



HAMBURG CITY COUNCIL AGENDA AUGUST 16, 2016

1. **Call City Council Meeting to Order at 7:00**
 - **Pledge of Allegiance**

2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*

3. **Agenda Review (Added Items) and Adoption**

4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
 - **Approve Minutes for May & June 2016**
 - **Approve Service Agreement for Joint Assessment w/ Carver County**
 - **Approve Resolution Number 2016-04 (2040 Comp Plan Update Funding)**
 - **Letter Dated July 28, 2016 from Council Member Richard Odoms**
 - **Water Wells Usage/Water Consumption Report for June 2016**
 - **Delinquent Utility Bills Report**
 - **Time-Off Request (Greg Schultz)**
 - **Xcel Energy Rate Increase Notice**
 - **LMC Codification Services (City Ordinances)**
 - **Mediacom Monthly Rental Pricing**

5. **Timberline Wood Products/Donnie Dammann**
 - **Long Term Land Use (YA Township)**

6. **Fire Department Report – Chief Justin Buckentin**
 - **New HFD Member Matt Eischens**
 - **Fire Chiefs Convention**
 - **MBFTE Reimbursement for Training**
 - **HFD Handbook/Policies**
 - **National Night Out**
 - **City Offices**

7. **Old City Business (Memo)**
 - **County Road Maintenance Agreement (Carver County)**
 - **Water Meter Upgrades/Radio Read (Cost Estimates)**
 - **Building Inspections/Code**
 - **411 Maria Avenue (Old City Hall)**
 - **340 Railroad Street (Building)**
 - **153 Jacob Street (Shed)**



***HAMBURG CITY COUNCIL AGENDA
AUGUST 16, 2016***

- **Steve Trebesch (419 ½ RR Street)**
 - **Cargo Storage Container**
 - **Public Hearing**
 - **Water Meter Upgrades/Radio Read**
- 8. Public Works & Utilities Report**
- **Water/Wastewater Services**
 - **City Shop Repairs**
 - **Community Center Roof/Bathroom Repairs**
 - **Paint CC Parking Lot/Curbs (\$1,000)**
 - **Drainage (Private Drive - 416 Jacob Street)**
- 9. City Clerk/Treasurer Report**
- **Solicitor Permit (Taago Keller)**
 - **US Solar (Community Solar Garden)**
 - **Engagement Letter for GASB 67/68 Actuarial Services (HFDRA)**
 - **Xcel Energy**
 - **Temporary Family Health Care Dwellings**
 - **2040 Comprehensive Plan Update**
 - **Health Insurance Renewal**
 - **2017 Budget Workshop Dates**
- 10. Approve Payment of July 2016 Added Claims (\$)**
Approve Payment of August 2016 Claims
- 11. City Council Reports**
- **Councilmember Richard Odoms (Water/Sewer)**
 - **Councilmember Bob Gregonis (Streets)**
 - **Councilmember Chris Lund (Parks)**
 - **Councilmember Steve Trebesch (Buildings)**
 - **Mayor Richard Malz**
- 12. Adjourn City Council Meeting**

**CITY OF HAMBURG
NOTICE OF CITY COUNCIL MEETING
DATE CHANGE**

Notice is hereby given that the Hamburg City Council has changed the City Council meeting scheduled to be held **Tuesday, August 9th, 2016 at 7:00 PM** to **Tuesday, August 16th, 2016 at 7:00 PM.**

The next regularly scheduled meeting of the Hamburg City Council will be held on **Tuesday, September 13th, 2016, starting at 7:00 p.m.** at the Hamburg Community Center, 181 Broadway Avenue, Hamburg, MN.

Jeremy Gruenhagen
City Clerk/Treasurer

City of Hamburg Notice of Filing for City Election

NOTICE IS HEREBY GIVEN that filings for Mayor and City Council will open August 2, 2016 and close August 16, 2016 at 5:00 p.m. **OFFICES TO BE FILLED:** One (1) Mayoral position, which serves a two-year term and two (2) Council Member positions, which serve a four-year term. All terms begin January 1, 2017.

Affidavits of Candidacy will be available and received weekdays beginning August 2, 2016 at the Hamburg City Hall, 181 Broadway Ave., during regular business hours of 8:00 a.m. to 4:30 p.m. and until 5:00 p.m., August 16, 2016. You must state as to which seat or position that you are filing for on your Affidavit.

The following criteria must be met for the mayor or council seats. The candidate:

- Must be an eligible voter;
- Has no other affidavit on file as a candidate for any office at the general election;
- Is, or will be on assuming office, 21 years of age or more;
- Will have maintained residence in the City of Hamburg for 30 days before the election; and
- Must pay the **\$2.00 filing fee** at the time of the filing.

The Election for these City Offices will be held on Tuesday, November 8, 2016 in the City of Hamburg, County of Carver, State of Minnesota between 7:00 a.m. and 8:00 p.m.

Jeremy Gruenhagen
Hamburg City Clerk/Treasurer

(Published in the NYA Times – July 7th & 14th, 2016.)

SERVICE AGREEMENT FOR JOINT ASSESSMENT

This Agreement is entered into by and between the County of Carver, 600 East 4th Street, Chaska, Minnesota 55318, through Carver County Assessor, (hereafter "County") and City of Hamburg, 181 Broadway Avenue, P.O. Box 248, Hamburg, MN 55339-9405, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as the Town.

WHEREAS, the Town desires to enter into an agreement with the County to provide for the assessment of property in said Town by the County Assessor's Office; and

WHEREAS, Minn.Stat. § 273.072 and Minn.Stat. § 471.59 permit such an agreement for joint assessment;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

- 1) **Term.** That the Town, which is situated in the County of Carver, and which constitutes a separate assessment district, shall have its property within Carver County assessed by the Carver County Assessor for the assessment date of January 2, 2017. All work necessary to the establishment of the estimated market value for each Carver County parcel in the Town shall be performed by the Carver County Assessor or by one or more of the licensed assessors under his/her direction and supervision.
- 2) **Cooperation.** It is hereby agreed that the Town and all of its officers, agents and employees shall render full cooperation and assistance to the County to facilitate the provision of the services contemplated hereby.
- 3) **Payment Amount.** The Town shall pay to the County for the assessment of property with Carver County the sum of twelve dollars and fifty cents (\$12.50) per residential valuation, thirteen dollars and no cents (\$13.00) per agricultural valuation, and fourteen dollars and no cents (\$14.00) per commercial/industrial valuation (for the assessment of January 2, 2017) existing or created before the closing of the relative assessment year.
- 4) **Payment terms.** Full payment of all claims submitted by the County Assessor for relative assessment dates shall be received by the County no later than November 15th of the respective years.
- 5) The County agrees that in each year of this Agreement it shall, by its County Assessor or one or more of his/her deputies, view and determine the market value of at least twenty percent (20%) of the parcels within this taxing jurisdiction. It is further agreed that the County shall have on file documentation of those parcels – physically inspected for each year of this Agreement.
- 6) **Data Privacy.** Pursuant to Minn. Stat. Chap. 13, the parties agree to maintain and protect data received or to which they have access. No private or confidential data developed, maintained or received by the Town under this agreement may be released to

the public by the Town. The Town agrees to indemnify and hold the County, its agents and employees, harmless from any and all claims or causes of action arising from or in any manner attributable to any violation of the Minnesota Government Data Practices Act by Town or its agents, assigns, or employees, including legal fees and expenses incurred to enforce this provision of this agreement.

- 7) **Mutual Indemnification.** The Parties' total liability under this Agreement shall be governed by Minn. Stat. § 471.59, subd. 1a.

Each Party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this Agreement, to the extent authorized by law and shall not be responsible for the acts/omissions of the other Party and the results thereof. For purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minn. Stat. § 466.04, subd. 1.

Each Party agrees to defend, hold harmless, and indemnify the other Party, its officials, agents, and employees, from any liability, loss, or damages the other Party may suffer or incur as the result of demands, claims, judgments, or cost arising out of or caused by the indemnifying Party's negligence in the performance of its respective obligations under this Agreement. This provision shall not be construed nor operate as a waiver of any applicable limitation of liability, defenses, immunities, or exceptions by statute or common law.

To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

- 8) **No Joint Venture.** Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the County. No tenure or any rights including worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to County employees, including indemnification for third party personal injury/property damage claims, shall accrue to the Town or employees of the Town performing services under this Agreement.
- 9) **Records: Availability and Retention.** Pursuant to Minn. Stat. §16C.05, subd. 5, the Town agrees that the County, the State Auditor, or any of their duly authorized

representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Town and involve transactions relating to this Agreement. Town agrees to maintain these records for a period of six years from the date of termination of this Agreement.

- 10) **Merger and Modification.** It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control.

Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

- 11) **Default and Cancellation.** If the Town fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Town’s default is excused by the County, the County may, upon written notice to the Town’s representative listed herein, cancel this Agreement in its entirety as indicated in (b.) below.

This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.

Representatives for each of the parties to this Agreement are as listed below:

<u>Town/City</u>	<u>County/Division</u>
Hamburg	Angela Johnson
Jeremy Gruenhagen	Carver County Assessor
181 Broadway Avenue	600 E 4 th Street Chaska MN 55318
P.O. Box 248	ajohnson@co.carver.mn.us
Hamburg, MN 55339-9405	

- 12) **Subcontracting and Assignment.** Neither party shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the other party and subject to such conditions and provisions as the other party may deem necessary. The party attempting to subcontract or assign its obligations shall be responsible for the performance of all Subcontractors.

No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement,

or their successors.

- 13) **Nondiscrimination.** During the performance of this Agreement, the Town agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.
- 14) **Health and Safety.** Each party shall be solely responsible for the health and safety of its employees and subcontractor's employees in connection with the services performed in accordance with this Agreement. Each party shall ensure that all employees, including those of all subcontractors, have received training required to properly and safely perform services outlined in this Agreement.
- 15) **No Waiver.** Nothing in this Agreement shall constitute a waiver by the either party of any statute of limitations or exceptions on liability. If the either party fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 16) **Severability.** If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.
- 17) **Applicable Laws.** The Laws of the State of Minnesota shall apply to this Agreement.

IN WITNESS WHEREOF, the City/Township of Hamburg has caused this Agreement to be executed by its Chairperson/Mayor and its Town Clerk by the authority of its governing body by a duly adopted resolution on

This the _____ day of _____, 2016 ____.

The County of Carver has caused this Agreement to be executed by its Chairperson and the County Assessor pursuant to the authority of the Board of Commissioners by resolution adopted on

This the _____ day of _____, 2016 ____.

CITY/TOWNSHIP OF Hamburg

COUNTY OF CARVER

By: _____
Chairperson/Mayor

By: _____
James Ische, Chairperson
Board of Commissioners

By: _____
Clerk

Attest: _____
Dave Hemze/County Admin.

And: _____
Angela Johnson
County Assessor

Approved as to form:

City Attorney/ Date

Approved as to form:

Assistant County Attorney/Date

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2016-04**

**A RESOLUTION IDENTIFYING THE NEED FOR FUNDING
TO COMPLETE ITS 2040 COMPREHENSIVE PLAN UPDATE
AND AUTHORIZING AN APPLICATION FOR
PLANNING ASSISTANCE GRANT FUNDS**

WHEREAS, the City of Hamburg must review and update its comprehensive plan as required by the “decennial” review provision of Minnesota Statutes section 473.864 , subdivision 2; and

WHEREAS, on April 27, 2016, the Metropolitan Council adopted need-based eligibility criteria for awarding available local planning assistance grant funds and established maximum grant amounts for eligible grantees to help grantees review and update their comprehensive plans as required by the “decennial” review provisions of Minnesota Statutes section 473.864, subdivision 2; and

WHEREAS, the City is an eligible city, county, or town in the metropolitan area as defined in Minnesota Statutes section 473.121; and

WHEREAS, planning assistance grant funds will be made available to eligible applicants subject to terms and conditions contained in Metropolitan Council grant agreements.

NOW, THEREFORE, BE IT RESOLVED, the City Council authorizes its City Clerk/Treasurer and City Planner to:

- 1) submit on behalf of the City an application to the Metropolitan Council for Local Planning Assistance grant funds for the decennial review and update of the City’s local comprehensive plan required under Minnesota Statutes section 473.864; and
- 2) execute on behalf of the City a grant agreement with the Metropolitan Council for planning assistance grant funds.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 16th day of August, 2016.

Richard Malz, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



RICHARD ODOMS

Hamburg City Council Member
150 Jacob Street
Hamburg, Minnesota 55339
Telephone: (612) 460-8212
City Hall: (952) 467-3232



Please Visit My

OFFICIAL HAMBURG CITY COUNCIL MEMBER WEBSITE

www.hamburgminnesota.com

July 28, 2016

Jeremy Gruenhagen, City Clerk/Treasurer
City of Hamburg
181 Broadway Avenue
Hamburg, Minnesota
55339

Dear Mr. Gruenhagen:

Because the date of the regular City Council meeting scheduled for August 9th was changed to August 16th, I will be unable to attend the Tuesday, August 16th meeting because of a 'work conflict'.

Similarly, because of a 'work conflict', I will also be unable to attend the National Night Out event scheduled for Tuesday, August 2nd.

My personal check for payment of our June utility service is also enclosed with this letter.

Lastly, please be advised that because of the intentional abuse(s) that I discovered occurred on May 30, 2016 and other subsequent dates to my city-issued e-mail address, the resultant consequences that I have encountered and have been forced to endure and deal with because of those abuses, make it inappropriate for me to check any e-mails to that city-issued e-mail address.

If the city has need to communicate with me, please contact me using the telephone number shown above and below.

Thank you.

Sincerely,

Richard Odoms
Hamburg City Council Member
150 Jacob Street
Hamburg, Minnesota 55339
(612) 460-8212



RICHARD ODOMS

Hamburg City Council Member
150 Jacob Street
Hamburg, Minnesota 55339
Telephone: (612) 460-8212
City Hall: (952) 467-3232



rodomschmn@cityofhamburgmn.com

www.hamburgminnesota.com

June 14, 2016

Hamburg City Council
181 Broadway Avenue
Hamburg, Minnesota 55339

Dear Mayor Malz & Other City Council Members:

I recently became aware of an 'event' involving criminal activity against me that took place on May 30, 2016. What took place has also 'shed new light' on my 'computer hard drive' that I sent to the FBI for 'safekeeping' last August as well as the 'mysterious disappearance' of my February utility bill payment.

What took place on May 30th makes me the victim of a criminal act. As such, I have filed a formal criminal complaint report with the Carver County Sheriff's Office and requested that a formal, criminal investigation commence. I have also asked that the person or persons found to be involved, regardless of who they are or the position they hold, be held fully accountable for their actions and that they be criminally prosecuted to the fullest extent of the law.

Additionally, I am deeply troubled with what I have observed taking place in this city involving the deleterious, heinous 'events' of, and the actions by, Hamburg City Officials individually as well as collectively, since approximately September 2014. Two particular disturbing topics that gravely concern me is the blatant untruthfulness and subsequent 'cover ups' by Hamburg City Officials that began in approximately November 2014 and exist yet to this day.

Of the many options and alternatives available to me as well as being the 'target' of these heinous and deleterious 'events' and actions, I have chosen to file a second formal criminal complaint report with the Carver County Sheriff's Office requesting that they thoroughly investigate what has taken place by the other Hamburg City Officials during the time period specified, and that those Officials involved be held fully accountable for their actions, regardless of who they are or the position that they may hold and also be criminally prosecuted to the fullest extent of the law.

Therefore, and because of these two investigations that I have requested to be initiated by the Carver County Sheriff's Office, please be advised that it is only prudent, appropriate, fitting and proper for me to **NOT** make any further comments, specifically during City Council meetings, relating to anything that might be remotely related to the two complaints that I have filed with the Carver County Sheriff's Department and what might be investigated by that Agency.

To prevent any interference with these requested investigations, I will only address current 'normal city business' while attending Hamburg City Council meetings until further notice.

Very sincerely yours,

Richard E. Odoms, Hamburg City Council Member
150 Jacob Street
Hamburg, Minnesota 55339
(612) 460-8212

**City of Hamburg
Water/Wastewater Report
June, 2016**

DRINKING WATER

I. Facilities Data:

Total Finished Water Metered From Filter:			
Avg. daily - 39,551 gal	Max. day - 67,032 gal	Month Total - 1,186,534 gal	
Water Pumped through Filters (from Well #2):			
Avg. daily - 19,807 gal	Max. day - 43,322 gal	Month - 594,220 gal	
Water Pumped through Filters (from Well #3):			
Avg. daily - 19,892 gal	Max. day - 36,816 gal	Month - 596,760 gal	
Fluoride Test Info:			
Avg. daily concentration - 0.8 mg/l	Required concentration - 0.5 -0.9 mg/l		
Total Chlorine Test Info:			
Avg. daily concentration - 1.19 mg/l	Recommended concentration - 1.0 -2.0 mg/l		
Treatment Chemicals Used for the Month:			
Chlorine - 26.5 gal	Fluoride - 21.25 gal (7.5:1 mix)	Permanganate - 14	gal

II. Water Operations Information:

- The MN Dept. of Health (MDH) Monthly Fluoridation report was completed/submitted.
- The State schedule for sample collection and submittal did not require any samples to be collected/submitted to the state in June-2016.
- Weekly fluoride and chlorine residual analysis was complete during the month from samples collected from different areas of town. Greg does these onsite water analysis for fluoride and chlorine.
- The water plant detention tank was flushed.
- While Greg had some vacation days of, I took rounds for him and checked/measured the ponds and completed the water testing.
- Greg got the piece of the old tower pipe back from the welding shop, where they welded a screen onto it. We installed it onto the bottom of the tower leg and will add a brace to make it solid.



- As part of our quarterly tasks, we removed the water plant sodium permanganate feed lines and flushed them with clean water. We then ran the system on clean water over the weekend to completely flush the system out. We then reconnected the lines and primed the system to get it restarted.
- Greg and I worked on the water plant touchpad to find how to disable the backwash from its normal Monday backwash so that the system wouldn't alarm on Monday July 4th.
 - If the tower isn't full enough with water when the backwash starts the system will alarm that the water level is getting low.
 - The system was put back to normal on the Tuesday July 5th.

WASTEWATER TREATMENT

I. Facilities Data:

Wastewater Pumped to Ponds:			
Avg. Daily Flow	- 38,626 gal	<i>Avg. Wet Weather Design</i>	- 63,000 gal/day
Max. Day Flow	- 70,741 gal	Monthly Total	- 1,158,780 gal
Pond Discharge Volume: NO POND DISCHARGES DURING JUNE			
Avg. Daily Flow	- 0 Gal/day for <u>0 days</u>	Monthly Total	- 0 gal
CBOD Concentration (Wastewater Strength)			
Quarterly Influent	- 133 mg/l	<i>Design</i>	- 204 mg/l
Effluent (Cal. Month Avg.)	- N/A mg/l	<i>Permit Limit</i>	- 25 mg/l
	- N/A kg/day	<i>Permit Limit</i>	- 53.6 kg/day
Effluent (Max. Cal. Week Avg.)	- N/A mg/l	<i>Permit Limit</i>	- 40 mg/l
	- N/A kg/day	<i>Permit Limit</i>	- 94.6 kg/day
Solids, Total Suspended (TSS) Concentration			
Quarterly Influent	- 60 mg/l		
Effluent (Cal. Month Avg.)	- N/A mg/l	<i>Permit Limit</i>	- 45 mg/l
	- N/A kg/day	<i>Permit Limit</i>	- 96.5 kg/day
Effluent (Max. Cal. Week Avg.)	- N/A mg/l	<i>Permit Limit</i>	- 65 mg/l
	- N/A kg/day	<i>Permit Limit</i>	- 139 kg/day
Phosphorus Concentration			
Quarterly Influent	- 4.9 mg/l		
Effluent (Cal. Month Avg.)	- N/A mg/l	<i>Permit Limit - Monitor Only</i>	
Fecal Coliform Geometric Mean (Applicable May - October)			
Effluent (Cal. Month Geo. Mean)	- N/A CFU/100ml	<i>Permit Limit - 200 CFU/100ml</i>	
pH			
Influent	Quarterly Result - 8.4		
Effluent	Cal. Month Min. - N/A	Cal. Month Max. - 8.99	<i>Permit Limit 6.0 - 9.0</i>
Dissolved Oxygen (DO)			
Effluent (Cal. Month Minimum)	- N/A mg/l	<i>Permit Limit - Monitor Only</i>	

II. Wastewater Operations Information:

- The MPCA Monthly Discharge Monitoring Report was completed and submitted.
- Greg and I worked through the MPCA reports and eDMR together, with Greg making the entries and the actual online submittal through his account. We will continue with this process each month until Greg totally understands it. This process will take a while because of the eDMR system and training with excel.
- Quarterly influent sampling were collected from the manhole be the lift station as required with-in the permit. These samples are collected over a 4-hour period and composited together before packaging for the lab courier to pick up. We also completed the analysis of the influent pH and temp and logged the date in on the log sheet.
- Greg has been spraying weeds in the rock rip-rap at the ponds off and on to stay ahead of any re-growth of weeds. This is a continual task do to the regrowth of weeds in the rock dikes. This is also tough due to the wind and drift of the weed spray, so times and days are limited when spraying can be done.
 - There are NO trees or brush in the rock rip-rap dikes at the ponds this year.
- I did the rounds and readings for Greg while he had some days off in June. I also did the pond checks and measurements.
- We took the pump and generator down to the south end of Martha Street and pumped the water from the pressure relief manhole to be able to complete the quarterly inspection of the force main valve. No leakage of issues were found. The check and information was recorded on the MPCA supplemental DMR.

Please let me know of any questions that you may have.

Sincerely,

Curt Reetz 

Consulting Water/Wastewater Operator
W.W.O.T.A. Inc

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: 8-3-2016

Employee Name: Greg Schultz

Dates Requesting Time-Off: 8-26-2016

How many **Vacation** hours will be used? 8 hrs

How many **Compensation** hours will be used? _____

Is there a **Holiday** during your time off? NO

Will there be any time off **without pay**? NO

Will there be any scheduled **Sick Leave** used? NO

Are you requesting more then three consecutive days off? NO

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: _____

Was vacation request approved? _____

- If no, reason request was denied: _____

Greg Schultz _____
Employee Signature Date 8-3-2016

Jeremy Bruerhagen _____
City Clerk/Treasurer Date 8-4-2016

Mayor Date





RATE INCREASE NOTICE

NOTICE OF PUBLIC HEARINGS FOR XCEL ENERGY

Xcel Energy has asked the Minnesota Public Utilities Commission (MPUC) for a three-year increase in electricity rates. For 2016, the requested increase is for \$194.6 million or about 6.4 percent. For 2017, the requested incremental increase is for \$52.1 million or about 1.7 percent. For 2018, the requested incremental increase is for \$50.4 million or 1.7 percent. The total increase for the three-year period is \$297.1 million or about 9.8 percent.

Alternatively, Xcel Energy has proposed a settlement plan offer which asks the MPUC to approve a five-year increase in electricity rates. Under this rate-setting approach, the requested increase for 2016 is for \$163.7 million or about 5.4 percent, based on the 2016 cost of service. For 2017, 2018, 2019 and 2020, the requested incremental increase for each year is \$54.6 million, or about 1.8 percent per year. Depending upon customer class and use, the actual percentage of any increase will vary under either the three-year or five-year proposal.

We requested the rate changes described in this notice. The MPUC may either grant or deny the requested changes, in whole or in part, and may grant a lesser or greater increase than that requested for any class or classes of service.

The MPUC will likely make its decision about the final rates in 2017. While the MPUC reviews Xcel Energy's request, state law allows Xcel Energy to collect higher rates on an interim (temporary) basis. The interim rate increase for 2016 is \$163.7 million or about 5.5 percent over total current rates. Because Xcel Energy is requesting a multi-year rate plan, we also requested an increase to the interim rate starting January 1, 2017. If approved, the Company will provide additional details before this increase happens. If final rates are lower than interim rates, we will refund customers the difference with interest. If final rates are higher than interim rates, we will not charge customers the difference.

If you move before a refund is issued and we cannot find you, your refund may be treated as abandoned property and sent to the Minnesota Department of Commerce, Unclaimed Property Unit. You can check for unclaimed property at missingmoney.com. To make sure we can send you any refund owed, please provide a forwarding address when you stop service.

PUBLIC HEARINGS

Administrative Law Judge Jeffery Oxley is holding eight public hearings. You are invited to comment on the adequacy and quality of Xcel Energy's service, the level of rates or other related matters. You do not need to be represented by an attorney.

Date	Time	Locations
Tuesday, July 12	1:00 pm	Merriam Park Public Library Meeting Room 1831 Marshall Avenue, St. Paul, MN 55104
Tuesday, July 12	7:00 pm	Earle Brown Heritage Center Tack Room A—Door 1 Entrance 6155 Earle Brown Drive, Minneapolis, MN 55430
Wednesday, July 13	7:00 pm	Intergovernmental Center Mankato Place Entrance 10 Civic Center Plaza, Mankato, MN 56001
Tuesday, July 19	1:00 pm	Wilder Complex Wellstone Lunch Room 3345 Chicago Avenue South – Door 1 Minneapolis, MN 55407
Tuesday, July 19	7:00 pm	Woodbury Central Park Valley Creek Room A 8595 Central Park Place, Woodbury, MN 55125
Wednesday, July 20	7:00 pm	Eden Prairie City Hall Heritage Room 8080 Mitchell Road, Eden Prairie, MN 55344
Tuesday, July 26	7:00 pm	Lake George Municipal Complex Sunroom 1101 7th St. South, St. Cloud, MN 56301
Wednesday, July 27	7:00 pm	Southeast Technical College Room 314 308 Pioneer Road, Red Wing, MN 55066

BAD WEATHER?

Find out if a meeting is canceled—call (toll-free) 855.731.6208 or 651.201.2213, or visit mn.gov/puc

EFFECT OF RATE CHANGES

The chart labeled PROPOSED CHANGE IN AVERAGE MONTHLY BILLS shows the effect of the interim rate increase and the proposal for three annual rate increases on monthly bills for customers with average electricity use. Individual changes may be higher or lower depending on actual electricity usage.

The chart labeled MONTHLY CUSTOMER CHARGES shows the current and proposed 2016 and 2017 monthly customer charges.

The chart labeled ENERGY (PER KWH) AND DEMAND (PER KW) RATES shows the effect of Xcel Energy's proposal on 2016 and 2017 energy and demand charges for each class of ratepayers.

For 2018 rates, Xcel Energy proposed a 2.026 percent General Rate Surcharge applicable to the customer, energy (kWh) and demand (kW) charge components of 2017 rates.

MONTHLY CUSTOMER CHARGES

Customer Type	Current	Proposed 2016	Proposed 2017
Residential			
Overhead line	\$8.00	\$10.00	\$10.00
Overhead line - electric heating	\$10.00	\$12.00	\$12.00
Underground line	\$10.00	\$12.00	\$12.00
Underground line - electric heating	\$12.00	\$14.00	\$14.00
Small Commercial			
Small General	\$10.00	\$12.00	\$12.00
Small General Time-of-Day	\$12.00	\$14.00	\$14.00
Commercial and Industrial			
General	\$25.75	\$25.78	\$25.78
General Time-of-Day	\$29.75	\$29.78	\$29.78
Peak-Controlled	\$55.00	\$55.00	\$55.00
Peak-Controlled Time-of-Day	\$55.00	\$55.00	\$55.00

ENERGY (PER KWH) AND DEMAND (PER KW) RATES

Customer Type	Current	Proposed 2016	Proposed 2017
Residential			
Energy: Summer (June-Sept)	9.395 ¢	10.548 ¢	10.865 ¢
Energy: Winter (Other months)	8.040 ¢	8.998 ¢	9.285 ¢
Energy: Winter - electric heating	5.819 ¢	6.105 ¢	6.394 ¢
Small General			
Energy: Summer	8.787 ¢	9.415 ¢	9.655 ¢
Energy: Winter	7.432 ¢	7.866 ¢	8.076 ¢
Small General Time-of-Day			
Energy: On-Peak Summer	15.123 ¢	15.124 ¢	15.443 ¢
Energy: On-Peak Winter	12.280 ¢	11.862 ¢	12.118 ¢
Energy: Off-Peak Summer	3.015 ¢	4.252 ¢	4.420 ¢
Energy: Off-Peak Winter	3.015 ¢	4.252 ¢	4.420 ¢
General			
Energy	3.201 ¢	3.564 ¢	3.619 ¢
Demand: Summer	\$14.07	\$15.52	\$15.79
Demand: Winter	\$9.96	\$10.92	\$11.09
General Time-of-Day			
Energy: On-Peak	4.482 ¢	5.079 ¢	5.158 ¢
Energy: Off-Peak	2.233 ¢	2.449 ¢	2.487 ¢
Demand: Summer	\$14.07	\$15.52	\$15.79
Demand: Winter	\$9.96	\$10.92	\$11.09

PROPOSED CHANGE IN AVERAGE MONTHLY BILLS

Customer Class	Average Monthly Usage (kWh)	Present Monthly Bill***	2016 Interim Monthly Increase**	Proposed 2016 Final Monthly Increase**	Proposed 2017 Final Monthly Increase**	Proposed 2018 Final Monthly Increase**
Residential-Overhead line service	544	\$71.11	\$4.20	\$6.27	\$7.92	\$9.24
Residential-Underground line service	800	\$102.82	\$6.04	\$8.28	\$10.71	\$12.59
Energy-Controlled (Dual Fuel)	1,050	\$82.58	\$3.87	\$0.65	\$3.70	\$4.90
Small General Service	923	\$112.24	\$6.41	\$3.96	\$6.04	\$7.95
Small General Time-of-Day Service	1,417	\$147.06	\$7.89	\$8.48	\$11.45	\$13.91
General Service	17,014	\$1,677.48	\$89.86	\$82.70	\$103.54	\$130.74
General Time-of-Day Service	168,653	\$13,535.11	\$667.95	\$714.26	\$879.51	\$1,081.99
Peak-Controlled Service	66,550	\$8,200.22	\$467.83	\$397.59	\$524.81	\$670.09
Peak-Controlled Time-of-Day Service	582,250	\$56,211.88	\$2,961.60	\$2,980.17	\$3,768.58	\$4,681.73
Small Municipal Pumping	658	\$82.89	\$4.80	\$3.40	\$4.88	\$6.31
Municipal Pumping	4,826	\$557.31	\$31.53	\$25.80	\$32.88	\$42.40

* The present rate levels identified in this application represent rates authorized in Docket No. E002/GR-13-868

** The present monthly bill and monthly increases do not include the portion of your bill for sales taxes and municipal franchise fees, and may vary by customer based on usage

ACCOMMODATIONS

If any reasonable accommodation is needed to enable you to fully participate in these meetings (e.g., sign language or large print materials), please contact the Office of Administrative Hearings at 651.361.7000 (voice) or 651.361.7878 (TTY) at least one week in advance of the meeting.

EVIDENTIARY HEARINGS

Formal evidentiary hearings on Xcel Energy's proposal start on October 3, 2016, at the MPUC, 121 Seventh Place East, Suite 350, St. Paul. The purpose of the evidentiary hearings is to allow Xcel Energy, the Minnesota Department of Commerce-Division of Energy Resources, the Minnesota Office of Attorney General-Antitrust and Utilities Division, and others to present testimony and to cross-examine each other's witnesses on the proposed rate increase.

SUBMIT WRITTEN COMMENTS

Comment Period:

- Comments accepted through August 10, 2016 at 4:30 p.m.
- Comments must be received by 4:30 p.m. on the close date.
- Comments received after the comment period closes may not be considered.

Online: Visit mn.gov/puc, select *Speak Up!* Find docket 15-826 and add your comments to the discussion.

U.S. Mail: If you wish to include an exhibit or other attachment, please send your comments via U.S. Mail.

Minnesota Public Utilities Commission
121 7th Place East, Suite 350
St. Paul, MN 55101

Written comments are most effective when the following items are included:

1. The Docket Number in the subject line or heading
 - MPUC Docket No. E002/GR-15-826
 - OAH Docket No. 19-2500-33074
2. Your name and connection to the docket
3. The issues that concern you
4. Any knowledge you have about the issues
5. Your recommendation
6. The reason for your recommendation

Important: Comments will be made available to the public on the MPUC's website, except in limited circumstances consistent with the Minnesota Government Data Practices Act. The MPUC does not edit or delete personally identifying information from submissions.

HOW TO LEARN MORE

Xcel Energy's current and proposed rate schedules are available at:

Xcel Energy

414 Nicollet Mall, Minneapolis, MN 55401

Phone: 800.895.4999

Web: xcelenergy.com/Rates (Select Minnesota)

Minnesota Department of Commerce:

85 7th Place East, Suite 500, St. Paul, MN 55101

Phone: 651.539.1534 or 800.657.3710

Web: <http://www.edockets.state.mn.us/EFiling/search.jsp>

(Select 15 in the year field, enter 826 in the number field, select Search, and the list of documents will appear on the next page.)

QUESTIONS ABOUT THE MINNESOTA PUBLIC UTILITIES COMMISSION'S REVIEW PROCESS?

Minnesota Public Utilities Commission

121 7th Place East, Suite 350, St. Paul MN 55101

Phone: 651.296.0406 or 1.800.657.3782

Email: consumer.puc@state.mn.us

Citizens with hearing or speech disabilities may call through their preferred Telecommunications Relay Service.





CONNECTING & INNOVATING
SINCE 1913

Are your city's ordinances organized, up-to-date, and electronically searchable?

If not, now is the time to consider adding codification services to your 2017 budget. More than 250 Minnesota municipalities have trusted the League of Minnesota Cities—in partnership with American Legal Publishing Corporation—to classify their codes. Offered since 2000, our services are affordable and can be tailored to your city's needs.

Options include:

- **Customized codes** that are based on your city's existing ordinances. This service includes a legal review and suggested changes. We have provided more than 150 customized codes since 2000. The cost for this option is based on the number of pages in the final code, and payment can be spread over two budget years.
- The **Minnesota Basic Code of Ordinances (MBC)**, a complete model code of ordinances created in compliance with state law. This option contains more than 300 pages of provisions on subjects typically encountered by cities with populations of 2,000 or less. While specifically designed for small cities, this code may also be useful to larger cities that would like to have a comprehensive set of model ordinances. The MBC can be tailored to meet local needs, but extensive revisions are not recommended since much of the language has been tested in the courts and/or is required by statutes or rules. Over 100 cities have purchased this code. The current cost is \$880.
- The **Livable City Code (LCC)**, our newest option that is best suited for Minnesota cities with populations below 500. The Livable City Code sets a framework for city administration and common regulations every city needs—such as nuisances, liquor regulation, and city utilities. The LCC is based on the Minnesota Basic Code, includes *only* the provisions that every small city needs, and is intended to be adopted without change (versus the MBC, which can be modified). The current cost is \$495.
- Codes that are delivered in **easy-to-use formats**. A printed binder and CD-ROM are included for free with each option, and online hosting where residents can search the code right from the city's website is available for \$200 per year.

We have the codification experience you need. For more information, to get a proposal for a customized code, or to review a free copy of the Minnesota Basic Code or the Livable City Code, please call Ray Bollhauer, Vice President and Attorney for American Legal Publishing, at (800) 445-5588.

Sincerely,

Amber Eisenschenk
Research and Codification Staff Attorney
League of Minnesota Cities
(651) 281-1227 or (800) 925-1122
aeisenschenk@lmc.org



Theresa Sunde
Senior Manager, Government Relations

July 29, 2016

Dear Government Official:

The purpose of this letter is to inform you that effective on or about September 1, 2016, Mediacom will be adjusting the monthly rental pricing for our digital transport adapters (DTA) as follows:

Product:	Old Rate:	New Rate:	Net Change:
Standard Definition DTA	\$.99	\$1.99	\$1.00
High Definition DTA	\$1.99	\$2.99	\$1.00

As you may recall, Mediacom introduced DTAs to help our customers with older televisions continue to receive their television channels as we transitioned our Broadcast Basic and Expanded Basic video lineups from analog to digital. Recently, Mediacom enhanced the functionality of the DTAs by introducing a new on-screen guide. This on-screen guide allows customers to easily explore TV programming right from their remote control and get information on the shows they want to watch.

Depending on the terms of their contract, certain customers on promotional rates may not be impacted by these DTA pricing changes until the end of their promotional period.

In addition, Mediacom will be combining its high-speed internet modem and EMTA phone adapter equipment charges into a single data and phone modem charge. The standard monthly rental price for data and phone modems will be \$7.50 beginning September 1, 2016. Customers not wishing to lease a modem from Mediacom always have the option of buying their own compatible modem at retail.

If you have any questions, please contact me directly at tsunde@mediacomcc.com.

Sincerely,

Sincerely,

Theresa Sunde

Theresa Sunde
Senior Manager, Government Relations



Figure 7

**Transition Area Long-term Land Uses
Young America Twp**

- Land Use Categories**
- Agriculture/Rural
 - Low Density Residential
 - Medium Density Residential
 - Commercial

- Neighborhood Park Search Area
- Future Trail Corridor
- Future CSAH 50
- City Boundary
- NWI Wetlands
- Approximate Location of MinnCan Pipeline

City of Hamburg
Carver County, MN



Bid Proposal for Hamburg Handheld & Smartpoints

HAMBURG WATER DEPARTMENT
Bid Date: 06/15/2016
HD Supply Bid #: 112006

HD Supply Waterworks
15800 W 79th St
Eden Prairie, MN 55344
Phone: 952-937-9666
Fax: 952-937-8065

Seq#	Qty	Description	Units	Price	Ext Price
10	1	TRIMBLE HANDHELD MODEL 1050 LE INCLUDES COMMAN LINK	EA	3,500.00	3,500.00
30	1	1ST YEAR SUPPORT & SOFTWARE	EA	3,500.00	3,500.00
50	210	510M S/POINT M2 TC SP W/HR&LD	EA	120.00	25,200.00
				Tax	0.00
				Total	32,200.00



Bid Proposal for Hamburg Handheld/Smartpoints & Iper

HAMBURG WATER DEPARTMENT
Bid Date: 06/15/2016
HD Supply Bid #: 112405

HD Supply Waterworks
15800 W 79th St
Eden Prairie, MN 55344
Phone: 952-937-9666
Fax: 952-937-8065

Seq#	Qty	Description	Units	Price	Ext Price
10	1	TRIMBLE HANDHELD MODEL 1050 LE INCLUDES COMMAND LINK	EA	3,500.00	3,500.00
30	1	1ST YEAR SUPPORT & SOFTWARE	EA	3,500.00	3,500.00
50	210	510M S/POINT M2 TC SP W/HR&LD	EA	120.00	25,200.00
70	210	3/4S IPERL 1000G 3-TRM SCRW SM	EA	125.00	26,250.00
				Tax	0.00
				Total	58,450.00



Jeremy Gruenhagen <hamburgcityhall@gmail.com>

411 Maria St. (Hubler)

jhubs714@aol.com <jhubs714@aol.com>
To: hamburgcityhall@gmail.com

Wed, Aug 3, 2016 at 7:30 PM

Hello Jeremy,

Below is the letter that I sent to MNSPECHT on the 25th of July.

July 25th

To: MNSPECT
235 First Street W
Waconia, MN 55387

ATTN: Scott Qualle

Dear Mr. Qualle;

Regarding the building at 411 Maria Ave in Hamburg Minnesota. As the owner of this structure I acknowledge the fact that some of the brick exterior is deteriorating. I have put together a plan to reconcile this problem and make the outside of the structure safe for the public. I currently have cleaned up the pieces of Granite countertop material that had been stored outside. Mayor Malz brought it to my attention that some neighbors had concerns about this and I have since remedied it. As for the brick areas that are deteriorating I feel that the chimney on the west side of the building is the worst area and largest concern. I also have a number of other smaller areas that I will be fixing that are missing small numbers of bricks (2-10 bricks). Below is my tentative timeline and course of action.

1. Respond to the letter I received from the City of Hamburg / MNSPECT. By July 27th 2016.
2. Apply for a building permit through the City of Hamburg on or before August 16th 2016.
3. Repair the deteriorated areas of the western chimney and also multiple areas that have missing bricks. Work on these areas will be completed on or before September 30th 2016.
4. Re-tuckpoint the majority of the building that needs it. I will plan on tuckpointing 500 square feet of exterior surface area per calendar year. This work will not start until 2017.

At this point the stairwell area on the western side of the building that has plywood over it will not be addressed. When I purchased the building it was in this condition. I will investigate this area after work has been completed on the heavy decaying areas that I have pointed out above. I also would like to mention that since I have purchased this building I have replaced the roof and repaired the single panes of glass that were broken out when I purchased it. I feel that even though my work is not quick and timely some progress is better than no progress. I would like to work with the City and MNSPECT to remedy the concerns that have been brought forward.

Sincerely,

Joe Hubler
5595 Eastview Ave,
Minnetrista, MN 55364
[612-940-7978](tel:612-940-7978)

Cargo Container

Dean Johnson <rscmn@spacestar.net>
To: Jeremy Gruenhagen <hamburgcityhall@gmail.com>

Fri, Aug 12, 2016 at 10:58 AM

Jeremy

If there is no reasonable alternative for the proposed structure (e.g., a smaller container or a stick built building that meets the storage needs) and there are special circumstances or unique conditions of the property (e.g., odd shape, smaller than similar zoned properties and such conditions were not created by the applicant [like a subdivision by the applicant that made the property unusable]) then the findings for a variance should be able to be met. The abutting property (City?) factors into this. If there are no impacts on the neighboring property and no objections then it could be OK. Every variance sets a precedent for others to request similar relief from ordinance standards. The more unique the circumstances are with any variance, the less likely the precedent is applicable to other properties. The Building Code also requires property setbacks for permanent commercial structures. You'll need an opinion from the Building Official whether you can do this.

Your ordinance contains variance procedures and findings under the old state statute. The state modified variance determinations since that time. You'll need to follow the new terminology and findings. Below is a variance section from an ordinance I updated this year. Here is what will guide your determination and what you'll have to consider through a variance procedure:

A. The Board of Appeals and Adjustments may grant a variance from the literal provisions of this Ordinance in instances where strict enforcement would cause practical difficulties in the use of property under consideration and when it is demonstrated that such actions would be in harmony with the general purposes of this Ordinance and is consistent with the Empire Township Comprehensive Plan. "Practical difficulties" means:

1. The property in question cannot be used in a reasonable manner under certain requirements of this Ordinance, and
2. The plight of the landowner is due to circumstances unique to the property not created by the landowner, and
3. The variance, if granted, would not alter the essential character of the locality, and
4. Economic considerations alone do not constitute practical difficulties.

A practical difficulty also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems. No variance shall be granted to declare a substandard lot buildable unless, in addition to meeting the above criteria, the applicant has exhausted all reasonable possibility of combining the lot with an adjacent vacant lot. No variance shall be granted to permit a use which is not

allowed in the district in which the land is located.

B. Findings. In making its decisions on a variance request, the Board of Appeals and Adjustments, and the Board of Supervisors upon any appeal, shall make the following minimum findings:

- 1. The applicant proposes to use the property in a reasonable manner.**
- 2. The plight of the applicant is due to circumstances unique to the property not created by the applicant.**
3. Granting the variance would be in harmony with the general purposes of this Ordinance.
4. Granting the variance would be consistent with the Comprehensive Plan.
5. Granting the variance would not alter the essential character of the locality.
6. The decision to grant the variance is not based upon economic considerations alone.
7. Granting the variance will not result in a use that is otherwise not allowed in the zoning district.

Let me know if you have other Qs!

Dean

.....

Dean Johnson

Resource Strategies Corporation (RSC)

1611 Hill Ridge Terrace

Minnetonka, MN 55305

952-513-9548

**CITY OF HAMBURG
APPLICATION FOR
PEDDLER / SOLICITOR / TRANSIENT MERCHANT PERMIT**

Individual Applicant's Name: TAAGO KELLER Date of Birth: 05.30.1992
(First) (Middle) (Last) (mm/dd/yy)

All Other Name(s) in which Applicant Conducts Business: Non

Description of Applicant: 5'3 200 lbs. short hair, Dan eyes

Individual Applicant's Home Address: EDEN PRAIRIE MN 55344
(City) (State) (Zip)

Name of Organization Soliciting: South Western Advantage

Type of Business: Soliciting - educational books and websites

Business Address: 2451 Atriumway TN 37214
FENN Nashville (City) (State) (Zip)

Business Phone: 618 472 2094 Home Phone: ---

Describe the Nature of Business and Goods to be Sold: Soliciting Educational
Books and websites

Your Organization will be Soliciting On:

08.16. - 08.30.2016 8.00 AM - 8.00 PM
Date(s) Time(s)

Driver's License or State I.D. Card Number: 825 52 5316 State: TN

List below as to whether, within the preceding five (5) years, the applicant and/or owner of the business has been convicted of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance, other than traffic offenses:

Non

List Vehicles to Be Used When Soliciting:

<u>250 RYN</u>	<u>TOYOTA CAMRY</u>	_____	_____
(License Plate)	(Make) (Model)	(License Plate)	(Make) (Model)
_____	_____	_____	_____
(License Plate)	(Make) (Model)	(License Plate)	(Make) (Model)

*Attach additional vehicle information if necessary

List Employer or Supplier and Directors of Organization:

Name: TAAGO

_____	_____	_____	_____	_____
(Last)	(First)	(Middle)	Date of Birth	Address
<u>KELLER</u>	<u>TAAGO</u>	<u>-</u>	<u>05.30.1992</u>	<u>13570 Technology Dr., Eden Prairie 55344</u>
(Last)	(First)	(Middle)	Date of Birth	Address
_____	_____	_____	_____	_____
(Last)	(First)	(Middle)	Date of Birth	Address

List Individuals that will be Soliciting:

Name: KELLER TAAGO -

_____	_____	_____	_____	_____
(Last)	(First)	(Middle)	Date of Birth	Address
<u>KELLER</u>	<u>TAAGO</u>	<u>-</u>	<u>05.30.1992</u>	<u>13570 Technology Dr. Eden Prairie 55344</u>
(Last)	(First)	(Middle)	Date of Birth	Address
_____	_____	_____	_____	_____
(Last)	(First)	(Middle)	Date of Birth	Address
_____	_____	_____	_____	_____
(Last)	(First)	(Middle)	Date of Birth	Address

*Attach additional vehicle information if necessary

References:

List Two References That will Attest to the Applicant's Good Character and Business Responsibility:

1. TAAVI SIM 700 MAIN ST N, Hutchinson
(Name) (Address)
2. ERIK PERLIN 2145 Quail Dr. Eden Prairie
(Name) (Address)

Three Most Recent Locations Where Applicant Has Previously Conducted Business:

1. Norwood Young America MN
Name of Municipality & State

13570 Technology Dr. 55344 Eden Prairie
Address from which Business was Conducted

2. Hutchinson MN
Name of Municipality & State

13570 Technology Dr. 55344 Eden Prairie
Address from which Business was Conducted

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of Hamburg City Code under which this license is granted.

Applicant's Signature: 

Date: 07.27.2016

.....

POLICE DEPARTMENT VERIFICATION

A Criminal Background Check of the individual applying has been checked by the Carver County Police Department.

Signature: _____ Date: _____

Title: _____

.....

HAMBURG CITY OFFICE USE

Permit Status: _____ Date Approved: _____ or Date Denied _____

Reason for Denial: _____

Permit No. _____ Fee Paid: \$ _____ Receipt No. _____ Receipt Date: _____

Signature: _____ Date: _____

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- Bills
- Council Meeting
- Election 2016
- FD
- Hall
- Jeremy
- Odoms
- Pictures for notes
- Manage Folders...

City of Hamburg - Save with community solar

David Watts [david.watts@us-solar.com]

Sent: Tuesday, July 12, 2016 3:55 PM

To: Deputy Clerk

Cc: Reed Richerson [reed.richerson@us-solar.com]; Michelle Matthews [michelle.matthews@us-solar.com]

Attachments: [Subscribe and Save with US~1.pdf \(2 MB\)](#) [Open as Web Page];

Dear Tamara Bracht,

We are getting in touch to share some exciting news with you. US Solar now has a Solar Garden under development near Hamburg, which will allow the City of Hamburg to benefit from community solar. For no upfront cost, the City of Hamburg can lock in long-term savings from clean, solar energy.

Utility rates are volatile and can spike without warning. With our flat-rate SunscriptionSM, you can lock in your rate, so your payment in year 1 is the same as your payment in year 25. The more utility rates increase, the more you save. Please see the attached brochure, or click [here](#) to learn more.

US Solar has SunscriptionSM agreements in place with various Twin Cities school districts, counties, and towns, including those awarded through Metropolitan Council. We are a local company that is very experienced in the Minnesota market and committed to reliability and simplicity.

Space at the Solar Garden is limited, and we are approaching only a few select "anchor tenants" at this time. The City of Hamburg is at the top of our list, but the Solar Garden will be subscribed on a first come, first served basis.

We would like to follow up with you directly on this opportunity. Is there a day this week that works for you? I look forward to it.

US SOLAR
Official Solar
Partner



Best regards,
David

David Watts – Project Developer
United States Solar Corporation
100 N 6th St, Suite 222C
Minneapolis, MN 55403
w: 612.294.6978 c: 612.859.7575
david.watts@us-solar.com
us-solar.com

US SOLAR

The information contained in this message is privileged and confidential, and is intended only for the use of the individual named above and others who have been specifically authorized to receive it. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, or if any problems occur with transmission, please contact sender.



Temporary Family Health Care Dwellings of 2016 Allowing Temporary Structures – What it means for Cities

Introduction:

On May 12, 2016, Gov. Dayton signed, into law, a bill creating a new process for landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling.¹ Community desire to provide transitional housing for those with mental or physical impairments and the increased need for short term care for aging family members served as the catalysts behind the legislature taking on this initiative. The resulting legislation sets forth a short term care alternative for a “mentally or physically impaired person”, by allowing them to stay in a “temporary dwelling” on a relative’s or caregiver’s property.²

Where can I read the new law?

Until the state statutes are revised to include bills passed this session, cities can find this new bill at [2016 Laws, Chapter 111](#).

Does the law require cities to follow and implement the new temporary family health care dwelling law?

Yes, unless a city opts out of the new law or currently allows temporary family health care dwellings as a permitted use.

Considerations for cities regarding the opt-out?

These new temporary dwellings address an emerging community need to provide more convenient temporary care. When analyzing whether or not to opt out, cities may want to consider that:

- The new law alters a city’s level of zoning authority for these types of structures.
- While the city’s zoning ordinances for accessories or recreational vehicles do not apply, these structures still must comply with setback requirements.
- A city’s zoning and other ordinances, other than its accessory use or recreational vehicle ordinances, still apply to these structures. Because conflicts may arise between the statute and a city’s local ordinances, cities should confer with their city attorneys to analyze their current ordinances in light of the new law.

¹ [2016 Laws, Chapter 111](#).

² Some cities asked if other states have adopted this type of law. The only states that have a somewhat similar statute at the time of publication of this FAQ are North Carolina and Virginia. It is worth noting that some states have adopted Accessory Dwelling Unit (ADU) statutes to allow granny flats, however, these ADU statutes differ from Minnesota’s Temporary Health Care Dwelling law.

- Although not necessarily a legal issue for the city, it seems worth mentioning that the permit process does not have the individual with the physical or mental impairment or that individual's power of attorney sign the permit application or a consent to release his or her data.
- The application's data requirements may result in the city possessing and maintaining nonpublic data governed by the Minnesota Government Data Practices Act.
- The new law sets forth a permitting system for both cities and counties³. Cities should consider whether there is an interplay between these two statutes.

Do cities need to do anything to have the new law apply in their city?

No, the law goes into effect Sept. 1, 2016 and automatically applies to all cities that do not opt out or don't already allow temporary family health care dwellings as a permitted use under their local ordinances.

Do cities lose the option to opt out after the Sept. 1, 2016 effective date?

No, the law does not set a deadline for opting out, so cities can opt out after Sept. 1, 2016. However, if the city has not opted out by Sept. 1, 2016, then the city must not only have determined a permit fee amount⁴ before that date (if the city wants to have an amount different than the law's default amount), but also must be ready on that date to accept applications and process the permits in accordance with the short timeline required by the law. Cities should consult their city attorney to analyze how to handle applications submitted after Sept. 1, 2016, but still pending at the time of a later opt out.

What if a city already allows a temporary family health care dwelling as a permitted use?

If the city already has designated temporary family health care dwellings as a permitted use, then the law does not apply and the city follows its own ordinance. The city should consult its city attorney for any uncertainty about whether structures currently permitted under existing ordinances qualify as temporary family health care dwellings.

What process should the city follow if it chooses to opt out of this statute?

Cities that wish to opt out of this law must pass an ordinance to do so. The statute does not provide clear guidance on how to treat this opt-out ordinance. However, since the new law adds section 462.3593 to the land use planning act (Minn. Stat. ch. 462), arguably, it may represent the adoption or an amendment of a zoning ordinance, triggering the requirements of Minn. Stat. § 462.357, subd. 2-4, including a public hearing with 10-day published notice. Therefore, cities may want to err on the side of caution and treat the opt-out ordinance as a zoning provision.⁵

³ See Minn. Stat. §394.307

⁴ Cities do have flexibility as to amounts of the permit fee. The law sets, as a default, a fee of \$100 for the initial permit with a \$50 renewal fee, but authorizes a city to provide otherwise by ordinance.

⁵ For smaller communities without zoning at all, those cities still need to adopt an opt-out ordinance. In those instances, it seems less likely that the opt-out ordinance would equate to zoning. Because of the ambiguity of the

Does the League have a model ordinance for opting out of this program?

Yes. Link to opt out ordinance here: [Temporary Family Health Care Dwellings Ordinance](#)

Can cities partially opt out of the temporary family health care dwelling law?

Not likely. The opt-out language of the statute allows a city, by ordinance, to opt out of the requirements of the law but makes no reference to opting out of parts of the law. If a city wanted a program different from the one specified in statute, the most conservative approach would be to opt out of the statute, then adopt an ordinance structured in the manner best suited to the city. Since the law does not explicitly provide for a partial opt out, cities wanting to just partially opt out from the statute should consult their city attorney.

Can a city adopt pieces of this program or change the requirements listed in the statute?

Similar to the answer about partially opting out, the law does not specifically authorize a city to alter the statutory requirements or adopt only just pieces of the statute. Several cities have asked if they could add additional criteria, like regulating placement on driveways, specific lot size limits, or anchoring requirements. As mentioned above, if a city wants a program different from the one specified in the statute, the most conservative approach would involve opting out of the statute in its entirety and then adopting an ordinance structured in the manner best suited to the city. Again, a city should consult its city attorney when considering adopting an altered version of the state law.

What is required in an application for a temporary family health care dwelling permit?

The mandatory application requests very specific information including, but not limited to:⁶

- Name, address, and telephone number of the property owner, the resident of the property (if different than the owner), and the primary care giver;
- Name of the mentally or physically impaired person;
- Proof of care from a provider network, including respite care, primary care or remote monitoring;
- Written certification signed by a Minnesota licensed physician, physician assistant or advanced practice registered nurse that the individual with the mental or physical impairment needs assistance performing two or more “instrumental activities of daily life;”⁷

statute, cities should consult their city attorneys on how best to approach adoption of the opt-out ordinance for their communities.

⁶ New Minn. Stat. § 462.3593, subd. 3 sets forth all the application criteria.

⁷ This is a term defined in law at Minn. Stat. § 256B.0659, subd. 1(i) as “activities to include meal planning and preparation; basic assistance with paying bills; shopping for food, clothing, and other essential items; performing household tasks integral to the personal care assistance services; communication by telephone and other media; and traveling, including to medical appointments and to participate in the community.”

- An executed contract for septic sewer management or other proof of adequate septic sewer management;
- An affidavit that the applicant provided notice to adjacent property owners and residents;
- A general site map showing the location of the temporary dwelling and the other structures on the lot; and
- Compliance with setbacks and maximum floor area requirements of primary structure.

The law requires all of the following to sign the application: the primary caregiver, the owner of the property (on which the temporary dwelling will be located) and the resident of the property (if not the same as the property owner). However, neither the physically disabled or mentally impaired individual nor his or her power of attorney signs the application.

Who can host a temporary family health care dwelling?

Placement of a temporary family health care dwelling can only be on the property where a “caregiver” or “relative” resides. The statute defines caregiver as “an individual, 18 years of age or older, who: (1) provides care for a mentally or physically impaired person; and (2) is a relative, legal guardian, or health care agent of the mentally or physically impaired person for whom the individual is caring.” The definition of “relative” includes “a spouse, parent, grandparent, child, grandchild, sibling, uncle, aunt, nephew or niece of the mentally or physically impaired person. Relative also includes half, step and in-law relationships.”

Is this program just for the elderly?

No. The legislature did not include an age requirement for the mentally or physically impaired dweller.⁸

Who can live in a temporary family health care dwelling and for how long?

The permit for a temporary health care dwelling must name the person eligible to reside in the unit. The law requires the person residing in the dwelling to qualify as “mentally or physically impaired,” defined as “a person who is a resident of this state and who requires assistance with two or more instrumental activities of daily living as certified by a physician, a physician assistant, or an advanced practice registered nurse, licenses to practice in this state.” The law specifically limits the time frame for these temporary dwellings permits to 6 months, with a one-time 6 month renewal option. Further, there can be only one dwelling per lot and only one dweller who resides within the temporary dwelling

⁸ The law expressly exempts a temporary family health care dwelling from being considered “housing with services establishment”, which, in turn, results in the 55 or older age restriction set forth for “housing with services establishment” not applying.

What structures qualify as temporary family health care dwellings under the new law?

The specific structural requirements set forth in the law preclude using pop up campers on the driveway or the “granny flat” with its own foundation as a temporary structure. Qualifying temporary structures must:

- Primarily be pre-assembled;
- Cannot exceed 300 gross square feet;
- Cannot attach to a permanent foundation;
- Must be universally designed and meet state accessibility standards;
- Must provide access to water and electrical utilities (by connecting to principal dwelling or by other comparable means⁹);
- Must have compatible standard residential construction exterior materials;
- Must have minimum insulation of R-15;
- Must be portable (as defined by statute);
- Must comply with Minnesota Rules chapter 1360 (prefabricated buildings) or 1361 (industrialized/modular buildings), “and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2”¹⁰; and
- Must contain a backflow check valve.¹¹

Does the State Building Code apply to the construction of a temporary family health care dwelling?

Mostly, no. These structures must meet accessibility standards (which are in the State Building Code). The primary types of dwellings proposed fall within the classification of recreational vehicles, to which the State Building Code does not apply. Two other options exist, however, for these types of dwellings. If these structures represent a pre-fabricated home, the federal building code requirements for manufactured homes apply (as stated in Minnesota Rules, Chapter 1360). If these structures are modular homes, on the other hand, they must be constructed consistent with the State Building Code (as stated in Minnesota Rules, Chapter 1361).

What health, safety and welfare requirements does this new law include?

Aside from the construction requirements of the unit, the temporary family health care dwelling must be located in an area on the property where “septic services and emergency vehicles can gain access to the temporary family health care dwelling in a safe and timely manner.”

What local ordinances and zoning apply to a temporary health care dwelling?

The new law states that ordinances related to accessory uses and recreational vehicle storage and parking do not apply to these temporary family health care dwellings.

⁹ The Legislature did not provide guidance on what represents “other comparable means”.

¹⁰ ANSI Code 119.2 has been superseded by NFPA 1192. For more information, the American National Standards Institute website is located at <https://www.ansi.org/>.

¹¹ New Minn. Stat. § 462.3593, subd. 2 sets forth all the structure criteria.

However, unless otherwise provided, setbacks and other local ordinances, charter provisions, and applicable state laws still apply. Because conflicts may arise between the statute and one or more of the city's other local ordinances, cities should confer with their city attorneys to analyze their current ordinances in light of the new law.

What permit process should cities follow for these permits?

The law creates a new type of expedited permit process. The permit approval process found in Minn. Stat. § 15.99 generally applies; however, the new law shortens the time frame within which the local governmental unit can make a decision on the permit. Due to the time sensitive nature of issuing a temporary dwelling permit, the city does not have to hold a public hearing on the application and has only 15 days (rather than 60 days) to either issue or deny a permit. For those councils that regularly meet only once a month, the law provides for a 30-day decision. The law specifically prohibits cities from extending the time for making a decision on the permit application. The new law allows the clock to restart if a city deems an application incomplete, but the city must provide the applicant written notice within five business days of receipt of the application identifying the missing information.

Can cities collect fees for these permits?

Cities have flexibility as to amounts of the permit fee. The law sets the fee at \$100 for the initial permit with a \$50 renewal fee, unless a city provides otherwise by ordinance

Can cities inspect, enforce and ultimately revoke these permits?

Yes, but only if the permit holder violates the requirements of the law. The statute allows for the city to require the permit holder to provide evidence of compliance and also authorizes the city to inspect the temporary dwelling at times convenient to the caregiver to determine compliance. The permit holder then has sixty (60) days from the date of revocation to remove the temporary family health care dwelling. The law does not address appeals of a revocation.

How should cities handle data it acquires from these permits?

The application data may result in the city possessing and maintaining nonpublic data governed by the Minnesota Government Data Practices Act. To minimize collection of protected health data or other nonpublic data, the city could, for example, request that the required certification of need simply state "that the person who will reside in the temporary family health care dwelling needs assistance with two or more instrumental activities of daily living", without including in that certification data or information about the specific reasons for the assistance, the types of assistance, the medical conditions or the treatment plans of the person with the mental illness or physical disability. Because of the complexities surrounding nonpublic data, cities should consult their city attorneys when drafting a permit application.

Should the city consult its city attorney?

Yes. As with any new law, to determine the potential impact on cities, the League recommends consulting with your city attorney.

Focus on New Laws: Temporary Family Health Care Dwellings

Cities and counties must issue permits for a new type of land use under this law, unless they take steps to opt out.

(Published Jun 13, 2016)

Chapter 111 (*Link to: <https://www.revisor.mn.gov/laws/?year=2016&type=0&doctype=Chapter&id=111>*) creates a new permit and permitting process that local governments must follow to allow a specific type of temporary transitional housing, unless the unit of local government takes official action by passing an ordinance to opt out of that program. Gov. Dayton signed the bill into law on May 12.

While the stated motivation behind passing the new law was to provide transitional housing for seniors, the statute itself does not include an age restriction for use of the structure. Anyone certified with needing assistance with two or more “instrumental activities of daily life” for mental or physical reasons may reside in a qualified temporary dwelling on the property where the “caregiver” or a “relative” resides.

Requirements of the law

The legislation is fairly complex in its requirements for both the permit application and the permit issuance, as well as for its regulations pertaining to compliant structures and eligible uses. Section 1 specifically excludes temporary family health care dwellings from the definition of “housing with services establishment,” exempting these temporary dwellings from the regulations and requirements set forth in Chapter 144D of the Minnesota Statutes.

Section 3 creates a new section in the Minnesota Land Use Planning Act (Minnesota Statutes, chapter 462), applying this new permit process for temporary family health care dwellings to cities. Section 2 of the new law also establishes the program for counties by creating a new section under Chapter 394 of the Minnesota Statutes. Finally, Section 4 of the law establishes Sept. 1, 2016, as the effective date.

What cities need to do

If your city leaders are comfortable with this program, you need to take no action to adopt it. However, by Sept. 1, your city does need to:

Be prepared to accept applications for permits under the new law.

Have an ordinance in place that establishes the permit fee (if the city decides to charge a fee different than the default fee).

Be ready to review and act on a submitted application within the specified timeline.

Specifically, under the new law, most cities have 15 days to grant or deny a submitted application. (Cities that regularly meet only once a month get 30 days to make their decision.) The law expressly waives the public hearing due to the private medical information involved and because of the immediate need for care. The law does not specify an appeal process related to permit decisions.

The permit is good for six months, with the option to renew once for an additional six months. The permit fee is set at \$100, with \$50 for a renewal; however, a city can choose to adopt, by ordinance, a different fee schedule.

If a city already has designated temporary family health care dwellings as a permitted use, this new law does not apply to that city. Likewise, if a city passes an ordinance specifically opting out of this statute, none of the provisions of the law apply to that community.

If your city wants to adopt a program that differs from the one specified in the new law, you should know that the law does not authorize partial adoption or modification of the program. Instead, your city would need to opt out of the entire law and then adopt a different ordinance that meets the city’s needs.

To help cities that would like to opt out of the statute, the League has developed a sample ordinance. The League has also created a frequently asked questions (FAQs) document.

View the sample opt-out ordinance (doc) (*Link to: <http://www.lmc.org/media/document/1/temporaryfamilyhealthcaredwellings.docx>*)

Get additional guidance from the League's FAQs (pdf) ([Link to: http://www.lmc.org/media/document/1/temporaryfamilyhealthcaredwellingsfaq.pdf?inline=true](http://www.lmc.org/media/document/1/temporaryfamilyhealthcaredwellingsfaq.pdf?inline=true))

A section-by-section walk-through of the bill also will be included in the *2016 Law Summaries*, which will be available on the League website by the end of June.

Details of the law

If this law applies to your city and you don't plan to opt out, it's important to know the specific details of the law, including its effect on your existing land use controls, the criteria for a qualified temporary family health care dwelling, and the permit application requirements.

Effect on land use controls

Existing local controls related to accessory uses and the parking and storage of recreational vehicles cannot regulate or prevent placement of a unit that qualifies as a temporary family health care dwelling (see section 3, subdivision 2). Other local ordinances and setbacks, as well as applicable state and federal laws, do apply.

Section 3, subdivisions 5 and 6 set forth parameters for inspection, enforcement, and permit revocation. At any time, cities can request proof that the unit remains compliant with the requirements of the law. Cities can arrange an inspection at a reasonable time that is convenient for the caregiver, to verify that the unit is compliant, is occupied, and that the resident is the one named on the permit.

Temporary family health care dwelling criteria

Section 3, subdivision 2 specifically sets the criteria for a structure to be considered a qualified temporary family health care dwelling. These structures must:

Be primarily assembled at a location other than its site of installation.

Be no more than 300 gross square feet.

Not be attached to a permanent foundation.

Be universally designed and meet state-recognized accessibility standards.

Provide access to water and electric utilities, either by connecting to the utilities serving the principal dwelling on the lot or by other comparable means.

Have exterior materials that are compatible in composition, appearance, and durability to the exterior materials used in standard residential construction.

Have a minimum insulation rating of R-15.

Be able to be installed, removed, and transported by a one-ton pickup truck, a truck, or a truck tractor as defined in Minnesota Statutes, section 168.002.

Be built to either Minnesota Rules, chapter 1360 or 1361, and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2, which is an industry definition of a recreational vehicle.

Be equipped with a backflow check valve.

Permit application requirements

A caregiver or a relative must submit a permit application to the city signed by the primary caregiver, the owner of the property on which the unit will be placed, and the resident of the property (if the owner does not reside there). The permit application requires a very specific list of information, including:

Applicant information. Name, address, and phone number of the property owner, the property resident (if different from the owner), and the primary caregiver for the qualified inhabitant of the unit.

Resident name. Only one person can reside in a temporary family health care dwelling and it must be the person named in the application.

Health care provider information. Proof of the provider network that will provide the primary care, respite care, or remote patient monitoring service.

Verification of need. Written certification of the need for assistance with two or more instrumental daily activities from a physician, physician's assistant, or advanced practice registered nurse licensed to practice in Minnesota.

Septic service. An executed contract for septic service or management.

Neighbor notice. An affidavit that all adjacent property owners and residents have received notification of the application.

Site map. A general site map to show the location of existing structures and the proposed placement of the new unit. The placement must comply with the same setback requirements that apply to the primary residence and must allow septic service and emergency response access in a safe and timely manner.

Additionally, the law only allows one unit per lot and that unit must house only one resident, who must be the same person named in the application.

Get additional guidance from the League's FAQs (pdf) (*Link to: <http://www.lmc.org/media/document/1/temporaryfamilyhealthcaredwellingsfaq.pdf?inline=true>*)

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

* By posting you are agreeing to the LMC Comment Policy (*Link to: <http://www.lmc.org/page/1/comment-policy.jsp>*) .

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From our city vendor...

SENATE
STATE OF MINNESOTA
EIGHTY-NINTH SESSION

S.F. No. 2555

*only 03/10/2016
was before
Hamberly - ?*

(SENATE AUTHORS: HOFFMAN, Rosen, Eken, Koenen and Abeler)

DATE	D-FG	OFFICIAL STATUS
03/10/2016	4960	Introduction and first reading Referred to State and Local Government
04/06/2016	5675a	Comm report: To pass as amended and re-refer to Health, Human Services and Housing
04/07/2016	5715a	Comm report: To pass as amended and re-refer to Finance
04/28/2016	6535a	Comm report: To pass as amended
	6538	Second reading
05/02/2016	6572a	Special Order: Amended
	6573	Third reading Passed
05/12/2016	7006	Returned from House Presentment date 05/12/16
05/17/2016	7050	Governor's action Approval 05/12/16
	7050	Secretary of State Chapter 111 05/12/16 Effective date 09/01/16

1.1 A bill for an act
 1.2 relating to local government; regulating zoning of temporary family health
 1.3 care dwellings; establishing temporary dwelling permits; amending Minnesota
 1.4 Statutes 2014, section 144D.01, subdivision 4; proposing coding for new law in
 1.5 Minnesota Statutes, chapters 394; 462.

1.6 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.7 Section 1. Minnesota Statutes 2014, section 144D.01, subdivision 4, is amended to read:

1.8 Subd. 4. **Housing with services establishment or establishment.** (a) "Housing
 1.9 with services establishment" or "establishment" means:

1.10 (1) an establishment providing sleeping accommodations to one or more adult
 1.11 residents, at least 80 percent of which are 55 years of age or older, and offering or
 1.12 providing, for a fee, one or more regularly scheduled health-related services or two or
 1.13 more regularly scheduled supportive services, whether offered or provided directly by the
 1.14 establishment or by another entity arranged for by the establishment; or

1.15 (2) an establishment that registers under section 144D.025.

1.16 (b) Housing with services establishment does not include:

1.17 (1) a nursing home licensed under chapter 144A;

1.18 (2) a hospital, certified boarding care home, or supervised living facility licensed
 1.19 under sections 144.50 to 144.56;

1.20 (3) a board and lodging establishment licensed under chapter 157 and Minnesota
 1.21 Rules, parts 9520.0500 to 9520.0670, 9525.0215 to 9525.0355, 9525.0500 to 9525.0660,
 1.22 or 9530.4100 to 9530.4450, or under chapter 245D;

1.23 (4) a board and lodging establishment which serves as a shelter for battered women
 1.24 or other similar purpose;

1.25 (5) a family adult foster care home licensed by the Department of Human Services;

3.1 (f) "Temporary family health care dwelling" means a mobile residential dwelling
 3.2 providing an environment facilitating a caregiver's provision of care for a mentally or
 3.3 physically impaired person that meets the requirements of subdivision 2.

3.4 Subd. 2. Temporary family health care dwelling. A temporary family health
 3.5 care dwelling must:

3.6 (1) be primarily assembled at a location other than its site of installation;

3.7 (2) be no more than 300 gross square feet;

3.8 (3) not be attached to a permanent foundation;

3.9 (4) be universally designed and meet state-recognized accessibility standards;

3.10 (5) provide access to water and electric utilities either by connecting to the utilities
 3.11 that are serving the principal dwelling on the lot or by other comparable means;

3.12 (6) have exterior materials that are compatible in composition, appearance, and
 3.13 durability to the exterior materials used in standard residential construction;

3.14 (7) have a minimum insulation rating of R-15;

3.15 (8) be able to be installed, removed, and transported by a one-ton pickup truck
 3.16 as defined in section 168.002, subdivision 21b, a truck as defined in section 168.002,
 3.17 subdivision 37, or a truck tractor as defined in section 168.002, subdivision 38;

3.18 (9) be built to either Minnesota Rules, chapter 1360 or 1361, and contain an
 3.19 Industrialized Buildings Commission seal and data plate or to American National
 3.20 Standards Institute Code 119.2; and

3.21 (10) be equipped with a backflow check valve.

3.22 Subd. 3. Temporary dwelling permit; application. (a) Unless the county has
 3.23 designated temporary family health care dwellings as permitted uses, a temporary family
 3.24 health care dwelling is subject to the provisions in this section. A temporary family health
 3.25 care dwelling that meets the requirements of this section cannot be prohibited by a local
 3.26 ordinance that regulates accessory uses or recreational vehicle parking or storage.

3.27 (b) The caregiver or relative must apply for a temporary dwelling permit from the
 3.28 county. The permit application must be signed by the primary caregiver, the owner of the
 3.29 property on which the temporary family health care dwelling will be located, and the
 3.30 resident of the property if the property owner does not reside on the property, and include:

3.31 (1) the name, address, and telephone number of the property owner, the resident of
 3.32 the property if different from the owner, and the primary caregiver responsible for the care
 3.33 of the mentally or physically impaired person; and the name of the mentally or physically
 3.34 impaired person who will live in the temporary family health care dwelling;

3.35 (2) proof of the provider network from which the mentally or physically impaired
 3.36 person may receive respite care, primary care, or remote patient monitoring services;

language
for
counties

5.1 Subd. 8. No public hearing required; application of section 15.99. (a) Due to the
5.2 time-sensitive nature of issuing a temporary dwelling permit for a temporary family health
5.3 care dwelling, the county does not have to hold a public hearing on the application.

5.4 (b) The procedures governing the time limit for deciding an application for the
5.5 temporary dwelling permit under this section are governed by section 15.99, except as
5.6 provided in this section. The county has 15 days to issue a permit requested under this
5.7 section or to deny it, except that if the county board holds regular meetings only once per
5.8 calendar month the county has 30 days to issue a permit requested under this section
5.9 or to deny it. If the county receives a written request that does not contain all required
5.10 information, the applicable 15-day or 30-day limit starts over only if the county sends
5.11 written notice within five business days of receipt of the request telling the requester what
5.12 information is missing. The county cannot extend the period of time to decide.

5.13 Subd. 9. Opt-out. A county may by resolution opt-out of the requirements of
5.14 this section.

5.15 Sec. 3. [462.3593] TEMPORARY FAMILY HEALTH CARE DWELLINGS.

5.16 Subdivision 1. Definitions. (a) For purposes of this section, the following terms
5.17 have the meanings given.

5.18 (b) "Caregiver" means an individual 18 years of age or older who:

5.19 (1) provides care for a mentally or physically impaired person; and

5.20 (2) is a relative, legal guardian, or health care agent of the mentally or physically
5.21 impaired person for whom the individual is caring.

5.22 (c) "Instrumental activities of daily living" has the meaning given in section
5.23 256B.0659, subdivision 1, paragraph (i).

5.24 (d) "Mentally or physically impaired person" means a person who is a resident of
5.25 this state and who requires assistance with two or more instrumental activities of daily
5.26 living as certified in writing by a physician, a physician assistant, or an advanced practice
5.27 registered nurse licensed to practice in this state.

5.28 (e) "Relative" means a spouse, parent, grandparent, child, grandchild, sibling, uncle,
5.29 aunt, nephew, or niece of the mentally or physically impaired person. Relative includes
5.30 half, step, and in-law relationships.

5.31 (f) "Temporary family health care dwelling" means a mobile residential dwelling
5.32 providing an environment facilitating a caregiver's provision of care for a mentally or
5.33 physically impaired person that meets the requirements of subdivision 2.

5.34 Subd. 2. Temporary family health care dwelling. A temporary family health
5.35 care dwelling must:

Continued
County
language

City
language ↓

7.1 (4) an executed contract for septic service management or other proof of adequate
7.2 septic service management;

7.3 (5) an affidavit that the applicant has provided notice to adjacent property owners
7.4 and residents of the application for the temporary dwelling permit; and

7.5 (6) a general site map to show the location of the temporary family health care
7.6 dwelling and other structures on the lot.

7.7 (c) The temporary family health care dwelling must be located on property where the
7.8 caregiver or relative resides. A temporary family health care dwelling must comply with
7.9 all setback requirements that apply to the primary structure and with any maximum floor
7.10 area ratio limitations that may apply to the primary structure. The temporary family health
7.11 care dwelling must be located on the lot so that septic services and emergency vehicles
7.12 can gain access to the temporary family health care dwelling in a safe and timely manner.

7.13 (d) A temporary family health care dwelling is limited to one occupant who is a
7.14 mentally or physically impaired person. The person must be identified in the application.
7.15 Only one temporary family health care dwelling is allowed on a lot.

7.16 (e) Unless otherwise provided, a temporary family health care dwelling installed
7.17 under this section must comply with all applicable state law, local ordinances, and charter
7.18 provisions.

7.19 Subd. 4. Initial permit term; renewal. The initial temporary dwelling permit is
7.20 valid for six months. The applicant may renew the permit once for an additional six months.

7.21 Subd. 5. Inspection. The municipality may require that the permit holder provide
7.22 evidence of compliance with this section as long as the temporary family health care
7.23 dwelling remains on the property. The municipality may inspect the temporary family
7.24 health care dwelling at reasonable times convenient to the caregiver to determine if the
7.25 temporary family health care dwelling is occupied and meets the requirements of this
7.26 section.

7.27 Subd. 6. Revocation of permit. The municipality may revoke the temporary
7.28 dwelling permit if the permit holder violates any requirement of this section. If the
7.29 municipality revokes a permit, the permit holder has 60 days from the date of revocation
7.30 to remove the temporary family health care dwelling.

7.31 Subd. 7. Fee. Unless otherwise provided by ordinance, the municipality may charge
7.32 a fee of up to \$100 for the initial permit and up to \$50 for a renewal of the permit.

7.33 Subd. 8. No public hearing required; application of section 15.99. (a) Due to the
7.34 time-sensitive nature of issuing a temporary dwelling permit for a temporary family health
7.35 care dwelling, the municipality does not have to hold a public hearing on the application.



Heading Home Scott-Carver Ten Year Plan to End Homelessness Progress Report

*Prepared by the Scott-Carver Housing Coalition
Housing & Services Workgroup*



2010 Heading Home Scott-Carver Plan

- Counties, CDAs, CAP Agency and Housing Coalition Partners worked to complete and endorse the plan.
- Plan contains 5 main goals, 22 strategies, 58 actions steps.
- MN is defining what it means to “End Homelessness”
 - Rare, brief and non-recurring



*What progress has been made?
What challenges remain?*



Ending Homelessness – Guiding Principles

- All people deserve safe, decent affordable housing.
- People who are homeless deserve housing options.
- Homelessness costs more than housing.
- Collecting and presenting data is important.
- There is a critical relationship between housing and services.
- Prevention is a key component of the solution.
- Community-wide involvement is required.
- Ending homelessness is attainable.

3



Goal 1 | Prevent Homelessness

- Main source of funding renewed and increased each grant period.
 - \$303,500 in FHPAP funds awarded in 2011.
 - \$338,966 in FHPAP funds awarded in 2013.
 - \$372,550 in FHPAP funds will be awarded in 2015.
- Increase granted for short term subsidies in the 2015-2017 biennium.

Challenge: High volume of callers requesting housing assistance.

- More funding is needed: The CAP Agency receives 509 requests a quarter for housing assistance, but only 8% of those callers receive FHPAP assistance.

4



Goal 2 Increase Housing Opportunities

- **Group Residential Housing expanded to provide new options.**
- **New housing opportunities for extremely low-income households.**
- Bridges, Bridges RTC and ELHIF funding for individuals experiencing mental illness.
- Housing Trust Fund Re-Entry Program for those with extremely low incomes.
- Section 811 Vouchers for people with disabilities.
- Housing vouchers for homeless veterans.
- Granted funding for 12 new FHPAP Rapid Re-Housing vouchers for 2015-2017
- New Housing with Services for Adults with Serious Mental Illness will increase capacity for services to the homeless in Carver County.

Challenge: Garnering community support for affordable housing.

- Met Council forecasts Scott County will need 3,262 affordable housing units by 2030, and Carver County will need an additional 3,008 units.

5



Goal 3 Increase Outreach

- **Counties, CDAs, CAP Agency filled, revamped key staff positions.**
- **Partners increased outreach efforts on the community level.**
 - Families Moving Forward Southwest opened in May of 2014.
 - The Link facility for sexually exploited youth began operating in 2014.
 - Launch Ministry opened Launch Pad for homeless young men in 2012
 - Heading Home Emergency Motel Voucher Program expanded in 2014.
 - Helping Hands Foundation opening a Shelter for minor youth in Collaboration with the Bridge for Youth.
 - Emergency shelter community group is discussion options for future shelter projects.

Challenge: Provide training in outreach to all service providers.

- "No wrong door" approach to outreach for 300+ households identified as homeless each year requires training for a diverse group of service providers.

6



Goal 4 | Increase Service Delivery

- **A Coordinated Entry System has been developed to improve service delivery with a full pilot beginning on January 1, 2015.**
 - Three points of access volunteered by CAP Agency, The Carver County CDA, and Launch Ministry
- **Service delivery options increased on community level.**
 - Carver County Homeless Intervention Team finding solutions for clients.
 - The Salvation Army offering services once a month at Waconia Food Shelf.
 - CAP Agency FSC at Carver County Government Center once a week.
 - Launch Ministry new drop-in program assisting homeless at-risk youth.
 - Faith Community increasing homeless prevention services and support.

Challenge: Service coordination needed to prevent homelessness.

- Coordinated Entry process for prevention services needs to be developed, and more service delivery coordination and support for services is needed.

7



Goal 5 | Increase Community Awareness & Involvement

- **Increased support for Scott-Carver Project Community Connect (PCC).**
 - 100 volunteers and \$20,000+ in donations raised in 2015.
- **Future of PCC stabilized and efforts under way to expand the scope.**
 - County and CAP Agency housing coordinators will chair PCC events.
 - Efforts have been made to keep PCC volunteers engaged year-round.
 - Grant funds sought to provide PCC motel vouchers year-round.

Challenge: Engage volunteers in affordable housing, prevention efforts.

- Keep PCC volunteers actively engaged by soliciting their support for affordable housing projects and as volunteers for agencies providing prevention services.

8

IN PROGRESS



WHAT WE ARE WORKING ON

- Increase emergency assistance dollars so that we can prevent homelessness.
- Advocate for more affordable housing.
- Continue to collaborate and work together as service providers.
- Make continuous improvements on the new Coordinated Entry System.
- Keep volunteers and active community members engaged year round.

The 2015 Point-in-Time Survey counted 66 unsheltered household consisting of 108 individuals on the night of January 22nd, 2015 in Scott and Carver Counties. An additional 11 households consisting of 42 individuals were homeless but sheltered on that night.

9



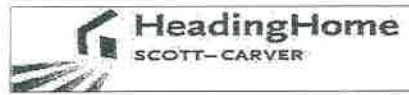
Remember the vision – by 2020, all people facing homelessness in Scott and Carver County will have access to safe, decent and affordable housing and the supports and resources to sustain it.

Those who are interested in making that vision become a reality are invited to:

- Join the Housing Coalition
- Donate time and resources
- Lend a hand by volunteering

Ending Homelessness In Scott and Carver Counties Is Attainable!

10



Heading Home Chair:

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952-442-3070

Heading Home Vice Chair:

Eric Gentry
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SCOTT - CARVER

PROJECT COMMUNITY CONNECT

9/13
2016

Save the Date:

2016 PCC Sept. 13th at Canterbury Park Expo Center

Canterbury Park is hosting the 2016 Scott-Carver Project Community Connect (PCC) from 9 a.m. to 4:30 p.m. on Tuesday, Sept. 13, in the Expo Center, 1100 Canterbury Road, Shakopee. This community event offers a one-stop location for direct services to residents of Scott County and Carver County who are "living on little," those who are homeless or at risk of becoming homeless. Free services include:

- Housing Information
- Employment & Training Services
- Healthcare Services
- Legal Assistance
- Veterans Services
- Haircuts
- Minnesota Birth Certificates
- Drivers License Renewals & ID Cards

Agencies that provide social services, food support, energy assistance, education resources, mental health and chemical dependency services will be on hand to help PCC guests. Free transportation to PCC and childcare at the event will be provided.

Project Community Connect is funded entirely by donations and is organized and staffed by volunteers from the community. If you wish to donate to PCC, please make checks payable to the CAP Agency and write "Project Community Connect" in the memo line. Donations can be sent to Scott-Carver Project Community Connect, c/o CAP Agency, 712 S Canterbury Rd, Shakopee, MN 55379.

