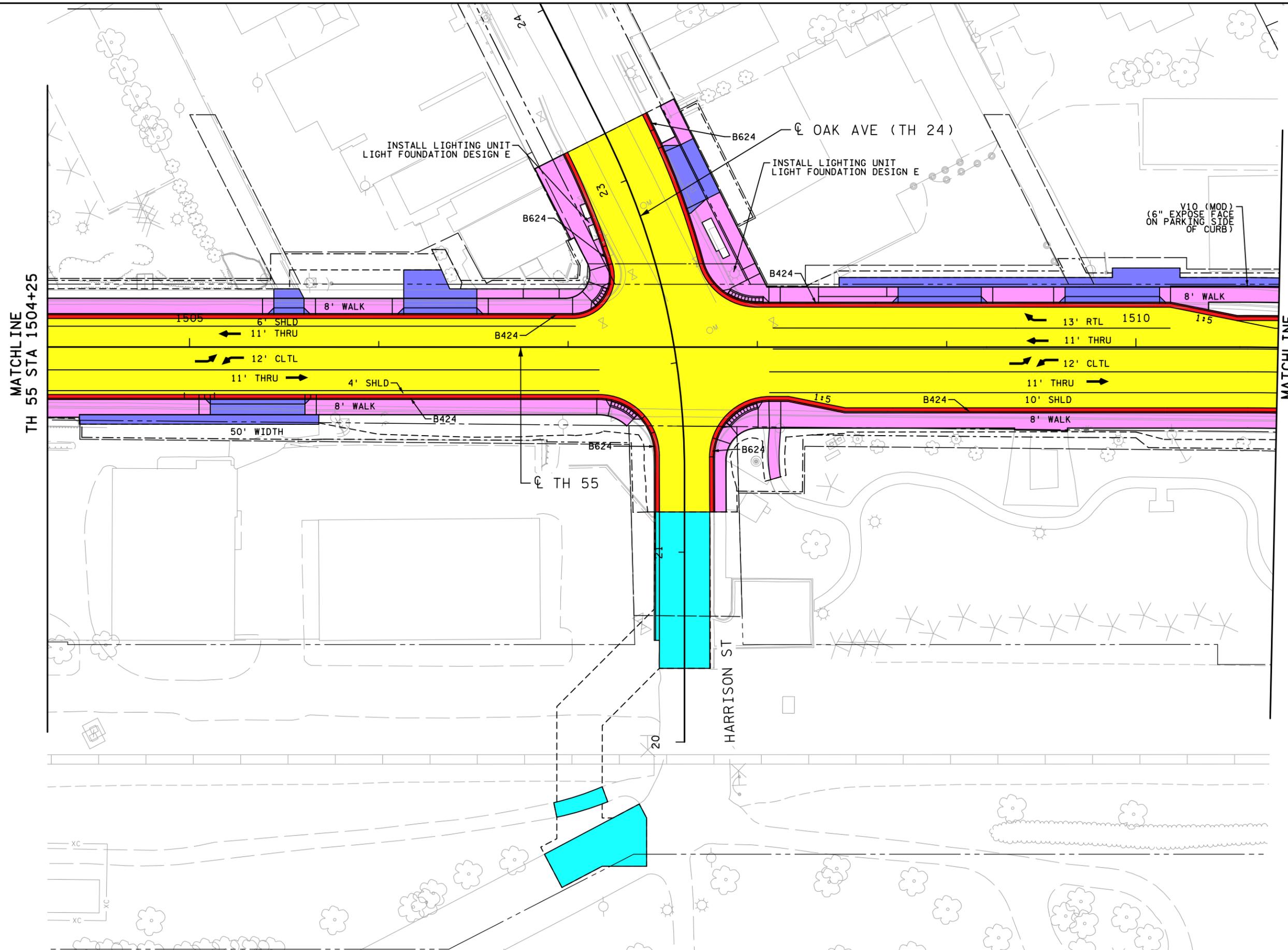


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SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 2 OF 14 SHEETS



MATCHLINE
TH 55 STA 1504+25

MATCHLINE
TH 55 STA 1510+75

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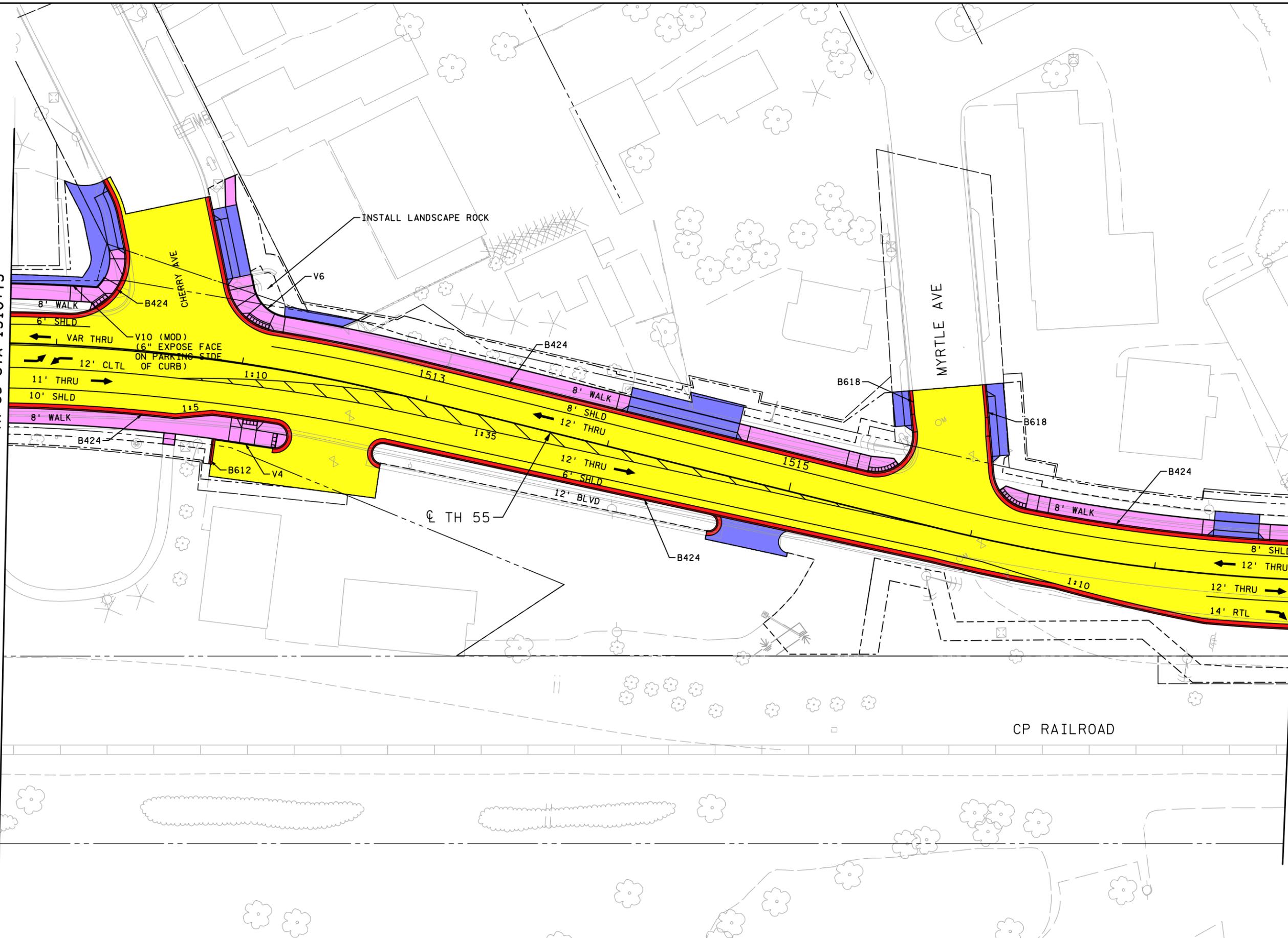
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SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 3 OF 14 SHEETS



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TH 55 STA 1517+75



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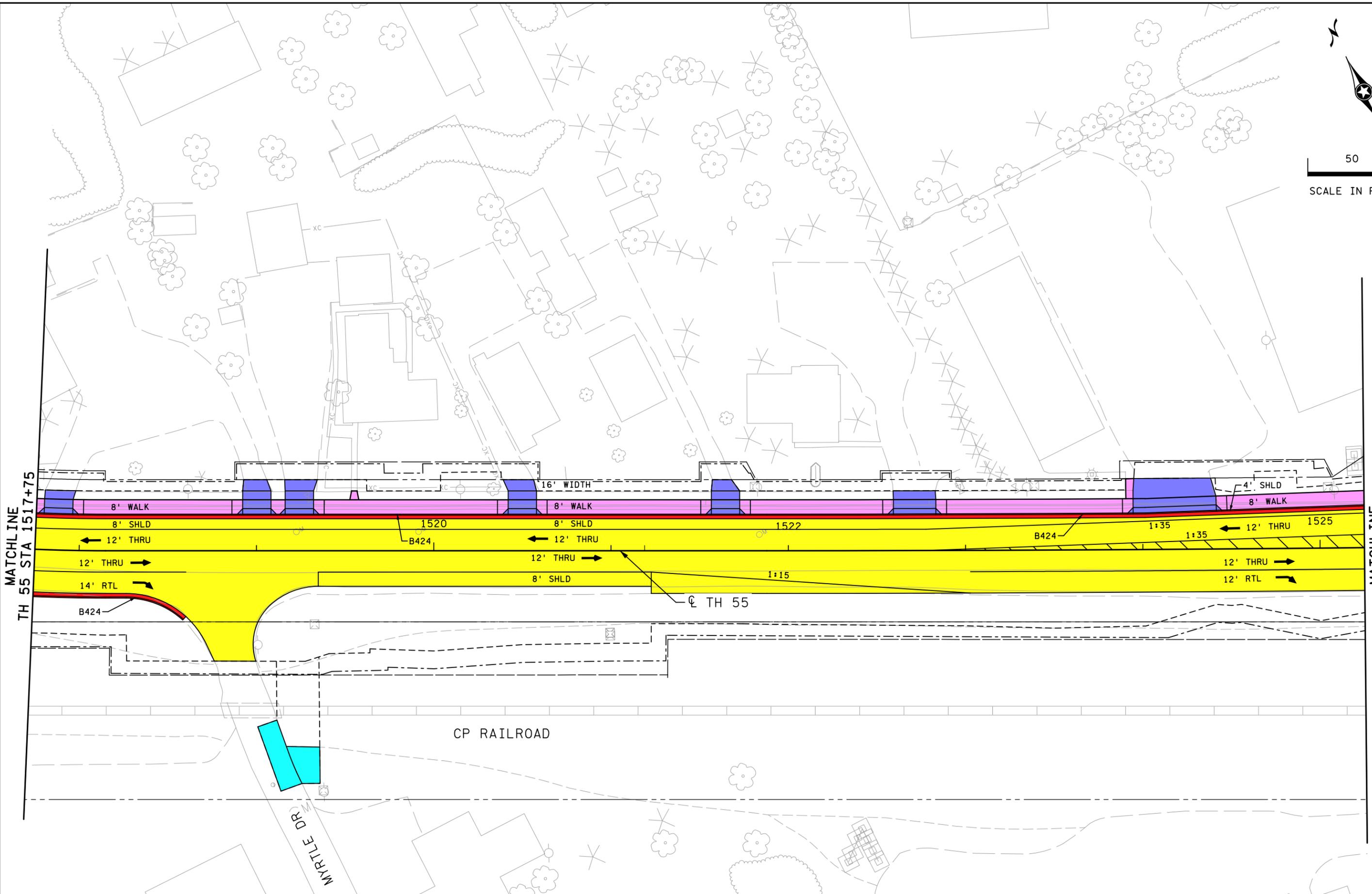
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SP 8606-63 (TH 55)/SAP 086-605-028
SHEET NO. 4 OF 14 SHEETS



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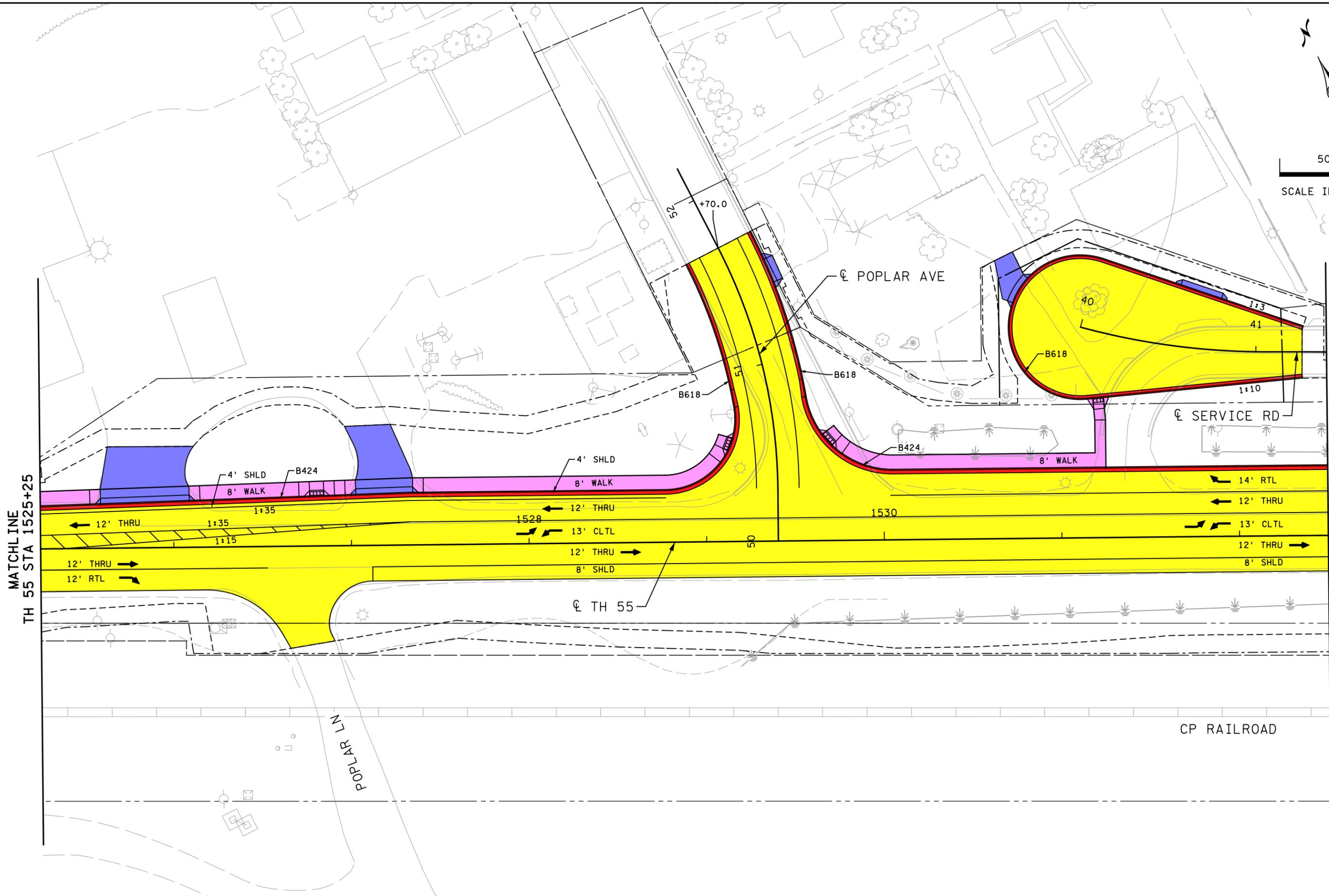
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MUNICIPAL CONSENT EXHIBIT
TH 55 STA 1517+75 TO STA 1525+25

SP 8606-63 (TH 55)/SAP 086-605-028
SHEET NO. 5 OF 14 SHEETS



MATCHLINE
TH 55 STA 1525+25

MATCHLINE
TH 55 STA 1532+50

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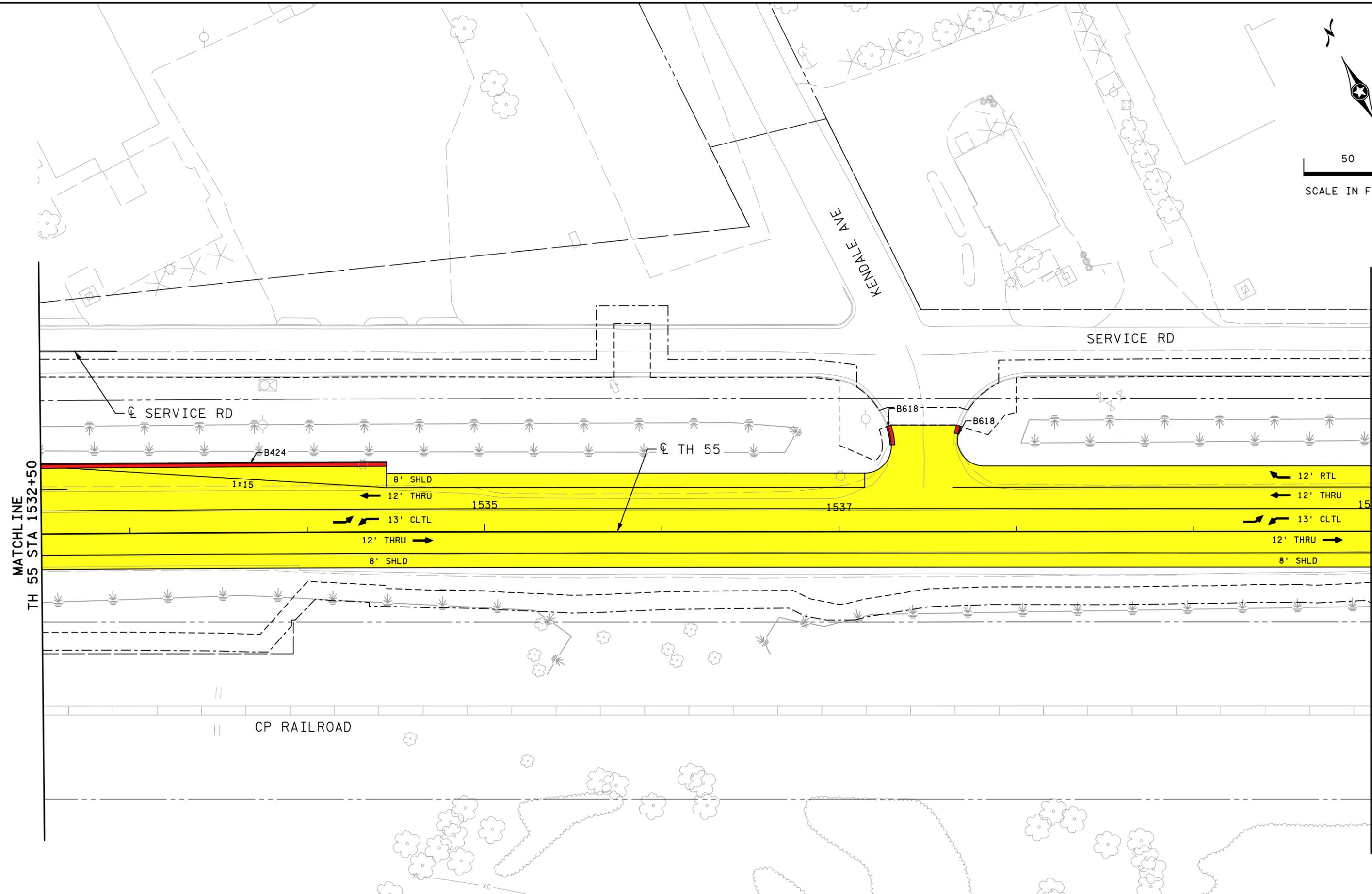


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MUNICIPAL CONSENT EXHIBIT
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SP 8606-63 (TH 55)/SAP 086-605-028
SHEET NO. 6 OF 14 SHEETS



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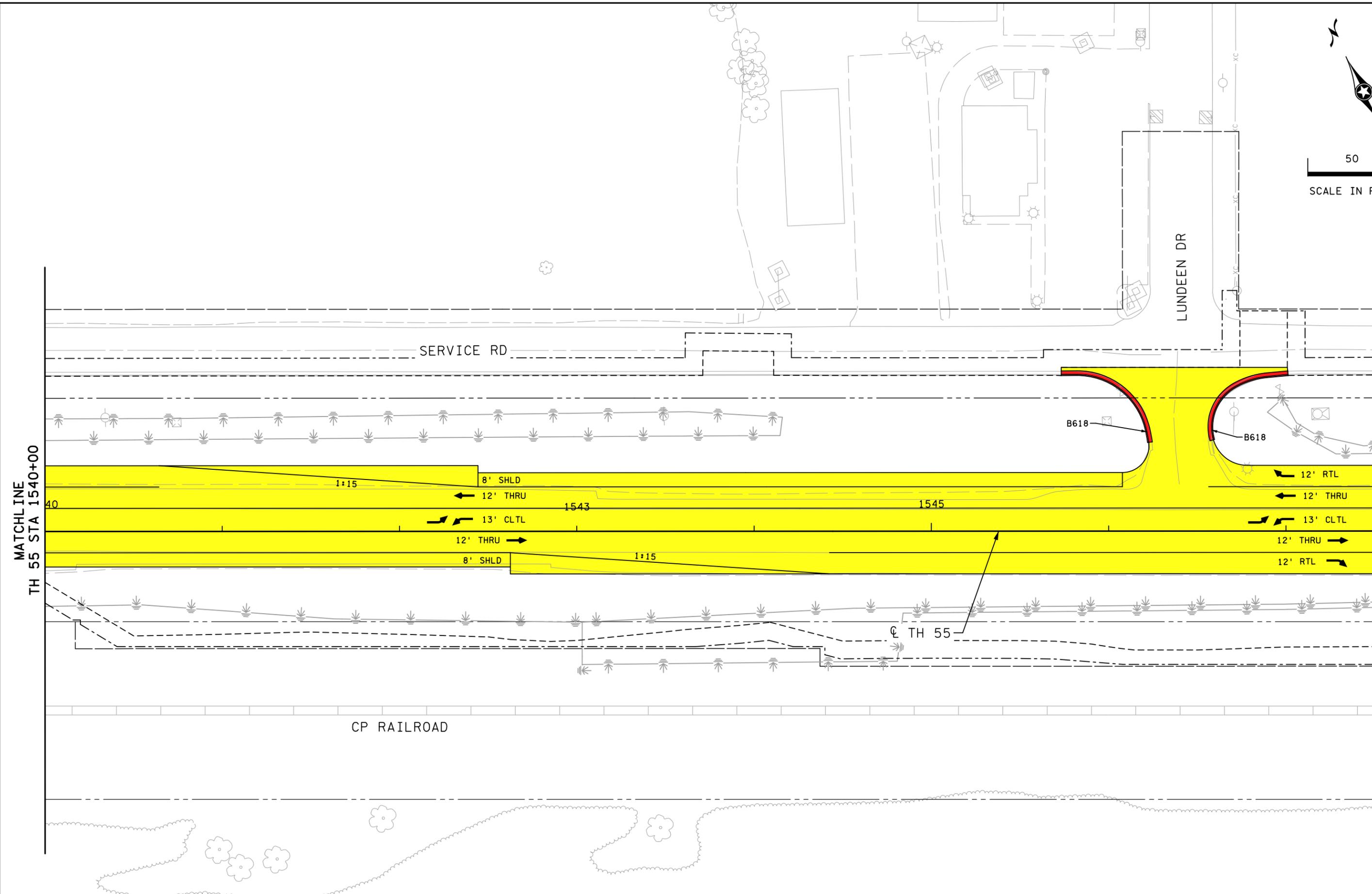
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MUNICIPAL CONSENT EXHIBIT
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SP 8606-63 (TH 55)/SAP 086-605-028
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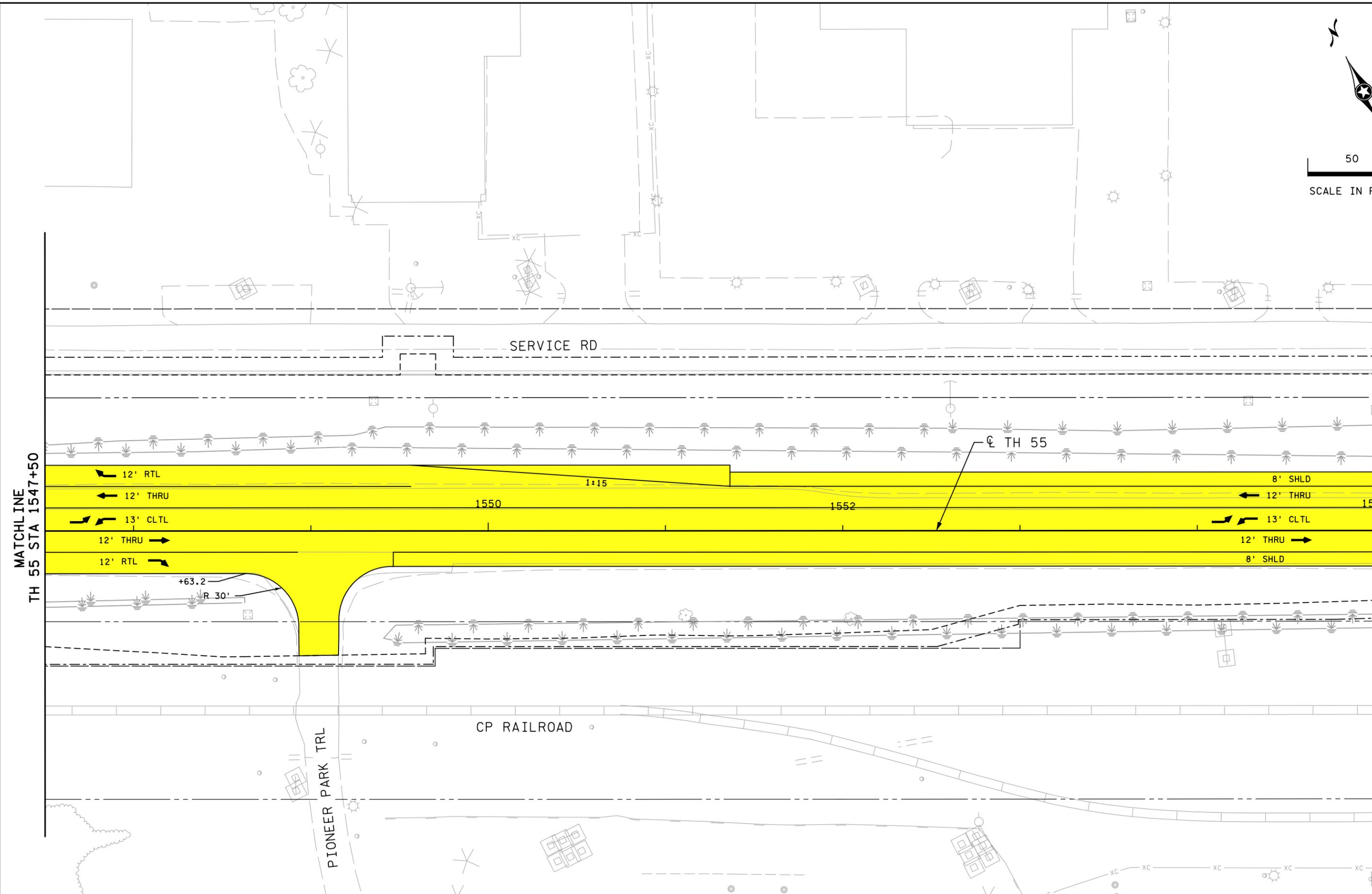
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 LICENSE # _____

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MUNICIPAL CONSENT EXHIBIT
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SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 8 OF 14 SHEETS



MATCHLINE TH 55 STA 1547+50

MATCHLINE TH 55 STA 1555+00

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NO	DATE	DWN	CKD	REVISIONS

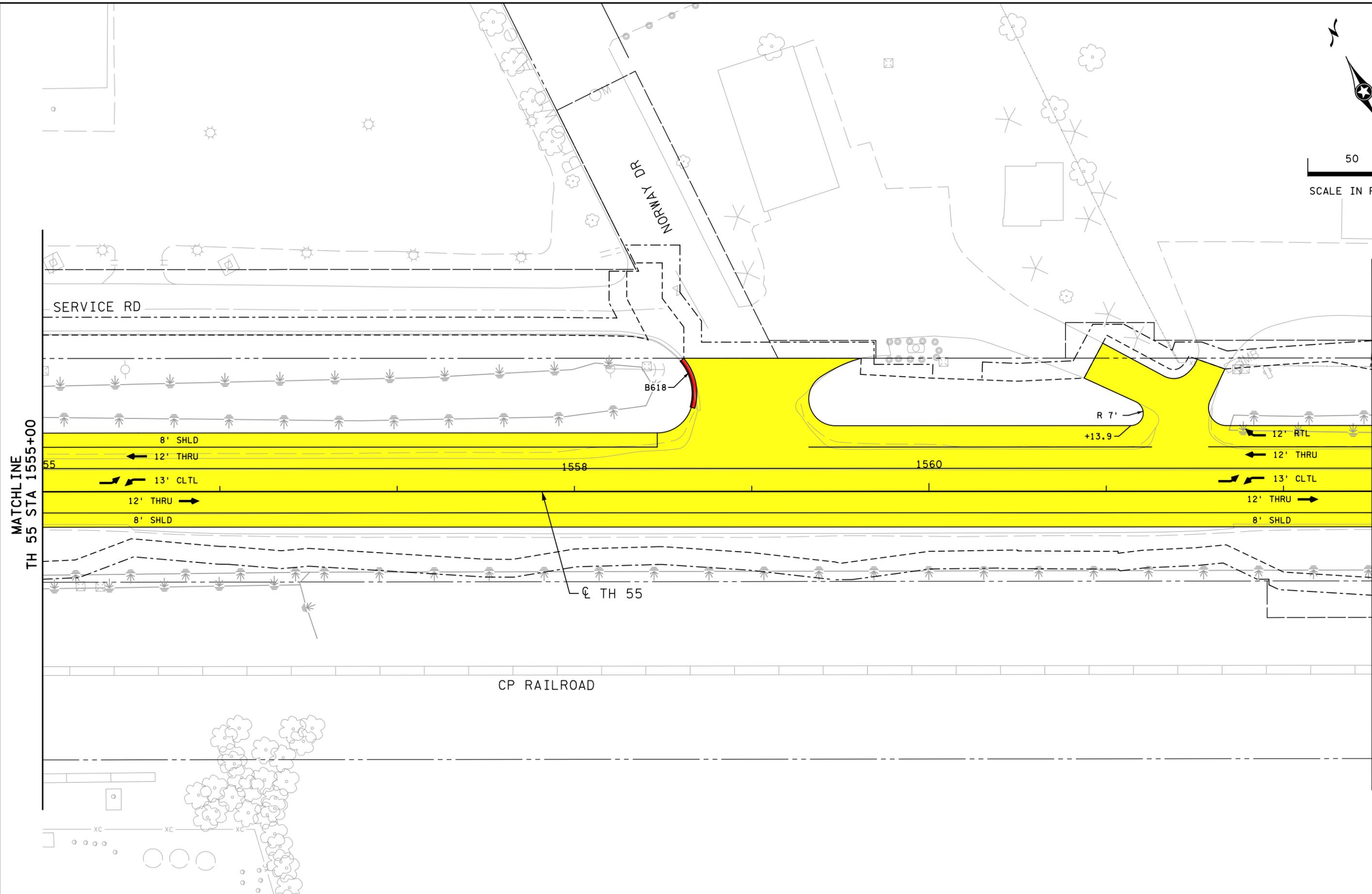


I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: **DRAFT COPY**
 SIGNATURE: **DRAFT COPY**
 DATE: _____ LICENSE # _____

MUNICIPAL CONSENT EXHIBIT
 TH 55 STA 1547+50 TO STA 1555+00

SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 9 OF 14 SHEETS



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NO	DATE	DWN	CKD	REVISIONS



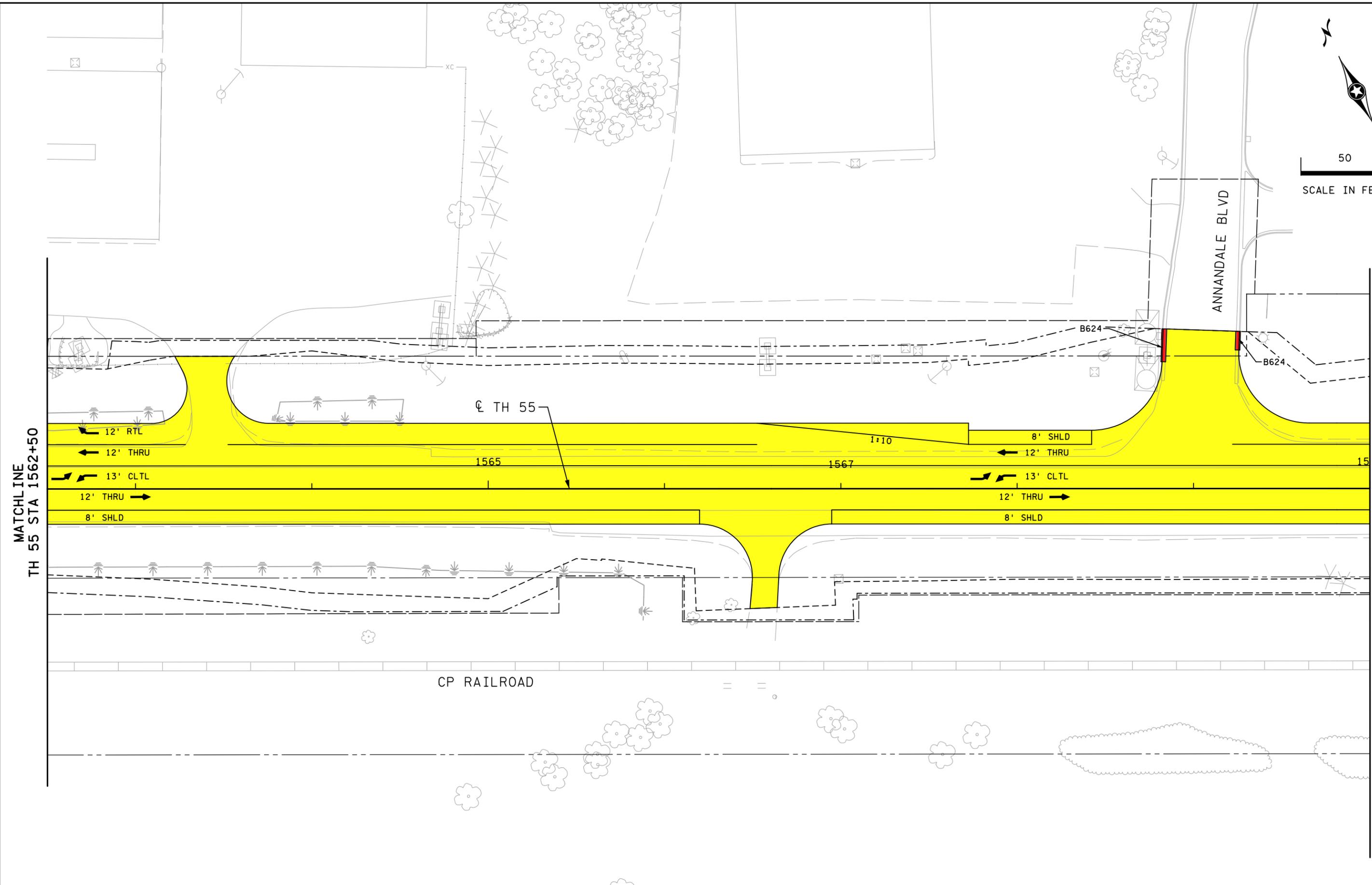
I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
 SIGNATURE: _____
 DATE: _____
 LICENSE # _____

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MUNICIPAL CONSENT EXHIBIT
 TH 55 STA 1555+00 TO STA 1562+50

SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 10 OF 14 SHEETS



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NO	DATE	DWN	CKD	REVISIONS



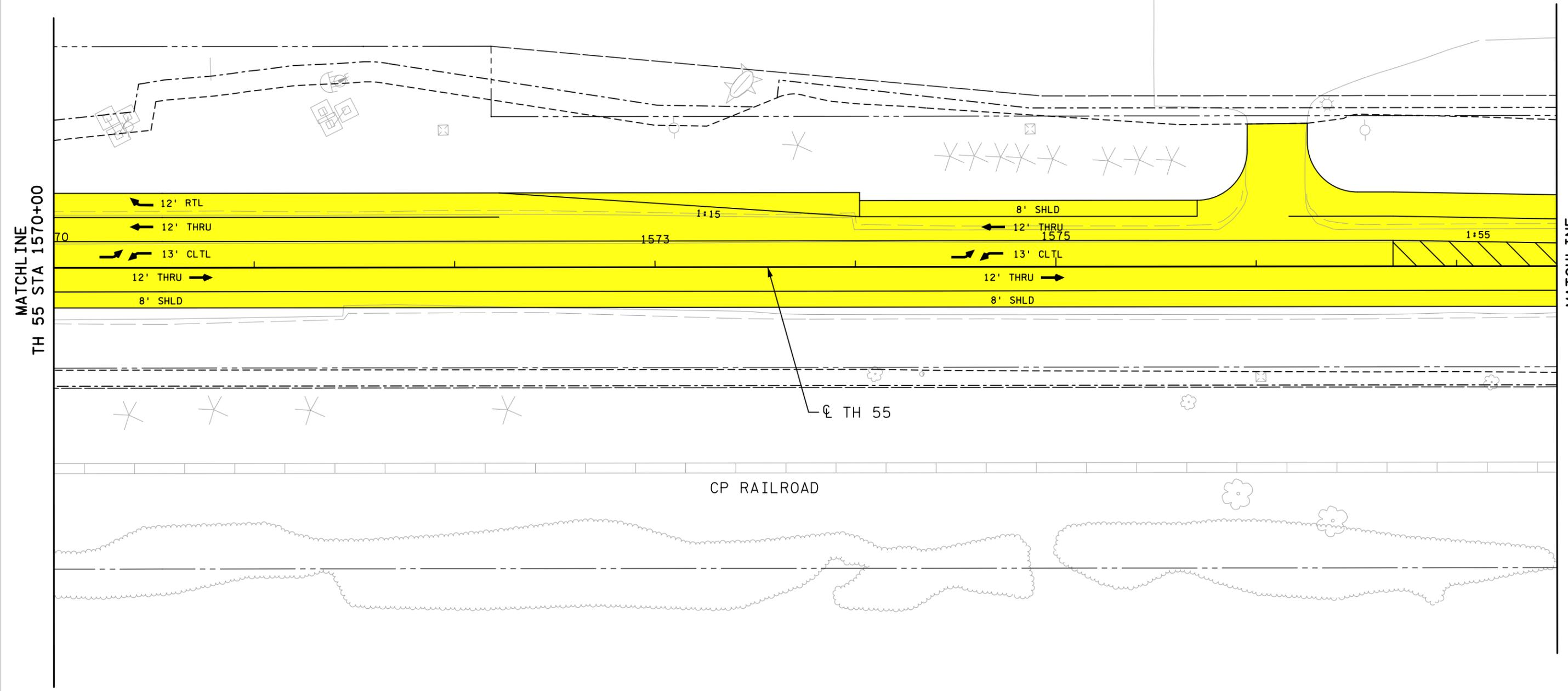
I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
 SIGNATURE: _____
 DATE: _____
 LICENSE: _____

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MUNICIPAL CONSENT EXHIBIT
 TH 55 STA 1562+50 TO STA 1570+00

SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 11 OF 14 SHEETS



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NO	DATE	DWN	CKD	REVISIONS

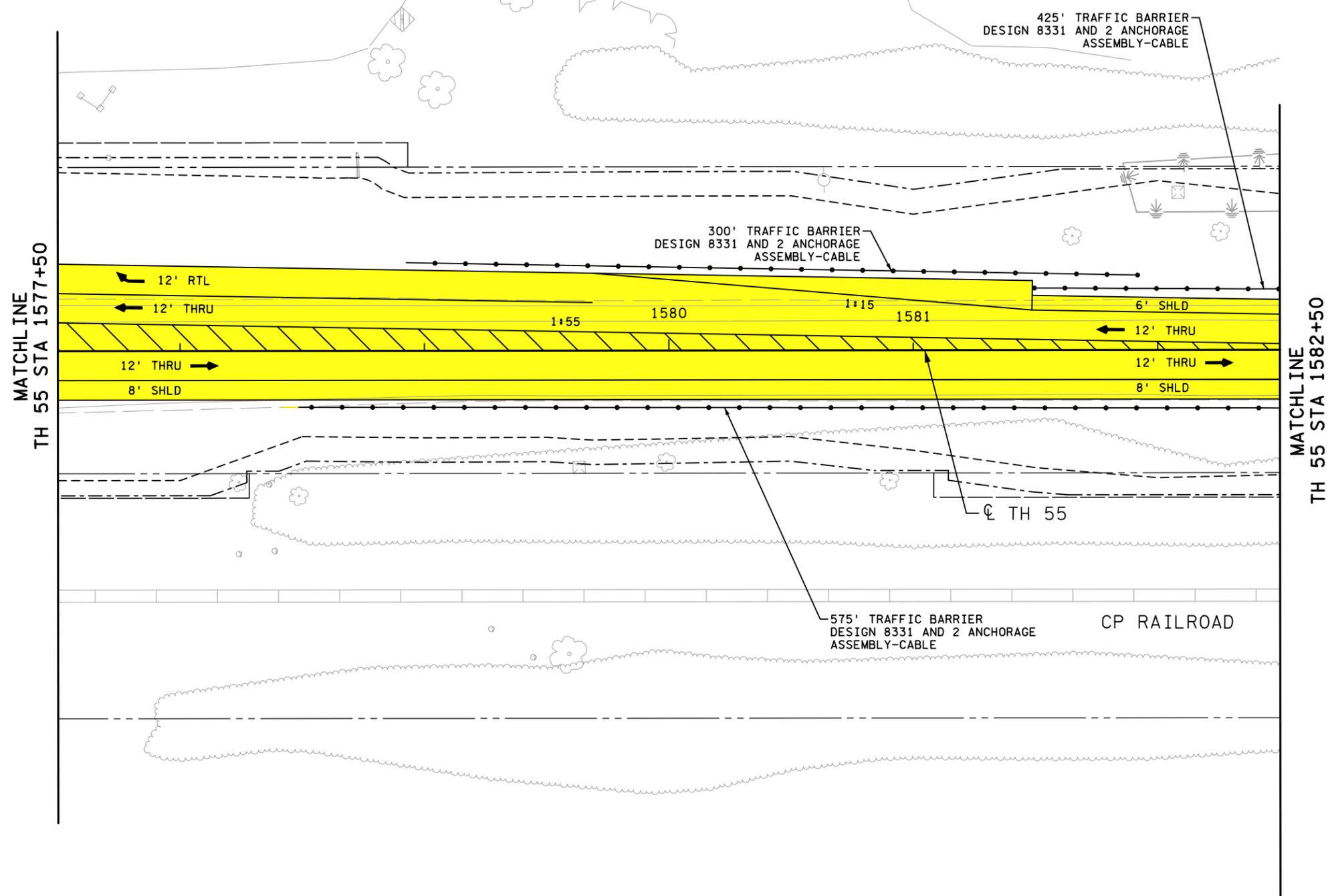


I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: **DRAFT COPY**
 SIGNATURE: **DRAFT COPY**
 DATE: _____ LICENSE # _____

MUNICIPAL CONSENT EXHIBIT
 TH 55 STA 1570+00 TO STA 1577+50

SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 12 OF 14 SHEETS



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I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
 SIGNATURE: _____
 DATE: _____
 LICENSE # _____

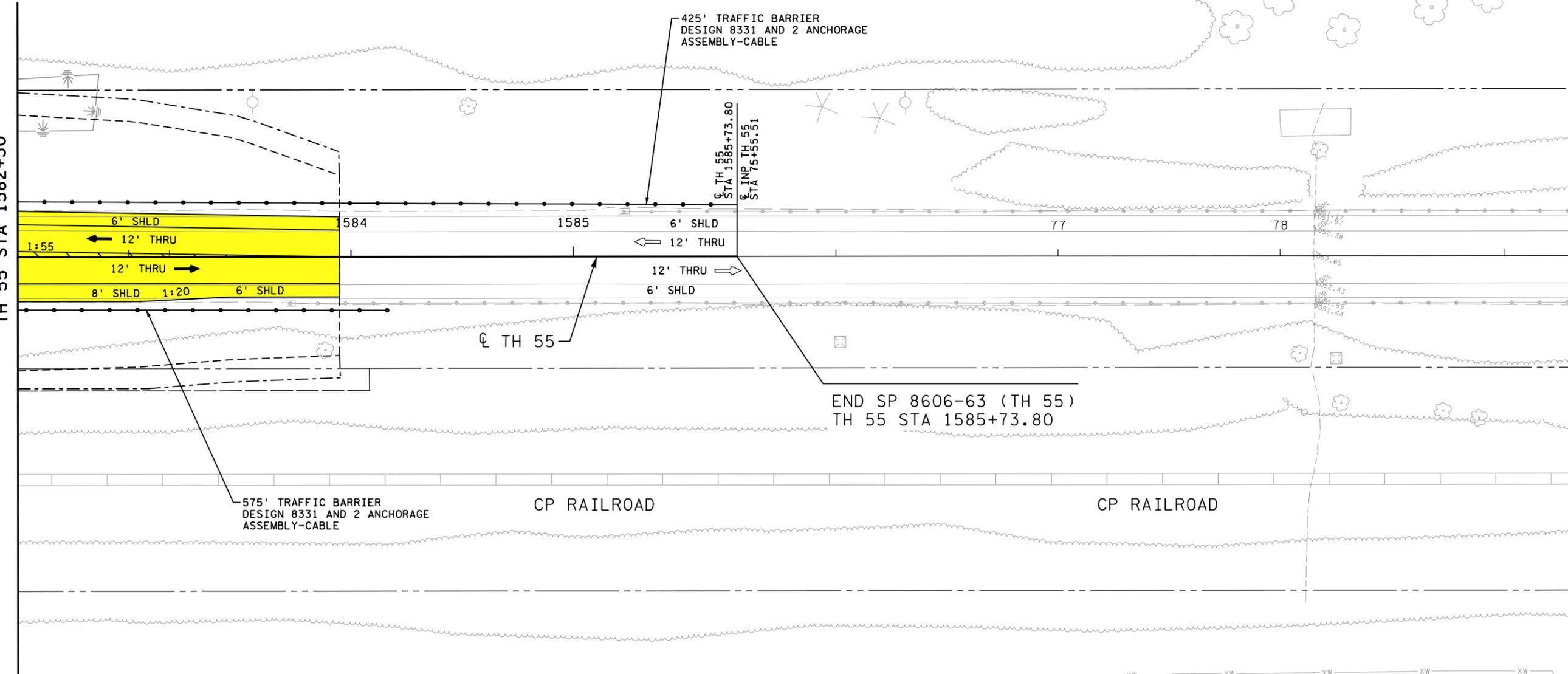
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MUNICIPAL CONSENT EXHIBIT
 TH 55 STA 1577+50 TO STA 1582+50

SP 8606-63 (TH 55)/SAP 086-605-028
 SHEET NO. 13 OF 14 SHEETS



MATCHLINE
TH 55 STA 1582+50



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NO	DATE	DWN	CKD	REVISIONS



I HEREBY CERTIFY THAT THIS SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
SIGNATURE: _____
DATE: _____
LICENSE # _____

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MUNICIPAL CONSENT EXHIBIT
TH 55 STA 1582+50 TO END CONSTRUCTION

SP 8606-63 (TH 55)/SAP 086-605-028
SHEET NO. 14 OF 14 SHEETS

**Annandale City Hall
30 Cedar Street East
Annandale, MN 55302
Monday, June 8, 2023
6:30 p.m.**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the city council of Annandale will meet in the council chambers of the city hall at 6:30 p.m. on June 8, 2023, to consider the making of the TH 55 Improvements, Improvement No. S.P. 8606-63, the improvements of Trunk Highway 55 between Brown Avenue and 0.25 miles east of Annandale Boulevard pursuant to Minn. Stat. §§ 161.162 to 161.167. The estimated cost of the improvement is \$9,215,000. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Kelly Hinnenkamp, City Administrator

Published in the Annandale Advocate on May 10, and May 17, 2023.

**RESOLUTION
CALLING HEARING ON IMPROVEMENT
CITY OF ANNANDALE, MINNESOTA
RESOLUTION NO. 2023-__**

WHEREAS, Minnesota State Statutes 161.17-161.167 requires a public hearing for municipal consent with reference to the proposed TH 55 Improvements Project, S.P. 8606-63, the improvement along TH 55 from Brown Avenue to approximately 0.25 miles east of Annandale Boulevard

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

A public hearing shall be held on such proposed improvement on the 12th day of June, 2023, 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 8th day of May, 2023.

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 8th day of May, 2023.

City Administrator

(SEAL)

Agenda Section: New Business
Report From: Kelly Hinnenkamp, City Administrator

Agenda No. 9D
Agenda Item: Proposal from Rachel Development on Outlot B

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

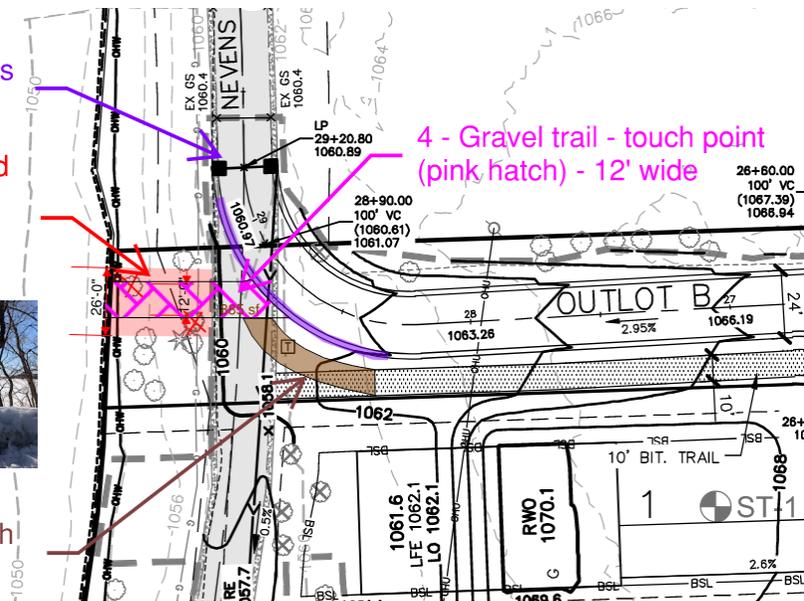
As part of the Lake John Development, the City is acquiring Outlot B. This outlot will serve as right-of-way and a touchpoint to Lake John, which was a recommendation from MN DNR. Staff met onsite with Rachel Development, and it was determined additional tree removal would allow for an improved touchpoint to the Lake for residents. The City could consider these improvements at a later date or we could contract with Rachel Development for this work while their equipment is onsite. Staff feels it would be cost-beneficial for the City to contract with Rachel Development for this work.

Below is the work proposed:

- 1 - Keep curb surmountable as noted in plans
- 2 - Tree & Brush Removal (Red Area) (10 Trees + - 26' wide clear area + -) - Avoid Oak Trees



- 3 - Slight curve to trail to match into gravel trail touchpoint



The are proposing the following for expenses related to this work-

- Tree/Stump Removal- \$2382
- Final Grading- \$1486
- Install Washed Granite- \$3100

Staff recommends contracting with Rachel Development for these improvements but staff will meet to reduce the scope of work for the washed granite, which is expected to lower the cost.

Recommended Action

Motion to approve the improvements as proposed.

Attachments:

None



City Council Agenda

May 8, 2023

Agenda Section: Regular

Agenda No. 9E

Report From: Jacob Thunander, Community
Development Director

Agenda Item: Consideration of Pickleball
Courts

Core Strategy:

- | | |
|------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails | |

Background

There has been a desire by community members and the Park Commission to have pickleball courts installed at a city park or public space.

The City Engineer has developed a concept showing two options for pickleball courts at the Recreation Park: a 4 court and a 6 court option. The estimated costs are approximately \$393,000 and \$511,000, respectively. The Recreation Park is an ideal location in a regional park that contains adequate parking infrastructure and open space to accommodate this type of use. In addition, soil borings were previously taken in the general area that would likely support the courts. It is recommended that an additional boring (estimated at \$7,500) be obtained to confirm the anticipated soils.

The City has received a donation from a private donor in the amount of \$150,000, which expires if the funds are not utilized this summer.

Staff are requesting a decision about whether to fund the installation of the courts at the Recreation Park. Other options for pickleball courts could be Crow Woods Park and the Middle School site.

Attachments:

- Pickleball Concept and Engineer's Estimate



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ENGINEER'S ESTIMATE
PICKLEBALL COURTS (4)
CITY OF ANNANDALE
 BMI PROJECT NO. 0T6.130116



May 3, 2023

Item No.	Item	Unit	Estimated Quantity	Unit Price	Total Amount
1	EXCAVATION, CLASS 13	CY	1067	\$20.00	\$21,340.00
2	SUBDRAIN, 6", PERFORATED	LF	344	\$12.00	\$4,128.00
3	PAVEMENT, PCC, 5"	SY	210	\$60.00	\$12,600.00
4	CONNECTION TO RESTROOM, PCC, 5"	SY	158	\$60.00	\$9,480.00
5	PCC EDGE RESTRAINT, 15"	LF	360	\$25.00	\$9,000.00
6	CHAIN LINK FENCE, BLACK, 4'	LF	156	\$80.00	\$12,480.00
7	CHAIN LINK FENCE, BLACK, 6'	LF	300	\$100.00	\$30,000.00
8	CHAIN LINK FENCE, BLACK, 10'	LF	60	\$140.00	\$8,400.00
9	GATE	EA	2	\$1,200.00	\$2,400.00
10	COURT LIGHTING	LS	1	\$85,000.00	\$85,000.00
11	SAND SUBBASE (48" DEPTH)	CY	1067	\$20.00	\$21,340.00
12	ACRYLIC SURFACING	SY	800	\$10.00	\$8,000.00
13	HMA COURT (3" ASPHALT, 6" AGGREGATE BASE COURSE)	SY	800	\$40.00	\$32,000.00
14	PICKLEBALL POSTS AND NETS	EA	4	\$4,500.00	\$18,000.00
15	MOBILIZATION	LS	1	\$28,000.00	\$28,000.00
16					

Total: \$302,168.00

Construction Contingencies 15%: \$45,325.20
 Engineering & Construction Services 15%: \$45,325.20
Opinion of Estimated Construction Cost: \$392,818.40



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ENGINEER'S ESTIMATE

PICKLEBALL COURTS (6)

CITY OF ANNANDALE

BMI PROJECT NO. 0T6.130116



Real People. Real Solutions.

May 3, 2023

Item No.	Item	Unit	Estimated Quantity	Unit Price	Total Amount
1	EXCAVATION, CLASS 13	CY	1600	\$20.00	\$32,000.00
2	SUBDRAIN, 6", PERFORATED	LF	416	\$12.00	\$4,992.00
3	PAVEMENT, PCC, 5"	SY	240	\$60.00	\$14,400.00
4	CONNECTION TO RESTROOM, PCC, 5"	SY	181	\$60.00	\$10,860.00
5	PCC EDGE RESTRAINT, 15"	LF	432	\$25.00	\$10,800.00
6	CHAIN LINK FENCE, BLACK, 4'	LF	372	\$80.00	\$29,760.00
7	CHAIN LINK FENCE, BLACK, 6'	LF	306	\$100.00	\$30,600.00
8	CHAIN LINK FENCE, BLACK, 10'	LF	126	\$140.00	\$17,640.00
9	GATE	EA	2	\$1,200.00	\$2,400.00
10	COURT LIGHTING	LS	1	\$85,000.00	\$85,000.00
11	SAND SUBBASE (48" DEPTH)	CY	1600	\$20.00	\$32,000.00
12	ACRYLIC SURFACING	SY	1200	\$10.00	\$12,000.00
13	HMA COURT (3" ASPHALT, 6" AGGREGATE BASE COURSE)	SY	1200	\$40.00	\$48,000.00
14	PICKLEBALL POSTS AND NETS	EA	6	\$4,500.00	\$27,000.00
15	MOBILIZATION	LS	1	\$36,000.00	\$36,000.00
16					

Total: \$393,452.00

Construction Contingencies 15%: \$59,017.80
Engineering & Construction Services 15%: \$59,017.80
Opinion of Estimated Construction Cost: \$511,487.60



City Council Agenda

May 8, 2023

Agenda Section: New Business
Report From: Kelly Hinnenkamp, City Administrator

Agenda No. 9F
Agenda Item: Purchase of Property- 20 Oak Ave S

Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

Background

In April of 2022, the Council identified three properties for potential redevelopment downtown- the property at 20 Oak Avenue South was one of those three properties. In January of 2023, the City directed staff to enter into a purchase agreement with the owner of 20 Oak Avenue South contingent on the receipt of a grant from MN DEED for the redevelopment of the site. After speaking with DEED, the City applied for the Demo Loan program because we did not yet have a developer identified. The City did not receive the grant, but we were encouraged to consider the Redevelopment Grant when a developer is identified. This grant is available again in August of 2023.

The contingency for the current purchase agreement will expire at midnight on May 8th. Council should consider if the City should waive the contingency moving forward with the purchase of the building or if we are going to cancel the purchase agreement.

In April of 2022, Council directed staff to transfer \$384,000 of ARP funds to the EDA fund to be used for the purchase of buildings. With the prior purchase of 74 Oak Ave North, the City would be within those funding parameters with the purchase of this building under the current purchase agreement.

The Economic Development Committee met and is recommending Council consider moving forward with the purchase while continuing to pursue grant and redevelopment opportunities.

Recommended Action

Motion to approve Resolution Waiving Contingency and Purchasing Property

Attachments:

Resolution

RESOLUTION NO. 23-__
RESOLUTION AUTHORIZING THE PURCHASE OF REAL PROPERTY

WHEREAS, the City of Annandale, Minnesota (“City”) has made an offer to purchase property located at 20 Oak Avenue South, legally described as follows:

Legal Description:

_____, Original Plat of Annandale, Wright County, Minnesota.

(“Property”); and

WHEREAS, the City has given consideration to the purchase of the Property and the purchase price of \$175,000.00; and

WHEREAS, the Property is located in the C-1 Zoning District; and

WHEREAS, the current building is vacant; and

WHEREAS, the City has determined the acquisition of the Property and redevelopment of the property are necessary to ensure the Property will compliment surrounding land uses; and

WHEREAS, it is in the best interest of the City to purchase the Land from the ____ for the amount of \$175,000;

WHEREAS, Minnesota Statutes, Section 412.211 provide that the City may purchase real property of the City as it so requires.

NOW, THEREFORE, IT IS RESOLVED by the City Council as follows:

1. That the City’s decision to purchase the property from the _____, for the amount of \$175,000, is ratified and approved; and
2. That the Mayor and the City Administrator are authorized and directed to sign and deliver any and all documents and funds to Title to effectuate the purchase of the Property and any such document which was previously signed and delivered is hereby ratified and approved.

This resolution passed and is effective this 8th day of May, 2023.

Shelly Jonas, Mayor

Attest:

Kelly Hinnenkamp, City Administrator