

**AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING**

**TUESDAY, SEPTEMBER 21, 2021 – 7:00 P.M.
CITY HALL**



Pursuant to Minn Statute 13D.02, Councilmember Gordon will be participating in the meeting from
Subway, 903 Poplar St Leadville, CO 80461.

The public can view the City Council meeting in person or by visiting this website:
<https://us06web.zoom.us/j/82736198494?pwd=bmtXcHNvQkZzMfQ1TytYlRZQU5lUT09>
or by calling into this number +1 312 626 6799 US with this meeting ID: 827 3619 8494 and passcode
174343.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Comment

E. Adopt Agenda

F. Proclamations/Commendations/Certificate Awards

1. Mayors Proclamation- MN Manufacturer's Month

G. Approve City Council Minutes

1. September 7, 2021 - Regular Meeting of the City Council
2. August 4, 2021 - Economic Development Authority Meeting Minutes
3. August 17, 2021 – Planning Commission Meeting Minutes

H. Announcements

1. Park, Recreation, & Culture Board Meeting Tuesday, September 28, 2021 at 6:00 p.m.
2. City Council Meeting Tuesday, October 5, 2021 at 7:00 p.m.
3. Economic Development Authority Meeting Tuesday, October 5, 2021
(Following the City Council Meeting)

I. Council Committee Reports

J. Public Hearings

K. Business Items

City Administrator Josi Wood

1. Resolution 2021-XXX Approving a Special Event Permit Request for the Isanti Liquor Grand Opening Celebration

L. Approve Consent Agenda

1. Consider Payroll in the Amount of \$120,311.54 Accounts Payable in the Amount of \$780,824.94
2. Resolution 2021-XXX Approving Application for an Exempt Gambling Permit for St. Elizabeth Ann Seton Church
3. Resolution 2021-XXX Approving the Development Agreement for Isanti Family Dental
4. Resolution 2021-XXX Cancelling Deferred Assessment

M. Other Communications

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

N. Closed Session

1. Closed Session for Discussions to Sell Real Property PID 16.053.0070, 400 W Dual Blvd NE Isanti, MN Pursuant to Minnesota Statutes Section 13D.05 Subd3 (c)
2. Closed Session for Discussions to Purchase Real Property PID 16.090.0102, 901 E Dual Blvd NE Isanti, MN Pursuant to Minnesota Statutes 13D.05 Subd3 (c)

Adjournment

October is MANUFACTURING MONTH



2021 PROCLAMATION F.1.

- WHEREAS:** Manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota's diverse economy; and
- WHEREAS:** Manufacturing added \$50.8 billion to Minnesota's economy in 2020, representing the second-largest contribution (14%) to the state's gross domestic product by any industry; and
- WHEREAS:** Workers took home \$21.9 billion in wages from Minnesota manufacturing jobs in 2020, the second-largest total payroll among private sector industries; and
- WHEREAS:** Manufactured exports brought \$19 billion into the Minnesota economy in 2020; and
- WHEREAS:** Manufacturing in Minnesota pays an average annual wage of \$70,860, which is 10% higher than the state's overall average wage; and
- WHEREAS:** Manufacturing provides over 309,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota's high standard of living and economic vitality.

NOW, THEREFORE, I/WE, _____, do hereby proclaim the month of October 2021 shall be observed as:

MANUFACTURING MONTH in _____

Signed: _____

Date: _____

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING**

**TUESDAY, SEPTEMBER 7, 2021 – 7:00 P.M.
CITY HALL**



G.1.

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

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Paul Bergley, Steve Lundeen and Dan Collison

Members Absent: Jimmy Gordon (Pursuant to Minn Statute 13D.02, Councilmember Gordon planned to participate in the meeting from Uncle Bucks Coffee Shop inside Bass Pro Shops, 7970 Northfield Blvd Denver, CO 80238 but was unable to work.)

Staff Present: City Administrator Josi Wood, City Clerk Jaden Strand, Finance Director Mike Betker, Assistant Finance Director Pam Dahlheimer, Community Development Director Sheila Sellman, Parks, Recreation and Events Coordinator Alyssa Olson, City Engineer Jason Cook and Chief of Police Travis Muyres

D. Public Comment

None

E. Adopt Agenda

ADD L.5. Resolution 2021-197 Approving the Extension of Recording the Final Plat for Fairway Greens South

ADD L.6. Resolution 2021-198 Approving the Offer to Keith Lusk for the Position of Liquor Store Manager

Motion by Lundeen, seconded by Collison to approve agenda with the modifications listed above. Motion passed 4-0. Motion carried.

F. Proclamations/Commendations/Certificate Award

None

G. Approve City Council Minutes

1. August 17, 2021- Regular Meeting of the City Council
2. August 17, 2021- Committee of the Whole Meeting
3. August 17, 2021- Budget Work Session
4. June 15, 2021- Planning Commission Meeting
5. July 27, 2021- Parks, Recreation and Culture Board Meeting

Motion by Lundeen, seconded by Bergley to approve minutes as presented. Motion passed 4-0. Motion carried.

H. Announcements

1. Committee of the Whole
2. City Council Meeting
3. Planning Commission Meeting

Tuesday, September 21, 2021 at 5:00 p.m.
Tuesday, September 21, 2021 at 7:00 p.m.
Tuesday, September 21, 2021
(Immediately following the City Council Meeting)

I. Council Committee Reports

None

J. Public Hearings

None

K. Business Items

Community Development Director Sheila Sellman

1. **Resolution 2021-183** Approving a Conditional Use Permit For a Microbrewery Located at 801 Hwy 65 NE

Community Development Director Sheila Sellman shared that a Conditional Use Permit was submitted for a Microbrewery at 801 Hwy 65 NE for Thunder Brothers Brewery. This item was discussed at the August 17th, 2021 Planning Commission meeting. The Planning Commission recommended approval with two conditions. They will be moving current operations to the new location.

Motion by Lundeen, seconded by Collison to approve resolution as presented. Motion passed 4-0. Motion carried.

2. **Resolution 2021-184** Approval of a Site Plan for a Dental Clinic and Commercial Tenant building located at 401 Cherrywood St NE

Community Development Director Sheila Sellman shared that site plans were submitted for a dental clinic and commercial tenant building for Isanti Dental. This item was discussed at the August 17th, 2021 Planning Commission meeting. The Planning Commission recommended approval with conditions. Since the Planning Commission meeting, the applicant has taken the conditions into consideration and revised their site plan accordingly. The updated site plan shows a new location for the curb cut, a reverse floor plan of the dental offices and commercial tenant space, a parking area on the east of the building, a new location of the trash enclosure and the drive-thru lane removed and the drive aisles widened to 24 feet to accommodate a fire truck.

Motion by Lundeen, seconded by Bergley to approve resolution as presented. Motion passed 4-0. Motion carried.

3. **Resolution 2021-185** Approving the Preliminary and Final Plat For Isanti Liquor Store

Community Development Director Sheila Sellman shared that the City Council directed staff to subdivide the “new liquor store site” into two parcels. The Planning Commission held a public hearing on the preliminary and final subdivision at their August 17th, 2021 meeting. No one from the public commented on the item and Planning Commission recommended approval.

Motion by Lundeen, seconded by Bergley to approve resolution as presented. Motion passed 4-0. Motion carried.

4. Resolution 2021-186 Approval to List Lot 2, Block 1, Isanti Liquor Store For Sale

Community Development Director Sheila Sellman shared that the City has subdivided the new liquor store site into 2 lots. The new liquor store is located on Lot 1 and Lot 2 is vacant. The appraisal for Lot 1 came back at \$70,000.00 for the vacant lot. Staff is requesting to list it and for direction of what the lot price shall be listed.

Motion by Lundeen, seconded by Bergley to approve the resolution as presented with listing Lot 1 for \$70,000.00. Motion passed 4-0. Motion carried.

5. Resolution 2021-187 Approving Letter of Credit Adjustments for Legacy Pines 1st, 2nd and 3rd Addition

Community Development Director Sheila Sellman shared that the developer of Legacy Pines has requested reductions in their Letter of Credit (LOC) on all the additions and phases of Legacy Pines. Based on the remaining work the City Engineer has calculated the required balances for that remaining work. The recommendation is as follows:

Development	Completed Work 10% Held	Non-Accepted Work 20% Held	Remaining Work 125% Held	Total Held
Heritage Estates	\$41,500	\$0	\$0	Need As-built & Lien Waivers 1 st \$41,500
Legacy Pines - 1st Addition	Warranty Bond	\$0	\$0	Warranty Bond
- 2nd Addition	\$35,064.74	\$0	\$1,479.55	\$36,544.29
- 3rd Add - Phase 1	\$39,435.57	\$0	\$3,437.50	\$42,873.07
- 3rd Add - Phase 2 - Utility	\$17,714.06	\$0	\$0	Need As-built 1 st \$17,714.06
- 3rd Add - Phase 2 - Street	\$22,082.36	\$0	\$4,550.00	\$26,632.36
- 3rd Add - Phase 3	\$40,839.22	\$5,417.75	\$58,237.81	\$104,494.78

Motion by Lundeen, seconded by Bergley to approve resolution as presented. Motion passed 4-0. Motion carried.

City Administrator Josi Wood

6. Resolution 2021-188 Interview Applicant for Vacant Parks, Recreation and Culture Board Seat

Applicant Tressa Hunting was interviewed by Mayor Johnson for the vacant Parks, Recreation and Culture Board seat. Johnson asked questions specific to Parks, Recreation and Culture.

A motion was made by Lundeen, seconded by Collison to appoint Tressa Hunting to the Parks, Recreation and Culture Board. Motion passed 4-0. Motion carried.

7. Resolution 2021-189 Approving the Brewer Off-Sale and Tap Room On-Sale Sunday License Application for Thunder Brothers Microbrewery at 801 Hwy 65 NE

City Administrator Josi Wood shared that Thunder Brothers Brewery has informed the City that they would be moving to a new location at 801 Hwy 65 NE. They have submitted all the required documentation for the change of their location and how it effects their liquor license. They previously received their renewal license on March 2nd of this year. Planning Commission reviewed the applicants' materials on August 17th, 2021 and recommended approval.

Motion by Collison, seconded by Bergley to approve resolution as presented. Motion passed 4-0. Motion carried.

Parks, Recreation and Events Coordinator Alyssa Olson

8. Resolution 2021-190 Approving Termination of VFW Park Lease Agreement

Parks, Recreation and Events Coordinator Alyssa Olson shared that at the May 18th, 2021 Committee of the Whole meeting, Council discussed the City's standing lease agreement with the VFW for maintaining the playground on their property. The Council elected to terminate the lease agreement and offer the park and playground equipment to the VFW as a donation.

Upon discussion with the VFW, the VFW has opted to decline the donation offer and would like the City to remove the equipment from their property. In early October, Public Works staff will remove all equipment and fencing from the VFW Park. All intact items will be placed in auction for public sale.

Motion by Lundeen, seconded by Bergley to approve the resolution as presented. Motion passed 4-0. Motion carried.

Finance Director Mike Betker

Finance Director Mike Betker shared that the proposed preliminary property tax levy is \$3,281,851.00 and reflects an increase in the preliminary taxable market value for 2022 of 10.83%. The City will receive updated property tax values from the County in December. The proposed preliminary property tax rate is 58.48%. A decrease of 3.17% from 2021. The 15-year average tax rate from 2007 through 2021 is 67.08%. Other non-levy General Fund revenue sources have been adjusted to reflect prior year trends, rates per the fee schedule and known agreements as discussed in prior work sessions.

General Fund expenditures have been adjusted based on prior year actual costs, current year expenditures through June, actual maintenance agreements and contracts costs. All wages include a 3% COLA for 2022 and include the necessary step increases, where applicable. Dental Insurance, Worker's Compensation, Property/ Liability/ Volunteer Insurance and Life/ AD&D Insurance have all been adjusted to reflect premiums paid in 2021 and any necessary inflationary factor was applied. Health Insurance is projected to increase 22.5%. Final renewal numbers on Health Insurance are scheduled to be available early October.

9. Resolution 2021-191 Setting the 2022 Final Budget and Levy Meeting

Motion by Lundeen, seconded by Collison to approve resolution as presented. Motion passed 4-0. Motion carried.

10. Resolution 2021-192 Approving 2022 Preliminary Budget for the City of Isanti

Motion by Collison, seconded by Bergley to approve resolution as presented. Motion passed 4-0. Motion carried.

11. Resolution 2021-193 Adopting the Proposed 2021 Tax Levy Collectible in 2022 for the City of Isanti

Motion by Bergley, seconded by Lundeen to approve resolution as presented. Motion passed 4-0. Motion carried.

L. Approve Consent Agenda

1. Payroll in the Amount of \$260,599.75 Accounts Payable in the Amount of \$975,590.58
2. **Resolution 2021-194** Accepting Full-Time Liquor Store Manager Letter of Resignation for Kevin Morelli
3. **Resolution 2021-195** Approving a City Policy for Governmental Advertising at Isanti City Hall
4. **Resolution 2021-196** Accepting Ameta Payment Solutions Proposal for Credit Card Processing Services
5. **Resolution 2021-197** Approving the Extension of Recording the Final Plat for Fairway Greens South
6. **Resolution 2021-198** Approving the Offer to Keith Lusk for the Position of Liquor Store Manager

Motion by Lundeen, seconded by Collison to approve the consent agenda. Motion passed 4-0. Motion carried.

M. Other Communications

1. Draft Minutes for the August 24, 2021 Parks, Recreation and Culture Board Meeting

N. Closed Session

1. Closed Session for Discussions of Appraisal of Real Property PID 16.053.0070, 400 W Dual Blvd NE Isanti, MN Pursuant to Minnesota Statutes Section 13D.05 Subd3 (c)

Mayor Johnson stated that the Council would be going into closed session for discussions of appraisal of real property PID 16.053.0070, 400 W Dual Blvd NE Isanti, MN pursuant to Minnesota Statutes Section 13D.05 Subd3 (c)

The meeting was closed at 7:48 p.m.

Upon reopening of the meeting at 8:01 p.m., a motion to list the property for the amount discussed in closed session with contingencies, seconded by Collison. Motion passed 4-0. Motion carried.

2. Closed Session for Discussions to Purchase Real Property PID 16.090.0102, 901 E Dual Blvd NE Isanti, MN Pursuant to Minnesota Statutes Section 13D.05 Subd3 (c).

Mayor Johnson stated that the Council would be going into closed session for discussions to purchase real property PID 16.090.0102, 901 E Dual Blvd NE Isanti, MN pursuant to Minnesota Statutes Section 13D.05 Subd3 (c).

The meeting was closed at 8:03 p.m.

Upon reopening of the meeting at 8:21 p.m., no action was taken.

Adjournment

A motion was made by Bergley, seconded by Lundeen to adjourn. Motion passed 4-0. Motion carried.

Meeting adjourned at 8:22 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jaden Strand".

Jaden Strand
City Clerk

**Economic Development Authority
Meeting Minutes
August 4, 2021**

1. **Call to Order** Chair Johnson called the meeting to order at 7:17pm
 - a. **Pledge of Allegiance**
 - b. **Roll Call:** EDA Members present: Jeff Johnson, Jimmy Gordon, Steve Lundeen, Paul Bergley, Justin Nielsen, Luke Merrill, Staff present: Community Development Director Sheila Sellman, Will Bucheger EDA Intern, Member absent: Dan Collison
 - c. **Agenda Modifications** None
 - d. **Adopt Agenda**
Motion by Steve Lundeen, second by Luke Merrill to adopt the agenda, motion passed 6-0.
2. **Approve Minutes of June 1, 2021 Regular Economic Development Authority meeting**
Motion by Paul Bergley, second by Luke Merrill, to approve, motion passed 6-0
3. **Business Items**
 - A. **Third Amendment to the Development Subsidy Agreement for BP Metals:**
Sellman explained the agreement needs to be amended now that the site plan has been approved, the amendment reflects the Site Plan.
Motion by Steven Lundeen, second by Luke Merrill, to approve, motion passed 6-0
 - B. **First Amendment to the Development Subsidy Agreement for LTL LED LLC.**
Sellman explained the agreement needs to be amended now that the site plan has been approved, the amendment reflects the Site Plan Motion by Steve Lundeen, second by Luke Merrill, to approve, motion passed 5-0, Nielson abstained
 - C. **Resolution 2021-XXX 2022 Crop Lease Award PID 16.090.0140.** Sellman explained only one bid was submitted. The bid was \$8,963.85 for the year.
Motion by Luke Merrill, second by Paul Bergley, to approve, motion passed 6-0
 - D. **Resolution 2021-XXX 2022 Crop Lease Award PID 16.029.1400.** Sellman explained only one bid was submitted. The bid was \$140 for the year, Merrill questioned if we could still sell the land and Sellman explained there is an out clause in the least. Motion by Steve Lundeen, second by Paul Bergley to approve, motion passed 6-0
4. **Other Business / Updates / Communications** None
5. **Adjournment** Motion by Steve Lundeen, second by Paul Bergley to adjourn, motion passed 6-0, meeting adjourned at 7:24pm

Respectfully submitted by Sheila Sellman Community Development Director/Secretary

CITY OF ISANTI**PLANNING COMMISSION MEETING****TUESDAY, August 17, 2021**

Immediately following the 7:30 P.M Budget Work Session;

1. Meeting Opening

- A. Call to Order: Chair Johnson called the meeting to order at 8:28 p.m.
- B. Pledge of Allegiance
- C. Roll Call: Members present: Jeff Johnson, Steve Lundeen, Jimmy Gordan, Paul Bergley, Dan Collison, Arissya Simon, Alexander Collins.
Members Absent: None
Staff present: Community Development Director Sheila Sellman, Community Development Specialist Ryan Saltis, City Engineer Jason Cook
- D. Agenda Modifications: None
- E. Adopt the Agenda
Motion to adopt the agenda by Lundeen, second by Collison motion passes 7-0.

2. Meeting Minutes

- A. Approval of Minutes from the July 20, 2021 Planning Commission Meeting motion by Lundeen, second by Collison motion passes 7-0.

3. Public Hearing

- A. Request by Thunder Brothers Brewery for approval of a Conditional Use Permit under City Ordinance 445, Section 21, Article 2, said request is for a Microbrewery in the General Business District, Highway 65 Overlay located at 801 Highway 65 NE. Saltis explained the Conditional Use Permit request to allow for a Microbrewery in the B-2 General Business zoning district. Thunder Brothers is planning to move all of their brewing operations into a leased-out space in the building located at 801 Highway 65 NE owned by the CBD Joint. The change of use for the building will require the applicants to apply for any building permits related to the new use, subject to review by City Staff. Representatives from Thunder Brothers Brewery were present at the meeting and available for questions. The Planning Commission asked why they are planning to move locations for the brewery. The representatives of Thunder Brothers said that they will move into the new space to gain more square footage and provide visibility from Highway 65. There was no one else from the public present at the public hearing to speak on the topic. Motion for approval of the Microbrewery with conditions by Lundeen, second by Gordon, motion passed 7-0.
- B. Request by BA Development, LLC for approval of Site Plans under City Ordinance 445 Section 18, said request is for a Dental Clinic and Commercial Tenant building located at 401 Cherrywood St NE. Saltis presented the Site Plans for a proposed dental clinic and commercial tenant building located on a vacant parcel at 401

Cherrywood St NE. The plans included a drive thru lane for the commercial tenant side of the building in which the applicants would have to apply for a Conditional Use Permit in the General Business District. Conditions for approval listed in the Staff Report included identifying on the site plans where there will be lighting, the configuration of the outdoor patio area, a new trash enclosure location, a widened drive aisle on the west of the building, and City Engineer's comments. A representative from Isanti Dental was present for the meeting and available for questioning. The Planning Commission asked if the conditions for approval were reasonable and could be met. The representative said that she is able to meet all of the conditions for approval. There was no one else from the public present at the public hearing to speak on this item. Motion to approve the site plans with conditions listed in the staff report and City Engineer's Memo dated 7-29-2021 by Lundeen, 2nd by Collison, motion passes 7-0.

- C. Request by City of Isanti for Preliminary and Final Plat under City Ordinance 536, to create two lots located at 10 6th Ave SE. Sellman presented the proposed subdivision of the liquor store site into two parcels. The current site is five acres in size and is looking to be split with Lot 1 consisting of 3.96 acres and Lot 2 consisting of .67 acres. Lot 1 is the liquor store site; Lot 2 would be a buildable lot for a future business which may need a shared parking agreement with the liquor store. The planning commission asked the potential size of a building on lot 2 in which Jason Cook responded by saying that there would be room for a building roughly 1,500 to 2,000 square feet, depending on what is configured around the ponding. There was no one from the public present at the public hearing to speak on this item. Motion to approve the Preliminary and Final Plat to create two lots by Collison, 2nd by Collins, motion passes 7-0.

5. Other Business: None

6. Discussion Items: None

7. Adjournment: Motion by Bergley, 2nd by Collison to adjourn, motion passed 7-0 meeting adjourned at 8:45 p.m.

Respectfully submitted by Ryan Saltis, Community Development Specialist



Memo for Council Action

To: Mayor Johnson and Members of the City Council
From: Alyssa Olson - Parks, Recreation, and Events Coordinator
Date: September 21, 2021
Subject: Resolution 2021-XXX Approving a Special Event Permit Request for the Isanti Liquor Grand Opening Celebration

Background

The Isanti Municipal Liquor Store has submitted a special event permit application to host a Grand Opening Celebration at the new store. The event will take place Thursday, November 18, 2021 through Saturday, November 20, 2021 during regular business hours, from 9am-9pm.

No road closures are being requested and activities will take place within the parking lot and inside the store. Food trucks and inflatables will be setup onsite. Speakers and a PA system will not be used during the event. Event staff will be responsible for cleaning up waste on the property after the event.

The approximate attendance is 2100 people across three days. The event is free to attend.

The complete application along with departmental review are attached.

Staff Request

City staff is requesting approval of the Isanti Liquor Grand Opening Celebration Special Event Permit application and attachments.

Attachments

- Resolution 2021-XXX
- Special Event Application – Isanti Liquor Grand Opening Celebration

RESOLUTION 2021-XXX

**APPROVING A SPECIAL EVENT PERMIT APPLICATION FOR THE ISANTI LIQUOR
GRAND OPENING CELEBRATION**

WHEREAS, Isanti Municipal Liquor Store has submitted a Special Event application requesting a permit to host a Grand Opening Celebration at the new store location (10 6th Ave SE); and,

WHEREAS, the event is scheduled for November 18 through November 20, 2021 from 9:00am to 9:00pm each day; and,

WHEREAS, the estimated number of people to be in attendance over that time period is 2,100; and,

WHEREAS, the Special Event Permit application requires a \$100 clean up deposit and a \$25 daily Vendor Fee, which the organizers have requested be waived for this event; and,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, to hereby approve the special event permit for the Isanti Liquor Grand Opening. A \$100 Clean up Deposit and a \$25 daily Vendor Fee of \$25 are waived for the event.

BE IT FURTHER RESOLVED, by the City Council of the City of Isanti, Minnesota, that this Resolution is hereby the “Permit” for the above stated Special Event.

This Resolution is hereby approved by the Isanti City Council this 21st day of September 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

A Community For Generations.



SPECIAL EVENT PERMIT APPLICATION

City of Isanti
110 First Avenue NW • PO Box 428
Isanti, MN 55040
Phone: 763.444.5512 • Fax: 763.444.5561
www.cityofisanti.us

If you are planning an event that requires a Special Event Permit, please complete the application and any required supplemental forms. To ensure your application is processed quickly, be specific and complete in all responses.

Special Event Permit Guideline: Please see city code section 278 "Special Events" for more detailed information.

Applications must be submitted at least 30 days prior to the event to be considered.

ITEMS TO ACCOMPANY THE APPLICATION

Required with all applications

- ☒ Complete Application Form
- ☐ Cleanup Deposit Fee - \$100 *waived*
- ☐ Proof of Insurance or Certificate of Insurance
- ☐ Site Map
- ☐ Approval Letter from the Property Owner
- ☐ Proof of written notification to property owners within 350 feet of the special event

Check all that apply:

- ☐ Signs will be posted for event:
 - ☐ [Temporary Sign Permit Application](#) required
 - ☐ \$50 fee
- ☒ Alcohol will be served and/or sold at event:
 - ☐ [Licenses](#) (may take up to 60 days to process)
 - ☐ Fees apply, amounts vary by license type.
- ☒ Vendors will be present:
 - ☐ [Peddler's Permit](#) (background check required) submitted by event organizer only
 - ☐ \$25 fee for one-day applications *waived*
 - ☐ [Vendor List](#)
- ☒ Event will occur on City Property:
 - ☐ [Release and Indemnification Agreement](#)

Supplemental information may be required by City staff.

Additional forms can be found on the City of Isanti website or requested at Isanti City Hall. Please note that additional required permits or licenses may take additional time to process.

SPECIAL EVENT PERMIT APPLICATION

Submittal Date: _____

APPLICANT INFORMATION

Sponsoring Entity (if applicable): Isanti Liquor

Contact Person: Kevin Morelli

Address: 10 6th Avenue SE

City: Isanti State: MN Zip: 55040

Phone: 763 444-5067 Fax: 763 444-8044 Cell: [REDACTED]

E-mail: Kmorelli@cityofisanti.us

Secondary Contact Person: Keith Lusk

Address: 10 6th Avenue SE

City: Isanti State: MN Zip: 55040

Phone: 763 444-5067 Cell: [REDACTED] E-mail: KLusk@cityofisanti.us

EVENT INFORMATION

Event Name: Isanti Liquor Grand Opening

Date(s) of Event: 11/18/21 - 11/20/21

Hours of Event: Business hours 9:00am - 9:00pm

Type of Event: ☒ Open to the Public ☐ Private ☐ Other: _____

Describe Event (List all activities. Provide flyer or other marketing materials as available.):

Food Trucks, Inflatables, Grand Opening Celebrating In-store Tastings

Proposed Location of the Event (be specific, site map also required):

~~10~~ 10 6th Avenue SE

Estimated Number of People in Attendance (includes staff, participants, and spectators):

appx. 2100

Parking Impact – Describe in detail:

Food Trucks n RV stalls

Tents, equipment, amusement rides, etc.

Type:

NA

Size:

Location:

Are Fire Prevention or EMS needed? Please specify and if being provided, please identify the name or entity providing these services:

NO

Are you requesting any street closures? If yes, list streets:

NO

Restrooms (Portable) – Name or entity providing these services; and number of facilities to be provided. When other restroom facilities are not provided on-site or are limited; the applicant will need to pay for additional restroom facilities. For those events exceeding 75 persons, one (1) additional restroom shall be provided; for events exceeding 150 persons, two (2) additional restrooms shall be provided. For events exceeding 250; the Planning for Special Events-Usage Chart shall be used.

On Site

Security Plans – Name or entity providing these services. (A Police Officer is required if alcohol is being served or at the discretion of the Police Chief).

NO

Clean-up Plans – Describe in detail:

Liquor Store Staff

Live entertainment – Describe in detail:

No

Will any other **public addressing system or sound amplification** be used? If so, describe:

No

If the event will be held on public property, please provide the following information: (1) Will tickets be sold for the event? (2) Is a donation of any kind required? (3) What is the purpose of the money that is collected?

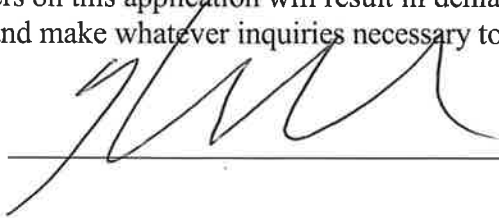
N/A

Depending upon the type of special event, some items may not be required or may be waived as part of the review process. Larger events may require additional information, in order to properly process the request.

APPLICANT SIGNATURE

I declare that the information I have provided on this application is truthful and I understand that falsification of answers on this application will result in denial of the application. I authorize the City of Isanti to investigate and make whatever inquiries necessary to verify the information provided.

Applicant Signature: _____



OFFICE USE ONLY

Reviewed By: (Any concerns / comments will be attached to the application)

Fire Chief

☒ Approved ☐ Denied ☐ N/A Signature: VIA EMAIL (SEE ATTACHED)

Police Chief

☒ Approved ☐ Denied ☐ N/A Signature: VIA EMAIL (SEE ATTACHED)

Public Services Director

☒ Approved ☐ Denied ☐ N/A Signature: Matt [Signature]

Parks, Recreation and Culture Manager

☒ Approved ☐ Denied ☐ N/A Signature: Angela [Signature]

Community Development Director

☒ Approved ☐ Denied ☐ N/A Signature: [Signature]

City Administrator

☒ Approved ☐ Denied ☐ N/A Signature: Jan Wood

City Council

☐ Approved ☐ Denied

Date of Review: _____

A Community For Generations.

Isanti



Food Trucks and in
store tastings will be
there to help us enjoy
the Grand Opening!

Come and Celebrate Isanti's New Liquor Store Grand Opening!

NOVEMBER 18TH-20TH 2021 AT
10 6TH AVENUE SE, ISANTI



From: Travis Muyres
Sent: Thursday, September 2, 2021 7:30 AM
To: Isanti Parks
Subject: Re: SEP Approval: Isanti Liquor Store Opening

approve



TRAVIS MUYRES
Police Chief / Emergency Management Director
Isanti Police Department

401 First Ave NW
PO BOX 428
Isanti, MN 55040
763-444-4761 x101

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Tuesday, August 31, 2021 1:05 PM
To: Travis Muyres <tmuyres@cityofisanti.us>; Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>
Subject: SEP Approval: Isanti Liquor Store Opening

Hi Guys,

Please see attached application for the liquor store's grand opening celebration November 18-20. Let me know if you have any concerns. I need approval **by noon tomorrow** to get on the next agenda.

Thanks!

Alyssa Olson
Parks, Recreation & Events Coordinator



CITY OF ISANTI
110 1st Ave NW, Isanti, MN 55040
Phone: (763) 762-5754

Isanti Parks

From: Al Jankovich <aljankovich@isantifiredistrict.org>
Sent: Thursday, September 2, 2021 4:30 PM
To: Isanti Parks
Subject: RE: SEP Approval: Isanti Liquor Store Opening

Sorry about that I thought I responded! (I have it in my calendar...?)

Isanti Fire approves the November 18-20 liquor store grand opening SEP as presented.

Thank you.

ALAN JANKOVICH | FIRE CHIEF

ISANTI FIRE DISTRICT

401 1ST AVE NW, PO BOX 490 | ISANTI MN 55040

763.444.8019 | aljankovich@isantifiredistrict.org | www.isantifiredistrict.org



From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Thursday, September 2, 2021 4:16 PM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>
Subject: RE: SEP Approval: Isanti Liquor Store Opening

Hi Al,
Checking to make sure you received this application. Let me know if you have any issues with it or if you approve.

Thanks!

Alyssa Olson
Parks, Recreation & Events Coordinator



CITY OF ISANTI
110 1st Ave NW, Isanti, MN 55040
Phone: (763) 762-5754

From: Isanti Parks
Sent: Tuesday, August 31, 2021 1:06 PM
To: Travis Muyres <tmuyres@cityofisanti.us>; Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>
Subject: SEP Approval: Isanti Liquor Store Opening
Importance: High

City of Isanti

Gross Payroll	103,569.08
Social Security & Medicare	5,811.95
Public Employees Retirement	10,930.51
Total City Expense	<u>120,311.54</u>

Pay Date 9/17/2021

Pay Period 19 (8/29-9/11/21)

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/21	09/08/2021	56647	2807	DAUDT, BRANDON	602-20200	174.11- V
09/21	09/08/2021	56682	1898	ABSOLUTE PORTABLE RESTROOMS	101-20200	2,550.00
09/21	09/08/2021	56683	1231	ACE SOLID WASTE INC	101-20200	1,049.24
09/21	09/08/2021	56684	53	BELLBOY CORPORATION	609-20200	4,849.35
09/21	09/08/2021	56685	9	BERNICKS PEPSI-COLA	609-20200	797.65
09/21	09/08/2021	56686	1387	BJORKLUND COMPANIES LLC	101-20200	204.00
09/21	09/08/2021	56687	120	CONNEXUS ENERGY	602-20200	57.86
09/21	09/08/2021	56688	918	CRYSTAL SPRINGS ICE	609-20200	378.68
09/21	09/08/2021	56689	8	DAHLHEIMER DISTRIBUTING CO	609-20200	5,949.24
09/21	09/08/2021	56690	2807	DAUDT, BRANDON	602-20200	103.79
09/21	09/08/2021	56691	912	FASTENAL COMPANY	602-20200	212.35
09/21	09/08/2021	56692	2852	FIDELITY SECURITY LIFE INSURANCE CO	861-20200	176.95
09/21	09/08/2021	56693	134	GOPHER STATE ONE-CALL INC	601-20200	143.10
09/21	09/08/2021	56694	2761	GRATITUDE FARMS	101-20200	250.00
09/21	09/08/2021	56695	160	HAWKINS INC	601-20200	4,491.54
09/21	09/08/2021	56696	2209	INNOVATIVE OFFICE SOLUTIONS INC	101-20200	61.37
09/21	09/08/2021	56697	441	J P COOKE CO	101-20200	70.00
09/21	09/08/2021	56698	7	JOHNSON BROTHERS LIQUOR CO	609-20200	11,558.52
09/21	09/08/2021	56699	5	KAWALEK TRUCKING	609-20200	179.40
09/21	09/08/2021	56700	1338	KNIFE RIVER	101-20200	84.00
09/21	09/08/2021	56701	2145	KODRU MOONEY INC	602-20200	652.52
09/21	09/08/2021	56702	136	LEAGUE OF MN CITIES	101-20200	7,358.00
09/21	09/08/2021	56703	1479	LOFFLER -131511	108-20200	129.51
09/21	09/08/2021	56704	17	MCDONALD DISTRIBUTING CO	609-20200	17,219.05
09/21	09/08/2021	56705	616	MENARDS - CAMBRIDGE	602-20200	426.04
09/21	09/08/2021	56706	2978	MILBANK WINWATER WORKS	601-20200	1,898.16
09/21	09/08/2021	56707	2826	MINOKAW VAR SERVICES	602-20200	9,576.00
09/21	09/08/2021	56708	194	MN DEPT OF HEALTH	601-20200	23.00
09/21	09/08/2021	56709	2931	NAGELL APPRAISAL & CONSULTING	101-20200	1,700.00
09/21	09/08/2021	56710	2018	NORTH FOLK WINERY	609-20200	234.00
09/21	09/08/2021	56711	283	OLSON POWER & EQUIPMENT	101-20200	69.37
09/21	09/08/2021	56712	44	PHILLIPS WINE & SPIRITS INC	609-20200	1,841.40
09/21	09/08/2021	56713	2396	SOUTHERN GLAZERS OF MN	609-20200	5,876.40
09/21	09/08/2021	56714	1361	STAPLES ADVANTAGE	101-20200	36.96
09/21	09/08/2021	56715	1820	URBANS HARDWARE INC	601-20200	212.82
09/21	09/08/2021	56716	686	VERIZON WIRELESS	101-20200	1,460.13
09/21	09/08/2021	56717	42	VIKING COCA-COLA BOTTLING CO	609-20200	268.40
09/21	09/08/2021	56718	4	WATSON CO INC	609-20200	3,058.73
09/21	09/08/2021	56719	1922	WEX BANK	101-20200	4,939.65
09/21	09/08/2021	56720	3019	WIDSETH SMITH NOLTING & ASSOC INC	609-20200	8,387.50
09/21	09/08/2021	56721	780	WINE MERCHANTS	609-20200	83.20
Grand Totals:						98,443.77

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/21	09/15/2021	56722	494	ALLINA HEALTH SYSTEM	603-20200	50.00
09/21	09/15/2021	56723	3088	ANDERSON, MATTHEW & ABAGAIL	601-20200	328.00
09/21	09/15/2021	56724	53	BELLBOY CORPORATION	609-20200	4,595.60
09/21	09/15/2021	56725	9	BERNICKS PEPSI-COLA	609-20200	899.15
09/21	09/15/2021	56726	2319	BREAKTHRU BEVERAGE OF MN	609-20200	7,533.62
09/21	09/15/2021	56727	3090	BUSCHEK, MICHAEL	601-20200	5.00
09/21	09/15/2021	56728	2487	CAPITOL BEVERAGE SALES	609-20200	101.28
09/21	09/15/2021	56729	1474	CDW GOVERNMENT INC	614-20200	540.75
09/21	09/15/2021	56730	1198	CENTER POINT ENERGY	601-20200	377.05
09/21	09/15/2021	56731	1047	CENTRAL TRUCK SERVICE INC	101-20200	55.00
09/21	09/15/2021	56732	1822	CENTURYLINK BUSINESS SERVICES	101-20200	16.08
09/21	09/15/2021	56733	3092	CHPWS	101-20200	534.60
09/21	09/15/2021	56734	1629	CITY OF ISANTI	505-20200	226.00
09/21	09/15/2021	56735	3083	CLOSING HUB	601-20200	233.31
09/21	09/15/2021	56736	8	DAHLHEIMER DISTRIBUTING CO	609-20200	11,957.65
09/21	09/15/2021	56737	1840	DIRTWORKS INC	603-20200	58,659.84
09/21	09/15/2021	56738	55	ECM PUBLISHERS INC	609-20200	166.25
09/21	09/15/2021	56739	3010	EVERPINE LAND HOLDINGS	505-20200	165,284.52
09/21	09/15/2021	56740	1101	FIRST AMERICAN TITLE INSURANCE CO	601-20200	29.87
09/21	09/15/2021	56741	2028	FURTHER	101-20200	33.00
09/21	09/15/2021	56742	3093	GRALISH, SHAWN	220-20200	91.00
09/21	09/15/2021	56743	739	HACH COMPANY	601-20200	83.00
09/21	09/15/2021	56744	160	HAWKINS INC	602-20200	826.88
09/21	09/15/2021	56745	2302	HOME SECURITY ABSTRACT & TITLE CO	601-20200	101.88
09/21	09/15/2021	56746	1978	JEFF BUSBY ENTERPRISES LLC	920-20200	30,000.00
09/21	09/15/2021	56747	7	JOHNSON BROTHERS LIQUOR CO	609-20200	3,883.16
09/21	09/15/2021	56748	5	KAWALEK TRUCKING	609-20200	256.00
09/21	09/15/2021	56749	1479	LOFFLER COMPANIES INC	108-20200	238.45
09/21	09/15/2021	56750	17	MCDONALD DISTRIBUTING CO	609-20200	10,122.46
09/21	09/15/2021	56751	2953	MIDCONTINENT COMMUNICATIONS	108-20200	118.59
09/21	09/15/2021	56752	1536	MINNESOTA DEED	219-20200	833.33
09/21	09/15/2021	56753	194	MN DEPT OF HEALTH	601-20200	23.00
09/21	09/15/2021	56754	176	MN DEPT OF REVENUE	101-20200	35,081.00
09/21	09/15/2021	56755	2842	MN PEIP	861-20200	31,490.22
09/21	09/15/2021	56756	2080	MVTL LABORATORIES INC	602-20200	165.15
09/21	09/15/2021	56757	2992	NEXTERA COMMUNICATIONS	108-20200	247.68
09/21	09/15/2021	56758	3094	NORTH VALLEY, INC	425-20200	306,421.27
09/21	09/15/2021	56759	279	NORTHLAND LANDSCAPING	101-20200	203.65
09/21	09/15/2021	56760	44	PHILLIPS WINE & SPIRITS INC	609-20200	4,836.98
09/21	09/15/2021	56761	12	POSTMASTER	603-20200	130.00
09/21	09/15/2021	56762	2341	RED BULL DISTRIBUTION CO INC	609-20200	146.60
09/21	09/15/2021	56763	2518	SEMLER CONSTRUCTION INC	601-20200	235.59
09/21	09/15/2021	56764	3091	STAGER, MICHAEL & GINGER	601-20200	14.19
09/21	09/15/2021	56765	1361	STAPLES ADVANTAGE	609-20200	270.94
09/21	09/15/2021	56766	2834	SUN MECHANICAL INC	226-20200	812.64
09/21	09/15/2021	56767	2251	TITLE SMART INC	601-20200	12.87
09/21	09/15/2021	56768	2524	US BANK EQUIPMENT FINANCE	101-20200	63.00
09/21	09/15/2021	56769	2027	US INTERNET	603-20200	57.80
09/21	09/15/2021	56770	42	VIKING COCA-COLA BOTTLING CO	609-20200	319.80
09/21	09/15/2021	56771	2833	WATERMARK TITLE AGENCY	601-20200	84.24
09/21	09/15/2021	56772	4	WATSON CO INC	609-20200	2,160.84
09/21	09/15/2021	56773	780	WINE MERCHANTS	609-20200	1,360.00
09/21	09/15/2021	56774	3089	WITTE, JAMES & ALEXIS	601-20200	62.39

City of Isanti

Check Register - Mayor/Council Approval
Check Issue Dates: 9/15/2021 - 9/15/2021Page: 2
Sep 15, 2021 10:48AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						682,381.17

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

RESOLUTION 2021-XXX

**APPROVING APPLICATION FOR AN EXEMPT GAMBLING PERMIT FOR ST.
ELIZABETH ANN SETON CHURCH**

WHEREAS, the City has received an application for exempt gambling permit from St. Elizabeth Ann Seton to hold an event on December 5, 2021 at 207 Co Rd 23 NW, Isanti, MN; and,

WHEREAS, the applicant estimates the value of prizes to be awarded is \$950.00 for the event; and,

WHEREAS, the City of Isanti has no objection to the conduct of lawful gambling by the applicant, in accordance with law, at the designated location; and,

WHEREAS, the applicant, Donald Joseph Wagner, has successfully passed a background check by the Isanti Police Department;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota that the applications for an exempt gambling permit is approved for the following date: December 5, 2021 at Elizabeth Ann Seton Church;

This Resolution is hereby approved by the Isanti City Council this 21st day of September 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Request for City Council Action

To: Mayor Johnson and Members of City Council
From: Sheila Sellman, Community Development Director
Date: September 21, 2021
Subject: Resolution 2021-XXX Approving the Development Agreement for Isanti Family Dental

Background:

On September 7, 2021 the Council approved the Site Plan for Isanti Family Dental at 401 Cherrywood Street. As part of the development a minor development agreement must be executed. The Development Agreement is attached for consideration.

Request: Consider approving the attached resolution.

Attachments

- Resolution

RESOLUTION 2021-XXX

APPROVING THE DEVELOPMENT AGREEMENT FOR ISANTI FAMILY DENTAL

WHEREAS, Isanti Family Dental, (applicant) has an approved site plan for a dental clinic and an additional retail space at 401 Cherrywood Street NE PID 16.126.0020; and,

WHEREAS, a Development Agreement has been prepared and reviewed by the Applicant and is ready for consideration by the City Council of the City of Isanti;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, Minnesota hereby approves this Resolution with the following conditions:

- 1) Prior to the signing of the development agreement any outstanding escrows, fees and/or financial guarantees, as stated within the development agreement, shall be established and/or paid and any minor changes to the agreement can be done by the City Administrator.

IT IS FINALLY RESOLVED, that the City Council of the City of Isanti, Minnesota hereby direct the Mayor and City staff to execute said development agreement.

This Resolution hereby approved by the City Council of the City of Isanti this 21st day of September 2021.

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk

CITY OF ISANTI
MINOR DEVELOPMENT AGREEMENT

THIS AGREEMENT (the "Agreement"), is made and entered into this ____ day of September 2021 between the **City of Isanti**, a Minnesota municipal corporation (the "City") and Isanti Family Dental P.L.L.C., a Minnesota limited liability company (the "Developer").

RECITALS

WHEREAS, Developer seeks to construct a 4,500 square foot building with a 2,700 square foot dental clinic and an 1,800 square foot commercial tenant space in a freestanding building (the Development) on the property located at 401 Cherrywood Street NE., PID 16.126.0020. Isanti MN, Isanti County Minnesota (the Property); and

WHEREAS, the Property is zoned B-2, General Business District, and the Property is to be developed in accordance with the zoning requirements of that District, subject to the terms and conditions of this Agreement; and

WHEREAS, it is the policy of the City to enter into development contracts as contemplated in Minnesota Statutes 462.358, subd. 2(a); and

WHEREAS, Developer agrees to comply with the requirements set forth by City Code, City Approvals and Approved plans as defined and enumerated as attached; and

WHEREAS, the City and Developer desire to set forth their respective rights and obligations in this Agreement.

NOW, THEREFORE, in consideration of the Recitals, the premises and of the mutual promises and conditions contained herein, it is agreed by the City and the Developer as follows:

1. **Development Agreement Provisions.** Subject to such changes as may be agreed between the City and the Developer(s), development of the Property shall adhere to the provisions set forth herein.
2. **Escrow for City Costs and Fees.** Developer shall, contemporaneously with execution of this Agreement, deposit with the City an escrow of \$5,000 to cover

the cost of legal fees, engineering fees, administrative expenses and other costs related to the Development. Any funds remaining in the escrow account(s) after the completion of the Development shall be refunded to the Developer. In the event the escrow account is depleted, the Developer shall post additional sums of money to replenish the account to a maximum of \$5,000 to cover projected City costs as determined by the City. The escrow account shall always have a balance of no less than \$1,000.00. The Developer shall be entitled, upon request, to an itemized statement of all costs and fees charged against the Developer's escrow account.

3. **Developer Installed Municipal Improvements.** The Developer shall construct the following described municipal improvements for the Development, which are hereinafter collectively called "Developer Installed Municipal Improvements." The Developer Installed Municipal Improvements shall be constructed at the Developer's expense and in accordance with City requirements and specifications, unless otherwise stated. The Developer shall engage at its own expense a registered professional civil engineer to prepare plans and specifications for the Developer Installed Municipal Improvements. These plans shall be submitted to the City for review and be approved by the City Engineer. The Developer agrees to City inspection of all Developer Installed Municipal Improvements and payment for said inspection services.
 - a. The Developer shall reconstruct the sidewalk and create ped ramps onto and across the proposed parking lot entrance, pursuant to the City width, thickness, and design standards and meet all current ADA requirements.
 - i. Replace existing sidewalk with minimum 6-inch thick sidewalk through driveways and ped ramps, all other sidewalk can be 4-inch thick.

- b. Remove existing curb & gutter & replace with valley gutter or full B618 as needed per City detail provided.
 - c. All utilities, including electricity, telephone, cable and natural gas, shall be installed underground within platted utility easements or road rights-of-way.
 - d. Install water service lines, as needed, that pass testing for pressure and bacteria per City and MDH standards.
 - e. Install sanitary sewer service lines, as needed, that meet City minimum slope and size requirements to provide gravity service to the proposed building.
4. **Erosion Control.** Soil stabilization shall be employed to ensure the integrity of the soils and prevent erosion onto City streets, alley and neighboring parcels.
5. **Lighting.** The Developer shall be financially responsible for the cost of lighting for the Development.
6. **Warranty of Improvements.** The Developer represents and warrants that all the Developer Installed Municipal Improvements made shall be guaranteed to be properly functioning as designed for a period of two years following acceptance by the City of the Developer Installed Municipal Improvements (“Warranty Period”). In the case of any material or labor that is supplied and that is reasonably rejected by the City as defective or unsuitable, then the rejected materials shall be removed and replaced with approved material, and the rejected labor shall be done anew to the reasonable satisfaction and approval of the City at the sole cost and expense of the Developer. In any event, none of the Warranty Periods identified herein shall begin to run until all the Developer Installed Municipal Improvements have been approved and accepted by the City. If the Developer does not proceed to correct or repair improvements under this section once notified by the City, it shall be considered

an Event of Default under the Development Agreement.

7. **Signs and Markings.** All costs associated with markings and signs are to be borne by the Developer. Placement of City signage shall be as directed by the City Engineer. Business signage shall be approved by sign permit.

8. **Miscellaneous Provisions.** The Developer specifically understands that approval for this development is given subject to the following requirements:

- a. Exterior lighting or advertising activities on the site shall comply with City ordinance regarding same.
- b. The Developer shall permit access to the land herein for periodic inspection to assure conformance with the conditions herein.
- c. The Developer shall remove all temporary soil stabilization and erosion control devices, such as silt fencing, before the escrow held by the City is returned to the Developer.

9. **Special Provisions.** The following shall apply:

- a. **Liquidated Damages.** The Developer agrees to pay liquidated damages to the City in the amount of \$500.00 if the Developer encroaches upon any City road right-of-way or utility easement without first obtaining a written permit from the City expressly authorizing said encroachment. The City shall be authorized to retain an appropriate percentage of the financial guarantee referred to above as security for payment of any liquidated damages owed to the City.
- b. **Sodding and Seeding Requirements.** Prior to issuance of a certificate of occupancy, it shall be the responsibility of the Developer to install sodding in all lot front yards, side yards, and back yards per City Zoning Ordinance. Said sodding shall be complete, established and growing within sixty (60) days of issuance of a Certificate of Occupancy, except that, if the Certificate of Occupancy is issued between the dates of October 1 and May 1, then the sodding required herein shall be complete,

established and growing no later than July 1 of the following year with the appropriate escrow established for the lot.

10. **Warranty of Title.** The Developer warrants and represents to the City that it is the fee owner of the land described in the Plat and that it has authority to execute this Agreement and agree to the conditions hereof.

11. **Lien Waivers.** Copies of signed and recorded lien waivers are required from each of the Developer's Contractors and Subcontractors involved in constructing the sidewalks. The Lien Waivers shall be submitted to and approved by the City Engineer prior to accepting the sidewalks and starting the warranty period.

12. **Restrictions on Transfer/Indemnification.**

a. **Indemnification.** The Developer agrees to defend and hold the City, and its officials, employees and agents, harmless against any and all claims, demands, lawsuits, judgments, damages, penalties, costs and expenses, including reasonable attorney's fees, arising out of actions or omissions by the Developer, its employees and agents, in connection with the Development.

b. **Enforcement by City; Damages.** The Developer acknowledges the right of the City to enforce the terms of the Development Agreement against the Developer, by action for specific performance or damages, or both, and by any other legally authorized means. The Developer also acknowledges that its failure to perform any or all of its obligations under the Development Agreement may result in substantial damages to the City; that in the event of default by the Developer, the City may commence legal action to recover all damages, losses and expenses sustained by the City; and that such expenses may include, but are not limited to, the reasonable fees of legal counsel employed with respect to the enforcement of the Development Agreement.

13. **Hold Harmless Agreement.** The Developer acknowledges that its failure to control erosion in accordance with the plans and exhibits as contained herein

may cause flooding and/or damage to adjoining property owners. In such event, the Developer agrees to hold the City harmless and indemnify the City from claims of all third parties or the Developer for damages arising out of such flooding and/or damages. Further, in the event the City undertakes any corrective actions to prevent or minimize any such flooding and/or damage, the Developer agrees to hold the City harmless and indemnify the City from claims of all third parties for damages arising out of said corrective action by the City, and agrees to reimburse the City for all out of pocket expenses incurred by the City arising out of the corrective action including, but not limited to, any cost necessary to re-landscape disrupted soils located within the Development.

14. Events of Default.

- a. **Events of Default Defined.** The following shall be “Events of Default” under the Development Agreement and the term “Event of Default” shall mean, whenever it is used in the Development Agreement, any one or more of the following events:
 - i. Subject to unavoidable delays, failure by the Developer to commence and complete construction of the Developer Installed Municipal Improvements pursuant to the terms, conditions and limitations of the Development Agreement. For purposes of this Agreement, “unavoidable delays” means delays which are the direct result of acts of God, unforeseen adverse weather conditions, strikes, other labor troubles, fire or other casualty to the Municipal Improvements, litigation commenced by third parties which, by injunction or other similar judicial action, directly results in delays, or acts of any federal, state or local governmental unit, and which directly results in delays.
 - ii. Failure by the Developer to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under the Development Agreement.

b. **Remedies on Default.** Whenever any Event of Default occurs, the City may undertake any one or more of the following:

- i. The City may suspend its performance under the Development Agreement until it receives assurances from the Developer, deemed adequate by the City, that the Developer will cure its default and continue its performance under the Development Agreement. Suspension of performance includes the right of the City to withhold permits including, but not limited to, building permits.
- ii. The City may initiate such action, including legal, equitable or administrative action, as is necessary for the City to secure performance of any provision of the Development Agreement or recover any amounts due under the Development Agreement from the Developer, or immediately draw on the financial guarantees provided by the Developer pursuant to the Development Agreement.
- iii. The City may draw upon any escrow or financial guarantee established pursuant to this Agreement.
- iv. The Developer agrees that if the escrow or financial guarantee is insufficient or terminates, the City has the right to use the special assessment process under Minnesota Statutes chapter 429 to construct and pay for uncompleted Developer Installed Municipal Improvements or to correct and repair any improvements under warranty. This constitutes a petition to undertake such public improvements under Minnesota Statutes chapter 429, and waiver of any and all rights to notices, hearings and appeal under said chapter.

15. **Notice and Demands.** A notice, demand or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if

it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally; to the addresses as follows:

a. Developer: Isanti Family Dental P.L.L.C
401 Cherrywood Street NE
Isanti MN 55040

b. City: City of Isanti
City Administrator
P.O. Box 428
Isanti, MN 55040

Either party may designate an additional or another address upon giving notice to the other party pursuant to this paragraph.

16. **Disclaimer of Relationship.** Nothing contained in this Agreement or any Development Agreement nor any act by the City or the Developer shall be deemed or construed by any person to create any relationship of a third-party beneficiary, principal and agent, limited or general partner, or joint venture among the City, the Developer, and/or any third party.

17. **Receipt Acknowledgment.** The City shall acknowledge receipt of the funds received at the time the Development Agreement is signed.

18. **Other Provisions.**

a. **Modifications.** The Development Agreement may be modified solely through written amendments hereto executed by the Developer and the City.

b. **Counterparts.** The Development Agreement may be executed in any number of counterparts, each one of which shall constitute one and the same instrument.

- c. **Judicial Interpretation.** Should any provision of the Development Agreement require judicial interpretation, the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agent or attorney prepared the same, it being agreed that the agents and attorneys of both parties have participated in the preparation thereof.
- d. **Governing Law.** The Development Agreement shall be construed under the laws of the State of Minnesota.
- e. **Severable Provisions.** If any word, phrase, clause or part of this Agreement is found unenforceable, the balance of the Agreement shall remain in full force and effect.

The Remainder of this page is left intentionally blank.

IN WITNESS WHEREOF, the City and Developer have caused this Agreement to be duly executed on the day and year first above written.

CITY OF ISANTI

By:

Mayor

Attest:

City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ISANTI)

On this _____ day of _____, 2021, before me, a Notary Public, personally appeared Jeff Johnson and Jaden Strand, of the City of Isanti, a Minnesota municipality within the State of Minnesota, and that said instrument was signed on behalf of the City of Isanti by the Mayor and City Clerk and, hereby acknowledge said instrument to be the free act and deed of said City of Isanti.

Notary Public

RESOLUTION 2021-XXX**CANCELLING DEFERRED SPECIAL ASSESSEMENT**

WHEREAS, the City of Isanti approved, by Resolution 90-34, certain improvement projects pursuant to Minnesota Statutes; and,

WHEREAS, the City of Isanti did construct various improvement projects as hereinafter identified and assessed the benefitted properties by Resolution 91-28; and,

WHEREAS, the assessment for the real property with PID 16.031.0200 (“the Property”) was deferred; and,

WHEREAS, the utility service connections that would have activated the deferred assessment were never constructed;

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

1. The deferred assessment on the Property in the amount of \$7,863.26 for improvements made in 1990/1991 and first levied in 1992 is cancelled.
2. City staff is directed to record documentation as necessary with the Isanti County Recorder to memorialize the cancellation.

This Resolution is hereby approved by the Isanti City Council this 21st day of September 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Isanti Police Department Monthly Report

August 2021

<u>Reported Crime</u>	<u>Month to Date</u>	<u>Year to Date</u>
Theft	14	73
Assault	3	32
Vandalism/Damage to Property	3	36
Narcotics	1	22
Burglary	0	6
Domestics	4	43
Crim Sex	0	7
Robbery	0	0
Loud Party/Disturbance	6	49
Medical	48	283
Permit to Purchase	8	73
Security Check / Extra Patrol	385	3,085

<u>Traffic Offenses</u>	<u>Month to Date</u>	<u>Year to Date</u>
No Insurance	9	45
DUI	1	14
Accidents	15	76
Hit & Run	1	1
Warrant P/U	7	39
Speed	13	122
DAR/DAS	12	43
Administrative Citations (Including Speed)	8	70

<u>Squad Mileage</u>	<u>Month End Mileage</u>	<u>Month Miles</u>	<u>YTD Miles</u>
Ford Explorer 221	100,642	981	4,841
Ford Explorer 224	99,591	823	6,554
Ford F150 225	48,450	3,409	7,178
Chevy Impala 223	Not Available	#VALUE!	#VALUE!
Dodge Durango 226	36,246	1,585	10,252
Dodge Durango 227	42,446	1,718	11,038
Dodge Durango 228	22,339	1,668	14,653
Chevy Tahoe 229	9,759	1,112	9,759

* Reflects 2 months. Was out of service for July report

[illegible]

CITY OF ISANTI MONTHLY REPORT

August 2021

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	11	124	\$0.00	\$0.00	\$11.00	\$24.00	\$880.00	\$9,920.00		
DECK	3	23	\$0.00	\$8,000.00	\$3.00	\$9.50	\$900.00	\$6,656.40		
LL FINISH	0	17	\$0.00	\$7,000.00	\$0.00	\$1.00	\$0.00	\$4,278.88		
REMODEL / ADDITION	3	5	\$30,000.00	\$45,650.00	\$26.00	\$26.00	\$1,440.00	\$2,038.20		
GARAGE / SHED	0	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00		
MISCELLANEOUS	18	133	\$0.00	\$65,000.00	\$18.00	\$38.00	\$1,510.00	\$13,869.99		
SINGLE DWELLINGS	5	51	\$1,132,552.36	\$10,008,976.73	\$548.48	\$1,092.21	\$14,341.90	\$140,364.90		
MULTI DWELLINGS	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	15	106	\$0.00	\$0.00	\$15.00	\$29.00	\$1,125.00	\$7,870.00		
PLUMBING	7	91	\$0.00	\$0.00	\$7.00	\$16.00	\$618.00	\$7,380.00		
RESIDENTIAL TOTAL	62	551	\$1,162,552.36	\$10,134,626.73	\$628.48	\$1,235.71	\$20,814.90	\$192,458.37		
COMMERCIAL										
NEW BUILDINGS	0	1	\$0.00	\$1,918,900.00	\$0.00	\$0.00	\$0.00	\$0.00		
REMODEL / ADDITION	0	1	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$1,815.00		
PLUMBING	0	6	\$0.00	\$0.00	\$0.00	\$4.25	\$0.00	\$770.50		
MECHANICAL	0	4	\$0.00	\$0.00	\$0.00	\$5.25	\$0.00	\$365.38		
ROOF / SIDING	0	2	\$0.00	\$15,150.00	\$0.00	\$0.00	\$0.00	\$1,728.50		
MISCELLANEOUS	5	53	\$0.00	\$673,390.00	\$3.00	\$21.68	\$429.00	\$14,096.90		
COMMERCIAL TOTAL	5	67	\$0.00	\$2,707,440.00	\$3.00	\$31.18	\$429.00	\$18,776.28		
RESIDENTIAL/COMMERCIAL TOTAL	67	618	\$1,162,552.36	\$12,842,066.73	\$631.48	\$1,266.89	\$21,243.90	\$211,234.65	\$31,875.00	\$331,196.00

YEARLY BUILDING PERMIT COMPARISONS

THRU 8/31/2021

Year	# permits	Single units	Multi units	Commercial	Permit Value	Permit Fees	WAC/SAC Fees
2014	344	27	0	1	\$12,662,701.00	\$138,229.51	\$209,277.00
2015	311	25	0	0	\$6,099,434.06	\$109,478.42	\$167,643.00
2016	417	49	0	4	\$16,709,769.82	\$232,549.92	\$497,819.88
2017	475	62	0	1	\$12,069,661.50	\$204,519.45	\$489,648.80
2018	492	66	0	2	\$17,494,372.86	\$269,013.08	\$380,152.00
2019	494	57	0	1	\$12,851,393.56	\$220,335.78	\$323,654.00
2020	646	64	0	0	\$12,693,163.42	\$243,123.22	\$364,083.00
2021	618	51	0	1	\$12,842,066.73	\$211,234.65	\$331,196.00

MONTHLY COMPARISON FOR 2021

Month	# Permits	Permit Value	Permit Fees
January	37	\$264,490.00	\$7,048.43
February	81	\$1,945,632.00	\$33,478.30
March	72	\$404,636.00	\$14,229.50
April	101	\$2,134,357.00	\$37,993.50
May	105	\$3,959,650.00	\$43,279.90
June	76	\$1,730,398.00	\$30,338.69
July	76	\$1,039,961.00	\$20,638.53
August	67	\$1,162,552.36	\$21,243.90
September	3	\$200,390.37	\$2,983.90
October	0	\$0.00	\$0.00
November	0	\$0.00	\$0.00
December	0	\$0.00	\$0.00
Totals	618	\$12,842,066.73	\$211,234.65

**MEMORANDUM**

Date: September 15, 2021
To: Honorable Mayor Johnson and Members of the City Council
From: Jason W Cook, P.E.
City Engineer
Subject: Project Status Report
Project No.: 0R1.123130

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

- 1) **Liquor Store Site**
Parking lot curb & gutter & sidewalk are in. Paving scheduled later this month. The building will continue to be constructed.
- 2) **Main Street Reconstruction**
Final Paving is scheduled for late September. Work is scheduled to be completed by early October.
- 3) **Eagle Park Parking Lot Reconstruction**
Final Paving is scheduled for late September. Work is scheduled to be completed by early October.
- 4) **Heritage Walk Improvements**
Sidewalk is scheduled for late September. Work is scheduled to be completed by early October.
- 5) **2021 Pavement Management Project**
Mill & Overlay is complete. Sealcoating will be completed this month. All work is scheduled to be completed by the end of the month.
- 6) **2021 Storm System Management Project**
The Whiskey Road storm sewer is complete. The remaining maintenance items are scheduled to be completed in October.
- 7) **6th Avenue Rehabilitation**
The rejected sod is scheduled to be replaced by September 17th. Once this sod is accepted the project can be closed out.
- 8) **Legacy Pines 2nd & 3rd Additions**
Street signs and turf establishment will be addressed this month. The final pavement lift on Eagle Street is scheduled to be completed next spring.
- 9) **Fairway Greens South Development**
A portion of the project is planned for construction this fall.
- 10) **Fairway Greens North Development**
A portion of the first addition is planned for construction this fall.
- 11) **MS4 Implementation**
We will continue to assist the City as requested to meet MS4 requirements.

Please contact me if you have any questions.