

**City of Grant
City Council Agenda
December 3, 2013**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, December 3, 2013, in the Grant Town Hall, 8380 Kimbro Ave. for the purpose of conducting the business hereafter listed, and all accepted additions thereto.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF REGULAR AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
 - A. November 4, 2013 City Council Meeting Minutes
 - B. Bill List, \$66,157.88
 - C. City of Stillwater, 2nd Half Contract, \$46,243.00
 - D. City of Mahtomedi, 4th Quarter Fire Contract, \$29,601.75
 - E. Kline Bros., Road Maintenance, \$18,221.25
5. **CONCEPT PLAN REVIEW, HIGHWAY 96 & MANNING AVE. COUNTRY CLUB, ED SCHMIDT**
6. **STAFF AGENDA ITEMS**
 - A. City Engineer, Phil Olson
(No action items)
 - B. City Planner, Jennifer Haskamp
 - i. Proposed Text Amendment Application
 - C. City Attorney, Nick Vivian
(No action items)
7. **NEW BUSINESS**
 - A. Resolution No. 2013-24, 2014 Final Budget
 - B. Resolution No. 2013-25, 2014 Certification of Levy
 - C. Resolution No. 2013-26, 2014 Liquor License, Applewood Golf Club
 - D. Resolution No. 2013-27, 2014 Liquor License, Gausthause
 - E. Resolution No. 2013-28, 2014 Liquor License, Indian Hills Golf Club
 - F. Resolution No. 2013-29, 2014 Liquor License, Loggers Trail
8. **UNFINISHED BUSINESS**

A. Stillwater Fire Contract, Mayor Carr

B. Resolution No. 2013-18, Investment Policy, Bob Mikkelsen

9. DISCUSSION ITEMS

A. City Council Reports (any updates from Council)

B. Staff Updates

10. COMMUNITY CALENDAR DECEMBER 4 THROUGH DECEMBER 31, 2013:

Mahtomedi Public Schools Board Meeting, Thursday, December 12, 2013, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, December 5th and 19th, 2013, Stillwater City Hall, 7:00 p.m.

Charter Commission Meeting, Thursday, December 19, 2013, Mahtomedi City Hall, 7:00 p.m.

Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.

11. ADJOURNMENT

PUBLIC INPUT

Citizen Comments – Individuals may address the City Council about any item not included on the regular agenda. The Mayor will recognize speakers to come to the podium. Speakers will state their name and address and limit their remarks to three (3) minutes. Generally, the City Council will not take any official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

1. _____
2. _____
3. _____
4. _____

I. GUIDELINES FOR CONDUCT AT GRANT CITY MEETINGS

1. Public input (agenda item) and public comment during agenda items will be addressed as time allows and individuals must be recognized by the Meeting Chair prior to making comments.

2. Any individual addressing the Council will approach the microphone and clearly state their name and full address.
3. Comments and reading of written statements shall be limited to two (3) minutes. You are encouraged not to be repetitious of comments made by any previous speakers.
4. No personal attacks are allowed during any public input, public comment or public hearings.

II. PUBLIC INPUT

Will be held after the meeting is adjourned. Four (4) speakers limited to three (3) minutes each.

III. PUBLIC COMMENT – DURING AGENDA ITEMS

Citizens may share their comments or concern on a specific agenda item if called upon by the City Council. This is the portion of the Council meeting that citizens may comment on an individual agenda item if called on to do so. All comments must be addressed to the Mayor and Council and name and full address must be stated clearly. If the agenda item has had a public hearing, this will not be a continuation of that hearing.

CITY OF GRANT
MINUTES

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DATE : November 4, 2013
TIME STARTED : 7:01 p.m.
TIME ENDED : 8:25 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Tronrud, Huber, Lobin and Mayor Carr
MEMBERS ABSENT : None

Staff members present: City Attorney, Nick Vivian; City Planner, Jennifer Haskamp; and Administrator/Clerk, Kim Points

CALL TO ORDER

Mayor Carr called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Bohnen moved to approve the agenda, as presented. Council Member Lobin seconded the motion. Motion carried unanimously.

CONSENT AGENDA

October 1, 2013 City Council Meeting Minutes	Approved
Bill List, \$45,434.44	Approved
Wells Fargo, Jasmine Bond, \$82,156.72	Approved
Brochman Blacktopping, Roads, \$53,184.00	Approved
Zuercher Well Bid, Town Hall Pump	Approved

Council Member Bohnen moved to approve the Consent Agenda, as presented. Council Member Tronrud seconded the motion. Motion carried unanimously.

CONCEPT PLAN REVIEW, HIGHWAY 96 & MANNING AVE. COUNTRY CLUB, ED SCHMIDT

Mayor Carr stated there are many options in the ordinance book that may or may not work for this use. This is not a full blown restaurant. The City does not have all the uses defined. Is this a

1 business, is it a PUD? None of the uses really fit perfectly. No decision will be made here tonight
2 but the Council can provide comments.

3
4 City Planner Haskamp stated she met with Mr. Schmidt for a pre application meeting. There is a mix
5 of uses here that falls within the country club use but there is no definition for country club. She
6 stated she did some research on this and what may constitute a country club. Typically, that is
7 recreational facilities and a restaurant/bar. The primary use is not a restaurant/bar, which is evident
8 from the submitted plan.

9
10 Mr. Ed Schmidt came forward and reviewed the concept plan noting light food would be offered
11 orientated towards sports. A kitchen is needed for banquet facilities and he would want to be
12 available for weddings and meetings. The basic concept was included in the packets and there will be
13 ample screening. He advised he is not sure yet about membership as it would be difficult to make it
14 strictly private.

15
16 Council Member Huber stated he wants to make a clear definition for country club but he does like
17 the plan and thinks it fits.

18
19 Council Member Tronrud stated the use fits in the area and the City does need to look for a definition
20 and how would the City make sure it does not fit into other properties.

21
22 Council Member Bohnen stated it looks like a great use for this parcel.

23
24 Council Member Lobin stated she likes the whole idea and location. A recreational center may be a
25 use to look at.

26
27 Council Member Huber added that the banquet facility is located so there is minimal impact to the
28 neighbors which is beneficial. He stated he may want liquor sales in a contained area only and not out
29 at the fields.

30
31 City Attorney Vivian stated the proposed use will require a CUP and will be subject to conditions.
32 Conditions relating to hours, lighting, alcohol sales, etc. will be set forth. If another property owner
33 were to come forward with the same type of use, the conditions for that use may be different. Also,
34 there are other means of regulation for this use. The proposed use does highlight issues with the
35 City's code. As more applications come in, the City does need to address these issues. He noted the
36 proposed use does seem to fit with the character of the City.

37
38 City Planner Haskamp stated a membership scenario can be a challenge but she does think this use
39 may fit into that location.

40
41 City Attorney Vivian stated the City may want to look at a business plan with this to ensure the use
42 will be viable.

43
44 Mayor Carr stated issues he will want addressed will include sewer and water, no restaurants, lighting
45 and private vs. public.

1 It was the consensus of the Council that there is support for this type of use in this particular location
2 and Mr. Schmidt should work with the City Planner to move forward.

3

4 **CONCEPT PLAN REVIEW, ADAM BUBERL, COMPOST SITE**

5

6 Mayor Carr stated Mr. Buberl is not present this evening. He advised his opinion is that he does not
7 need a special permit for the proposed composting.

8

9 Council Member Bohnen stated he is not sure what is different here from what they are already doing
10 on that site. He does not feel that anything from the City is needed but the CUP would be needed for
11 review.

12

13 Council Member Huber added that he would need to review the CUP before he can answer Mr.
14 Buberl's questions about composting.

15

16 **STAFF AGENDA ITEMS**

17

18 **City Engineer, Phil Olson – No action items.**

19

20 **City Planner, Jennifer Haskamp – No action items.**

21

22 **City Attorney, Nick Vivian – No action items.**

23

24 **NEW BUSINESS**

25

26 **Town Hall Cable Commission Upgrades, Council Member Huber -** Council Member Huber
27 provided the background of the capital fund for franchise cities. He stated the dollars need to be spent
28 on equipment upgrades. The items for purchase included in the packets did not get out for bid. He
29 reviewed all the items noting the installation and delivery would not be covered by the franchise
30 funds and have to be paid by the City.

31

32 **Council Member Bohnen moved to approve the installation and delivery costs, as presented.**
33 **Council Member Huber seconded the motion. Motion carried with Mayor Carr voting nay.**

34

35 **UNFINISHED BUSINESS**

36

37 **Stillwater Fire Contract, Mayor Carr –** Mayor Carr advised he is still trying to meet with the other
38 parties involved with the contract but he believes the City has to approve the contract.

39

40 City Attorney Vivian advised it has been policy that the City includes a clause to get out of contracts.

41

42 Council Member Huber requested a copy of the letter from the City Administrator from Stillwater be
43 attached the meeting minutes.

44

1 City Attorney Vivian stated the City can approve the contract or add a clause to terminate after one
2 year.

3
4 Council Member Bohnen stated he is in favor of approving the contract with the addition of a
5 termination clause.

6
7 Mayor Carr advised he is going to meet with Stillwater and the contract can be approved at the
8 December meeting.

9
10 **Investment Policy, Bob Mikkelsen** – This item will be on the December agenda.

11
12 **DISCUSSION ITEMS**

13
14 **City Council Reports:**

15
16 Council Member Tronrud updated the Council on the Met Council workshop he attended.

17
18 Council Member Huber reviewed the franchise renewal information that was included in the packets.

19
20 Council Member Bohnen provided a roads update noting it will be plowing season again soon and the
21 City will do the best they can. He commented on the Jocelyn Lane project and stated there is some
22 frustration with potholing but more potholing has to be done before it freezes.

23
24 **Staff Reports:**

25
26 Updates were provided regarding the insurance claims, consultant/staff performance reviews, the
27 Clerk's Association and the step project at Town Hall.

28
29 **COMMUNITY CALENDAR NOVEMBER 5 THROUGH NOVEMBER 30, 2013:**

30
31 **Mahtomedi and Stillwater School District Election, Tuesday, November 5, 2013**

32 **Mahtomedi Public Schools Board Meeting, Thursday, November 14, 2013, Mahtomedi District**
33 **Education Center, 7:00 p.m.**

34 **Stillwater Public Schools Board Meeting, Thursday, November 14, 2013, Stillwater City Hall,**
35 **7:00 p.m.**

36 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**

37
38 **ADJOURN**

39
40 **There being no further business, Council Member Bohnen moved to adjourn at 8:25 p.m.**
41 **Council Member Tronrud seconded the motion. Motion carried unanimously.**

42
43

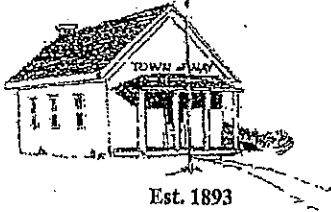
1 These minutes were considered and approved at the regular Council Meeting December 3, 2013.

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Kim Points, Administrator/Clerk

Tom Carr, Mayor

TOWN
of
MAY



Bill Voedisch
14625 Old Guslander Trail.
Marine on St. Croix, MN 55047
(651) 433-5976

SUPERVISOR
John Adams
14035 Oldfield Road N.
Stillwater, MN 55082
(651) 430-8134

SUPERVISOR
John Pazlar
16601 Orwell Road N.
Marine on St. Croix, MN 55047
(651) 433-5013

CLERK
Linda L. Klein
13519 May Avenue North
Stillwater, MN 55082
(651) 439-1706 · Fax (651) 430-0107

TREASURER
Cheryl D. Bennett
16624 Square Lake Trail N.
Stillwater, MN 55082
(651) 439-8599

PLANNING COMMISSION
Lester I. Rydeen
13528 170th St. N.
Marine on St. Croix, Mn 55047
(651) 433-3282

September 13, 2013

Mr. Larry D. Hansen
City Administrator
City of Stillwater, City Hall
216 North 4th Street
Stillwater, MN 55082

Re: Fire Service Contract – 15% Increase

Dear Mr. Hansen,

At the September 5th meeting of the May Town Board, I presented your letter of August 21 and attached 3-year contract for 2014-2016. The issue for discussion was the 15% increase in contract fees for year 2014 compared to the fees for 2013 under the current agreement. We note that Grant and Stillwater Township were also given very large increases.

This is quite problematic for May Township, for several reasons:

1. As a Township, we presented our proposed budget and levy for 2014 to our citizens in February of this year, to be voted on at our annual meeting in March. Knowing nothing of the large growth in Stillwater Fire Contract expenses that was coming, we only specified a 3% increase in overall fire contract fees for 2014 over 2013. Given that Stillwater is by far the largest of our fire contracts, we are now way over budget for next year, through no fault of the Town. We are nearly \$10,000 over budget for 2014 for just our Stillwater fire contract costs.
2. Because our citizens out here are still hurting ... *the Forest Lake Times recently printed six full pages of home foreclosures* ... we in fact proposed *no* increase in our Fire Fund Levy for 2014, intending to pay for any increases out of reserves. This, along with managing our road expenses tightly, allowed us to provide for a modest levy decrease to our citizens in 2014, for the second year in a row.

Can the average homeowner deal with a 15% cost increase on any front?

3. We have no idea where the extra money will come from next year.

This is the second time in my memory when your new contract has been submitted with a very substantial increase in the first year. The last time this happened we shared with you the

difficulty in dealing with big increases when our budget and levy are already set. Understanding our budget cycle, you assured us that we would get ample lead time for any future major increases. Obviously that didn't happen.

What you are proposing is really counter to what the Town, the County and our surrounding communities are practicing, that is, keeping our budgets and levies closely in check. We respectfully ask that the City of Stillwater revisit the fire costs you are passing on to your municipal customers for 2014. Collectively we pay for 25% of your fire costs yet we partake in *none of the operational decisions*. Was it necessary, we wonder, to add *two* full time positions at one time?

Of course the Town of May appreciates the fire coverage we get from all three providing services, yet we must have relationships that allow us to budget for these costs in a manageable way. That is not currently happening with Stillwater.

Thank you for your consideration.

Most cordially,

Bill Voedisch
Chair, May Town Board

Cc: Ken Harycki, Mayor of Stillwater
Stu Glaser, Stillwater Fire Chief
Tom Carr, Mayor of Grant ✓
David Johnson, Stillwater Town Board
May Town Board

Tom

Your increase was
14%. Stillwater Twp
was 20.7% !!

WkV

Date range: 11/01/2013 to 11/26/2013

Vendor	Date	Check #	Total	Description	Void	Account #	Detail
Payroll Period Ending 11/21/2013	11/21/2013	12250	\$3,171.64		No		
David Tronrud	11/21/2013	12274	\$25.00	2013 Extra Meetings	No	100-41101-100	\$3,171.64
Stephen Bohnen	11/21/2013	12275	\$125.00	2013 Extra Meetings	No	100-41006-100	\$25.00
Tom Carr	11/21/2013	12276	\$50.00	2013 Extra Meetings	No	100-41006-100	\$125.00
Washington County Sheriff	11/21/2013	12277	\$208.65	11/4 Council Meeting Security	No	100-41006-100	\$50.00
League of MN Cities Insurance Trust	11/21/2013	12278	\$7,861.00	#45337/26330/26316	No	100-42001-300	\$208.65
Smith Appraisal Service	11/21/2013	12279	\$1,810.83	Monthly Assessment Services	No	100-41302-360	\$7,861.00
Croix Valley Inspector	11/21/2013	12280	\$2,639.09	Building Inspector	No	100-41208-300	\$1,810.83
Sherrill Reid Animal Control	11/21/2013	12281	\$90.00	Animal Control/Inv2013-25	No	100-42004-300	\$2,639.09
Brochman Blacktopping Co.	11/21/2013	12282	\$7,829.00	Roads/Pothole Repair	No	100-42006-300	\$90.00
Jeff Huber	11/21/2013	12283	\$175.00	2013 Extra Meetings	No	100-43109-300	\$7,829.00
CenturyLink	11/21/2013	12284	\$167.78	City Phone	No	100-41006-100	\$175.00
M.J. Raleigh Trucking	11/21/2013	12285	\$74.15	SalvSand	No	100-41309-321	\$167.78
Waste Management	11/21/2013	12286	\$4,347.38	Recycling	No	100-43106-210	\$74.15
AirFresh Industries	11/21/2013	12287	\$133.91	PortaPot #15847	No	100-43011-384	\$4,347.38
Chestnut Cambrome pa	11/21/2013	12288	\$1,455.00	Appellate Brief/Court of Appeals	No	100-43007-210	\$133.91
City of Mahtomedi	11/21/2013	12289	\$29,601.75	4th Quarter Fire Contract	No	100-41206-304	\$1,455.00
City of Stillwater	11/21/2013	12290	\$46,243.00	2nd Half Fire Contract	No	100-42002-300	\$29,601.75
Ken Ronnan	11/21/2013	12291	\$40.00	Video Services	No	100-42003-300	\$46,243.00
PERA	11/21/2013	12292	\$584.95	PERA	No	100-41318-300	\$40.00
Eckberg Lammers	11/21/2013	12293	\$4,142.88	Legal Services	No	100-41102-120	\$314.14
Ted Rice	11/21/2013	12294	\$592.57	COC Escrow Refund	No	100-41113-100	\$270.81
						100-41204-300	\$1,777.83
						100-41205-300	\$721.66
						100-41206-300	\$1,643.39
						866-49310-300	\$592.57

City of Grant

Disbursements List

11/26/2013

Vendor	Date	Check #	Total	Description	Void	Account #	Detail
Sprint	11/21/2013	12295	\$25.00	City Cell Phone	No	100-43116-321	\$25.00
IRS	11/21/2013	EFT42	\$1,045.41	Payroll Taxes November	No	100-41103-100	\$331.48
						100-41107-100	\$382.45
						100-41110-100	\$268.65
						100-41112-100	\$62.83
Payroll Period Ending 11/25/2013	11/25/2013	12296	\$2,230.25		No	100-41005-100	\$2,230.25
Payroll Period Ending 11/25/2013	11/25/2013	12297	\$2,533.15		No	100-41002-100	\$2,533.15
Payroll Period Ending 11/25/2013	11/25/2013	12298	\$2,230.25		No	100-41005-100	\$2,230.25
Payroll Period Ending 11/25/2013	11/25/2013	12301	\$2,230.25		No	100-41005-100	\$2,230.25
Payroll Period Ending 11/25/2013	11/25/2013	12302	\$929.27		No	100-41005-100	\$929.27
Tina Lobin	11/25/2013	12303	\$125.00	2013 Extra Meetings	No	100-41006-100	\$125.00
Swanson Haskamp Consulting	11/25/2013	12304	\$2,144.00	Planning	No	100-41209-300	\$1,408.00
						863-49310-300	\$253.00
						864-49310-300	\$46.00
						865-49310-300	\$437.00
Sharon Schwarze	11/25/2013	12305	\$4,000.00	2013 Treasurer Services	No	100-41104-300	\$4,000.00
Kline Bros Excavating	11/25/2013	12306	\$18,221.25	Road Maintenance	No	100-43101-300	\$3,486.25
						100-43111-300	\$12,950.00
						100-43114-300	\$520.00
						100-43126-300	\$1,865.00
David's Consulting	11/25/2013	12307	\$8,106.04	Roadside Services/Tax	No	100-43114-300	\$8,106.04
WSB & Associates	11/25/2013	12308	\$2,151.50	Engineering	No	100-41203-300	\$881.50
						100-43125-300	\$333.50
						100-43128-300	\$936.50
Xcel Energy	11/25/2013	12309	\$190.77	Utilities	No	100-43004-381	\$128.96
						100-43010-381	\$11.69
						100-43117-381	\$50.12
PERA	11/25/2013	12310	\$290.00	PERA	No	100-41003-120	\$145.00
						100-41007-100	\$145.00
Spruce Hills Farm	11/25/2013	12311	\$697.00	Escrow Refund	No	863-49310-300	\$697.00
IRS	11/25/2013	EFT43	\$1,706.16	Council Payroll Taxes	No	100-41004-100	\$221.85
						100-41008-100	\$631.23
						100-41109-100	\$691.38
						100-41111-100	\$161.70

City of Grant

Disbursements List

11/26/2013

Vendor
Total For Selected Checks

Date

Check #

Total Description
\$160,223.88

Void Account #

Detail
\$160,223.88



DATE	INVOICE NO
11/1/2013	0052159

BILL TO
City of Grant P O Box 577 111 Wildwood Rd Willernie, MN 55090

DUE DATE
12/1/2013

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS ACCOUNT BALANCE 0.00

Fire Contract 1/1/13 - 12/31/13:

2nd Half Contract	1.00	46,243.00	46,243.00	0.00	0.00	46,243.00
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INVOICE TOTAL:			46,243.00	0.00	0.00	46,243.00
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PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (651) 430-8800

Customer Name: City of Grant
 Customer No: 100353
 Account No: 0000006 - AR account for 100353

DUE DATE	INVOICE NO
12/1/2013	0052159

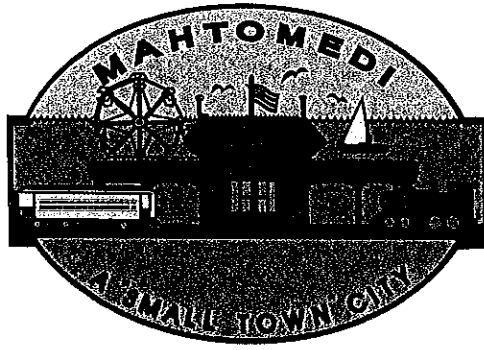


Please remit payment by the due date to:

City of Stillwater
 216 4th St N
 Stillwater, MN 55082-

Invoice Total:	46,243.00
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	46,243.00

INVOICE BALANCE: \$46,243.00
AMOUNT PAID: _____



December 19, 2012

City of Grant
c/o Kim Points
P.O. Box 577
Willernie, MN 55090

Dear Kim,

Please remit a check in the amount of \$29,601.75 for the 4th quarter fire contract. Please pay December 1, 2013.

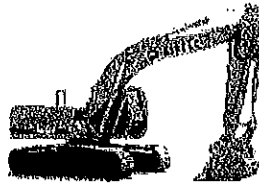
If you have any questions, please feel free to give me a call at 651-426-3344.

Thank you,

A handwritten signature in cursive script that reads "Jerene Rogers".

Jerene Rogers
Account Clerk

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

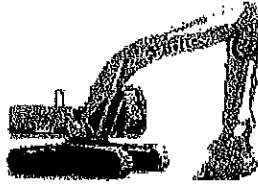
DATE	INVOICE #
11/19/13	2311

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING 100-43101

DUE DATE
11/29/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
11-05-13 770B	6.25	75.00	468.75
11-05-13 T500	5	70.00	350.00
11-07-13 770B	6.5	75.00	487.50
11-07-13 T600	6	70.00	420.00
11-08-13 T500	1.5	70.00	105.00
11-14-13 770B	4	75.00	300.00
11-14-13 1845C	4	85.00	340.00
11-15-13 770B	4	75.00	300.00
11-15-13 1845C	4	85.00	340.00
11-17-13 770B	5	75.00	375.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE		Total	3,486.25

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

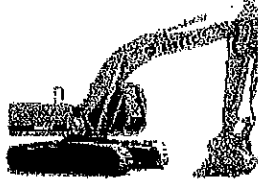
DATE	INVOICE #
11/19/13	2313

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	BRUSH REMOVAL 100-43114

DUE DATE
11/29/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
10-29-13 1845C (LOAD BRUSH & STUMPS THAT HAD BEEN PUSHED FROM 99TH ST CIR CUL-DE-SAC)	2	85.00	170.00
10-29-13 550G	2	100.00	200.00
10-29-13 LNT 9000 (HAUL AWAY)	2	75.00	150.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			Total
			520.00

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

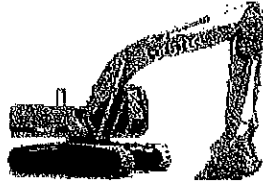
DATE	INVOICE #
11/19/13	2314

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	CULVERT WORK 100-43111

DUE DATE
11/29/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
11-10-13 REPLACE 15" CULVERT ON 68TH ST NEAR JASMINE AVE			3,000.00
11-11-13 9010 TRACK HOE (CREATE DITCH SO WATER DOESN'T RUN DOWN ROAD)	5	100.00	500.00
11-11-13 1845C CUT SHOULDERS OF ROADWAY	5	85.00	425.00
11-11-13 LNT 9000	5	75.00	375.00
11-11-13 KW T600	5	75.00	375.00
11-12-13 9010	5	100.00	500.00
11-12-13 1845C	5	85.00	425.00
11-12-13 LNT 9000	5	75.00	375.00
11-12-13 KW T600	5	75.00	375.00
11-13-13 9010	2	100.00	200.00
11-13-13 1845C	5	85.00	425.00
11-13-13 LNT 9000	4	75.00	300.00
11-13-13 KW T600	3	75.00	225.00
11-16-13 REPLACE 18" CULVERT ON LANSING AVE NORTH OF HWY 96			3,500.00
11-16-13 9010 DIG DITCH TO ALLOW FOR CULVERT	2	100.00	200.00
11-16-13 LABORER LOCATE UTILITIES	2	45.00	90.00
11-18-13 9010 DIG DITCH AND RESHAPE THAT SECTION OF ROAD	5	100.00	500.00
11-18-13 1845C	5	85.00	425.00
11-18-13 LABORER	3	45.00	135.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE	Total		12,350.00

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

DATE	INVOICE #
11/19/13	2312

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	DITCHWORK 100-43126

DUE DATE
11/29/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
10-25-13 KW T600 DUMP TRUCK (HAUL FILL TO 99TH ST CIR CUL-DE-SAC & 84TH ST CUL-DE-SAC)	1	75.00	75.00
10-25-13 LNT 9000 DUMP TRUCK	6	75.00	450.00
10-25-13 550G DOZER (ROUGH GRADE FILL IN 84TH ST CUL)	2	100.00	200.00
10-28-13 LNT 9000 (84TH ST)	2	150.00	300.00
10-28-13 1845C (GRADE 84TH ST CUL)	4	86.00	340.00
10-28-13 550G (84TH ST & 99TH CIR)	3.5	100.00	350.00
10-28-13 SD54 COMPACTOR (84TH ST)	2	75.00	150.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			1,865.00

October 16, 2013

City of Grant
PO Box 577
Willernie, MN 55090
Attn: Kim Points, City Administrator

Re: Text Amendment Application

Kim,

Below are the required submittals for a text amendment to the City's zoning ordinance allowing seasonal business in an A1 zoning district with a conditional use permit.

1. Current Text or Map in Comprehensive Plan and/or Zoning Ordinance
 - a) Chapter & Section Number: Zoning Ordinance Sec 32-245 (c) Table of Uses
 - b) Existing text: Business-seasonal designated as "N=Not permitted" in Agricultural A1 Zoning District
2. Proposed Text and/or Map Changes

Propose to designate Business-seasonal as "C=Conditional use permit and public hearing" in Agricultural A1 Zoning District
3. Written Narrative

Scott Jordan, the Owner of 7373 120th St N, proposes to convert the barn on his property for use as a seasonal wedding/banquet venue. This proposed use supports the goals of the Comprehensive Plan by protecting Grant's rural character. This seasonal business will contribute to the preservation and protection of agricultural land, facilities & lifestyles by saving and re-purposing the existing barn & farm yard. This proposed use will not negatively affect the general welfare, public health and safety. The barn will be upgraded to meet commercial building codes. The property is well screened from neighbors by dense trees & elevation changes. Access to the property is via County Rd 7 and will not cause increased traffic through any neighborhoods. All parking will be accommodated within the property and will require no street parking.
4. Graphic representations of how the amendment will benefit the property

The amendment will benefit the property by preserving the rural character, see attached photograph of the existing barn that will be saved.
5. Statement acknowledging contact with other governmental agencies

Washington County & Rice Creek Watershed have been contacted. Neither agency has concerns at this time.
6. Mailing Labels for public hearing notification

Owner will work with City Planner to ensure that hearing notifications get sent to the appropriate households.
7. Application Fee \$100

\$100 Application fee is attached to this letter
8. Escrow Fee \$1000

\$1000 Escrow fee is attached to this letter

Sincerely,

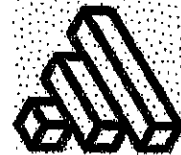


Jim Cox, AIA

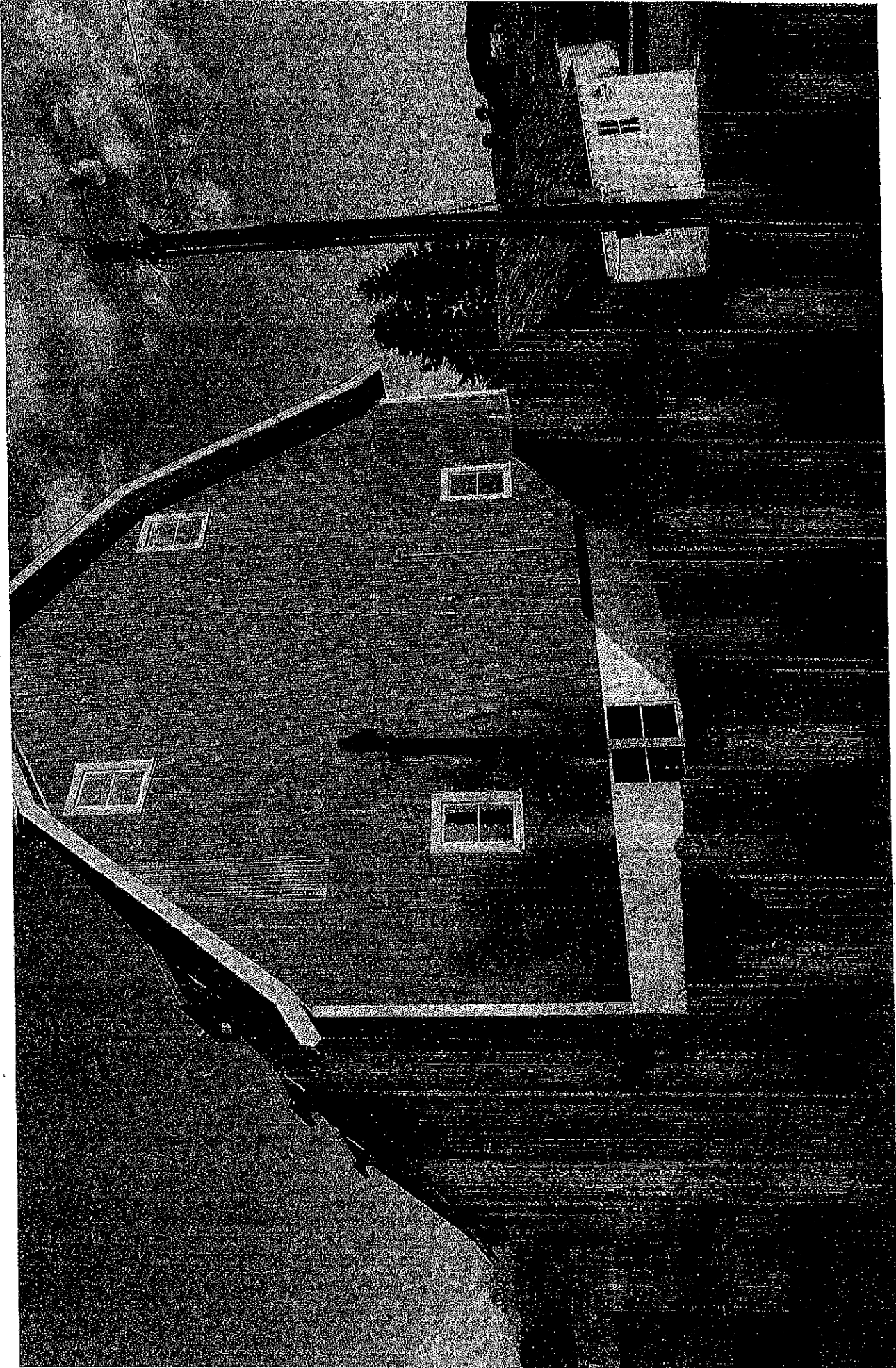
Enclosed: Signed Application Form
Photograph of existing barn
\$100 Fee
\$1000 Escrow

Afton Architects & Planners, Ltd.

- Architecture
- Interior Design
- Planning
- Construction Management



Afton Architects & Planners, Ltd.
12941 22nd Street South
Afton, Minnesota 55001
Phone: 651-436-3689
Fax: 651-436-1936
Email: aftonarchitects@msn.com



City of Grant
 P.O. Box 577
 Willemie, MN 55090



Phone: 661.426.3383
 Fax: 661.429.1898
 Email: clerk@cityofgrant.com

Application Date:	
Fee: \$100	Encrow: \$1000

COMPREHENSIVE PLAN OR ZONING AMENDMENT -- (MAP OR TEXT)

It is the policy of the City of Grant that the enforcement, amendment, and administration of any components of the Zoning Ordinance be accomplished with due consideration of the recommendations contained in the City's Comprehensive Plan. Therefore, any Comprehensive Plan Amendment, or Zoning Amendment shall be considered for consistency among both documents.

LEGAL DESCRIPTION: <i>Wash Co, MN</i> <i>Meadowlark Preserve Lot 4 & 5</i>	ZONING DISTRICT & COMP PLAN LAND USE: <i>A-1</i>
OWNER: Name: <i>Scott Jordan</i> Address: <i>7273 120th St. N</i> City, State: <i>Grant, MN</i> Phone: <i>612-882-8723</i> Email: <i>sm.jordan.construction@gmail.com</i>	LOT SIZE: APPLICANT (IF DIFFERENT THAN OWNER):
REQUESTED ACTION: <input type="checkbox"/> Map Amendment <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/> Map & Text Amendment	
If, MAP AMENDMENT, REQUEST TO REGUIDE LAND USE AND/OR ZONING FROM: _____ TO: _____ *Please note that you will need to amend both the zoning and land use if a map change is requested.	
APPLICABLE ZONING CODE SECTION(S): Please review the following documents to assist with your request: 1. Grant Minnesota City Code 2. City Comprehensive Plan	

Submital Materials

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

AP ~ Applicant check list, CS ~ City Staff check list

AP	CS	MATERIALS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Text or Map in Comprehensive Plan and/or Zoning Ordinance. The following must be included in your submittal: <ul style="list-style-type: none"> • Chapter and Section Number • Existing Text of the Section
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed Text and/or Map Changes: Submit your proposed changes to the text or Map, or both. Please make sure to consider how your changes affects different chapters in the plan or ordinance, and consider this when you submit your application. Make sure to address all areas that might be affected by your changes. (For example, a land use change might impact the traffic and transportation section, so make sure to address both chapters).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Written Narrative: Your description should include how you intend to use and/or benefit by the Comprehensive Plan or Zoning Ordinance Amendment and should include the following: <ul style="list-style-type: none"> • Address how the proposed CPA or Zoning Amendment will affect adjacent properties. • Does your proposed language affect any other section the Comp Plan or Zoning Ordinance? • Does your proposed language affect density? Increase or decrease?

Application for: **COMPREHENSIVE PLAN OR ZONING AMENDMENT**
City of Grant

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Any graphic representations of how the amendment(s) will benefit your property (if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Statement acknowledging that you have contacted the other governmental agencies such as Watershed Districts, County departments, State agencies, or others that may have authority over your request.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mailing labels with names and addresses of property owners within 1,250 feet.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paid Application Fee: \$100
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paid Escrow: \$1000

Review and Recommendation by the Planning Commission. The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

Review and Decision by the City Council. The City Council shall review the application after the Planning Commission has made its recommendation. The City Council is the only body with the authority to make a final determination and either approve or deny the application.

***Please note that if your request is granted, it does not represent any specific project approvals related to your property. Additional applications and processes may be required to obtain your approvals if your amendment is approved.*

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

We, the undersigned, have read and understand the above.

 10-15-13
Signature of Applicant Date

Signature of Applicant Date

Signature of Owner Date

STAFF REPORT

TO: Mayor and City Council Members **Date:** November 22, 2013
CC: Kim Points, Administrator/Clerk, Nick Vivian, City Attorney and Phil Olson, City Engineer **RE:** Proposed text amendment to Chapter 32 of the City of Grant Zoning Ordinance to allow for a seasonal wedding/banquet venue in the A-1 zoning district
From: Jennifer Haskamp

BACKGROUND

The Applicant, Scott Jordan, attended the September City Council meeting and presented a concept plan to run and operate a wedding/banquet venue from the existing barn on his property located at 7373 120th Street North, Grant, Minnesota. Through the course of discussion at the concept review it was determined that the proposed use is not something currently addressed within the City’s ordinances and therefore a proposed amendment to the text of the zoning ordinance would be necessary in order to consider such a use. As such, Mr. Jordan has submitted an application for consideration by the council of amending the text to allow the proposed use.

PROJECT SUMMARY

Applicant: Scott Jordan <i>Materials submitted by Jim Cox, AIA, Afton Architects & Planners</i>	Request: Text amendment to Section 32-245 (c) Table of Uses; Change the Seasonal Business designation of “N” to “C” for the A-1 zoning district
Address: 7373 120 th Street North <i>(proposed change would apply to all A-1 zoned properties)</i>	Site size: 23.72 Acres

The Applicant has proposed to amend the City’s Zoning Ordinance to allow for a wedding/banquet venue with the issuance of Conditional Use Permit (CUP). The submitted application is attached for your review; and the following proposed changes are summarized for your consideration:

- Section 32-245 (c) Table of Uses. The table currently includes “business – seasonal” and identifies it as “N” or not permitted in all zoning districts. The applicant has proposed to change the designation under A-1 to “C” which would allow the use with a Conditional Use Permit and public hearing.
- The description provided by the Applicant is a “seasonal wedding/banquet venue.” The applicant further states that “This (type of) seasonal business will contribute to the preservation and protection



of agricultural land, facilities and lifestyles by saving and re-purposing the existing barn and farm yard.”

ANALYSIS

Division 4, Section 32-116 of the City’s Zoning Ordinance allows for amendments to the zoning chapter, if such request is initiated by the City Council, Planning Commission or by a resident’s petition. The Applicant is a resident of the City and therefore has initiated the amendment for consideration. When considering the proposed amendment the Council should consider, at a minimum, the following:

1. Are the proposed changes consistent with the City’s adopted Comprehensive Plan?
2. Are the proposed changes compatible with existing regulations and standards within the adopted zoning district?
3. Will the proposed changes have a negative impact on the health, safety and welfare of the community?
4. If the proposed changes are found to be consistent; are there additional considerations which should be addressed within the ordinance modifications?

Comprehensive Plan

The City’s adopted comprehensive plan focuses on retaining the community’s rural lifestyle and ensuring new uses are compatible with existing agricultural and rural residential uses. The proposed addition of a seasonal wedding/banquet venue use could be consistent with the Comprehensive Plan’s focus on rural lifestyle provided the definition and supporting standards reinforce the focus on protection of large parcels, existing barns, and proper buffering between uses to protect rural residential enjoyment.

Consistency with Zoning

Section 32-243 defines the intent and purpose of the A-1 zoning district as,

“A-1 districts preserve land to be utilized for agriculture and commercial food production on lots smaller than those required in AP districts. A-1 districts provide areas of rural lot density housing with lots large enough for significant agricultural activity to occur.”

While the proposed modifications do not directly relate to agricultural uses, the proposed changes would be most compatible with larger acreage parcels to ensure proper buffering and area is provided for such a use.

Section 32-1 offers some definitions to further clarify some of the uses found in the Table of Uses found in Section 32-245(c); however, the proposed “Business – Seasonal” is not defined, likely because it is not allowed in any district. However, review of the Table of Uses for similar business types to a seasonal wedding/banquet venue could include: Supper Clubs, Country Clubs, and Clubs/Lodges which are venues that provide opportunities for larger groups to gather, and often have events and food/beverage services associated with the business. All are all allowed within the A1 zoning district with issuance of a Conditional Use Permit. While these uses are not the same, they are similar with respect to intensity of the site, business operations, and site considerations that would be necessary when evaluating a proposed project.

Review of the Table of Uses also reveals that all business types of uses within the A1 district, when allowed, require a Conditional Use Permit. Further, the CUP process would require the applicant to submit a detailed site plan which would include parking, circulation, lighting, and general plans for site operations, among other things. Therefore, the request of the applicant to include the proposed use with issuance of a CUP is consistent with how other business uses are evaluated within the city – and reasonable conditions would seem to address some of the most obvious concerns that would be associated with a wedding/banquet venue.

Proposed Changes & Additional Considerations

The Applicant has proposed to simply modify the table of uses to allow seasonal business in the A1 zoning district with a Conditional Use Permit. The applicant did not offer any additional modifications, but suggested that the applicability (with respect to their request) would be to allow for the operation of a seasonal wedding/banquet facility from their existing barn.

Staff discussed the proposed changes at the staff meeting held in November, and would offer some additional considerations/modifications if the proposed use is something that the Council wishes to consider:

- “Seasonal – Business” is broad and could relate to several types of businesses. Staff would recommend rather than simply modifying the ‘seasonal – business’ use within the Table, instead adding something more descriptive to accommodate the proposed use. As an example, Scandia recently adopted a new ordinance related to such facilities and have defined them as a “Rural Event Facility”. This description offers a bit more description and would narrow the type of uses that would fit within the definition.
- Staff would also recommend placing a definition into Section 32-1 related to the use added within the table. Proposed sample language using the ‘Rural Event Facility’ example is provided for your consideration:
 - “*Rural Event Facility* means a facility that operates on a for-profit basis to host outdoor or indoor gatherings. The gatherings may include, but are not limited to, events such as weddings or other ceremonies, banquets, picnics or any other gatherings of a similar nature. Such facilities shall be required to obtain a Conditional Use Permit, and must meet the following additional minimum standards:
 - Located on a minimum of 20 acres, and zoned A1;
 - Have direct access to County Road”

As background, staff performed a cursory GIS review of parcels within the City that would be affected if the proposed definition stated above were adopted (minimum of 20 acres, zoned A1 and access to a County Road). The analysis revealed that approximately 35 +/- parcels would qualify under these conditions, this equates to less than 2% of all parcels within the community.

- If additional description and or direction are desired by the Council related to the proposed use, there is an opportunity to further define performance standards within Article IV. Supplemental Regulations of Chapter 32 by adding a new section *32-350 Rural Event Facilities*. Such things that could be addressed within a new section would be the following:
 - Sound/noise amplification
 - Hours of operations, number of events allowed each day
 - Commercial building code
 - Maximum number of guests/attendees
 - Parking standards
 - Signage/Lighting

Many of these things can be addressed through the standard CUP process, and may really depend on the site and the proposed use. However, general standards could be drafted if desired, and prepared for the January meeting if directed by Council.

PUBLIC HEARING

A public hearing has been scheduled for the December 3, 2013 and the January 7, 2014 City Council meeting.

FINDINGS

Staff will prepare draft findings at the direction of the City Council upon completion of the public hearing and discussion at the Council meeting.

RECOMMENDATIONS

Staff is seeking direction from the Council with respect to the proposed language. Specifically staff is looking for direction on the following:

- Consistency with the Comprehensive Plan;
- Thoughts on the 'Seasonal – Business' or 'Rural Event Facility', other suggestions?
- Do you think additional clarification and/or standards should be added in a new section 32-350 (see discussion on page 3) and if so, what further standards would you see as relevant

Attachments:

Applicant's Submittal

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-24**

RESOLUTION ADOPTING FINAL CITY BUDGET FOR 2014

WHEREAS, the City of Grant established a preliminary certification of the City of Grant's levy at its December 3, 2013 meeting; and

WHEREAS, the City of Grant is not required to and will not hold public hearings for the 2014 final budget; and

WHEREAS, the City Council for the City of Grant wishes to establish its final 2014 budget which must be certified to the Washington County Auditor/Treasurer by December 28, 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, as follows:

BE IT RESOLVED, that the City Council of the City of Grant, Washington County, Minnesota hereby adopts a final City budget for 2014 in the amount of \$1,250,568. The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Mayor Tom Carr
Council Member Bohnen
Council Member Tronrud
Council Member Huber
Council Member Lobin

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 3rd day of December, 2013.

Thomas Carr, Mayor

Kim Points, Administrator/Clerk

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-25**

**RESOLUTION ESTABLISHING THE FINAL LEVY CERTIFICATION FOR THE
CITY'S GENERAL FUND AT \$994,202**

WHEREAS, the State of Minnesota requires the City to adopt a proposed, final levy certification for its General Fund; and

WHEREAS, the City Council is required to adopt its 2014 final Levy Certification on or before December 3, 2013; and

WHEREAS, the City Council of the City of Grant wishes to comply with State law in this area;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, as follows:

1. Establish the 2014 General Fund Final Levy's certification at \$994,202

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Council Member Bohnen, David Tronrud, Jeff Huber, Tina Lobin, Mayor Tom Carr voting:

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 3rd day of December, 2013.

Thomas Carr, Mayor

Attest:

Kim Points, Administrator/Clerk

Resolution No. 2013 — 26

Resolution to Approve On-Sale/Sunday Liquor License for Applewood Hills LLC (DBA: Applewood Hills)

WHEREAS, Applewood Hills LLC submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2014 through December 31, 2014:

Applewood Hills, LLC
11840 60th Street N
Stillwater, MN 55082
Licensee: Jason Esch

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2013 by the City Council of the City of Grant

Tom Carr, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2013 — 27

Resolution to Approve On-Sale/Sunday Liquor License for Schone's Inc.

(DBA: Gasthaus Bavarian Hunter)

WHEREAS, Shone's Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2014 through December 31, 2014:

Schone's Inc.
8390 Lofton Avenue N
Stillwater, MN 55082
Licensee: Kimberly Quade

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk..

PASSED: December 3, 2013 by the City Council of the City of Grant

Tom Carr, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2013 — 28

Resolution to Approve On-Sale/Sunday Liquor License for MoGrow Inc.

(DBA: Indian Hills)

WHEREAS; MoGrow Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2014 through December 31, 2014:

MoGrow Inc.
6667 Keats Avenue N
Stillwater, MN 55082
Licensee: Michael Regan

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2013 by the City Council of the City of Grant

Tom Carr, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2013 — 29

Resolution to Approve On-Sale/Sunday Liquor License for Sawmill Golf Club Inc.

(DBA: Sawmill Golf Club)

WHEREAS, Sawmill Golf Club Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2014 through December 31, 2014:

Loggers Trail Golf Club
11950 80th Street N
Stillwater, MN 55082
Licensee: Daniel Pohl

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk..

PASSED: December 3, 2013 by the City Council of the City of Grant

Tom Carr, Mayor

Kim Points, Administrator/Clerk



August 21, 2013

Tom Carr
Mayor, City of Grant
P.O. Box 577
Willernie, MN 55090

Dear Mayor Carr:

The current Fire Protection Contract with the City of Stillwater expires on December 31, 2013. Enclosed is the new Fire Protection Contract covering January 1, 2014 through December 31, 2016.

As you may be aware, the constant struggle of all surrounding departments to staff and respond strictly with volunteer paid-on-call personnel is getting extremely difficult and expensive. Due to this reality, the City of Stillwater approved the hiring of two additional full-time firefighters to ensure minimum response staffing levels. The renewal of this contract reflects this addition and provides a more accurate view of the cost of fire services to all the communities involved.

Based on the proposed contract the City of Grant is paying \$58.83 per capita for fire protection. The national average per capita cost is \$104.00 and the state average per capita cost is \$68.61 for fire protection. The Stillwater Fire Department is proud to be serving the City of Grant and works extremely hard to provide the highest level most cost efficient services to your residents.

If the attached contract is agreeable to the City of Grant please sign both copies and return. Once the City of Stillwater receives the signed contract it will be processed and an original executed copy will be provided to you.

Thank you for your attention to this matter and please feel to contact me if you have questions.

Sincerely,

A handwritten signature in black ink that reads "Larry D. Hansen". The signature is written in a cursive style with a large, prominent "L" and "H".

Larry D. Hansen
City Administrator
(651) 430-8801

Cc: Stuart W. Glaser, Fire Chief

LH/swg

FIRE PROTECTION CONTRACT

THIS AGREEMENT, made this _____ day of _____, 2013, by and between the City of Stillwater, a municipal corporation of Washington County, Minnesota, hereinafter called "City" and the City of Grant, a governmental subdivision of the County of Washington, Minnesota, hereinafter called "Grant."

WITNESSETH, that the City and Grant agree as follows:

ARTICLE I

The City agrees that from and after January 1, 2014, and until December 31, 2016, it will upon notification of the existence and location of any fire or rescue call in Grant and upon the request for assistance in the extinguishment, with reasonable dispatch, provide two units of motorized firefighting apparatus, one of which shall be a water transport or rescue unit, suitable for use in the protection of life and property against loss by fire or rescue emergency in rural areas each staffed by an operator capable of utilizing the apparatus and equipment in an efficient manner. Additional personnel and equipment shall be used where necessary and practicable, taking into consideration all of the demands being made upon the City Fire Department. The use of additional personnel of the City Fire Department shall be left to the sole discretion of the City Fire Chief, or duly authorized agent, whose judgment in any particular instance shall be final and conclusive.

ARTICLE II

Grant agrees to pay the City for the performance of this contract, for the period January 1, 2014 through December 31, 2014 the sum of One Hundred Five Thousand, Three Hundred Seventy-three and no/100th Dollars (\$105,373.00) payable one-half (1/2) by July 1, 2014 and the balance by December 31, 2014; for the period January 1, 2015 through December 31, 2015, the sum of One Hundred Eight Thousand, Five Hundred Thirty-three and no/100th Dollars (\$108,533.00) payable one-half (1/2) by July 1, 2015 and the balance by December 1, 2015; for the period January 1, 2016 through December 31, 2016, the sum of One Hundred Eleven Thousand, Seven Hundred Eighty-nine and no/100th Dollars (\$111,789.00) payable one-half (1/2) by July 1, 2016 and the balance by December 1, 2016.

ARTICLE III

The operation, management and control of the personnel and equipment provided by City hereunder shall at all times be under the charge and direction of the City Fire Chief, or duly authorized agent.

ARTICLE IV

The City shall not be liable in damages for injuries to the person or property or its agents, officers and employees directly or indirectly resulting from the operation of the City equipment or from acts of omissions of City officers and employees or their agents, negligent or otherwise, while engaged in the performance of this contract.

FIRE PROTECTION CONTRACT

THIS AGREEMENT, made this _____ day of _____, 2013, by and between the City of Stillwater, a municipal corporation of Washington County, Minnesota, hereinafter called "City" and the City of Grant, a governmental subdivision of the County of Washington, Minnesota, hereinafter called "Grant."

WITNESSETH, that the City and Grant agree as follows:

ARTICLE I

The City agrees that from and after January 1, 2014, and until December 31, 2016, it will upon notification of the existence and location of any fire or rescue call in Grant and upon the request for assistance in the extinguishment, with reasonable dispatch, provide two units of motorized firefighting apparatus, one of which shall be a water transport or rescue unit, suitable for use in the protection of life and property against loss by fire or rescue emergency in rural areas each staffed by an operator capable of utilizing the apparatus and equipment in an efficient manner. Additional personnel and equipment shall be used where necessary and practicable, taking into consideration all of the demands being made upon the City Fire Department. The use of additional personnel of the City Fire Department shall be left to the sole discretion of the City Fire Chief, or duly authorized agent, whose judgment in any particular instance shall be final and conclusive.

ARTICLE II

Grant agrees to pay the City for the performance of this contract, for the period January 1, 2014 through December 31, 2014 the sum of One Hundred Five Thousand, Three Hundred Seventy-three and no/100th Dollars (\$105,373.00) payable one-half (1/2) by July 1, 2014 and the balance by December 31, 2014; for the period January 1, 2015 through December 31, 2015, the sum of One Hundred Eight Thousand, Five Hundred Thirty-three and no/100th Dollars (\$108,533.00) payable one-half (1/2) by July 1, 2015 and the balance by December 1, 2015; for the period January 1, 2016 through December 31, 2016, the sum of One Hundred Eleven Thousand, Seven Hundred Eighty-nine and no/100th Dollars (\$111,789.00) payable one-half (1/2) by July 1, 2016 and the balance by December 1, 2016.

ARTICLE III

The operation, management and control of the personnel and equipment provided by City hereunder shall at all times be under the charge and direction of the City Fire Chief, or duly authorized agent.

ARTICLE IV

The City shall not be liable in damages for injuries to the person or property or its agents, officers and employees directly or indirectly resulting from the operation of the City equipment or from acts of omissions of City officers and employees or their agents, negligent or otherwise, while engaged in the performance of this contract.

FIRE CONTRACT CALCULATION-2014

EXHIBIT A - COST ALLOCATION

COMBINED AVERAGES	FIRE RUNS	ASSESSED VALUATION	ESTIMATED POPULATION	ESTIMATED HOUSEHOLDS	TOTAL	AVERAGE
			***** From Exhibit B *****			
Stillwater City	82.76%	66.87%	75.20%	76.78%	301.61%	75.39%
Grant City	4.24%	10.14%	7.37%	6.81%	28.56%	7.14%
May Township	3.97%	11.12%	7.31%	7.14%	29.54%	7.38%
Stillwater Township	9.02%	11.87%	10.14%	9.27%	40.30%	10.07%
Total	99.99%	100.00%	100.02%	100.00%	400.01%	99.98%

COST OF FIRE PROTECTION	ACTUAL COSTS 2012	NOTES
Operating Costs	\$1,327,436	Adjusted for Fire Relief
Depreciation	\$141,736	
Administration (.05% of Operations)	\$6,637	
Total	\$1,475,809	

COST ALLOCATION (1)	2014 Proposed Contract Amount	2013 Actual Contract Amount	\$ Increase (Decrease) (2)
Stillwater City	\$1,112,613		
Grant City	\$105,373	\$92,486	\$12,887
May Township	\$108,915	\$94,643	\$14,272
Stillwater Township	\$148,614	\$123,189	\$25,425
Total	\$1,475,515	\$310,318	\$52,584

(1) The cost allocation is derived by multiplying the total fire protection cost by each service area's combined five-year average.

(2) 2014 Proposed Contract Amounts as compared to 2013 Actual Contract Amounts

FIVE YEAR AVERAGE

EXHIBIT B - FIVE YEAR AVERAGES	% of Total	5 YEAR AVERAGE	2012	2011	2010	2009	2008
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SCHEDULE A. FIRE RUNS							
Stillwater City (1)	82.76%	1,229	1,395	1,125	1,272	1,154	1,198
Grant City	4.24%	63	94	57	62	58	42
May Township	3.97%	59	78	53	59	41	62
Stillwater Township (1)	9.02%	134	166	127	175	116	86
Total	99.99%	1,485	1,733	1,362	1,568	1,369	1,388

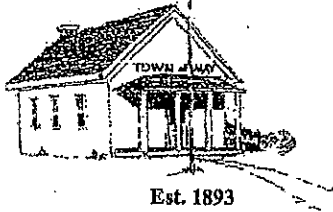
SCHEDULE B. TOTAL TAX CAPACITY (Amounts expressed in thousands)							
Stillwater City (1)	66.87%	\$23,138	\$20,927	\$22,439	\$23,716	\$24,359	\$24,249
Grant City (2)	10.14%	\$3,507	\$3,021	\$3,477	\$3,520	\$3,806	\$3,709
May Township (3)	11.12%	\$3,849	\$3,317	\$4,049	\$3,942	\$4,049	\$3,987
Stillwater Township (1)	11.87%	\$4,107	\$3,539	\$3,940	\$4,209	\$4,348	\$4,498
Total	100.00%	\$34,601	\$30,804	\$33,904	\$35,387	\$36,562	\$36,343

SCHEDULE C. ESTIMATED POPULATION							
Stillwater City (1)	75.20%	18,276	18,638	18,299	18,265	18,235	17,953
Grant City (2)	7.37%	1,791	1,797	1,778	1,761	1,814	1,805
May Township (3)	7.31%	1,776	1,682	1,675	1,666	1,939	1,921
Stillwater Township (1)	10.14%	2,465	2,382	2,369	2,366	2,801	2,607
Total	100.02%	24,308	24,498	24,120	24,048	24,589	24,286

SCHEDULE D. ESTIMATED HOUSEHOLDS							
Stillwater City (1)	76.78%	7,147	7,196	7,130	7,075	7,240	7,096
Grant City (2)	6.81%	634	632	630	630	641	637
May Township (3)	7.14%	665	656	654	650	686	679
Stillwater Township (1)	9.27%	863	858	857	856	872	873
Total	100.00%	9,309	9,341	9,271	9,210	9,439	9,285

(1) Adjusted for Annexation
 (2) 43% OF ACTUAL
 (3) 60% OF ACTUAL

TOWN
of
MAY



CHAIRMAN
Bill Voedisch
14625 Old Guslander Trail.
Marine on St. Croix, MN 55047
(651) 433-5976

SUPERVISOR
John Adams
14035 Oldfield Road N.
Stillwater, MN 55082
(651) 430-8134

SUPERVISOR
John Pazlar
16601 Orwell Road N.
Marine on St. Croix, MN 55047
(651) 433-5013

CLERK
Linda L. Klein
13519 May Avenue North
Stillwater, MN 55082
(651) 439-1706 • Fax (651) 430-0107

TREASURER
Cheryl D. Bennett
16624 Square Lake Trail N.
Stillwater, MN 55082
(651) 439-8599

PLANNING COMMISSION
Lester I. Rydeen
13528 170th St. N.
Marine on St. Croix, Mn 55047
(651) 433-3282

September 13, 2013

Mr. Larry D. Hansen
City Administrator
City of Stillwater, City Hall
216 North 4th Street
Stillwater, MN 55082

Re: Fire Service Contract – 15% Increase

Dear Mr. Hansen,

At the September 5th meeting of the May Town Board, I presented your letter of August 21 and attached 3-year contract for 2014-2016. The issue for discussion was the 15% increase in contract fees for year 2014 compared to the fees for 2013 under the current agreement. We note that Grant and Stillwater Township were also given very large increases.

This is quite problematic for May Township, for several reasons:

1. As a Township, we presented our proposed budget and levy for 2014 to our citizens in February of this year, to be voted on at our annual meeting in March. Knowing nothing of the large growth in Stillwater Fire Contract expenses that was coming, we only specified a 3% increase in overall fire contract fees for 2014 over 2013. Given that Stillwater is by far the largest of our fire contracts, we are now way over budget for next year, through no fault of the Town. We are nearly \$10,000 over budget for 2014 for just our Stillwater fire contract costs.
2. Because our citizens out here are still hurting ... *the Forest Lake Times recently printed six full pages of home foreclosures* ... we in fact proposed *no* increase in our Fire Fund Levy for 2014, intending to pay for any increases out of reserves. This, along with managing our road expenses tightly, allowed us to provide for a modest levy decrease to our citizens in 2014, for the second year in a row.

Can the average homeowner deal with a 15% cost increase on any front?

3. We have no idea where the extra money will come from next year.

This is the second time in my memory when your new contract has been submitted with a very substantial increase in the first year. The last time this happened we shared with you the

difficulty in dealing with big increases when our budget and levy are already set. Understanding our budget cycle, you assured us that we would get ample lead time for any future major increases. Obviously that didn't happen.

What you are proposing is really counter to what the Town, the County and our surrounding communities are practicing, that is, keeping our budgets and levies closely in check. We respectively ask that the City of Stillwater revisit the fire costs you are passing on to your municipal customers for 2014. Collectively we pay for 25% of your fire costs yet we partake in *none of the operational decisions*. Was it necessary, we wonder, to add *two* full time positions at one time?

Of course the Town of May appreciates the fire coverage we get from all three providing services, yet we must have relationships that allow us to budget for these costs in a manageable way. That is not currently happening with Stillwater.

Thank you for your consideration.

Most cordially,

Bill Voedisch
Chair, May Town Board

Cc: Ken Harycki, Mayor of Stillwater
Stu Glaser, Stillwater Fire Chief
Tom Carr, Mayor of Grant ✓
David Johnson, Stillwater Town Board
May Town Board

Tom
Your increase was
14%. Stillwater Twp
was 20.7% !!

WKR ✓

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-18**

RESOLUTION ESTABLISHING THE CITY OF GRANT INVESTMENT POLICY

WHEREAS, the City of Grant wishes to formalize the investment policy which shall be operated in conformance with federal, state, and other legal requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it hereby adopts the following policy:

INVESTMENT POLICY

Scope:

The City of Grant wishes to pool and consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective balances, except Jasmine Avenue Improvements Fund and other funds created in the future that are held solely for security of a bond in the Debt Service Fund but are not part of the Debt Service Fund, and in accordance with generally accepted accounting principles.

This policy does not apply to employee retirement funds.

General Objectives

At all times, investments of the City shall be in accordance with Minnesota Statutes Chapter 118A and amendments thereto. The primary objectives of the City's investment activities shall be in the following order of priority:

A. Safety

Safety of principal is the foremost objective of the investment portfolio. Investments shall be undertaken in a manner that seeks to ensure the preservation of

investment policy. The authorized individuals, when acting in accordance with this Policy and exercising due diligence, shall not be held responsible for losses, provided that the losses are reported immediately and that appropriate action is taken to control further losses.

Prudence

The standard of prudence to be used by investment officials shall be the "prudent investor", and shall be applied in the context of managing the investments. All investment transactions shall be made in good faith with the degree of judgment and care, under the circumstances, that a person of prudence, discretion and intelligence would exercise in the management of their own affairs. This standard of prudence shall mean not for speculation, and with consideration of the probable safety of the capital as well as the probable investment return derived from assets.

Internal Controls

Internal controls are designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. Before the City invests any surplus funds, competitive quotations shall be obtained. Verbal quotations shall be received from all brokers, along with a subsequent confirmation. Written quotations from local financial institutions shall be obtained via fax, email or other form of written documentation, with all of them receiving the exact same rate request. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations will be requested for instruments that meet the maturity requirement. If no specific maturity is required, a yield analysis will be conducted to determine which maturities would be most advantageous. Quotations will be requested from financial institutions for various options with regard to term and investment type. The City will accept the quotation, which provides the highest rate of return within the maturity required and within the limits of this Policy.

The original investment statements from all institutions shall be sent directly to the City Offices. The Administrator/Clerk shall send copies to the Investment Advisor and Treasurer. The Investment Advisor shall be responsible for review of the statements to determine that the investments that he authorized have been made. The Treasurer shall balance the investment statements to the accounting books of the City and provide an initialed reconciliation for approval of the Administrator/Clerk. The original investment reports and reconciliations shall be retained in accordance with the Records Retention Policy.

The Administrator/Clerk will report periodically to the City Council on the total of all funds invested and the total interest received on all securities year to date. Providing copies of the latest investment reports shall satisfy this requirement.

Authorized Investments and Collateralization

All City investments and deposits shall be those allowable by Minnesota Statutes Chapter 118A and amendments thereto. In accordance with MN Statutes 118A, collateralization will be required on all demand deposit accounts, including checking, savings, and money market

Council Member Lobin
Council Member Huber
Council Member Tronrud

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 1st day of October, 2013.

Thomas Carr, Mayor

Kim Points, Administrator/Clerk

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-**

RESOLUTION ESTABLISHING THE CITY OF GRANT INVESTMENT POLICY

WHEREAS, the City of Grant wishes to formalize the investment policy which shall be operated in conformance with federal, state, and other legal requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it hereby adopts the following policy:

INVESTMENT POLICY

Scope:

The City of Grant wishes to pool and consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective balances, except Jasmine Avenue Improvements Fund and other funds created in the future that are held solely for security of a bond in the Debt Service Fund but are not part of the Debt Service Fund, and in accordance with generally accepted accounting principles.

This policy does not apply to employee retirement funds.

General Objectives

At all times, investments of the City shall be in accordance with Minnesota Statutes Chapter 118A and amendments thereto. The primary objectives of the City's investment activities shall be in the following order of priority, and are noted below under items A, B, and C:

A. Safety

Safety of principal is the foremost objective of the investment portfolio.

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk, interest rate risk, and custodial risk.

Credit Risk: Credit Risk is the risk of loss due to failure of the security issuer or backer. Thus, designated depositories shall have insurance through the FDIC (Federal Insurance) or the SIPC (Securities Investor Protection Corporation). To ensure safety, it is the policy of the City that when considering an investment, all depositories under consideration be cross-checked against existing investments to make certain that funds in excess of insurance limits are not made in the same institution unless collateralized as outlined below. Furthermore, the City Council will approve all financial institutions, brokers, and advisers with which the City will do business.

Interest Rate Risk: Interest Rate Risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. The City will minimize Interest Rate Risk by structuring the investment portfolio so that securities will be held to maturity to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

Custodial Risk: The City will minimize deposit Custodial Risk, which is the risk of loss due to failure of the depository bank (or credit union), by obtaining collateral or bond for all uninsured amounts on deposit, and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

B. Liquidity

The investment portfolio shall remain sufficiently liquid to meet projected disbursement requirements. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. In addition, some funds are normally held in a money market account so the city has immediate access to a limited amount of cash at any given time. Generally, investments shall have "laddered" maturities so that money becomes available on a regular schedule. Liquid funds will allow the City to meet possible cash emergencies without being penalized on investments.

C. Yield

The investment portfolio shall be designed to manage the funds to maximize returns consistent with items A and B above and within the requirements set forth in this Policy. Subject to the requirements of the above objectives, the City is willing to give financial institutions and companies within the City the opportunity to bid on investments; however, the City will seek the best investment yields. The city's normal business practice will be doing business with and making investments using only one broker and working only with the financial institution where that broker works. In addition, when investments are made, such as purchasing bank certificates of deposit, a variety of institutions (banks) will be used to spread the risk, and maximize interest yield.

Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the “prudent investor”, and shall be applied in the context of managing the investments. All investment transactions shall be made in good faith with the degree of judgment and care, under the circumstances, that a person of prudence, discretion and intelligence would exercise in the management of their own affairs. This standard of prudence shall mean that investments should be made not for speculation, and with consideration of the probable safety of the capital as well as the probable investment return derived from assets.

B. Ethics and Conflicts of Interest

Investment Officials and Investment Advisors involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment Officials and Advisors shall disclose any material interests in financial institutions with which they conduct business. For further details, please refer to the City’s policies and ordinances.

C. Delegation of Authority

Responsibility for the investment program is hereby delegated from the City Council to the Investment Advisor. Authority to conduct actual investment transactions may be delegated to the Investment Advisor, who shall act in accordance with procedures as established with this investment policy. The authorized individuals, when acting in accordance with this Policy and exercising due diligence, shall not be held responsible for losses, provided that the losses are reported immediately and that appropriate action is taken to control further losses.

Internal Controls

Internal controls are designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. Before the City invests any funds, competitive quotations from the financial institution the city does business with shall be obtained to ensure interest yields are competitive and in compliance with this investment policy. As mentioned previously if other financial institutions or companies within the city, or elsewhere, quote on investments, the city will consider those quotes as well. Verbal quotations shall be received from the broker or investment representative of the financial institution making the quote. Specific investment durations will normally be required and asked for, either for cash

flow purposes or for conformance to maturity guidelines, so quotations will be requested for instruments having maturity dates that meet the required durations. Quotations will be requested from the financial institution for various options with regard to term and investment type. The City will accept the quotation, which provides the highest rate of return within the maturity required and within the limits of this Policy.

The original investment statements from all institutions shall be sent directly to the City Offices. The Administrator/Clerk shall send copies to the Investment Advisor and Treasurer. The Investment Advisor shall be responsible for review of the statements to determine that the investments that he authorized have been made. The Treasurer shall balance the investment statements to the accounting books of the City and provide an initialed reconciliation for approval of the Administrator/Clerk. The original investment reports and reconciliations shall be retained in accordance with the Records Retention Policy.

The Administrator/Clerk will report periodically to the City Council on the total of all funds invested and the total interest received on all securities year to date. Providing copies of the latest investment reports shall satisfy this requirement.

Authorized Investments and Collateralization

All City investments and deposits shall be those allowable by Minnesota Statutes Chapter 118A and amendments thereto. In accordance with MN Statutes 118A, collateralization will be required on all demand deposit accounts, including checking, savings, and money market accounts, and non-negotiable certificates of deposit in excess of federal deposit insurance.

State law defines the types of securities that a financial institution may pledge as collateral for public deposits. These securities include:

- United States Treasury Issues
- Institutional Money Market Funds that adhere to SEC rule 2a-7.
- Issues of US Government Agencies and Instrumentalities
- Obligations of State and Local Governments
- Time Deposits (Certificates of Deposits fully insured by the federal deposit insurance company or federal agency).

Since the amount a public entity has on deposit will vary from time to time, the financial institution needs sufficient amounts of pledged collateral to cover 110% of the uninsured amount on deposit during peak deposit times.

Diversification

The City will attempt to diversify its investments according to type and maturity. The portfolio, however, will contain mostly short-term investments. Based on the size of the investment portfolio, and the need for cash flow, long-term investments will be rare and very limited. The City will attempt to match its investments with anticipated cash flow requirements. Extended maturities may be utilized periodically to take advantage of higher yields

Broker Representations

Municipalities must obtain from their brokers certain representations regarding future investments. Pursuant to Minnesota Statutes 118A, the City shall provide each broker with the City's investment policy, and the securities broker shall submit a certification annually to the City stating that the officer has reviewed the investment policies and objectives, as well as applicable state law, and agrees to disclose potential conflicts of interest or risk to public funds that might arise out of business transactions between the firm and the City. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City's funds.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Adopted this day of

Mayor Tom Carr
Council Member Bohnen
Council Member Lobin
Council Member Huber
Council Member Tronrud

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this xth day of December, 2013.

Thomas Carr, Mayor

Kim Points, City Clerk

City Council Report for November 2013

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

Zoning Enforcement:

1. Mr. Jackson King 10620 – 60th. St. N. Violation of the City of Grant Zoning Ordinance Section 32-181 Building Permit and Compliance with Building Code Required. Also Section 1300.0120 subpart 1 Permits Required Of the State Building Code.

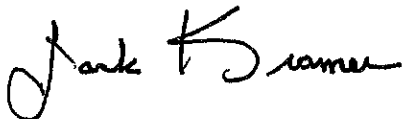
a. The city received a complaint that Mr. Jackson has remodeled his residence without the proper building and electrical permits. I sent a letter on November 6, 2013 to Mr. Jackson and to the State Electrical Inspector.

I shall provide additional information on the next city council report of the status of the violation.

Building Permit Activity:

1 (25) Twenty –Five permits were issued with a total valuation of \$929,089.

Respectfully submitted,



Jack Kramer

Building & Code Enforcement Official

Grant Master Form		Name	Project Address	Date Issued	Valuation:	City Fee:	75%	Plan CK Fe	Surcharge	Paid
Permit	Permit Type									

2013-180	HVAC Permit	Rue	10270-67th. St. N.	10/17/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-181	HVAC Permit	Schifsky	6868 Jamaca Ave. N.	10/17/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-182	Addition	Lovas	8485 Jamaca Ave	10/18/2013	\$60,480.00	\$ 720.75	\$ 540.56	\$ 468.48	\$ 30.20	
2013-183	Garage	Schwab	7200-101st. St.	10/18/2013	\$ 31,000.00	\$ 452.35	\$ 339.26	\$ 294.02	\$ 15.50	
2013-184	HVAC Permit	Auvin	8237-80th. St. N.	10/18/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-185	Plumbing	Welander	10381 -83rd. St. N.	10/18/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-186	HVAC Permit	Welander	10381- 83rd. St.N.	10/18/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-187	HVAC Permit	Black	10361-110th. St.N.	10/19/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-188	Windows	Renewal	11650 Dellwood Rd., N	10/23/2013	\$5,569.00	\$ 153.25	\$ 114.93	\$ -	\$ 3.78	
2013-189	Deck	Keel	11620 Irish Ave. N.	10/24/2013	\$ 25,000.00	\$ 391.75	\$ 293.81	\$ 254.63	\$ 12.50	
2013-190	Re-Roof	Johnson	10055-107th. St.N.	10/24/2013	\$ 7,600.00	\$ 153.25	\$ 114.93	\$ -	\$ 3.80	
2013-191	House & Gara	Vanderwerf	9200 Jeffrey Ave.	10/29/2013	\$732,540.00	\$4,340.50	\$ 3,255.37	\$2,821.32	\$ 369.57	
2013-192	Drain Tile	Koutson	9235 Knollwood Dr. N.	10/29/2013	\$ 3,400.00	\$ 97.25	\$ 72.93	\$ -	\$ 1.70	
2013-193	HVAC Permit	Ketelsen	10777 Ideal Ave.N/	10/29/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-194	Pole Bldg.	Rice	10745-114th. St. N.	10/30/2013	\$ 24,000.00	\$ 377.25	\$ 282.93	\$ 282.93	\$ 12.00	
2013-195	Re-Roof	Greeder	9960 Justen Tri. N.	10/30/2013	\$ 10,500.00	\$ 195.25	\$ 146.43	\$ -	\$ 5.25	
2013-196	HVAC Permit	McDonald	9645 Keswick Ave.	11/1/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-197	HVAC Permit	Hansen	10325 Jody Ave.	11/2/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-198	Patio Shelter	Rog	9765-110th. St. N.	11/3/2013	\$ 15,000.00	\$ 251.25	\$ 188.43	\$ 163.31	\$ 7.50	
2013-199	Re-Roof	Surles	10291 Lansing Ave. N.	11/4/2013	\$ 14,000.00	\$ 237.25	\$ 177.93	\$ -	\$ 7.00	
2013-200	HVAC Permit	Schulte	9651 Keswick Ave.N.	11/4/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-201	HVAC Permit	Rank	11495 Greenlefe Ave.	11/6/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-202	HVAC Permit	Mueller	7076 115th. St.N.	11/7/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-203	Plumbing Per	Schulte	9645 Keswick Ave. N.	11/10/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
2013-204	HVAC Permit	Ayd	9800 Justen Trail N.	11/10/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00	
Monthly total					\$ 929,089.00	\$ 8,490.10	\$ 6,367.51	\$ 4,284.69	\$ 538.80	