

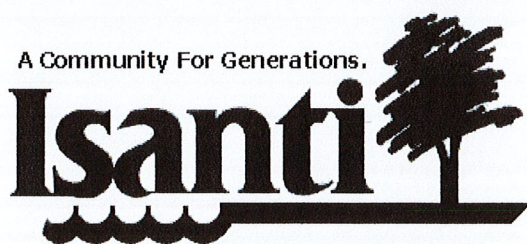
AGENDA
CITY OF ISANTI
CITY COUNCIL COMMITTEE OF THE WHOLE MEETING
TUESDAY, JANUARY 21, 2020 – 5:00 P.M.
CITY HALL

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**

D. Committee Meeting Items

- 1. Amendment Discussion
- 2. Recognition for Community Member or Activities within the Community
- 3. Veterans Donations
- 4. Draft ORD Adult Use
- 5. Draft ORD Chapter 8, Article III, Sections 8-21 and 8-26
- 6. Review City Hall Display Case Policy
- 7. Rum River BMX Special Event Paid Parking Agreement
- 8. Delinquent Utilities Annexed Parcels
- 9. 2020 Budget Discussion
- 10. Doing Business with Isanti semi-Annual Update
- 11. Clean-up Day Discussion
- 12. No Parking Along 8th Ave SE

E. Adjournment

**MEMO for COW**

To: Mayor Johnson and Members of the City Council
From: Josi Wood, City Administrator
Date: January 21, 2020
Subject: Council Request to Consider Recognition for Community Members or Activities within the Community

Council Member Collison requested discussion regarding recognition for community members or for activities that should be recognized within the community.

Staff has included information regarding the Legacy Medal Policy which was adopted in 2014.



Legacy Medal awarded in 2014

Attachments:

- Res 2014-309
- Legacy Medal Policy

RESOLUTION NO. 2014-309

**A RESOLUTION ADOPTING THE CITY OF ISANTI LEGACY MEDAL
RECOGNITION POLICY**

WHEREAS, the Mayor would like to honor those who, through their actions, have brought positive State or National recognition to the City of Isanti; and,

WHEREAS, the Mayor would like to honor those who have served the City of Isanti with distinction; and,

WHEREAS, the Isanti Legacy Medal signifies the importance of City of Isanti residents, and those who are members of organizations within the City of Isanti, have had in building the legacy of Isanti; and,

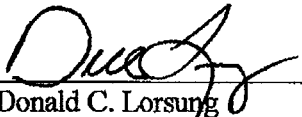
NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City Of Isanti, Minnesota hereby adopts the City of Isanti Legacy Medal Recognition Policy, as provided in 'Exhibit A'.

This resolution was duly adopted by the Isanti City Council this 16th day of December 2014.



Mayor George A. Wimmer

ATTEST:



Donald C. Lorusong
City Administrator/City Clerk

(SEAL)

'Exhibit A'



**CITY OF ISANTI
ISANTI LEGACY MEDAL RECOGNITION
POLICY**

Purpose

To honor those who, through their actions, have brought positive State or National recognition to the City of Isanti or those who have served the City of Isanti in a distinct or extraordinary way.

Policy

The Isanti Legacy Medal signifies the importance of City of Isanti residents, and those who are members of organizations within the City of Isanti, have had in building the legacy of Isanti.

Procedure for Nominating

The following procedure should be followed when nominating an individual for the Isanti Legacy Medal:

- Request a nomination form from the City of Isanti or download off the City website.
- Return the nomination form to City Hall, mail to Isanti City Hall, 110 First Ave NW, P.O. Box 428, Isanti, MN 55040 or email isantiparks@cityofisanti.us.
- Nominations will be accepted through the Parks, Recreation and Culture Staff.
- Nominees will be reviewed by the Parks, Recreation and Culture Board who will make recommendations to the Mayor.
- Nominees selected will be recognized annually.

Criteria for Nominating

The following criteria should be followed when nominating an individual for the Isanti Legacy Medal:

- The opportunity is open to all Isanti City residents or members of organizations based in the City of Isanti; no age requirement.
- The nominee has either received State or National recognition or served the City of Isanti with distinction.
- The name and address (home or organization) of the individual nominated shall be provided.
- The reason(s) why this person should be nominated.

Adoption Date

December 16, 2014



Isanti Legacy Medal Nomination Form

The Isanti Legacy Medal recipient is an outstanding individual recognized for positively representing the City of Isanti either by State or National recognition or by having served the City of Isanti with distinction.

Nomination Requirements

Nominee

Name: _____

Organization (if applicable): _____

Address: _____

Phone: _____

Nominator

Name: _____

Address: _____

Phone: _____

Reason(s) for Nominating this Individual

RETURN NOMINATIONS TO:

City of Isanti
110 1st Ave NW, P.O. Box 428
Isanti, MN 55040
Email: isantiiparks@cityofisanti.us

110 1st Avenue NW * P.O. Box 428 * Isanti, MN 55040-0428
Phone: (763) 444-5512 * Website: www.cityofisanti.us * Fax: (763) 444-5560



Memo for COW

To: Mayor Johnson and Members of the City Council
From: Sheila Sellman, Community Development Director
Date: January 21, 2020
Subject: Ordinance Amendment – Adult Use

Background:

Per the City Attorney, it has been determined that the current regulations regarding adult uses needs to be updated. The attached ordinances were drafted by the League of Minnesota Cities appointed attorney.

Chapter 68 regulates Adult Use the proposed ordinance repeals the current ordinance and is replaced with the proposed. The zoning ordinance amendment removes adult uses from the business districts and only permits the use in Industrial zoned districts. This amendment also removes performance standards in the zoning code for adult use.

If there is a consensus to move forward with the proposed amendments a public hearing will need to be held for the zoning code amendments.

Request:

Direction to proceed with posting of the ordinance.

Attachments:

- Draft Ordinance Chapter 68
- Draft Ordinance to zoning code

**AN ORDINANCE REPEALING CHAPTER 68 OF THE ISANTI CITY CODE OF
ORDINANCES RELATING TO ADULT USES AND ADOPTING A NEW CHAPTER 68**

The City Council of the City of Isanti hereby ordains:

Section 1. **The current Chapter 68 of the Isanti City Code of Ordinances for the City of Isanti is repealed.**

Section 2. **The following new Chapter 68 is adopted:**

CHAPTER 68. ADULT ESTABLISHMENTS

§ 68-1. Findings and Purpose.

Studies conducted by the Minnesota Attorney General and the Texas City Attorneys' Association, as well as the cities of St. Paul, Alexandria, and Rochester, Minnesota; Indianapolis, Indiana; Phoenix, Arizona; Los Angeles, California; Seattle, Washington; St. Croix County, Wisconsin; Adams County and the City of Denver, Colorado, have examined the impact that adult establishments have on their respective communities. These studies concluded that adult establishments have an adverse impact on surrounding neighborhoods. Those impacts include increased crime rates, lower property values, increased transiency, neighborhood blight and potential health risks. The City Council of the City of Isanti is relying on the studies, many of which were conducted in larger cities, recognizing that the same or similar adverse impacts could occur in a small city such as the City of Isanti. Based on these studies, the City Council makes the following findings regarding the need to regulate adult establishments:

- A. The public health, safety, morals and general welfare will be promoted by the city adopting regulations governing adult establishments.
- B. Adult establishments have adverse secondary impacts of the types set forth above.
- C. The adverse impacts caused by adult establishments tend to diminish if adult establishments are governed by location requirements, licensing requirements and health requirements.
- D. It is not the intent to prohibit adult establishments from having a reasonable opportunity to locate in the city.
- E. Many members of the public perceive areas within which adult establishments are located as less safe than other areas that do not have such uses.
- F. A reasonable licensing procedure is an appropriate mechanism to place the burden of reasonable regulation on the owners and the operators of the adult establishment. A licensing procedure will place an incentive on the operators to see that the adult establishment is run in a manner consistent with the health, safety and welfare of its patrons and employees, as well as the citizens of the City. It is appropriate to require reasonable assurances that the licensee is the actual operator of the sexually-oriented

business, fully in possession and control of the premises and activities occurring therein.

- G. The fact that an applicant for an adult use license has been convicted of a sexually-related crime leads to the rational assumption that the applicant may engage in that conduct in contravention of this Chapter.
- H. The general health, safety, and welfare of the community is promoted by prohibiting nudity in adult establishments. This prohibition is based on concerns of potential adverse effects such as prostitution, exposure to minors, and obscenity.
- I. Small cities experience many of the same adverse impacts of adult establishments present in larger communities.

§ 68-2. Definitions.

For the purposes of this chapter only, the words and phrases below are defined as follows:

- A. Adult Establishment. Any business that:
 - (1) devotes a substantial or significant portion of its inventory, stock-in-trade, or publicly-displayed merchandise, or devotes a substantial or significant portion of its floor area (not including storerooms, stock areas, bathrooms, basements, or any portion of the business not open to the public) to, or derives a substantial or significant portion of its gross revenues from items, merchandise, devices or other materials distinguished or characterized by an emphasis on material depicting, exposing, simulating, describing, or relating to Specified Sexual Activities or Specified Anatomical Areas; or
 - (2) engages in any Adult Use as defined in Paragraph (B) of this section.
- B. Adult Use. An adult use is any of the activities and businesses described below:
 - (1) Adult Bookstore or Videostore. An establishment or business used for the barter, rental, or sale of items consisting of printed matter, pictures, slides, records, audio tape, video, videotape, movies, or motion picture film if a substantial or significant portion of its inventory, stock in trade, or publicly-displayed merchandise consists of, or if a substantial or significant portion of its floor area (not including storerooms, stock areas, bathrooms, basements, or any portion of the business not open to the public) is devoted to, or if substantial or significant portion of its gross revenues is derived from items, merchandise, devices or materials that are distinguished or characterized by an emphasis on material depicting, exposing, simulating, describing, or relating to specified sexual activities or specified anatomical areas.
 - (2) Adult Entertainment Center. A business or establishment that provides dancing or other live entertainment distinguished or characterized by an

emphasis on the presentation, display, or depiction of "specified sexual activities" or "specified anatomical areas."

- (3) Adult Companionship Establishment. A business or establishment that provides the service of engaging in or listening to conversation, talk or discussion between an employee of the establishment and a customer, if such service is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."
- (4) Adult Conversation/Rap Parlor. A business or establishment that provides the service of engaging in or listening to conversation, talk or discussion, if such service is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."
- (5) Adult Health/Sport Club. A health/sport club, which is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."
- (6) Adult Hotel or Motel. Adult hotel or motel means a hotel or motel wherein material is presented which is distinguished or characterized by an emphasis on matter depicting, describing or relating to "specified sexual activities" or "specified anatomical areas."
- (7) Adult Massage Parlor, Health Club. A massage parlor or health club which provides the services of massage, if such service is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."
- (8) Adult Motion Picture Theater. A motion picture theater that as a prevailing practice presents movies distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas" for observation by patrons.
- (9) Adult Modeling Studio. An establishment whose major business is the provision, to customers, of figure models who are so provided with the intent of providing sexual stimulation or sexual gratification to such customers and who engage in "specified sexual activities" or display "specified anatomical areas" while being observed, painted, painted upon, sketched, drawn, sculptured, photographed or otherwise depicted by such customers.
- (10) Adult Motion Picture Arcade. Any place to which the public is permitted or invited wherein coin or slug-operated or electronically, electrically or mechanically controlled or operated still or motion picture machines, projectors or other image-producing devices are maintained to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by an emphasis on depicting or describing "specified sexual activities" or "specified anatomical areas."

- (11) Adult Novelty Business. A business which has as a principal activity the sale of devices which stimulate human genitals or devices which are designed for sexual stimulation.
- (12) Adult Sauna. A sauna that provides a steam bath or heat bathing room used for the purpose of bathing, relaxation or reducing, utilizing steam or hot air as a cleaning, relaxing or reducing agent, if the service provided by the sauna is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."

Adult Steam Room/Bathhouse Facility. A building or portion of a building used for providing a steam bath or heat bathing room used for the purpose of pleasure, bathing, relaxation, or reducing, utilizing steam or hot air as a cleaning, relaxing or reducing agent if the service provided by the steam room/bathhouse facility is distinguished or characterized by an emphasis on "specified sexual activities" or "specified anatomical areas."

C. "Nude" or "Specified Anatomical Areas" means:

- (1) The showing of the human male or female genitals, pubic area, buttocks, or anus with less than a fully opaque covering; the showing of the female breast with less than a fully opaque covering of any part of the nipple; the exposure of any device, costume, or covering which gives the appearance of or simulates the genitals, pubic hair, natal cleft, perineum anal region or pubic hair region; or the exposure of any device worn as a cover over the nipples and/or areola of the female breast, which device simulates and gives the realistic appearance of nipples and/or areola; or
- (2) Human male genitals in a discernibly turgid state, even if completely and opaquely covered.

D. "Specified Sexual Activities" means:

- (1) Actual or simulated acts of sexual intercourse, masturbation, sodomy, bestiality, necrophilia, masochism, sadism or sadomasochism, fellatio or cunnilingus; or
- (2) Depiction or display of human genitals in the state of sexual stimulation or arousal; or
- (3) Fondling or other erotic touching of human genitals, pubic region, buttocks or female breast.

E. "Substantial or Significant portion" means: 25 % or more.

§ 68-3. Location.

Adult establishments may only be located as permitted in Section 8, Article 1, Subdivision 2 of the City Code.

§ 68-4. License Required.

No person, firm or corporation shall own or operate an adult establishment without having first secured a license as provided for in this chapter.

A. Applications. The application for an adult establishment license shall be submitted on a form provided by the city and shall include:

- (1) The name, residence, phone number and birth date of the applicant, if an individual; and if a corporation or partnership, the names, residences, phone number and birth dates of each partner and all officers, directors, and controlling stockholders for the business;
- (2) The name, address, phone number and birth date of the manager of such operation, if different from the owners;
- (3) Whether the applicant has ever used or has been known by a name other than the applicant's name, and if so, the name or names used and information concerning dates and places where used;
- (4) The address and legal description of the premises where the adult establishment is to be located;
- (5) A statement detailing each gross misdemeanor or felony relating to a sex offense, obscenity offense or offense related to the operation of adult uses and related activities of which the applicant, or in the case of a corporation or partnership, the owners, partners, officers, directors and controlling stockholders have been convicted, and whether or not the applicant has ever applied for or held a license to operate a similar type of business in other communities;
- (6) The activities and types of business to be conducted;
- (7) The hours of operation, which shall be limited to 8:00 a.m.-1:00 a.m.;
- (8) The provisions made to restrict access by minors;
- (9) A building plan of the premises detailing all internal operations and activities.

B. Fees.

- (1) Each application for a license shall be accompanied by a receipt from the city for payment in full of the required license fee. Upon rejection of any applications for a license, the Finance Director shall refund the amount paid.
- (2) All licenses shall expire at 12:00 midnight on March 31 of each year. Each license shall be issued for a period of one year, except that if a portion of the license year has elapsed when the application is made, a license may be issued for the remainder of the year for a pro-rated fee. In computing such fee, any unexpired fraction of a month shall be counted as one month.

- (3) The annual license fee for adult establishments shall be in the amount as set forth in the current City fee schedule.
- (4) No part of the fee paid for any license shall be refunded except in the following instances upon application to the City Council within 30 days from the happening of the event. There shall be refunded a pro rata portion of the fee for the unexpired period of the license, computed on a monthly basis, when operation of the licensed business ceases not less than one month before expiration of the license because of:
 - a. Destruction or damage of the licensed premises by fire or other catastrophe;
 - b. The licensee's illness;
 - c. The licensee's death;
 - d. A change in the legal status making it unlawful for the licensed business to continue.

C. Review and Action on License Application.

- (1) The City Council, or such persons as they designate, must complete their investigation within 30 days after the city receives a complete application and all license and investigative fees.
- (2) If the application is for a renewal, the applicant shall be allowed to continue business until the City Council has determined to renew or refuse to renew a license. Application for renewal must be submitted with the annual license fee not later than 30 days before the license expires.
- (3) If, after such investigation, it appears that the applicant and the place proposed for the business are eligible for a license under the criteria set forth in this subsection, then the license shall be issued by the City Council within 30 days after the investigation is completed. Otherwise the license shall be denied.
- (4) Each license shall be issued to the applicant only and shall not be transferable to another holder. Each license shall be issued only for the premises described in the application. No license may be transferred to another premise without the approval of the City Council. If the licensee is a partnership or a corporation, a change in identity of any of the principals of the partnership or corporation shall be deemed a transfer of the license.
- (5) An applicant for any license under this section shall deposit with the city at the time an original application is submitted, an amount as set forth in the current City fee schedule to cover the costs involved in verifying the license application and to cover the expense of any investigation needed to assure compliance with this section. If the investigation and verification process is conducted outside the state of Minnesota, the city may require the actual investigation costs not exceeding the amount set forth in the current City fee schedule.

D. Persons Ineligible for License. No license shall be granted to or held by any person:

- (1) Under 18.
- (2) Who has been convicted of a felony or of violating any federal law, state law or local ordinance relating to sex offenses, obscenity offenses or adult establishments, unless the applicant can show competent evidence of sufficient rehabilitation under Minn. Stat. § 364.05, subd. 3.
- (3) Who is not the proprietor of the establishment for which the license is issued.
- (4) Who has failed to supply all of the information requested on the license application;
- (5) Who gives false, fraudulent, or untruthful information on the license application;
- (6) Who has not paid the required license and investigation fees;
- (7) Who has been denied a license by the City or any other municipal corporation to operate an adult establishment, or such license has been suspended or revoked, within the preceding twelve (12) months.

E. Places Ineligible for License.

- (1) No license shall be granted for adult establishments on any premises where the owner or the applicant has been convicted of a violation of this chapter, or where any license hereunder has been revoked for cause, until one year has elapsed after such conviction or revocation.
- (2) Except for uses lawfully existing at the time of this ordinance adoption, no license shall be granted for any adult establishment, which is not in compliance with the city's zoning regulations or applicable building code.
- (3) Establishments holding an intoxicating liquor, beer or wine license are ineligible for a license.
- (4) No license shall be granted for operation on any premises upon which taxes, assessments, or installments thereof, or other financial claims of the city, are owed by the applicant and are delinquent and unpaid.

F. Conditions of License.

- (1) Every license shall be granted subject to the following conditions and all other provisions of this chapter, and of any applicable sections of the code of the city, state law, or federal law, whichever is more restrictive.
- (2) All licensed premises shall have the license posted in a conspicuous place at all times.
- (3) No minor shall be permitted on the licensed premises.
- (4) Any designated inspection officer of the city shall have the unqualified right to enter, inspect and search the premises of a licensee during business hours.

- (5) Every licensee shall be responsible for the conduct of his or her place of business and shall maintain conditions of order.
- (6) An adult establishment shall not sell or dispense non-intoxicating or intoxicating liquors nor shall it be located in a building which contains a business that sells or dispenses non-intoxicating or intoxicating liquors.

G. Hearing and Appeal Procedures.

Denials, non-renewals, suspensions and revocations of an adult establishment license are governed by this subsection.

- (1) Notice and Hearing. In the event that the City proposes to deny or not to renew, suspend or revoke a license, the City will notify the applicant/licensee in writing of the basis for the action. The Council will hold a hearing for the purpose of determining whether to deny, not renew, suspend, or revoke the license. The hearing must be within 30 days of the date of the notice. The City Council must make a decision within 30 days after the close of the hearing or within 60 days of the date of the notice, whichever is sooner. The Council must notify the applicant/licensee of its decision within that period.
- (2) Suspension or Revocation. If the Council determines to suspend or revoke a license, the suspension or revocation is not effective until 15 days after notification of the decision to the licensee. If, within that 15 days, the licensee files and serves an action in state or federal court challenging the Council's action, the suspension or revocation is stayed until the conclusion of such action.
- (3) Non-renewal. If the City Council determines not to renew a license, the licensee may continue its business for 15 days after receiving notice of such non-renewal. If the licensee files and serves an action in state or federal court within the 15 days for the purpose of determining whether the City acted properly, the licensee may continue in business until the conclusion of the action.
- (4) Prompt Judicial Review. After denial or non-renewal of an application, or suspension or revocation of any license, the applicant or licensee may seek prompt judicial review of such action in any court of competent jurisdiction. The court shall promptly review such action.

§ 68-5. Violations and Penalties.

Any person violating any provision of this chapter is guilty of a misdemeanor and upon conviction shall be punished not more than the maximum penalty for a misdemeanor as prescribed by state law.

The City may enforce any provision of this Chapter by mandamus, injunction, or any other appropriate civil remedy in any court of competent jurisdiction, regardless of the status of any related criminal prosecution.

§ 68-6. State Law Inapplicable.

Minnesota Statutes, section 617.242 shall not apply in the City.

§ 68-7. Severability.

The provisions of this chapter shall be severable. If any provision is found to be void, the remaining provisions of the law shall remain valid, unless the court finds the valid provisions of the law are so essentially connected with the void provisions so that the court cannot presume the Council would have enacted the remaining valid provisions without the void one; or unless the court finds the remaining valid provisions, standing alone are incomplete and incapable of being executed in accordance with the legislative intent.

Section 3. This ordinance shall take effect and be in force from and after its publication in the official newspaper of the City of Isanti.

Jeff Johnson, Mayor

ATTEST:

Katie Brooks, City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING SECTIONS OF THE
ISANTI ZONING ORDINANCE RELATED TO ADULT USES

The City Council of the City of Isanti hereby ordains:

Section 1. Section 7, Article Two, Subdivision 6 of the Isanti Zoning Ordinance is amended as follows:

Subdivision 6: Permitted Accessory Uses

- A. Accessory buildings and uses customarily incidental to any of the permitted uses. Accessory buildings are subject to the regulations as provided within Section 13 of this Ordinance.
- ~~B. Adult uses (accessory) may be permitted by an interim use permit, providing such use meets the requirements of an Adult Use (accessory) as regulated within Section 13 of this Ordinance and the Isanti Code of Ordinances.~~
- ~~C B.~~ Off-street parking and loading, in accordance with Section 17 of this Ordinance.
- ~~D C.~~ Outdoor patios and decks, as an accessory use to a bar, restaurant, club, or other assembly use with liquor or food sales, providing the requirements as listed in Section 13 are met.
- ~~E D.~~ Outdoor smoking shelters, as an accessory use to a bar, restaurant, club, or other assembly use with liquor or food sales, providing the requirements as listed in Section 13 are met.
- ~~F E.~~ Recreation support facilities may be permitted only as an accessory use to commercial recreation facilities.
- ~~G F.~~ Signs, in accordance with Section 16 of this Ordinance
- ~~H G.~~ Supporting retail and service uses associated and located within a hospital or health care clinic, to include: cafeteria, employee exercise facilities, shops for medical equipment, pharmaceutical supplies, gift shops, bookstores, florists, banking facilities, laundry/dry cleaning, community rooms, and chapels.
- I H. Trash receptacle enclosures, in accordance with the provisions within Section 14, Subdivision 3 of this Ordinance.

Section 2. Section 8, Article One, Subdivision 2 of the Isanti Zoning Ordinance is amended as follows:

Subdivision 2: Permitted Uses

The following are permitted uses:

- A. Building maintenance service.
- B. Essential services.
- C. Contractor's services.
- D. Light manufacturing.

- E. Motor vehicle repair facility, subject to those standards as provided within Section 13 of this Ordinance.
- F. Office – showroom.
- G. Office – warehouse.
- H. Research and development facilities.
- I. Warehouse.
- J. Water treatment plant.
- K. Wholesale establishment, indoor.
- L. Adult establishments, subject to the requirements of Chapter 68 of the Isanti City Code of Ordinances.

Section 3. Section 8, Article One, Subdivision 2 of the Isanti Zoning Ordinance is amended by adding the following new Subdivision 16:

Subdivision 16: Location of Adult Establishment

Adult establishments as defined by Chapter 68 of the Isanti City Code of Ordinances shall be located only in the I-1 Industrial Park District.

Section 4. Section 8, Article One, Subdivision 4 of the Isanti Zoning Ordinance is amended as follows.

Subdivision 4: Interim Uses

~~A. Adult uses (principal), subject to the standards and licensing provisions provided within Section 13 of this Ordinance and the Isanti City Code of Ordinances.~~

B A. Farming.

€ B. Residential living quarters for security purposes only, provided the unit is in the same building as the industrial use, the off-street parking requirements are met, and there is full compliance with all of the applicable building and fire code requirements. Interim use permits issued for this purpose shall require that the resident own or be a paid employee of the business, are limited to the property owner and specific use for which it was issued, and are subject to annual review by the Planning commission.

Ð C. Wildlife rehabilitators licensed by the State that temporarily keeps exotic animals within the City of Isanti when the purpose is to return the animals to the wild.

Section 5. Section 8, Article One, Subdivision 6 of the Isanti Zoning Ordinance is amended as follows:

Subdivision 6: Permitted Accessory Uses

- A. Accessory buildings and uses customarily incidental to any of the permitted uses. Accessory buildings are subject to the regulations as provided within Section 13 of this Ordinance.
- ~~B. Adult uses (accessory) may be permitted by an interim use permit, providing such use meets the requirements for an Adult Use (accessory) as by Section 13 of this Ordinance and the Isanti City Code of Ordinances.~~
- € B. Off-street parking and loading, in accordance with Section 17 of this Ordinance.
- Ð C. Outdoor smoking shelters, subject to the standards as provided within Section 13 of this Ordinance.
- £ D. General Retail, provided that:
 - 1. The retail sales area is accessory to the principal use.
 - 2. The retail sales area is indoors.
 - 3. The retail sales area does not exceed ten (10%) of the gross floor area of the building in which the sales area is situated.
 - 4. No additional signage has been provided identifying the retail sales activity.
- £ E. Signs, in accordance with Section 16 of this Ordinance.
- £ F. Trash receptacle enclosures, subject to the regulations as provided within Section 14 of this Ordinance.

Section 6. Section 12, Article Three, Subdivision 6 of the Isanti Zoning Ordinance is amended as follows:

Subdivision 6: Permitted Accessory Uses

- A. Accessory buildings and uses customarily incidental to any of the permitted uses. Accessory buildings are subject to the regulations as provided within Section 13 of this Ordinance.
- ~~B. Adult uses (accessory), as regulated by Section 14, Article 2 of this Ordinance~~
- € B. Off-street parking and loading, in accordance with Section 17 of this Ordinance.
- Ð C. Outdoor smoking shelters, in accordance with Section 13 of this Ordinance.
- £ D. General Retail, provided that:
 - 1. The retail sales area is accessory to the principal use.
 - 2. The retail sales area is indoors.
 - 3. The retail sales area does not exceed ten (10%) of the gross floor area of the building in which the sales area is situated.
 - 4. No additional signage has been provided identifying the retail sales activity.
- £ E. Signs, in accordance with Section 16 of this Ordinance.

§ F. Trash receptacle enclosures, in accordance with the regulations as provided within Section 14, Subdivision 3 of this Ordinance.

Section 7. Section 13, Article Two, Subdivision 2 (Use Regulations for Adult Uses) of the Isanti Zoning Ordinance is repealed.

Section 8. This ordinance shall take effect and be in force from and after its publication in the official newspaper of the City of Isanti.

Jeff Johnson, Mayor

ATTEST:

Katie Brooks, City Clerk



MEMO for COW

To: Mayor Johnson and Members of the City Council
From: Josi Wood, City Administrator
Date: January 21, 2020
Subject: Draft ORD Amendment – Chapter 8, Article III, Sections 8-21 and 8-26

In consultation with the City Attorney, Staff has drafted an amendment to City Code Chapter 8, Article III, Sections 8-21 and 8-26 to include replacement of “Citizen’s Input” with “Public Comment”, inclusion within the Order of Business at City Council meetings and amend subsections (3), (9), and (10) and remove (13).

Attachment:

- Draft ORD

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE CODE FOR THE CITY OF ISANTI, CHAPTER 8
CITY COUNCIL, ARTICLE III, SECTION 8-21 ORDER OF BUSINESS AND 8-26
PUBLIC COMMENT AT COUNCIL MEETINGS AND AT PUBLIC HEARINGS**

THE CITY COUNCIL OF THE CITY OF ISANTI DOES ORDAIN:

Chapter 8, Article III, Section 8-21:

Section 8-21. Order of Business, is amended as follows:

Section 8-21. Order of business. The order of business for all council meetings shall be:

- A. Call to Order
- B. Pledge of Allegiance
- C. Call of Roll
- D. Public Comment (as held)
- E. Adopt Agenda
- F. Proclamations/Commendations/Certificate Awards (if needed)
- G. Approval of minutes
- H. Announcements
- I. Council Committee reports
- J. Public hearings (when scheduled)
- K. Business items
- L. Consent agenda
- M. Other communications
- N. Closed Session (only if needed)
- O. Adjournment

Section 8-26. Public comment at Council meetings and at Public Hearings, is amended as follows:

Section 8-26. C. Public comment period, 8-26. C. subparagraphs (3) (9) (10), and (13) are deleted and replaced as follows:

C. Public comment period. As a part of the regular meeting of the City Council, in accordance with Section 8-21 Order of Business, of this chapter; an informal forum titled "Public Comment" may be held. Public comments during this forum are subject to these limitations:

(3) The presiding officer may place a time limit on the public comment period, if necessary, to allow for the conduct of city business. If there is not sufficient time to hear all public comments, the comment period may be deferred to the next regular meeting or at a continued meeting.

(9) No Council action may take place during public comment. However, Council members may express their views or reaction to a presentation, or ask questions of the presenter. The Council may direct the City Administrator or designee to address specifics in nature, to research and report back at an upcoming regular meeting, or request an amendment to the regular meeting agenda to further discuss, provide direction to staff or take action.

(10) Public comment items are restricted to City governmental topics, and are not a platform for private agendas, to make personal attacks, to air personality grievances, to make political endorsements, or for political campaign purposes.

(13) *Removed in its entirety.*

EFFECTIVE DATE

This Ordinance takes effect upon its passage and publication in the official newspaper of the City of Isanti.

Adopted by the City Council this ____ day of _____, 2020.

Mayor Jeff Johnson

Attest:

Katie Brooks
City Clerk / Human Resources

Posting Date:
Reading Date:
Publication Date:
Effective Date:



MEMO for COW

To: Mayor Johnson and Members of City Council
From: Jenny Garvey - Parks, Recreation, and Culture Manager
Date: January 21, 2020
Subject: Review City Hall Display Case Policy

Background:

Staff presented a draft policy at the November 19, 2019 Committee of the Whole meeting with direction to bring a final version to council. Staff sent the policy to the city attorney to review. The city attorney noted that this type of policy can create a limited public forum and we must be careful that the policy and city remains neutral and consistent in its decision on who or what we allow to display.--Staff would work to follow the policy guidelines; however, discretion will need to be used given the space available.

Staff also checked with the Isanti Historical Society (IHS) and they have an approval process, which does not guarantee they will accept every item. Staff will need to create and submit a request form to the IHS for unclaimed items after being displayed from groups. Some items may not be accepted.

Staff Request:

Staff is looking for direction from COW if they want to continue to move forward with such a policy or leave the display case as is and only for city use.

Staff is also requesting direction on unclaimed items left from groups that the IHS will not accept.

Attachment:

- Exhibit A - City Hall Display Case Policy



CITY OF ISANTI DISPLAY CASE POLICY

The City of Isanti offers a designated display case, located in the front lobby of city hall to non-profit groups based in the City of Isanti for the display of civic, cultural, educational, and public information exhibits. Use of the display case is subject to the following rules and regulations:

1. A Display Case Reservation and Agreement Form must be completed and signed prior to any public use of the display case.
2. Permission to a group to use the display case does not constitute the city's endorsement of the policies or beliefs, or organization represented in the display.
3. The City assumes no responsibility or liability for the preservation, protection, loss of or damage to any part of a display at any time. All items brought to and placed in the display case are done so at the owner's risk.
4. The display case may not be used for:
 - a) Promotion or representation of partisan or individual candidates' political meetings or events (such as political rallies, demonstrations, movies, fundraisers, promotion, protesting, or endorsement of political candidates or agenda).
 - b) Promotion or representation of specific religious or philosophical/motivational groups
 - c) Promotion or representation of personal or family interests
 - d) Promotion or representation of a for-profit business
 - e) Displays of a polemic or discriminatory nature
 - f) Display of material which is obscene, defamatory, invades a particular person's privacy, or incites violence.
 - g) Promotion or representation of any activity or purpose that is in violation of local, state, or federal ordinances or laws, including copyright and public performance laws.
5. The city's display case is not available to individual political parties, candidates, or to individuals or groups who wish to use it to support or oppose political parties or candidates.
6. The determination of the appropriateness of the display or material for posting is solely the decision of city staff or delegated representative.
7. All proposed displays must be artistically pleasing and professionally executed.
8. A sign explaining the display and/or organization should appear "professional" and be done on a computer in a font that is large enough to read or in some sort of stencil.

9. The city display case is kept locked at all times except during setup and removal.
10. No display materials may be left anywhere at city hall in preparation for the setting up or removal of a display. Set up and removal must take place during regular city hall office hours.
11. No hardware, equipment, or objects are allowed in display or in the setting up of the display that may result in the damaging of any of the display case. If such damage occurs, the group or individual responsible for the display will be held responsible. The potential for any such damage may be considered grounds for denial of the display case application. If the setting up of the display would interfere with normal city activities and work, the display will not be permitted.
12. The display case that is designated for the public use display case may contain one group's items at a time.
 - a) The area for displaying items will be delegated to each group by the city.
13. A display may remain in the case for six (6) calendar months.
 - a) If no other group requests to display items, the group that is currently in the case may extend their time by another 6 months.
14. The use of a city display case is a privilege -- not a right -- and is subject to the City's sole and exclusive discretion. Accordingly, the city reserves the right to deny the use of the display case to any group or individual.
15. The city reserves the right to cancel any scheduled display providing the organization receive a 7 days' notice.
16. If a group or an individual violates the policies or procedures associated with the display case, future use of the display case will not be permitted.
17. If an organization is denied the use of the display case, it can appeal to the City Council.
18. The display case must be restored to its original condition.
19. If a group does not come to collect the display items within 2 weeks of the end of the 6 months, those items will be donated to the Isanti County Historical Society (ICHS) per that organizations guidelines. If the ICHS will not accept such items, the City of Isanti reserves the right to retain or dispose.



MEMO for COW

To: Mayor Johnson and Members of City Council
From: Jenny Garvey - Parks, Recreation and Culture Manager
Date: January 21, 2020
Subject: Rum River BMX Special Event Paid Parking Agreement

Background:

In 2018, special event parking fees were added to the agreement the City has with Rum River BMX(RRBMX). On request by RRBMX, amending the terms was discussed at the COW meeting on April 16th, 2019 to allow for fees to be collected on additional lots and for the City to assist RRBMX in securing National events. Staff's interpretation was that the City would loan RRBMX \$8,000 to secure a National event, which would be paid back to the City through parking fee revenue collected. Staff included in the draft agreement that if there is not enough parking revenue collected to cover the loan, RRBMX would be required to pay back the remainder.

RRBMX is requesting that if the \$8,000 is not covered with parking revenue, the remainder be waived.

Staff Request:

Staff is requesting discussion on this item.

Attachment:

- Draft Amended Exhibit G – Special Event Paid Parking Agreement and Map

EXHIBIT G

Special Event Paid Parking Agreement

Intent

It is the intent of this Special Event Paid Parking Agreement for the City of Isanti and the Rum River BMX Association to establish an understanding of both the City's and the Association's respective responsibilities with regards to use of the overflow parking space at the Isanti Indoor Arena (IIA) and the surrounding area (see Map 1), including associated parking fees. This agreement may be amended from time to time by agreement of both parties, and may be terminated at anytime with or without cause by not less than 6 months written notice to the other party. So long as this agreement is in place it shall be reviewed every two (2) years, the start date of which is August 1, 2018. The City of Isanti shall make its best efforts to notify the Rum River BMX Association whenever this policy is discussed in the future.

Purpose

The purpose of this Special Event Paid Parking agreement is to ensure that the City of Isanti does not incur costs associated with maintenance of the affected property due to uses beyond those normally associated with public open spaces. The types of events that are taking place at Isanti Indoor Arena (IIA) will be categorized as Tier 1 or Tier 2. Tier 1 events will be National or Gold Cup series events. Tier 2 events will be District or State series events. The category must be included on the Special Event Permit Application. It shall be noted that all other Special Event parking must take place on designated/approved areas. Rum River BMX Association may be permitted to use parking lot A for team canopies and event activities other than parking during Tier 1 events, as long as this use is clearly indicated in the Special Event Permit application.

Securing Events

The City of Isanti will provide a loan of \$8,000 to the Rum River BMX Association to secure National Series events. This loan payment will be paid back in full to the City, upon collection of parking fees. The loan payment, will be deducted from the parking fee invoice and prior to the split payment which is indicted under overflow parking fees. In the event that parking revenues are not sufficient to repay the loan amount, Rum River BMX agrees to repay the remaining balance without interest in equal installments over 10 months. The first payment will be due 30 days after the event or next business day.

Description of Open Space and Parking Lots

The use of the open space and parking lots, hereafter referred to as "Overflow Parking,"

Parking Lot A: paved parking lot west of and adjacent to the IIA building

Parking Lot B: small paved parking lot on north end of Bluebird park to the east of 1st Ave NW

Parking lot C: grassy area south of IIA (101 Isanti Parkway NW, Isanti, MN 55040) in Bluebird Park (201 Isanti Parkway NW, Isanti, MN 55040) from the paved trail south of the parking lot south to 1st Avenue NW, and from the tree line east to the storm pond;

Parking Lot D: gravel parking lot on the south end of the Cambridge-Isanti soccer complex,(north of Isanti Parkway NW)

Parking Lot E: south paved parking lot in the south end of Bluebird Park to the east of 1st Ave NW

A map of the Overflow Parking areas is attached to this agreement as Map 1.

Use of Overflow Parking

Parking in the overflow parking areas shall only be permitted through the filing and approval of a Special Event Permit application by Rum River BMX Association to the City of Isanti. Written approval from the Cambridge-Isanti Soccer Club must be included in the permit application for use of parking lot D. Such application is required no later than thirty (30) days prior to the event start date. Passenger vehicles may be parked in all the designated overflow parking areas for the duration of an event. Recreation Vehicles (RVs) may only be parked in parking lot C for the duration of an event, including overnight camping, as long as such use is requested in the Special Event Permit application.

Overflow Parking Fees

In such instances when overflow parking has been granted, Rum River BMX Association will be responsible for collecting user fees, the amounts of which will be identified within the Special Event Permit application. Parking lots C, D and E are granted paid parking permission for Tier 1 events. Parking lot C is granted paid parking permission for Tier 2 events.

An RV fee will be assessed to a truck and trailer or self-propelled recreational vehicle; the parking permit of which will remain with the "engine." Recreational towed vehicles will be assessed the same fee as a car or truck. There will be no fees charged for cargo trailers. Car and/or tent camping will be allowed and vehicles will be assessed the car/truck fee. RV parking/camping will only be allowed in parking lot C for any type of event.

The City of Isanti will receive a percentage of parking revenue and Rum River BMX Association will receive a percentage of parking revenue based on events type (Tier 1 or Tier 2). These percentages will be based upon events that are occurring at the IIA. The breakdown for the revenue generated from parking fees will be divided up as follows:

- Tier 1 events will include a split of 50% to the City of Isanti and 50% to the Rum River BMX. (includes parking lots: C, D and E)
- Tier 2 events will include a split of 75% to the City of Isanti and 25% to the Rum River BMX. (includes parking lot B and C)

The City of Isanti will issue numbered parking passes to the Rum River BMX Association prior to approved events. Parking passes must be displayed on paid vehicle dashes. Rum River BMX will be responsible for returning all unused passes, and will be invoiced for 75% or 50% of the revenue for all passes not returned, depending of event type. Passes must be returned to the City of Isanti within ten (10) businesses days after the end of each event. The City of Isanti will invoice the Rum River BMX Association within thirty (30) days of receipt of the returned parking passes.

MAP 1





Memo for Committee

To: Mayor Johnson and Members of the City Council
From: Finance Director Betker
Date: January 21st 2020
Subject: Delinquent Utilities Annexed Parcels

Background:

On November 19th 2019 the Council removed the following parcels from the Assessment roll for Delinquent Utilities pending further discussion.

Customer Number	Customer Name	Service Address	Parcel ID	Delinquent Balance	Assessment Fee	Total to be Assessed
3-082-173-00	HEMEN, GEORGE	16.032.1200	16.032.1200	\$ 54.01	\$ 30.00	\$ 84.01
3-082-175-00	HEMEN, GEORGE	323 PALOMINO RD SE	16.032.1700	\$ 54.01	\$ 30.00	\$ 84.01
4-008-500-00	COLBAUGH, AMY	1207 4TH AVE SW	16.031.1510	\$ 122.25	\$ 30.00	\$ 152.25
4-084-013-00	ANDERSON, THOMAS & DAWN	503 S PASSAGE SW	16.031.0910	\$ 130.66	\$ 30.00	\$ 160.66

By parcel the delinquent balance for each consists of the following charges:

16.032.1200 - Stormwater charges and late charges. Per City Code no fixed well water or sewer charges had been applied as this parcel did not have access to city water or sewer services. Newly adopted utility code chapters clarified the definition of premise and this parcel will now pay a monthly fixed well water charge because city water access is available, unless otherwise directed by Council.

16.032.1700 - Stormwater charges and late charges. Per City Code no fixed well water or sewer charges had been applied as this parcel did not have access to water or sewer services. With the completion of the annexed parcel utility work this parcel will have fixed well water and sewer charges retroactively applied beginning with the utility bills that went out at the end of December.

16.031.1510 - Fixed well water and sewer charges, stormwater charges as well as late charges. Base water and sewer charges were applied per code as the parcel had access to city water and sewer services.

16.031.0910 - Fixed well water charges, stormwater charges as well as late charges. Base water charges were applied per code as the parcel had access to city water services.

The calculation of stormwater charges is detailed in the attached memo provided by City Engineer Cook.

Action Required:

This is a discussion item at the request of Council.

Attached:

Memo – Delinquent Annexed Parcels - Storm Water Drainage Utility Fee



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

7533 Sunwood Drive NW • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

www.bolton-menk.com

MEMORANDUM

Date: January 15, 2020
To: Honorable Mayor Johnson and Members of the City Council
City of Isanti, MN
From: Jason W Cook, P.E.
City Engineer
Subject: Delinquent Annexed Parcels - Storm Water Drainage Utility Fee
Isanti, Minnesota

In January 2019, 33 properties were added to the Storm Water Utility Roll when those parcels were annexed into the City. At that time, we evaluated each parcel following the City adopted policy on assigning the Equivalent Residential Unit (ERU) to establish each individual fee.

Attached is the original 2013 memo and resolution adopting the Storm Water Utility, explaining the policy and how to distribute the Storm Water Utility fee.

Four of these properties are currently delinquent on paying their Storm Water Utility Fees, and a review of the assigned ERU has been requested. The following is how the ERU was calculated for each of these 4 parcels:

PID 16.032.1200

This parcel is a vacant lot with an area of 174,576 square feet.

The National Wetland Inventory has a wetland area on this parcel of 45,577 square feet.

Subtracting out the wetland area and converting the site to acres results in 2.96 acres.

Per the resolution a vacant lot is assigned 0.15 ERU per acre outside the wetland.

2.96 acres X 0.15 ERU/acre = 0.44 ERU (Currently Assigned)

PID 16.032.1700

This parcel has a permanent residence on it, with an area of 140,822 square feet.

This parcel has discussed the possibility of developing a subdivision, there for, we originally considered it as an undeveloped lot.

The National Wetland Inventory has a wetland area on this parcel of 12,848 square feet.

Subtracting out the wetland area and converting the site to acres results in 2.94 acres.

Per the resolution an undeveloped lot is assigned 0.15 ERU per acre outside the wetland.

2.94 acres X 0.15 ERU/acre = 0.44 ERU (Currently Assigned)

Upon further review, this lot should be considered a single-family residence to be consistent with all other parcels within the City that have a permanent residence and be assigned 1 ERU.

PID 16.031.1510

This parcel has a permanent residence on it and is assigned 1 ERU per City policy.

PID 16.031.0910

This parcel has a permanent residence on it and is assigned 1 ERU per City policy.

We recommend revising the ERU for PID 16.032.1700 as noted above and to maintain the assigned ERU for each of the other parcels as they are in compliance with City policy.

Please contact me if you have any questions.



BOLTON & MENK, INC.


Consulting Engineers & Surveyors

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MEMORANDUM

Date: September 12, 2013
To: Honorable Mayor Wimmer and Members of the City Council
City of Isanti, MN
From: Bradley C. DeWolf, P.E. 
City Engineer
Subject: Storm Water Drainage Utility
Isanti, Minnesota

The Minnesota Pollution Control Agency (MPCA) will be adding the City of Isanti to the list of regulated Municipal Separate Storm Sewer Systems (MS4). This regulatory listing will require increased planning, maintenance & inspection costs to the city. The establishment of a storm water drainage utility will create a fund that is only allowed to be used on storm water related work such as the storm sewer system, pond maintenance and permit requirements per Minnesota Statute Sec. 444.075. A storm water drainage utility is a fair and equitable way to distribute the costs of maintaining the City storm water management system. Utility fees are distributed proportionately across all property owners independent of tax status.

We have completed the Storm Water Drainage Utility Equivalent Residential Unit fee schedule as well as the required City Resolution to adopt the Storm Water Drainage Utility.

The fee schedule is as follows:

1 ERU = 3,765 SF (Average Residential Impervious Area of 100 Lot Sample)
Residential Lot = 1 ERU
Nonresidential Lot = Measured Impervious Area / 3,765 SF
Vacant Lot in Development = 0.25 ERU
Open Space/Undeveloped Large Parcels = 0.15 ERU per ACRE
Minimum ERU value = 0.25 ERU
Total Revenue = \$250,000

1 ERU = \$6.43/month or \$77.16/year for the average residential lot

The complete Storm Water Drainage Utility Roll is available at City Hall for your review. We will also have the Roll available at the City Council Meeting on September 17, 2013.

We recommend the City Council approve the Storm Water Drainage Utility roll and adopt the attached Storm Water Drainage Utility Resolution authorizing the establishment of a Storm Water Drainage Utility.

Please contact me if you have any questions.

RESOLUTION NO. 2013-190

RESOLUTION AUTHORIZING ESTABLISHMENT OF A STORM WATER DRAINAGE UTILITY

WHEREAS, the City Council of the city of Isanti has determined that it is in the best interests of the City to establish a public utility known as the Storm Water Drainage Utility, and;

WHEREAS, the purpose of the utility is to manage and fund the construction and maintenance of the storm water drainage system in the City, and;

WHEREAS, it has further been determined that the Storm Water Drainage Utility will not be established for the purpose of financing past due debt or generating a return on investment for the City, and;

WHEREAS, it will be necessary to add and/or amend certain provisions of the City Code of the City of Isanti in order to establish said utility, all in conformance with applicable State Statutes;


NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, as follows:


1. That a public utility which shall be known as the Storm Water Drainage Utility in and for the City of Isanti is authorized to be established. The Storm Water Drainage Utility shall be operated as a public utility pursuant to State Statute and City Code. The revenues therefrom shall be derived subject to the provisions of this Ordinance and Chapter 444, Minnesota Statutes. The Storm Water Drainage Utility shall be administered by the City of Isanti.
2. Staff is directed to prepare an ordinance to add and/or amend the City Code to establish a Storm Water Drainage Utility.
3. Definitions: The following terms shall have the definitions as hereinafter stated with respect to management and operation of the Storm Water Utility:
 - A. Equivalent Residential Unit ("ERU"). One (1) ERU is defined as the average impervious area of a 100 parcel random sample of R-1 zoned developed lots. One ERU was found to equal 3,765 Square Feet.
 - B. Construction. Construction shall mean the improvements to the storm water system in areas not previously served with lateral and trunk lines.
 - C. Maintenance. Maintenance shall include direct and indirect costs as well as equipment costs for repairs and cleaning. Cleaning includes catch basin cleaning, jetting, thawing pipes and any other operation which assures a dependable drainage system. It shall also include the administrative costs.
 - D. Reconstruction. Reconstruction shall mean the improvements made to the storm water drainage system in areas previously served with lateral and trunk lines.
 - E. Administrative Costs. Administrative costs as associated with acquiring and maintaining the necessary contour maps which define the watershed in and for the City of Isanti. Also included shall be periodic planning & engineering studies which shall determine the adequacy and condition of the storm water drainage system.

- F. Storm Water Drainage Fees. Storm water drainage fees for each land parcel shall be determined according to the attached table which will be evaluated on an annual basis, compared to the long range budget, and adjusted by Resolution of the City Council.
- G. Exemptions. The following land uses are exempt from storm water drainage fees: Public right of ways, wetlands and public waters as defined by state law.
- H. Residential Lots. Developed Residential Lots shall be assigned 1 ERU
- I. Non-Residential Lots. Non-Residential Lot ERU shall be determined by measuring the actual impervious area on said lot divided by 3,765 Square Feet (1 ERU) with a minimum value of 0.25 ERU to be assigned to any single parcel.
- J. Undeveloped Land. Undeveloped Commercial and Industrial land shall be calculated at 0.15 ERU per acre of undeveloped land with a minimum value of 0.25 ERU to be assigned to any single parcel.
- K. Undeveloped Platted Residential Lots. Each Undeveloped Platted Residential Lot shall be assigned 0.25 ERU.
- L. Other Land Uses. Other uses not listed in the foregoing table shall be classified by the City Engineer by assigning them to the most similar class from the standpoint of probable hydrologic response.
- M. Payment of Fees. Statements for storm water drainage utility fees will be computed every month and collected by the City monthly along with other utilities such as sewer and water. Any prepayment or overpayment of charges shall be retained by the City and applied against subsequent monthly fees. Delinquent accounts will be treated the same as sewer and water accounts.
- N. Recalculation of Fees. If a property owner or person responsible for paying the storm water drainage fee questions the correctness of an invoice for such charge, such person may have the determination of the charge recomputed by written request to the City Administrator or their designee, made within ninety (90) days of mailing of the invoice by the City. The property owner may appeal the decision of the City Administrator or their designee to the City Council by filing notice of such appeal with the City Administrator or their designee within sixty (60) days of their determination.
- O. Certification of Past Due Fees on Taxes. Any past due storm water drainage fees in excess of ninety (90) days past due on October 1, of any year may be certified to the County Auditor for collection with real estate taxes in the following year pursuant to Minnesota Statute Sec. 444.075, Subdivision 3. In addition the City shall also have the right to bring a civil action or to take other legal remedies to collect unpaid fees.

This resolution was duly approved by the Isanti City Council this 17th day of September, 2013.

Attest:


Donald C. Loring
City Administrator


Mayor George A. Wimmer



Memo for Committee

To: Mayor Johnson and Members of the City Council
From: Finance Director Betker
Date: January 21, 2020
Subject: Doing Business with Isanti Semi-Annual Update

Background:

At the April 7, 2009, city council meeting, council approved Resolution 2009-076 requiring the payment of obligation owed the City as a prerequisite to contracting to do business with the City of Isanti. A compliance review is done semiannually.

The initial review for 2020 identified 3 entities, with delinquent accounts that the City has previously procured goods or services from. A letter was mailed to those entities requesting that they make their delinquent accounts current.

The following entities have not paid obligations to the City in full

- Mille Lacs Oil Company – Utilities
- Isanti Retail Meats - Taxes

Action Required:

Per resolution 2009-076 the City will not do business with Mille Lacs Oil Company or Isanti Retail Meats until such time that all obligations to the city have been paid. No further action is needed. Item is informational



Memo for COW

To: Mayor Johnson and Members of the City Council
From: Matt Sylvester, Public Services Director
Date: January 21, 2020
Subject: Clean-up Day Discussion

Background:

Staff would like discussion on the process and cost to the city to hold the clean-up day.

Staff has also been approached by a few residents to have the City Wide Clean-up Day held after the City Wide Garage Sale. Typically the City Wide Garage Sale is held the first weekend in May. If Clean-up Day were moved until after City Wide Garage Sale it would allow residents a chance to get rid of any unsold items from their garage sale. In years past, the clean-up day is typically held the third weekend in April.

Request:

Staff would like direction on this item.

Attachments:

- Clean-up Day Pricing

CITY WIDE CLEAN UP DAY

Saturday, April 20, 2019

8 a.m. to 12 p.m.

Public Works Garage

100 Isanti Parkway NW

Directions: 3rd Ave North to Isanti Pkwy, right on Isanti Pkwy to Garage. Drop off on eastside of garage.

City residents ONLY. Must show driver's license. All items listed must be prepaid at Isanti City Hall, 110 1st Avenue NW (Mon.-Fri. 8 a.m.-4:30 p.m.)

****PRICES MAY BE SUBJECT TO CHANGE****

ACCEPTABLE ITEMS:

Brush, yard waste, and small miscellaneous items will be accepted at no cost. This is limited to loads no larger than one pickup load of miscellaneous materials per resident.

WE WILL NOT ACCEPT HOUSEHOLD GARBAGE, CONTRACTOR GARBAGE OR COMMERCIAL DEBRIS!

Other acceptable items and related fees are as follows:

Appliances: \$20

Air Heat Pump	Dishwashers	Dryers	Freezers
Furnaces	Garbage Disposals	Dehumidifiers	Ovens
Microwave Ovens	Refrigerators	Trash Compactors	Stoves
Water Heaters	Washers	Vacuum Cleaners	Gas Grill

Air Conditioning Units and Water Softeners \$20

NO Commercial and gas/ammonia appliances will be accepted.

NO LP tanks will be accepted.

Tires:

Passenger Car / ATV	\$10
Light Truck	\$20
Bicycle (off rim).....	\$5
Motorcycle	\$10
Tubes	Free

NO Tractor Tires Will Be Accepted

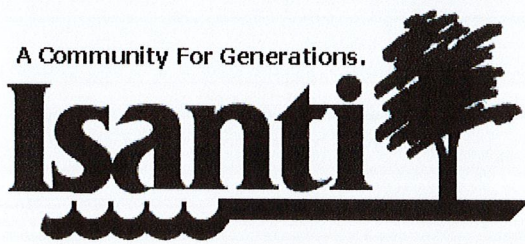
Large Items:

Regular Sofas.....	\$25
Sleeper Sofas.....	\$50
Loveseat.....	\$20
Living Room Chairs.....	\$20
Mattresses.....	\$35
Box Springs.....	\$35
Push Lawn Mowers (gas and oil drained).....	\$50
Riding Mowers (gas and oil drained).....	\$75

Electronics:

Computer Monitors.....	\$25	TV's 40"/under.....	\$35
CPU Box.....	\$25	TV's over 40".....	\$50
Keyboard & Mouse.....	\$10	Console TV.....	\$75
Laptop Computers.....	\$25	Copier (business)...	\$40
Scanner.....	\$20	Printers.....	\$15
DVD/VCR.....	\$10		





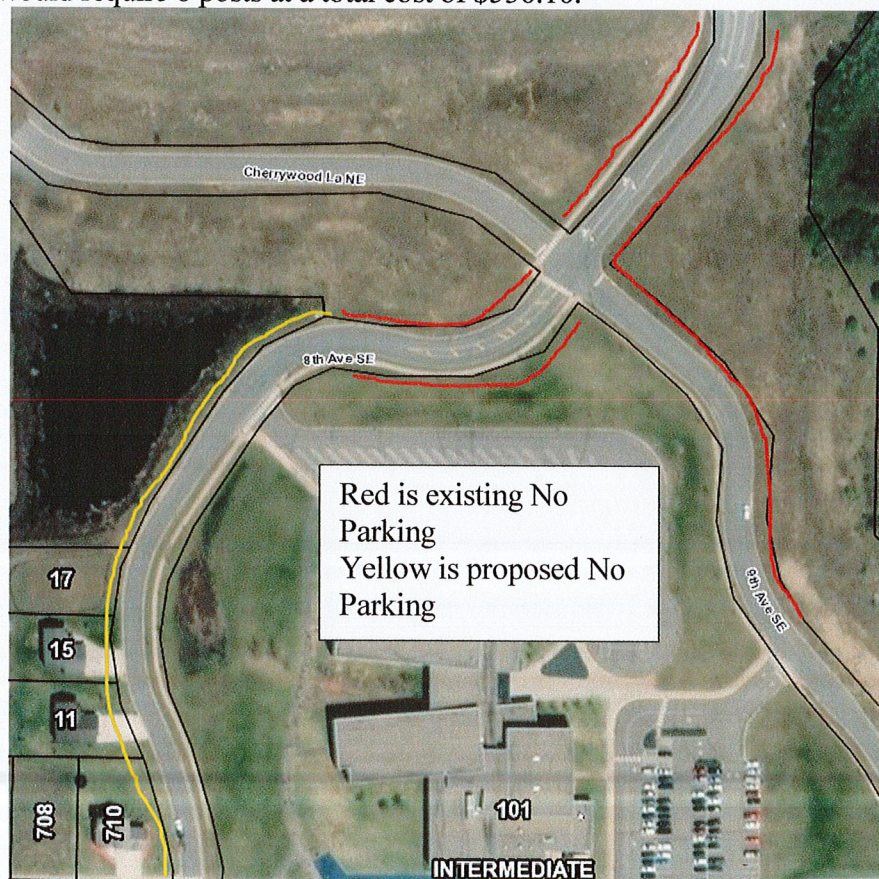
Memo for COW

To: Mayor Johnson and Members of the City Council
From: Matt Sylvester, Public Services Director
Date: January 21, 2020
Subject: No Parking Signs Discussion

Background:

Staff has received a complaint about parking on 9th Ave during school pickup hours at the Intermediate School on 8th Ave. Staff has recently added No Parking to 8th Ave. The No Parking is from Heritage Blvd to 9th Ave and then extending 300' south of that intersection.

No Parking signs are \$48.16 each. Each sign would require two posts at \$41.20 for the pair. Estimating it would require 6 posts at a total cost of \$536.16.



Request:

Staff is requesting action on this item.