

**AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 16, 2021 – 7:00 P.M.
CITY HALL**

Seating may be limited. If you would like to send in a comment for Public Comment or a Public Hearing to be read on your behalf, please submit to the City Clerk jstrand@cityofisanti.us or (763) 762-5759

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Comment

E. Adopt Agenda

F. Proclamations/Commendations/Certificate Awards

G. Approve City Council Minutes

1. February 2, 2021- Regular Meeting of the City Council
2. January 5, 2021 Economic Development Authority Meeting

H. Announcements

1. Park, Recreation, & Culture Board Meeting Tuesday, February 23, 2021 at 6:00 p.m.
2. City Council Meeting Tuesday, March 2, 2021 at 7:00 p.m.
3. EDA Meeting Tuesday, March 2, 2021
(Following the City Council Meeting)

I. Council Committee Reports

J. Public Hearings

K. Business Items

City Administrator Josi Wood

1. Ordinance-XXX Amending City Code, Chapter 227; Parking and Storage

City Engineer Jason Cook

2. Engineering Proposal to Create a Preliminary Report for the 2021 Main Street Reconstruction Project
 - a. Resolution 2021-XXX Authorizing Engineering Services for the Main Street Reconstruction Preliminary Engineering Report
 - b. Resolution 2021-XXX Requesting Advancement of Municipal State Aid Funds
3. Engineering Proposal for Survey, Design & Construction for Services for: Eagle Park Parking Improvements & Heritage Boulevard Walk Improvements
 - a. Resolution 2021-XXX Authorizing Engineering Services for the Eagle Parking Improvements & Heritage Boulevard Walk Improvements

L. Approve Consent Agenda

1. Consider Payroll in the Amount of \$114,925.19 Accounts Payable in the Amount of \$357,604.62
2. Resolution 2021-XXX (Amending Resolution 2021-008) Designating the Data Practices Responsible Authority and Designee for the City of Isanti

3. Resolution 2021-XXX Resolution in Support of Paying Local Government Aid in Full and On Time
4. Data Access Agreement
5. Resolution 2021-XXX Approving Staff to Amend Police Department Budget for 2021
6. Resolution 2021-XXX Offering the Position of Parks, Recreation and Events Coordinator to Alyssa Olson

M. Other Communications

1. January Police Department Reports
2. January Code Enforcement Officer Report
3. January Building Inspector Report
4. February Engineering Project Status Report

Adjournment

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 2, 2021 – 7:00 P.M.
CITY HALL**

Mayor Johnson called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Jimmy Gordon, Paul Bergley, Steve Lundeen and Dan Collison (via telephone)

Members Absent: None

Staff Present: City Administrator Josi Wood, City Clerk Jaden Strand, Community Development Director Sheila Sellman, City Engineer Jason Cook, Finance Director Mike Betker and Chief of Police Travis Muyres

D. Public Comment

Chris Page, owner of PJ's mobile food truck, shared his concerns regarding the fees for acquiring a mobile food truck license.

City Administrator Josi Wood stated that this is beyond public comment and her recommendation is to add this to the agenda for further discussion.

Mayor Johnson stated that this will be added to the agenda that evening as a business item under K.5 for further discussion.

E. Adopt Agenda

Revised Agenda:

Add K.5 Mobile Food Truck Fees

Motion by Bergley, second by Gordon to approve agenda with the modification listed above. Motion passed 5-0. Motion carried.

F. Proclamations/Commendations/Certificate Award

None

G. Approve City Council Minutes

1. January 19, 2021- Regular Meeting of the City Council
2. January 19, 2021- Committee of the Whole Meeting
3. January 19, 2021- Goal Setting Session
4. December 15, 2020- Planning Commission Meeting

Motion by Lundeen, second by Bergley to approve minutes as presented. Motion passed 5-0. Motion carried.

H. Announcements

1. CITY OFFICES CLOSED

Monday, February 15, 2021
(*In Observance of Presidents Day*)

2. Committee of the Whole

Tuesday, February 16, 2021 at 5:00 p.m.

3. City Council Meeting
4. Planning Commission Meeting

Tuesday, February 16, 2021 at 7:00 p.m.
CANCELLED

I. Council Committee Reports

Councilor Lundeen shared that he attended the Fire District meeting and there was discussion on the Fire Board about purchasing the City owned building that they are in. Lundeen further shared that there were a few clarifications that City Administrator Wood can elaborate on but in whole it is moving forward.

City Administrator Wood stated that all that is left is that the Fire District requested to have it be a recorded document so there needs to be some reformatting of the document but otherwise there were no modifications requested.

J. Public Hearings

None

K. Business Items

1. **Resolution 2021-019** Approving Partnership Agreement Between the City of Isanti and the East Central Regional Library (*Rachel Howell*)

East Central Regional Library Assistant Director Rachel Howell shared that the library in City Hall is great for those patrons that cannot make the drive to Cambridge or any of their other locations. Howell further shared that even with the pandemic they were still able to provide services. When Covid-19 happened, all locations were closed by mid-March but by the end of that month they had started a remote phone service to be able to provide assistance to patrons throughout the region. Also, East Central Regional Library added online services including tutoring help and job assistance. By April the library began offering curb side pickup to provide service but to allow for social distancing requirements and that service was available in Isanti by June. As they were able to get back into their buildings to provide face to face services, they followed City, CDC and Health Organization guidelines and limited the number of people allowed in the library. When City Hall had to close again, services were again provided via curb side. Howell continued to share that despite all of that, the library statistics show that the usage was consistent with the previous year. East Central Regional Library was at Isanti City Hall for 38 days in 2020. This number is down about 11 days from the number of days in 2019. Howell thanked Isanti for allowing them to provide service for 10 years and she looks forward to another fruitful year.

Motion by Lundeen, second by Collison to approve the resolution as presented. Motion passed 5-0. Motion carried.

City Administrator Josi Wood

2. **Resolution 2021-020** A Policy on Metal Detecting on City Property

City Administrator Josi Wood shared that this was an item that was postponed from the last City Council meeting for further discussion. Wood further shared that a letter had been received from Nicole O'Connor in regards to metal detecting. O'Connor was unable to attend the meeting however; John Oliver was in attendance and read O'Connor's letter on her behalf.

O'Connor's letter explained her passion for metal detecting and the code of ethics from the Minnesota Metal Detecting group.

Wood suggested including in the policy that the City will have first right of refusal along with including that the individual doing the metal detecting must follow the Minnesota Metal Detecting Code of Ethics.

Collison stated that he was reached out to regarding concerns in areas with cultural importance especially Legacy Park.

Wood stated she would include that the City has the right to limit access to certain areas of City property.

Motion by Lundeen to approve resolution with including the language that “the individual doing the metal detecting activity must follow the Minnesota Metal Detecting Code of Ethics, “limit access to certain areas” as well as including language stating “the City will have first right of refusal for items of historical or monetary significance”, motion was seconded by Collison. Motion passed 5-0. Motion carried.

Community Development Director Sheila Sellman

3. Resolution 2021-021 Approving the Preliminary Plat for Fairway Greens North

Community Development Director Sheila Sellman shared that this is a request by Hompride, Inc for consideration of a Preliminary Subdivision and a Planned Unit Development called “Fairway Greens North.” Sellman continued to share that this is the 80 acres North of Cajima and adjacent to the golf course. They are proposing 167 single family lots that range in size from 9,600 square feet to as large as 2.52 acres. The developer has designed this plat using the R-3 zoning district as a guide but is requesting reduced setbacks. This will be accomplished through a Planned Unit Development. On January 19th the Planning Commission held a Public Hearing and no one was there to speak. Planning Commission and staff recommended approval.

Motion by Lundeen, second by Gordon to approve resolution as presented. Motion passed 5-0. Motion carried.

4. Resolution 2021-022 Approving the Preliminary Plat, Final Plat Isanti Centennial Complex 7th Rearrangement

Community Development Director Sheila Sellman shared that this is a request by the City of Isanti EDA for a Preliminary and Final subdivision to subdivide 15 acres of a shovel ready site into three 5-acre lots. This breaks down into three lots and selling two of them as there is a purchase agreement and the City will maintain the lot on the Southern end and it will have a little over three acres of buildable area to maintain as a shovel ready site.

Motion by Lundeen, second by Bergley to approve as presented. Motion passed 5-0. Motion carried.

5. Mobile Food Truck Fees

Mayor Johnson stated that this is the item that was added to the agenda.

Councilor Bergley asked why the background fee is \$75.

City Administrator Josi Wood responded she did not know why the fee was set at \$75 and that it has been \$75 as long as she has been with the City. Wood further shared that when adding mobile food trucks to the ordinance, fees were discussed and the background check fee was never brought up and it has always been in the fee schedule at \$75.

Bergley asked if there was a lot of staff involvement with a background check.

Wood responded that she did consult with Chief of Police Travis Muyres and the staff time is approximately 20 minutes from his administrative staff at the Police Department and 10 minutes of Chief Muyres’ time. The math figured in with their salaries and all included staff costs is approximately \$27.34.

Councilor Lundeen suggested changing the background fee to \$30.

Recommendation from City Council is for staff look into cost of other cities and bring back to Committee of the Whole for further discussion.

L. Approve Consent Agenda

1. Payroll in the Amount of \$113,930.76 Accounts Payable in the Amount of \$395,182.73
 2. **Resolution 2021-023** Authorizing the Repair of Well II Pump
 3. **Resolution 2021-024** Authorizing the Replacement of the Isanti Community Center Sprinkler System
 4. **Resolution 2021-025** Requesting Advancement of Municipal State Aid Funds
 5. **Resolution 2021-026** Extending Agreement with Falcon National Bank for Banking Services
 6. **Resolution 2021-027** Authorizing Purchase of Radar Speed Sign
 7. **Resolution 2021-028** Approving the Hire of Part-Time Liquor Store Clerk II for Emily Nelson
- Councilor Gordon asked if the leaks in the sprinkler system could be repaired instead of replacing it.

City Administrator Josi Wood responded that this is the overhead sprinkler system and is approximately 50 years old. It was inspected 2 years ago and was slated to get done last year but because of getting quotes and getting everything lined up and sufficient amount of time with no renters in there it had to be pushed back a year. Repairs have been done in the past on the rubber gaskets that dry out and cause the leaking. Wood went on to share that because it is a dry pressurized system, the integrity keeps there because if the pressure is dropped it floods the system and the facility which has happened in the past. Staff believes that all repairs have been done that can be made and it is time to replace the system.

Motion by Lundeen, second by Bergley to approve consent agenda as presented. Motion passed 5-0. Motion carried.

M. Other Communications

1. Review Conflict of Interest Policy

N. Closed Session

1. Closed Session for Discussions to Purchase Real Property PID 16.077.0020 Pursuant to Minnesota Statutes Section 13D.05 Subd3(c)

Mayor Johnson stated that the Council was going into closed session at 8:39 p.m. regarding discussion to purchase real property PID 16.077.0020 Pursuant to Minnesota Statutes Section 13D.05 Subd3(c).

Upon reopening of the meeting at 8:49 p.m., no further action was taken.

Adjournment

A motion was made by Lundeen, seconded by Bergley to adjourn. Motion passed 5-0. Motion carried.

Meeting adjourned at 8:50 p.m.
Respectfully Submitted,



Jaden Strand
City Clerk

Economic Development Authority
Meeting Minutes
January 5, 2021
VIA ZOOM

1. **Call to order:** Mayor Johnson called the meeting to order at 9:11pm.
 - a. **Pledge of Allegiance**
 - b. **Roll Call:** Members present: Jeff Johnson, Jimmy Gordon, Steve Lundeen, Dan Collison, Luke Merrill, Justin Nielson. Absent: Paul Bergley. Staff present: Community Development Director Sheila Sellman, City Administrator Josi Wood.
 - c. **Agenda Modifications** – None
2. **Consider Adoption of Resolution Approving Organization of Advisory Body.** Luke Merrill was sworn in as a full time EDA member. Motion by Lundeen, Second by Gordon to keep the officers the same as 2020. President: Mayor Johnson, Vice President: Steve Lundeen, Secretary: Sheila Sellman, Treasurer: Mike Betker, motion passed 6-0.
3. **Approve minutes of December 1, 2020 regular Economic Development Authority meeting.** Motion to approve Lundeen, Second by Nielson. Motion passed 6-0.
4. **Public Hearing**
 - a. **First Amendment to the Purchase Agreement with LTL LED LLC.** Sellman explained that the original purchase agreement indicated that the EDA would sell the southern two lots to LTL once subdivided, but upon further review LTL would like to buy the northern two parcels. This does not change the merits of the deal just the description of the land. No one from the public commented on this item. Motion by Lundeen, second by Merrill to approve the amendment, motion passed 5-0 with Nielson abstaining.
5. **Business Item**
 - a. **GPS:45:93 Membership:** In 2020 the EDA directed Sellman to evaluate this membership and to bring this back for discussion when the membership for 2021 is due. Sellman indicated this organization has value to many of its members but there hasn't been significant value to the City of Isanti in the past few years. Sellman suggested opting out of this membership to explore other options. Motion by Lundeen, second by Gordon to not renew this membership, motion passed 6-0.
6. **Other Business/Updates/Communication:** Sellman gave an update that ECRDC still has COVID loan money available in loans up to \$10,000. Sellman will be attending a webinar on the COVID-19 Relief Bill and will report back any pertinent information.
7. **Adjournment:** Lundeen moved to adjourn, second by Merrill, motion passed 6-0, meeting adjourned at 9:24pm.

Respectfully submitted – Sheila Sellman Community Development Director/EDA Secretary



Memo for City Council

To: Mayor Johnson and Members of the City Council
From: Josi Wood, City Administrator
Date: February 16, 2021
Subject: Ordinance 2021-XXX Parking and Storage, Amending Chapter 227

Background:

A repeal and replacement of Chapter 227 was approved in January, however, Staff found that there were a few minor language additions that are necessary for clarification of the intent on improved and impervious surface.

The Ordinance draft has been posted for the required 10 – day notice period.

Request:

Staff is requesting action on this item.

Attachment:

- ORD 2021-XXX Amendment

ORDINANCE NO. XXX

AN ORDINANCE AMENDING ORDINANCE NO. 749, ADOPTED ON JANURARY 5, 2021 AND AN ORDINANCE AMENDING ORDINANCE NO. 122, ADOPTED ON AUGUST 21, 1984 AND ORDINANCE NO. 397, ADOPTED ON MAY 1, 2007 AND ORDINANCE NO. 600, ADOPTED ON APRIL 7, 2015 AND ORDINANCE NO. 603, ADOPTED ON APRIL 21, 2015 AND ORDINANCE NO. 614, ADOPTED ON JULY 21, 2015 AND ORDINANCE NO. 634, ADOPTED ON MARCH 15, 2016 AND ORDINANCE NO. 640, ADOPTED ON APRIL 19, 2016 AND ORDINANCE NO. 656, ADOPTED ON OCTOBER 18, 2016 AND ORDINANCE NO. 674, ADOPTED ON JUNE 6, 2017 AND ORDINANCE NO. 679, ADOPTED ON SEPTEMBER 19, 2017 AND ORDINANCE NO. 703, ADOPTED ON JUNE 4, 2019 AND TITLED PARKING AND STORAGE

THE CITY COUNCIL OF ISANTI DOES ORDAIN AS FOLLOWS:

Section 1 – Amendment. Ordinance 749, Ordinance 122, Ordinance 397, Ordinance 600, Ordinance 603, Ordinance 614, Ordinance 634, Ordinance 640, Ordinance 656, Ordinance 674, Ordinance 679, Ordinance 703, Ordinance Codified in Chapter 227 of the City Code, are hereby amended as follows:

Chapter 227

PARKING AND STORAGE

§227-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

IMPROVED SURFACE - Areas consisting of pavers or patio block less than 60 mm, 2 3/8 inches thick, and with gaps exceeding 1/4 of an inch (not to exceed one inch) or large (minimum 1.5 inches) crushed rock, gravel, or Class 5 to a depth of not less than six inches.

§ 227-8. Storage and parking restrictions.

B. Personal vehicles, company vehicles, recreational vehicles, trailers, and fish houses may be parked or stored outdoors in a residentially zoned district only on the property of the owner, resident or authorized user of such unit and in accordance with the provisions of this section:

- (1) All motorized vehicles and units shall be parked or stored on an impervious surface. The impervious surface area shall be a continuous surface no smaller than the entire

footprint of the vehicle or unit.

- (2) All non-motorized vehicles and units shall be parked or stored on an improved surface with the exception of § 227-8 B. (13). The improved surface area shall be a continuous surface no smaller than the entire footprint of the vehicle or unit.

Section 2 – Effective Date.

This ordinance shall take effect upon its passage and publication in the official City newspaper.

Adopted by the City Council this 16th day of February 2021.

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk

Posted on: 2/4/2021
Adopted on:
Published on:
Effective Date:



**BOLTON
& MENK**

Real People. Real Solutions.

K.2.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: February 3, 2021
To: Honorable Mayor Johnson and Members of the City Council
City of Isanti
From: Jason W Cook, P.E.
City Engineer
Subject: Engineering Proposal to create a Preliminary Engineering Report for the
2021 Main Street Reconstruction project
City of Isanti, MN

Bolton & Menk, Inc. is pleased to present this proposal for professional engineering services for the preliminary engineering evaluation and preparation of a Preliminary Engineering Report for the 2021 Main Street Reconstruction project.

The proposed project would reconstruct Main Street from Whiskey Road NW to 4th Avenue NW. This street segment is in poor condition and in need of surface rehabilitation. The 2019-2028 Capital Improvement Plan, adopted by the City, has this street segment scheduled for reconstruction in 2021.

This road segment is designated as a State Aid Route and the project is proposed to be funded through the Municipal State Aid program. Attached is an advance request resolution that is needed to be approved to lock in the use of the state aid funds.

This project is also proposed to be funded through the use of special assessments on the adjacent properties. This study is the first step in the required MS-429 assessment procedure.

Our scope of work will include the following:

- Survey the existing conditions
- Determine right-of-way limits
- Evaluate the type of rehabilitation needed on the street, sidewalk and curb & gutter.
- Evaluate the condition of the existing City utilities
- Evaluate the storm sewer issues at the intersection of Main Street & Whiskey Road.
- Create an Engineer's Estimate including testing and construction administration
- Prepare a Preliminary Engineering Report discussing our findings
- Create figures to supplement the report
- Provide a recommendation as to the feasibility of the project

We propose to complete the described scope of work for an hourly, not to exceed, fee of \$18,400.

Thank you for the opportunity to present this proposal. Please contact me at (763) 200-2444 if you have any questions or need additional information.

RESOLUTION 2021-XXX**AUTHORIZING ENGINEERING SERVICES FOR THE
MAIN STREET RECONSTRUCTION PRELIMINARY ENGINEERING REPORT**

WHEREAS, it is proposed to reconstruct Main Street from Whiskey Road to 4th Avenue NW; and,

WHEREAS, the project is scheduled for construction in 2021 in the current Capital Improvement Plan; and,

WHEREAS, State Aid funds and Special Assessments are proposed to fund the majority of the project; and,

WHEREAS, A Preliminary Engineering Report is the first required step in the special assessment process; and,

WHEREAS, Bolton & Menk, Inc. has submitted a fee proposal for Engineering Services to complete the preliminary engineering report for an hourly, not to exceed, fee of \$18,400;

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

1. Bolton & Menk, Inc., as the City Engineer, is hereby designated as the engineer for the proposed improvements and shall complete the preliminary engineering report as described in the supporting memo, for an hourly, not to exceed, fee of \$18,400.

This resolution was duly adopted by the Isanti City Council this 16th day of February 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2021-XXX**REQUESTING ADVANCEMENT OF MUNICIPAL STATE AID FUNDS**

WHEREAS, the City of Isanti has implemented Municipal State Aid Projects in 2021 which require State Aid funds in excess of those available in its Municipal Account; and,

WHEREAS, said City is prepared to pay for the construction of said projects through the use of an advance from the Municipal State Aid Construction Fund to supplement the available funds in their Municipal State-Aid Construction Account; and,

WHEREAS, the advance is based on the following determination of estimated expenditures; and,

	Total Project Cost	State Aid Eligible	Total City Cost
2021 Main Street Reconstruction	\$636,837.42	\$636,837.42	\$0

Account Balance as of date 2/2/2021 (\$402,247.58)

Estimated Eligible Expenditures:

Project #245-116-001– 2021 Main Street Reconstruction (\$636,837.42)

Total Amount Currently Available for Advance \$636,837.42

Advance Amount Requested \$636,837.42

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820;

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

1. That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Highway Project(s) of the City of Isanti in an amount up to \$636,837.42 in accordance with Minnesota Rules 8820.1500, Subp. 9.
2. The City Council authorizes repayments from subsequent accruals to the Municipal Account of said City from future year allocations until fully repaid.

This resolution was duly adopted by the Isanti City Council this 16th day of February 2021.

Motion by: _____ Seconded by: _____ Passed _____

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Real People. Real Solutions.

K.3.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: February 3, 2021
To: Honorable Mayor Johnson and Members of the City Council
City of Isanti
From: Jason W Cook, P.E.
City Engineer
Subject: Engineering Proposal for Survey, Design & Construction Services for:
- Eagle Park Parking Improvements
- Heritage Boulevard Walk Improvements

Bolton & Menk, Inc. is pleased to present this proposal for professional engineering services for the Eagle Park Parking Improvements project and the Heritage Boulevard Walk Improvements project.

Eagle Park Parking Improvements:

The proposed project would reconstruct Eagle Park parking lot. This parking lot is in poor condition and in need of reconstruction. The 2019-2028 Capital Improvement Plan, adopted by the City, had this parking lot for reconstruction in 2020 but was pushed back to this year's budget and construction season.

Heritage Boulevard Walk Improvements:

The proposed project would construct a new walkway from Hillock Court to the school parking lot along the north side of Heritage Boulevard. This will fill in some of the missing trail segments along the north side of Heritage Boulevard. The 2019-2028 Capital Improvement Plan, adopted by the City, has this project scheduled to be completed in 2021 and has been budgeted for in this year.

Our scope of work will include the following:

- Survey the existing conditions & Determine right-of-way limits.
- Evaluate the condition of the existing City utilities and any drainage issues.
- Create an Engineer's Estimate including testing and construction administration
- Prepare plans and specifications to be included with the 2021 Pavement Management project.

Once awarded the scope will also include:

- Construction staking and inspection, and
- Construction administration including shop drawing review, pay requests, contract management, and final project closeout.

We propose to complete the described scope of work for the Eagle Park Parking Improvements for an hourly, not to exceed, fee of \$18,600.

We propose to complete the described scope of work for the Heritage Boulevard Walk Improvements for an hourly, not to exceed, fee of \$27,200.

Thank you for the opportunity to present this proposal. Please contact me at (763) 200-2444 if you have any questions or need additional information.

RESOLUTION 2021-XXX**AUTHORIZING ENGINEERING SERVICES FOR THE
EAGLE PARK PARKING IMPROVEMENTS & HERITAGE BOULEVARD WALK
IMPROVEMENTS**

WHEREAS, it is proposed to reconstruct the Eagle Park Parking Lot and construct a walkway along Heritage Boulevard from Hillock Court NW to the school parking lot; and,

WHEREAS, these projects are scheduled for construction in 2021 in the current Capital Improvement Plan; and,

WHEREAS, these projects are proposed to be added to the 2021 Pavement Management project bid package to receive the most competitive bids; and,

WHEREAS, Bolton & Menk, Inc. has submitted a fee proposal for Engineering Services to complete the survey, design, and construction services for the Eagle Park Parking Improvements for an hourly, not to exceed, fee of \$18,600; and,

WHEREAS, Bolton & Menk, Inc. has submitted a fee proposal for Engineering Services to complete the survey, design, and construction services for the Heritage Boulevard Walk Improvements for an hourly, not to exceed, fee of \$27,200;

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

1. Bolton & Menk, Inc., as the City Engineer, is hereby designated as the engineer for the proposed improvements and shall complete the Eagle Park Parking Improvements services as described in the supporting memo, for an hourly, not to exceed, fee of \$18,600.
2. Bolton & Menk, Inc., as the City Engineer, is hereby designated as the engineer for the proposed improvements and shall complete the Heritage Boulevard Walk Improvements services as described in the supporting memo, for an hourly, not to exceed, fee of \$27,200.

This resolution was duly adopted by the Isanti City Council this 16th day of February 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

City of Isanti

Gross Payroll	99,277.97
Social Security & Medicare	5,535.82
Public Employees Retirement	10,111.40
Total City Expense	<u>114,925.19</u>

Pay Date 2/5/2021

Pay Period 3 (1/17-1/30/21)

City of Isanti

Check Register - Mayor/Council Approval
Check Issue Dates: 1/29/2021 - 1/29/2021Page: 1
Jan 29, 2021 03:11PM

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/29/2021	55230	12	POSTMASTER	603-20200	1,900.00
Grand Totals:						1,900.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/21	02/03/2021	55315	1231	ACE SOLID WASTE INC	101-20200	663.49
02/21	02/03/2021	55316	53	BELLBOY CORPORATION	609-20200	9,669.45
02/21	02/03/2021	55317	9	BERNICKS PEPSI-COLA	609-20200	961.72
02/21	02/03/2021	55318	2319	BREAKTHRU BEVERAGE	609-20200	9,060.28
02/21	02/03/2021	55319	2221	C & L DISTRIBUTING	609-20200	238.14
02/21	02/03/2021	55320	421	CARGILL INC	101-20200	1,745.93
02/21	02/03/2021	55321	1047	CENTRAL TRUCK SERVICE INC	101-20200	100.00
02/21	02/03/2021	55322	1629	CITY OF ISANTI	226-20200	13,330.66
02/21	02/03/2021	55323	1472	CRAWFORDS EQUIPMENT INC	101-20200	191.12
02/21	02/03/2021	55324	918	CRYSTAL SPRINGS ICE	609-20200	90.72
02/21	02/03/2021	55325	8	DAHLHEIMER DISTRIBUTING CO	609-20200	14,123.20
02/21	02/03/2021	55326	2874	ENVIRO-CARE COMPANY	602-20200	324.69
02/21	02/03/2021	55327	2933	FALCON NATIONAL BANK	101-20200	9,735.49
02/21	02/03/2021	55328	1682	FERGUSON WATERWORKS	601-20200	439.47
02/21	02/03/2021	55329	2830	GDO LAW	101-20200	4,083.33
02/21	02/03/2021	55330	134	GOPHER STATE ONE-CALL INC	601-20200	32.40
02/21	02/03/2021	55331	7	JOHNSON BROTHERS LIQUOR CO	609-20200	7,009.62
02/21	02/03/2021	55332	5	KAWALEK TRUCKING	609-20200	296.00
02/21	02/03/2021	55333	2587	LEAGUE OF MN CITIES INSURANCE TRUST	609-20200	188,995.00
02/21	02/03/2021	55334	17	MCDONALD DISTRIBUTING CO	609-20200	8,110.35
02/21	02/03/2021	55335	616	MENARDS - CAMBRIDGE	101-20200	286.06
02/21	02/03/2021	55336	2500	METRO SALES INC.	101-20200	206.47
02/21	02/03/2021	55337	1536	MINNESOTA DEED	219-20200	833.33
02/21	02/03/2021	55338	2208	MINNESOTA EQUIPMENT INC	101-20200	23.62
02/21	02/03/2021	55339	2080	MVTL LABORATORIES INC	602-20200	166.77
02/21	02/03/2021	55340	1411	NORTH TH 65 CORRIDOR COALITION	101-20200	250.00
02/21	02/03/2021	55341	44	PHILLIPS WINE & SPIRITS INC	609-20200	5,180.95
02/21	02/03/2021	55342	2827	RATWIK, ROSZAK & MALONEY, P.A.	609-20200	3,417.00
02/21	02/03/2021	55343	2341	RED BULL DISTRIBUTION	609-20200	389.00
02/21	02/03/2021	55344	2473	RITEWAY BUSINESS FORMS	101-20200	162.46
02/21	02/03/2021	55345	1401	ROAD MACHINERY &	101-20200	46.20
02/21	02/03/2021	55346	315	ST.PAUL STAMP WORKS	101-20200	225.95
02/21	02/03/2021	55347	2156	SUMMIT FIRE PROTECTION	101-20200	650.50
02/21	02/03/2021	55348	2156	SUMMIT FIRE PROTECTION	101-20200	8.00
02/21	02/03/2021	55349	1290	THE AMBLE GROUP	101-20200	407.35
02/21	02/03/2021	55350	2944	UNIFIRST CORPORATION	101-20200	650.15
02/21	02/03/2021	55351	686	VERIZON WIRELESS	101-20200	1,436.80
02/21	02/03/2021	55352	42	VIKING COCA-COLA BOTTLING CO	609-20200	292.15
02/21	02/03/2021	55353	1922	WEX BANK	101-20200	3,831.44
02/21	02/03/2021	55354	2475	WHITE BEAR IT SOLUTIONS, LLC	101-20200	4,183.00
Grand Totals:						291,848.26

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/21	02/11/2021	55361	494	ALLINA HEALTH SYSTEM	603-20200	90.00
02/21	02/11/2021	55362	598	ASPEN MILLS INC	101-20200	241.30
02/21	02/11/2021	55363	53	BELLBOY CORPORATION	609-20200	5.80
02/21	02/11/2021	55364	2853	BENEFIT EXTRAS, INC	101-20200	33.00
02/21	02/11/2021	55365	9	BERNICKS PEPSI-COLA	609-20200	1,579.17
02/21	02/11/2021	55366	722	BIRKHOLZ, JULIANNE	601-20200	16.23
02/21	02/11/2021	55367	2981	CANNON RIVER WINERY	609-20200	156.00
02/21	02/11/2021	55368	421	CARGILL INC	101-20200	6,921.27
02/21	02/11/2021	55369	2923	CB COMPANIES LLC	601-20200	35.38
02/21	02/11/2021	55370	1198	CENTER POINT ENERGY	101-20200	4,265.94
02/21	02/11/2021	55371	1822	CENTURYLINK BUSINESS SERVICES	101-20200	21.64
02/21	02/11/2021	55372	187	CRYSTEEL TRUCK EQUIPMENT INC	101-20200	1,457.17
02/21	02/11/2021	55373	8	DAHLHEIMER DISTRIBUTING CO	609-20200	12,023.18
02/21	02/11/2021	55374	3021	DIMBERIO, JOSH & VANESSA	601-20200	168.43
02/21	02/11/2021	55375	385	FEDERATED CO-OPS INC	409-20200	1,912.27
02/21	02/11/2021	55376	2852	FIDELITY SECURITY LIFE INSURANCE CO	861-20200	128.06
02/21	02/11/2021	55377	3022	FIRST NATIONAL TITLE INSURANCE COMPANY	601-20200	68.41
02/21	02/11/2021	55378	1851	FLAHERTYS HAPPY TYME COMPANY	609-20200	332.50
02/21	02/11/2021	55379	3023	HOME SECURITY ABSTRACT TITLE & CO	601-20200	83.57
02/21	02/11/2021	55380	2209	INNOVATIVE OFFICE SOLUTIONS, INC	609-20200	14.69
02/21	02/11/2021	55381	114	ISANTI COUNTY RECORDER	101-20200	46.00
02/21	02/11/2021	55382	1563	ISANTI ELECTRIC INC	101-20200	444.00
02/21	02/11/2021	55383	2938	ISANTI HOTEL PARTNERS, LLC	101-20200	6,189.86
02/21	02/11/2021	55384	7	JOHNSON BROTHERS LIQUOR CO	609-20200	4,018.43
02/21	02/11/2021	55385	5	KAWALEK TRUCKING	609-20200	151.00
02/21	02/11/2021	55386	1479	LOFFLER	108-20200	193.48
02/21	02/11/2021	55387	3016	LOFFLER COMPANIES INC	108-20200	238.45
02/21	02/11/2021	55388	17	MCDONALD DISTRIBUTING CO	609-20200	8,568.82
02/21	02/11/2021	55389	616	MENARDS - CAMBRIDGE	101-20200	168.91
02/21	02/11/2021	55390	2953	MIDCONTINENT COMMUNICATIONS	108-20200	118.59
02/21	02/11/2021	55391	2080	MVTL LABORATORIES INC	602-20200	278.91
02/21	02/11/2021	55392	44	PHILLIPS WINE & SPIRITS INC	609-20200	8,361.33
02/21	02/11/2021	55393	1762	THE TITLE GROUP	601-20200	80.51
02/21	02/11/2021	55394	1740	TOSHIBA FINANCIAL SERVICES	108-20200	198.32
02/21	02/11/2021	55395	1820	URBANS HARDWARE INC	226-20200	115.81
02/21	02/11/2021	55396	2524	US BANK EQUIPMENT FINANCE	101-20200	63.00
02/21	02/11/2021	55397	42	VIKING COCA-COLA BOTTLING CO	609-20200	518.70
02/21	02/11/2021	55398	1286	VINOCOPIA INC	609-20200	351.50
02/21	02/11/2021	55399	4	WATSON CO INC	609-20200	1,521.73
02/21	02/11/2021	55400	2867	WIN-911	602-20200	660.00
02/21	02/11/2021	55401	780	WINE MERCHANTS	609-20200	1,140.00
02/21	02/11/2021	55402	2067	ZABINSKI BUSINESS	609-20200	875.00
Grand Totals:						63,856.36

RESOLUTION 2021-XXX
Amending Resolution 2021-008

**DESIGNATING THE DATA PRACTICES RESPONSIBLE AUTHORITY AND DESIGNEE FOR
THE CITY OF ISANTI**

WHEREAS, the City Council has adopted Data Practices Procedures/Policies and Data Inventory for the City of Isanti; and,

WHEREAS, this policy specifically identifies and designates the Data Practices Responsible Authority and Data Practices Designee. This individual serves as City Clerk for the City of Isanti; and,

WHEREAS, the Police Department designee for law enforcement records will be designated by the Police Chief; and,

WHEREAS, upon change in the Human Resources/City Clerk position, the new official must be designated by the City Council;

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

- 1) Jaden Strand, City Clerk, is designated as the Data Practices Responsible Authority and Data Practices Designee for the City of Isanti, pursuant to Data Practices Policies, adopted by Resolution 2017-175.
- 2) Police Department designee for law enforcement records will be designated by the Police Chief.

This Resolution was duly adopted by the Isanti City Council this 16th day of February 2021.

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk

RESOLUTION 2021-XXX**RESOLUTION IN SUPPORT OF PAYING LOCAL GOVERNMENT AID
IN FULL AND ON TIME**

WHEREAS, Minnesota's cities are on the front lines of the COVID-19 response and need to be strong to provide services to support the economic recovery; and,

WHEREAS, Local Government Aid (LGA) is an essential aid program to Minnesota cities, helping to restrain local property taxes; and,

WHEREAS, LGA helps cities pay for critical needs and services such as public safety, street maintenance & repairs, libraries, parks and trails, economic development and housing; and,

WHEREAS, the \$564 million LGA appropriation in 2021 represents just 2.2% of the state's general fund; and,

WHEREAS, our state (and nation) is facing one of the worst economic struggles in its history; and,

WHEREAS, our city has taken steps to support our residents and businesses, such as suspending municipal utility disconnections and associated late fees, distributed \$77,377 in grants to local businesses, and reducing the city tax rate each of the last 4 years by a total of 29.7%; and,

WHEREAS, the most important thing the Minnesota Legislature can do this session to keep cities strong and healthy is to ensure that LGA is paid on time and in full; and,

WHEREAS, Isanti's ability to reduce the tax rate and continue to do so is heavily dependent on consistent funding and reliable receipt of Local Government Aid;

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

1. Urges through this Resolution to its lawmakers that the state resolve the state budget for 2022-2023 without reductions to Local Government Aid.
2. That this resolution be transmitted to Representative Brian Johnson, Senator Mark Koran, Speaker of the House Melissa Hortman, Senate Majority Leader Paul Gazelka, House Minority Leader Kurt Daudt, Senate Minority Leader Susan Kent, and Governor Tim Walz.

This Resolution is hereby approved by the Isanti City Council this 16th day of February 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Memo for Council Action

To: Mayor Johnson and Members of the City Council
From: Travis Muyres, Police Chief
Date: February 16th, 2021
Subject: Data Access Agreement

Background:

The Isanti County Sheriff's Office utilizes a management system to monitor inmate communication. For past upgrades there has not been an agreed upon financing mechanism for funding. The Isanti County Sheriff's Office requested all users to enter into an agreement for data access. This agreement outlines the responsibility of Isanti Police Department in monitoring lawful data access and dissemination. The Isanti County Sheriff's Office does not foresee any costs to be incurred by the City of Isanti.

Action Required:

If the Council concurs, it should by motion, take the following actions:

1. Authorize staff to sign Data Access Agreement for Reliance System with Isanti County Sheriffs Office.

Attachments:

- Data Access User Agreement



Sheriff Christopher L. Caulk

Chief Deputy Lisa Lovering

Dedicated To Serve All The People
DATA ACCESS AGREEMENT FOR RELIANCE SYSTEM

This Data Access Agreement for Reliance System ("Agreement") dated 1-29-2021, is by and between the Isanti County Sheriff's Office ("ICSO"), on behalf of itself and the County of Isanti, and the City of Isanti Police Department ("IPD"), on behalf of itself, its personnel, and the City of Isanti.

WHEREAS, the Reliance System is ICSO's record information system for jail calls and messages to and from inmates in the Isanti County Jail;

WHEREAS, pursuant to Minn. Stat. § 13.84, subd. 5, of the Minnesota Government Data Practices Act ("MGDPA"), any private or confidential corrections and detention data may be released to any law enforcement agency if necessary for law enforcement purposes; and

WHEREAS, IPD is a law enforcement agency that wishes to access data, information, and records in Reliance as necessary for law enforcement purposes.

NOW, THEREFORE, IPD understands that by signing this Agreement, IPD agrees to the following terms and condition so that IPD and its personnel may access Reliance:

1. IPD may access, collect, and use data, information, and records in Reliance when necessary for law enforcement purposes. IPD's access to Reliance is restricted to IPD personnel who need access for law enforcement purposes and performance of their job duties.
2. IPD and its personnel must not disclose or share any username, password, code, or other Reliance login information with anyone except authorized IPD personnel to the extent that employee needs access to Reliance for law enforcement purposes.
3. IPD will not use any data, information, or records in Reliance for personal or non-law enforcement purposes. IPD is responsible for its and its employees' access to and use of Reliance and any consequences or results from such access and use of Reliance.

Isanti County Sheriff's Office
2440 Main Street S • Cambridge, MN 55008
Phone: (763) 689-2141
Fax-Records/Civil Process: (763) 691-1319
Fax-Deputies/Patrol: (763) 691-1612

Isanti County Dispatch & Jail
509 – 18th Avenue SW • Cambridge, MN 55008
Phone: (763) 689-2141
Fax-Dispatch: (763) 689-3691
Fax-Jail: (763) 691-689-5381

www.co.isanti.mn.us
facebook.com/Isanti-County-Sheriff's-Office
Equal Opportunity Employer



Sheriff Christopher L. Caulk

Chief Deputy Lisa Lovering

Dedicated To Serve All The People

4. IPD understands that any improper use or dissemination of data, information, or records in Reliance by IPD or any of its personnel is a violation of this Agreement and state and federal law and will result in the immediate suspension or cancellation of its access to Reliance and could result in criminal or civil penalties.

5. IPD must immediately report to ICSO any confirmed or suspected misuse of Reliance by any of its personnel. If necessary, ICSO will report any misuse to the appropriate law enforcement, government, or other authority. IPD's failure to report confirmed or suspected misuse of Reliance may result in suspension or cancellation of IPD's access to Reliance.

6. IPD must ensure that any access to Reliance by its personnel is protected and secure and that any data, information, or records they obtain from Reliance is protected and securely stored.

7. IPD must pay any and all costs and fees associated with its access to and use of Reliance by the deadline provided on each bill it receives from Reliance or ICSO.

8. IPD must safely and securely destroy any and all data, information, or records from Reliance when no longer needed for law enforcement purposes and no longer subject to data retention policies or laws requiring preservation by IPD.

9. IPD is responsible for informing and training all of its personnel on the proper and legal use and dissemination of any data, information, or records in Reliance.

10. IPD must immediately terminate and disable access to Reliance by any individual when he or she is no longer employed by IPD or no longer needs access to Reliance.

11. IPD must allow ICSO to review and inspect any and all data, information, or records IPD collects, uses, or maintains from Reliance upon ICSO's request for the purpose of confirming compliance with this Agreement.

12. IPD will indemnify, save, and hold harmless Isanti County, ICSO, and their agents and employees from any and all damages, harm, injuries, claims, or causes of actions of any kind, including attorney's fees incurred by ICSO or Isanti County, arising from the performance of this Agreement by IPD or its personnel, including, but not limited to, the access and use of Reliance by IPD and its personnel and the access, use, collection, creation, maintenance, or dissemination of data, information, or records in Reliance by IPD or its personnel.

13. IPD must comply with the MGDPA and all other applicable state and federal laws that apply to the data accessed, created, collected, stored, used, maintained, or disseminated by IPD under this Agreement.

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Sheriff Christopher L. Caulk

Chief Deputy Lisa Lovering

Dedicated To Serve All The People

14. ICSO may terminate this Agreement at any time and for any reason, with or without cause, upon written notice to IPD.

IN WITNESS WHEREOF, ICSO and IPD have knowingly and voluntarily executed this Agreement as of the dates below.

CAMBRIDGE POLICE DEPARTMENT

Dated: _____

Travis Muyres, CPD Chief of Police

ISANTI COUNTY SHERIFF'S OFFICE

Dated: _____

Chris Caulk, Isanti County Sheriff

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RESOLUTION 2021-XXX

APPROVING STAFF TO AMEND POLICE DEPARTMENT BUDGET FOR 2021

WHEREAS, City staff has been notified of software upgrade to 6 Police Department computers in the amount of \$1500; and,

WHEREAS, this item was not identified in the 2021 budget;

WHEREAS, the form will be reviewed and approved by the City Administrator or designee;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota amend budget to reduce expenditures in Police Auto Expense (101-42110-335) by \$1,500 and increase expenditures in Police Technology (101-42110-305) by \$1,500.

This Resolution is hereby approved by the Isanti City Council this 16th day of February 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2021-XXX**OFFERING THE POSITION OF
PARKS, RECREATION AND EVENTS COORDINATOR
TO ALYSSA OLSON**

WHEREAS, the City Council of the City of Isanti is required to approve hiring of all employees; and,

WHEREAS, the City Council has approved the Parks, Recreation and Events Coordinator position; and,

WHEREAS, the Interviewing Panel has selected Alyssa Olson as the most qualified candidate for the position; and,

WHEREAS, the offer is contingent upon successfully passing the background investigation and reference check;

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

1. Human Resource Director has offered the Parks, Recreation and Events Coordinator position to Alyssa Olson for the City of Isanti.
2. This position is full-time, non-exempt, and eligible for full benefits.
3. The expected start date in that position is March 8, 2021.
4. The wage will start at Step 5 of the wage scale at \$31.31 and in 6 months with successfully demonstrated performance review and proficiency will receive Step 6 at \$32.25 per hour.
5. That Alyssa Olson will receive 48 hours (6 days) of vacation to begin and accrue at the first-year rate.
6. Human Resources Director is to complete all required documentation for the completion of the employment offer and place a copy of this Resolution in the employee's personnel file for future reference.

This resolution is hereby approved by the Isanti City Council this 16th day of February 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Isanti Police Department Monthly Report

January 2021

<u>Reported Crime</u>	<u>Month to Date</u>	<u>Year to Date</u>
Theft	7	7
Assault	3	3
Vandalism/Damage to Property	2	2
Narcotics	0	0
Burglary	0	0
Domestics	6	6
Crim Sex	2	2
Robbery	0	0
Loud Party/Disturbance	2	2
Medical	37	37
Permit to Purchase	15	15
Security Check / Extra Patrol	464	464

<u>Traffic Offenses</u>	<u>Month to Date</u>	<u>Year to Date</u>
No Insurance	9	9
DUI	1	1
Accidents	14	14
Hit & Run	0	0
Warrant P/U	4	4
Speed	14	14
DAR/DAS	3	3
Administrative Citations (Including Speed)	14	14

<u>Squad Mileage</u>	<u>Month End Mileage</u>	<u>Month Miles</u>	<u>YTD Miles</u>
Ford Explorer 221	96,196	395	395
Ford Explorer 224	93,886	849	849
Ford F150 225	41,962	690	690
Chevy Impala 223	98,196	179	179
Dodge Durango 226	25,994	1,537	1,537
Dodge Durango 227	32,404	996	996
Dodge Durango 228	9,441	1,755	1,755
Chevy Tahoe 229	2,602	2,602	2,602

CEZT REPORT JANUARY 2021

[illegible]

CITY OF ISANTI MONTHLY REPORT

January 2020

RESIDENTIAL	Number of permits		Value of permits		Surcharge		Permit Fees		Sac/Wac Fees	
	Month	YTD	Month	YTD	Month	Quarter	Month	YTD	Month	YTD
FENCE	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
ROOF / SIDING	1	1	\$0.00	\$0.00	\$1.00	\$1.00	\$80.00	\$80.00		
DECK	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
LL FINISH	5	5	\$84,970.00	\$84,970.00	\$45.49	\$45.49	\$2,649.25	\$2,649.25		
REMODEL / ADDITION	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
GARAGE / SHED	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MISCELLANEOUS	8	9	\$0.00	\$0.00	\$8.00	\$9.00	\$960.00	\$1,110.00		
SINGLE DWELLINGS	2	2	\$399,205.68	\$399,205.68	\$187.42	\$187.42	\$4,750.00	\$4,750.00		
MULTI DWELLINGS	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	12	12	\$0.00	\$0.00	\$12.00	\$12.00	\$900.00	\$900.00		
PLUMBING	10	10	\$0.00	\$0.00	\$10.00	\$10.00	\$660.00	\$660.00		
RESIDENTIAL TOTAL	38	39	\$484,175.68	\$484,175.68	\$263.91	\$264.91	\$9,999.25	\$10,149.25		
COMMERCIAL										
NEW BUILDINGS	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
REMODEL / ADDITION	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
PLUMBING	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
ROOF / SIDING	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MISCELLANEOUS	1	3	\$3,000.00	\$3,000.00	\$1.50	\$3.50	\$153.45	\$265.70		
COMMERCIAL TOTAL	1	3	\$3,000.00	\$3,000.00	\$1.50	\$3.50	\$153.45	\$265.70		
RESIDENTIAL/COMMERCIAL TOTAL	39	42	\$487,175.68	\$487,175.68	\$265.41	\$268.41	\$10,152.70	\$10,414.95	\$11,965.00	\$11,965.00

YEARLY BUILDING PERMIT COMPARISONS

THRU 1/31/2020

Year	# permits	Single units	Multi units	Commercial	Permit Value	Permit Fees	WAC/SAC Fees
2015	18	1	0	0	\$283,705.00	\$5,209.22	\$7,983.00
2016	24	0	0	0	\$80,003.00	\$3,660.48	\$0.00
2017	38	4	0	0	\$716,154.00	\$13,362.40	\$32,888.00
2018	33	3	0	0	\$510,011.00	\$10,341.45	\$13,944.00
2019	37	0	0	0	\$146,958.00	\$6,749.70	\$0.00
2020	42	2	0	0	\$487,175.68	\$10,414.95	\$11,965.00

MONTHLY COMPARISON FOR 2020

Month	# Permits	Permit Value	Permit Fees
January	39	\$487,175.68	\$10,152.70
February	3	\$0.00	\$262.25
March	0	\$0.00	\$0.00
April	0	\$0.00	\$0.00
May	0	\$0.00	\$0.00
June	0	\$0.00	\$0.00
July	0	\$0.00	\$0.00
August	0	\$0.00	\$0.00
September	0	\$0.00	\$0.00
October	0	\$0.00	\$0.00
November	0	\$0.00	\$0.00
December	0	\$0.00	\$0.00
Totals	42	\$487,175.68	\$10,414.95



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Ramsey, MN 55303-5119

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MEMORANDUM

Date: February 10, 2021
To: Honorable Mayor Johnson and Members of the City Council
From: Jason W Cook, P.E.
City Engineer
Subject: Project Status Report
Isanti, MN
Project No.: 0R1.123310

Please find listed below a status report of the current projects in the City of Isanti:

1) Liquor Store Site Design

We will complete the site design and site plan sheets this month.

2) Main Street Reconstruction

We will bring a services proposal to the February 16, 2021 council meeting to complete the Preliminary Engineering Report including survey, ditch evaluation, assessment evaluation, and funding sources.

3) Eagle Park Parking Lot Reconstruction

We will bring a services proposal to the February 16, 2021 council meeting to perform engineering services for this project.

4) Heritage Walk Improvements

We will bring a services proposal to the February 16, 2021 council meeting to perform engineering services for this project.

5) 2021 Pavement Management Project

We will complete the plan development this month.

6) 2021 Storm System Management Project

We will complete the plan development this month.

7) 6th Avenue Rehabilitation

Punchlist items will be completed this spring.

8) Legacy Pines 2nd & 3rd Additions

Punchlist items will be addressed in the spring on 2nd Addition. Sidewalks and final pavement surfaces will be completed in the spring on 3rd Addition Phases 1 & 2.

8) MS4 Implementation

We will continue to assist the City as requested to meet MS4 requirements.

Please contact me if you have any questions.