AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING

TUESDAY, APRIL 2, 2024 – 7:00 PM
COUNCIL CHAMBERS

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Comment

E. Adopt Agenda

F. Proclamations/Commendations/Certificate Award
1. Week of the Young Child- April 6th - April 12th, 2024

G. Approve City Council Minutes
1. March 19, 2024 - City Council Meeting Minutes
2. March 19, 2024 - Committee of the Whole Meeting Minutes

H. Announcements
1. Committee of the Whole Meeting - Tuesday, April 16, 2024 at 5:00 pm
2. Planning Commission Meeting - Tuesday, April 16, 2024 at 6:00 pm
3. City Council Meeting - Tuesday, April 16, 2024 at 7:00 pm
4. Parks and Recreation Board Meeting - Tuesday, April 23, 2024 at 6:00 pm

I. Council Committee Reports

J. Public Hearings
1. Annual MS4 Report

K. Business Items
1. Isanti Area Joint Fire District Annual Report Presentation (*Fire Chief Al Jankovich*)
2. Resolution to Consider Approving a Special Event Permit for Rum River BMX 2024 Gold Cup/Minnesota State Qualifier Race
3. Resolution to Consider Approving a Special Event Permit for June 11th Family Summer Entertainment Series Partnership with Cambridge-Isanti Schools

L. Approve Consent Agenda
1. Payroll in the Amount of $144,264.52, 1st Quarter Council/Committee Payroll in the Amount of $8,040.65 and Accounts Payable in the Amount of $463,295.36
2. Resolution to Consider Approving a Temporary 3.2 On-Sale Malt Liquor License for the Isanti Lions Club for the 2024 Isanti Street Dances
3. Resolution to Consider Approving an Exempt Gambling Permit for Rum River BMX 50/50 Raffle for April 27, 2024 and April 28, 2024

M. Other Communications

N. Closed Session

1. Closed Session for Discussion Regarding Security Systems and Procedures within City Facilities Pursuant to Minn. Stat. §13D.05 Subd. 3 (d).

O. Adjournment

AGENDA ITEM NO. F.1

MEMO

To: **Mayor Gordon and Members of City Council**
From: Jaden Strand, City Clerk
Date: April 2, 2024
Subject: Week of the Young Child- April 6th - April 12th, 2024

Request:
Proclamation of April 1-7, 2023 as Week of the Young Child

Attachment(s):
- Proclamation - Week of the Young Child April 2024

Proclamation by Mayor James Gordon

Week of the Young Child™

Whereas, many local organizations in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child™, April 6th - April 12th; and,

Whereas, these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a foundation of learning for children in Isanti, MN; and,

Whereas, teachers and others who make a difference in the lives of young children in Isanti, MN deserve thanks and recognition; and,

Whereas, public policies that support early learning for all young children are crucial to young children's futures.

I, James Gordon, Mayor of the City of Isanti do hereby proclaim April 6th - April 12th, 2024 as the Week of the Young Child™ and encourage all citizens to work to make a good investment in early childhood in Isanti, MN.

_____

Mayor James Gordon

AGENDA ITEM NO. G.1

MEMO

To: **Mayor Gordon and Members of City Council**
From: Jaden Strand, City Clerk
Date: April 2, 2024
Subject: March 19, 2024 - City Council Meeting Minutes

Background:
Attached are the minutes from the March 19, 2024 City Council meeting for consideration of approval.

Request:
Staff is requesting action on this item.

Attachment(s):
- 3-19-2024 City Council Minutes

MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING

TUESDAY, MARCH 19, 2024 – 7:00 PM
COUNCIL CHAMBERS

A. Call to Order
Mayor Gordon called the meeting to order at 7:02 pm.

B. Pledge of Allegiance
The Pledge of Allegiance was recited.

C. Roll Call
Members Present: Jimmy Gordon, Steve Lundeen, Luke Merrill, George Hemen, Jeff Holmgren

Staff Present: City Administrator Josi Wood, Community Development Director Stephanie Hillesheim, and Police Chief Travis Muyres

D. Public Comment
None.

E. Adopt Agenda
Motion by Councilmember Steve Lundeen, seconded by Councilmember Luke Merrill to adopt agenda. Motion carried: 5 - 0.

F. Proclamations/Commendations/Certificate Award
None.

G. Approve City Council Minutes
1. March 6, 2024 - City Council Meeting Minutes

Motion by Councilmember Steve Lundeen, seconded by Councilmember George Hemen to approve. Motion carried: 5 - 0.

H. Announcements
1. **Parks and Recreation Board Meeting - Tuesday, March 26, 2024 at 6:00 pm**
2. **CITY OFFICES CLOSED - Friday, March 29, 2024 in Observance of Good Friday**
3. **City Council Meeting - Tuesday, April 2, 2024 at 7:00 pm**
4. **EDA Meeting - Tuesday, April 2, 2024** ***(Immediately Following City Council Meeting)***

I. Council Committee Reports
None.

J. Public Hearings
None.

K. Business Items
1. Resolution to Consider Approving the Site Plan for Isanti Middle School

Resolution 2024-033 Approving the Site Plan for the Isanti Middle School

CDD Hillesheim shared a presentation highlighting a site plan application for Isanti Middle School. The site plan is to improve traffic flow from Heritage and County Road 5 through the school property for drop off and pick up.

CDD Hillesheim also shared that the County reviewed the driveway access in relation to County Road 5 and saw no issues. The Planning Commission held a public hearing on February 19, 2024, and recommended approval. The Planning Commission recommended the driveway access be located at no less than 50 feet from the intersection of County Road 5. Fire Chief Al Jankovich also reviewed and approved. City Engineer Jason Cook had no additional comments or conditions regarding the project.

Motion by Councilmember Steve Lundeen, seconded by Councilmember Luke Merrill to approve. Motion carried: 5 - 0.

2. Resolution to Consider Approving the Planned Unit Development for Johnson's Meadows

Resolution 2024-034 Approving the Planned Unit Development for Johnson's Meadows

CDD Hillesheim shared a presentation for the planned unit development for Johnson's Meadows. Highlights from the presentation included 43 single family lots, 3.95 units per acre, average lot size of 11,022 square feet, and proposed setbacks of 25 feet in front, 8 feet side, and 25 feet rear.

Councilmember Luke Merrill shared that he was still in opposition due to the Fire Chief's opposition of it.

Motion by Councilmember Steve Lundeen, seconded by Councilmember George Hemen to approve. Motion carried: 3 - 2, with Luke Merrill, Jeff Holmgren voting nay.

3. Resolution to Consider Terminating the Banksite Second Addition Final Plat on Outlots B, C and D

Resolution 2024-035 Terminating the Final Plat for Banksite Second Addition on Outlot B, Outlot C, and Outlot D

CDD Hillesheim shared this pertains to Johnson's Meadows PUD as it currently was the banksite development that was approved many years ago. The plat was never constructed on these sites so there are easements and encumbrances recorded for the lots. This resolution is required to allow Johnson's Meadows PUD to move forward.

Motion by Councilmember Steve Lundeen, seconded by Councilmember George Hemen to approve. Motion carried: 5 - 0.

L. Approve Consent Agenda

1. **Payroll in the Amount of $144,676.35 and Accounts Payable in the Amount of $465,396.92**
2. **Resolution to Consider Approving Donation Box at the Liquor Store**

   Resolution 2024-035 Approving Donation Box at Liquor Store

3. **Resolution to Declare Certain Property As Surplus And Authorize Its Sale By Public Auction**

   Resolution 2024-037 To Declare Certain Property as Surplus and Authorize Its Sale by Public Auction

   Councilmember Luke Merrill requested a reserve be put on the grader. Consensus from Council is to include reserve for the auction.

Motion by Councilmember Steve Lundeen, seconded by Councilmember Luke Merrill to approve the consent agenda. Motion carried: 5 - 0.

M. Other Communications

1. **February Building Inspector Report**
2. **February Police Department Report**
3. **February Code Enforcement Report**
4. **March Engineering Project Status Report**

   Councilmember Luke Merrill asked Chief Muyres about ticketing for winter parking. Chief Muyres responded there were 3 this month.

N. Adjournment

Motion by Councilmember Steve Lundeen, seconded by Councilmember Luke Merrill to adjourn. The meeting adjourned at 7:23 pm.

Respectfully Submitted,

Jaden Strand
City Clerk

MINUTES
CITY OF ISANTI
COMMITTEE OF THE WHOLE MEETING

TUESDAY, MARCH 19, 2024 – 5:00 PM
COUNCIL CHAMBERS

A. Call to Order
Mayor Gordon called the meeting to order at 5:00 pm.

B. Pledge of Allegiance
The Pledge of Allegiance was recited.

C. Roll Call
Members Present: Jimmy Gordon, Steve Lundeen, Luke Merrill, George Hemen, Jeff Holmgren

Staff Present: City Administrator Josi Wood, Community Development Director Stephanie Hillesheim, City Engineer Jason Cook, Liquor Store Manager Keith Lusk, and Chief of Police Travis Muyres

Others Present: Jerry Laase (Isanti Ready Mix)

D. Public Comment
None.

E. New Business

1. Whiskey Sidewalk Infill Discussion

- CE Cook shared that the concept plan would avoid the need to obtain ROW or an easement.
- Committee discussed the concept plan.
- Consensus from Committee is for CA Wood to send letter to both property owners stating that Council understands their property rights and shall they reconsider, Council would like to discuss.

2. DoorDash Update

- LS Manager Lusk updated the Committee that DoorDash is still working on the storefront and that it is not up and running yet.
- LS Manager Lusk also shared he spoke with Investigator Decowski which shared that it is illegal to use third party involvement to sell alcohol.
- Committee further discussed.
- Consensus from Committee is to keep moving forward and send investigator comment for City Attorney to review.

3. Highway 65 Overlay District

- CDD Hillesheim shared the Highway 65 Overlay District was a goal added to 2024 to review to make less restrictive for businesses in this district.

- Committee discussed whether or not to remove the Highway 65 Overlay District and rezone parcels.
- Consensus from Committee is to move forward with removing the Highway 65 Overlay District.
- Further consensus is to bring back to May Committee of the Whole for further discussion of specific changes.

4. Water Shut-Off Fee Discussion

- Mayor Gordon requested discussion on this item.
- Mayor Gordon shared a resident had to have water shut-off at the curb stop to have work done and the resident shared concerns about how high the fee is.
- CA Wood shared it is a $50.00 fee to have water shut off during day time working hours and $50.00 to turn it back on.
- CA Wood shared that the fee is $100.00 if it is not during daytime work hours to cover the cost for call back for the on-call public works employee.
- CA Wood shared fees of neighboring cities.
- Committee further discussed.
- Committee consensus is amend city code to reflect no fee during day time/ work hours.

5. Illuminate Isanti

- Councilmember Luke Merrill requested discussion on this item.
- Councilmember Luke Merrill suggested the option of only one day with Santa and putting up the fence.
- Councilmember Jeff Holmgren shared his opposition to putting up the fence.
- Committee further discussed.
- Committee consensus is for staff to look into ways to bring down cost and to not put fence up.

6. LMC Conference Attendance Discussion

- Councilmember Luke Merrill requested discussion on this item.
- Mayor Gordon shared it is in the budget if Council wants to attend.
- CA Wood shared there is $900.00 in the budget for it.
- CA Wood shared registration for the conference is $425.00 for the early bird pricing.
- CA Wood shared first time attendees price is $275.00.
- Committee discussed if Council should attend.
- Committee consensus is for Council to attend if desired.

F. Old Business

1. Election Voting Process

G. Goals

Recession Planning	Leaf Pickup	Facebook Polls and Surveys
Dynamic Sign	CSAH 5 Road Improvements	Lighting In-Fill
Park Dedication Funds Discussion	Veterans Memorial	Reducing Overall Budget

Snowmaker for Sledding Hill	Rubber Mats at Playgrounds	Archery Kids Day
Fishing Tournament	Hwy 65 Overlay District	Additional Parking at Blueb
Remove Dog Licensing	Sidewalk In-Fill (Whiskey Rd and Main St)	Capital Planning for Tyler A

H. Adjournment

Motion by Councilmember George Hemen, seconded by Councilmember Steve Lundeen to adjourn. The meeting adjourned at 7:00 pm.

Respectfully Submitted,

Jaden Strand
City Clerk

AGENDA ITEM NO. J.1

MEMO

To: **Mayor Gordon and Members of City Council**
From: Stephanie Hillesheim, Community Development Director
Date: April 2, 2024
Subject: Annual MS4 Report

Background:
The City of Isanti is regulated by the State of MN NPDES permit through an MS4 permit to operate a Municipal Separate Storm Sewer System. Developed as part of the 1972 Clean Water Act, the MPCA initiated the MS4 program in 2007, the City of Isanti was first issued an MS4 permit in 2016, authorizing the City "to discharge storm water." The City has implemented best management practices as outlined in the permit and one of those requirements is to provide an annual report to the governing body of the City, as well as inform the public regarding any illicit discharges that occurred within the City limits during the previous year.

Request:
Open the Public Hearing.

Attachment(s):
- MS4 City Council Report 2023

City of Isanti MS4 Program
2023 Annual Report

MS4 Background

- MS4 - Municipal Separate Storm Sewer System
  - Developed as part of the 1972 Clean Water Act
  - MPCA Initiated MS4 in 2007
  - City of Isanti MS4 Since 2016
  - The Permit gives “authorization to discharge stormwater”
  - Permit was reauthorized to the State of Minnesota in 2021 and new BMPS were implemented in 2022.
  - City of Isanti was audited in 2022 which lead to the updating of many procedures and increased documentation.
  - The City implements these practices through:
    - Regulatory Mechanisms
    - Education and Outreach
    - Environmental Protection

Partnerships

BOLTON & MENK
Real People. Real Solutions.







RUM RIVER
CONSULTANTS

MINNESOTA POLLUTION
CONTROL AGENCY

DEPARTMENT OF
NATURAL RESOURCES

CAMBRIDGE
Minnesota's Opportunity Community®

MS4 Annual Report, 2023

- Due June 30, 2024, but submitted through a new process when it is available.
- Part of the MS4 Permit Requirement
- Illicit Discharges in 2023
  - 2 Discharges found by City Staff
- Enforcement Actions
  - 104 Violation Letters issued, most of which were regarding the new construction projects.

Minimum Control Measures (MCM)

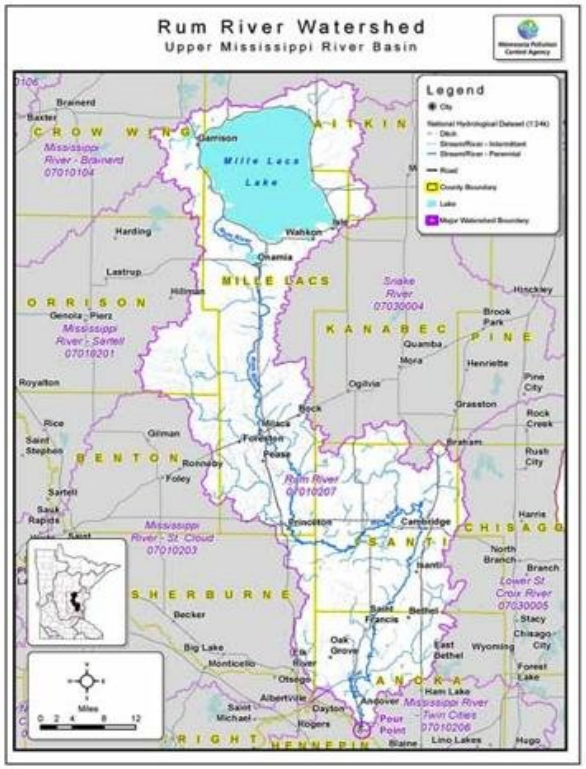
Stormwater Pollution Prevention Plan (SWPPP) includes:

MINNESOTA POLLUTION CONTROL AGENCY

1. Public Education and Outreach
2. Public Participation
3. Elimination of illicit discharges to the storm sewer system
4. Construction-site runoff controls
5. Post Construction runoff controls
6. Pollution Prevention and municipal “good housekeeping”

Public Education and Participation (MCM 1&2)

- Rain Garden Incentive Program
  - Provides a 50% reimbursement, up to $500 of the cost to residents for rain garden projects.
  - Guidance and Education Provided by Isanti SWCD
  - Cooperation with Parks and Recreation
- Isantian newsletter articles
  - Effects of pet waste on stormwater
  - Pollution from snowmelt and rain runoff
  - Tips to keep stormwater ponds clean and healthy
- Resources on city website for municipal stormwater education
- Water Festival Booth with the City of Cambridge.
- 8th Grade Career Day.



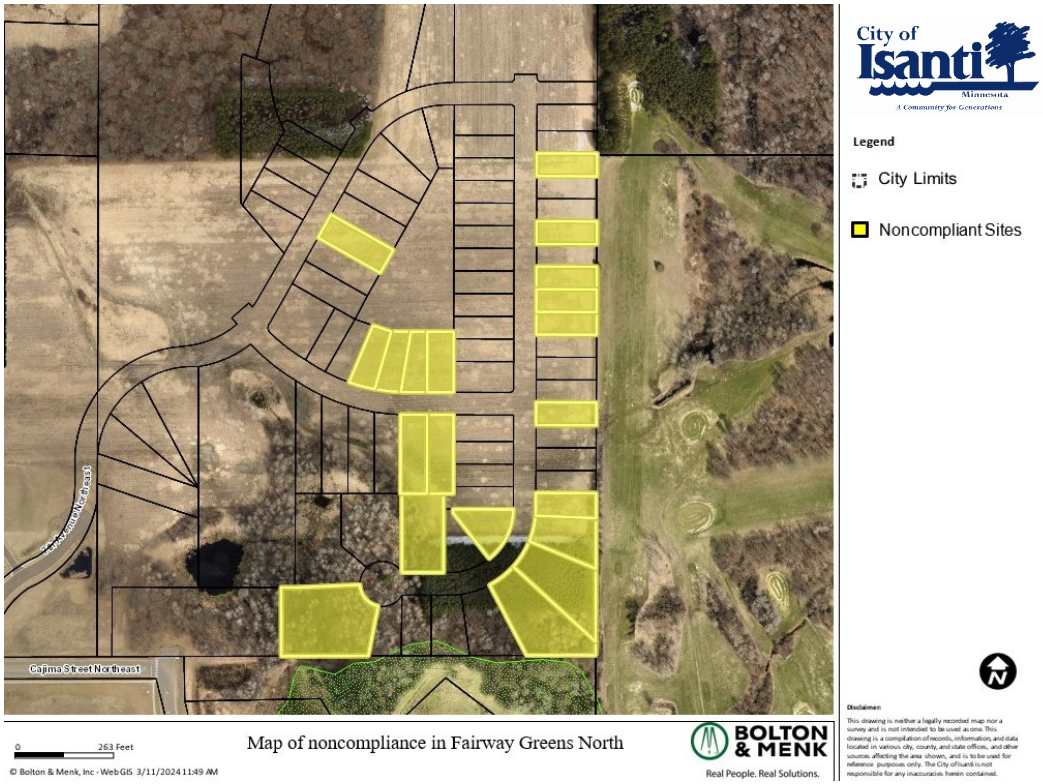
Elimination of illicit discharges to the storm sewer system (MCM 3)

- Illicit Discharge response procedure
- Covered under ordinance 670 – Storm Water
- Associate Planner tracks along with the Code Enforcement Officer and Public Works Officials.



Construction Site Runoff Controls (MCM 4)

- Site Inspection Checklist
  - Developed and maintained by Associate Planner, minimum inspection period is every 7 days
  - Procedure and checklist developed and updated in 2022
  - Priority site list procedure developed



Post-Construction Stormwater Management (MCM 5)

- Developed written procedures for site plan reviews prior to the start of construction activity
- Tracked and enforced erosion control procedures
- Civil Penalties for violation under developed
- Enforcement and Response Procedure (ERP) implemented



Pollution Prevention/Good Housekeeping (MCM 6)

- Prepare a Facilities Inventory
- Identify Current Stormwater Practices
- Implement a written good housekeeping procedure



Future Work

- Increasing public outreach and training.
  - Social Media and information available at City held Events
- Continue Implementation and improvement of SWPPP
  - Enforcement Response Procedures Document (ERP)
- Partnership with Bolton – Menk
  - Fairway Greens 3rd Addition
  - Park Brook Apartments
  - Whiskey Road Apartments
  - Consultation



Questions?



AGENDA ITEM NO. K.1

MEMO

To: **Mayor Gordon and Members of City Council**
From: Josi Wood, City Administrator
Date: April 2, 2024
Subject: Isanti Area Joint Fire District Annual Report Presentation (*Fire Chief Al Jankovich*)

Background:
Fire Chief Al Jankovich will present the 2023 Isanti Area Joint Fire District Annual Report.

Request:
No action is required.

Attachment(s):
- 2023 Annual Report

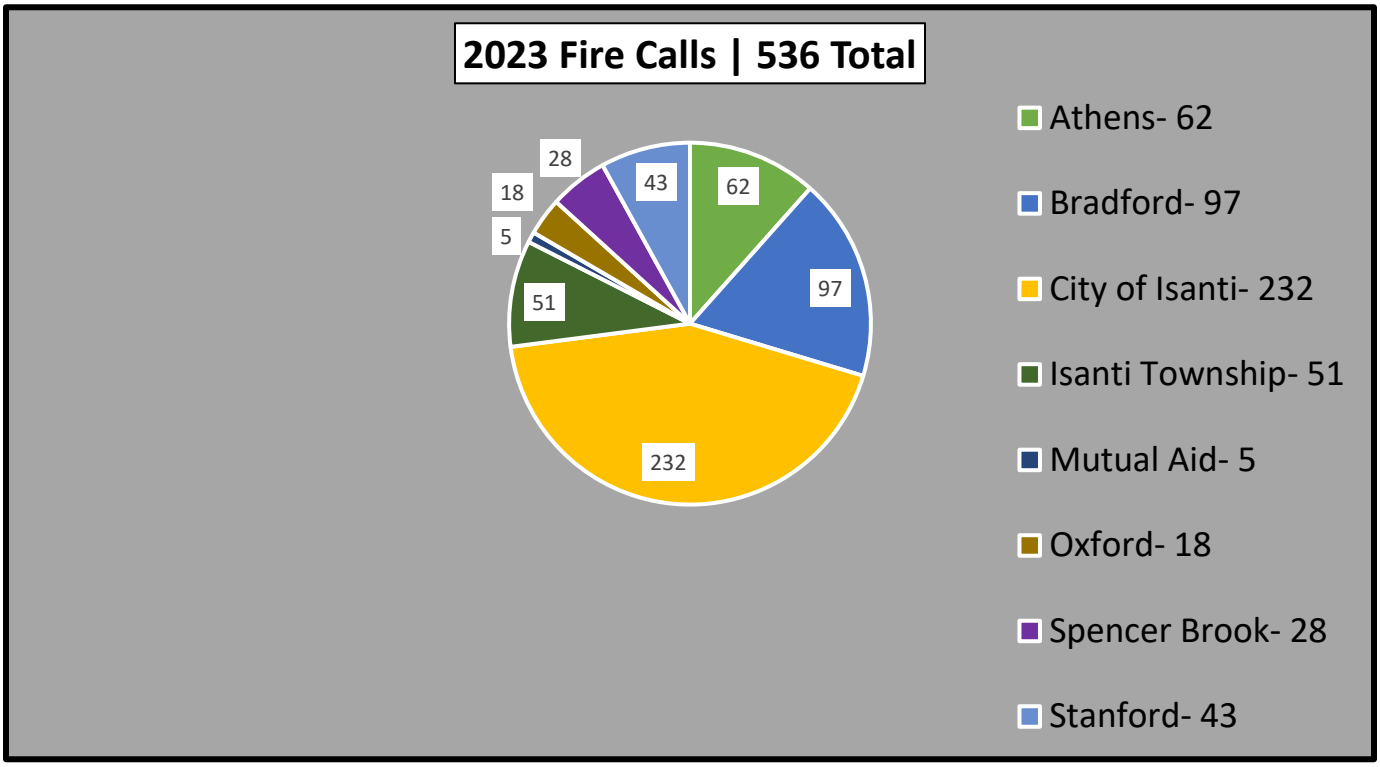
2023 Isanti Fire District Annual Report

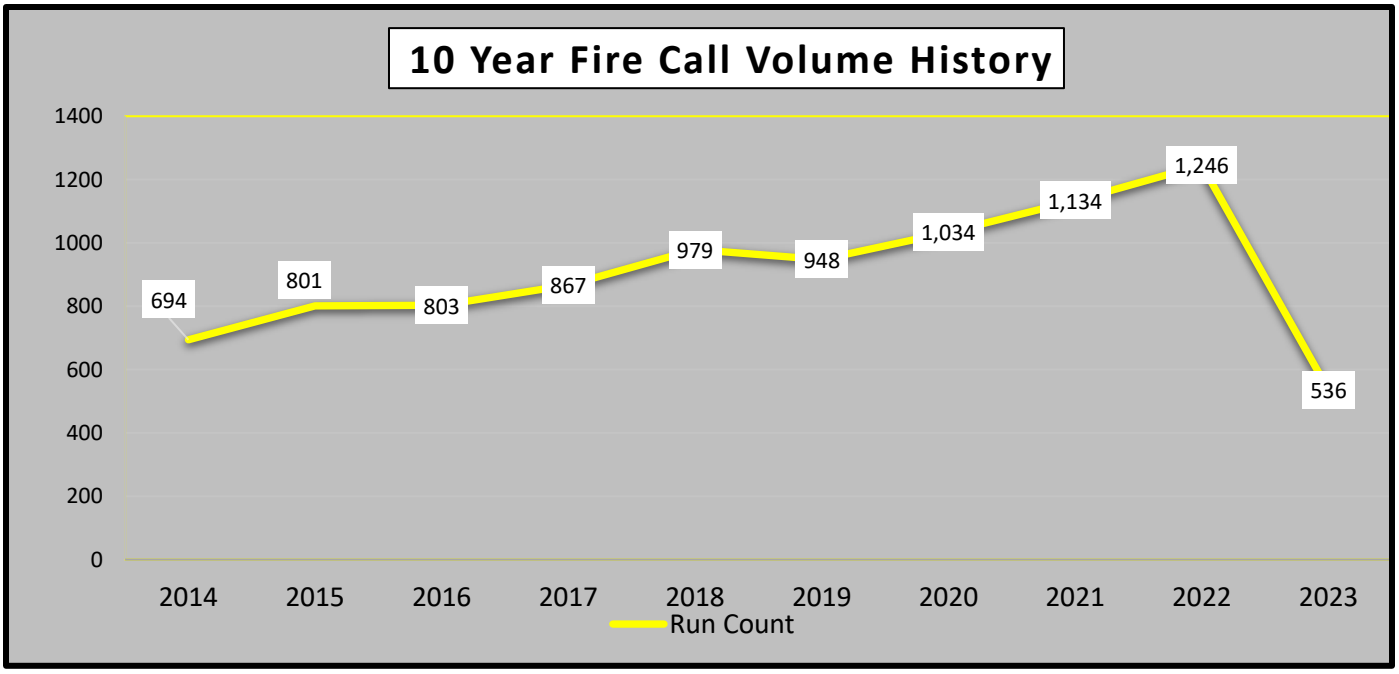
- CITY OF ISANTI -



Firefighter Name	YOS	Firefighter Name	YOS
Alan Jankovich - Fire Chief	25	Briana Johnson	0
Zach Lundberg - Assistant Chief	14	Erik Kvamme	5
Jason Polzin - Captain	27	Ray Nash	22
Marc Volk - Lieutenant	14	Steve Nelson	5
Jason Altermatt	0	TJ Pagel	10
Brent Anderson	8	Jim Peterson	14
Nick Bartz	9	Marcus Rothove	1
Brandon Boettcher	7	Corey Schaefer	5
Tony Brown	4	Philip Schmidt	1
Paul Cesafsky	4	Brad Seiberlich	4
Rick Cieluch	8	Lance Thompson	5
Susanne DeNio	1	**TOTAL YOS**	**221**
Mitch Gerold	7	**AVERAGE YOS**	**8**
James Gordon	5		
Cory Haskamp	4		
Jeff Holmgren	12		

RUN VOLUME


2023 Fire Calls | 536 Total
62
97
232
51
5
18
28
43
Athens- 62
Bradford- 97
City of Isanti- 232
Isanti Township- 51
Mutual Aid- 5
Oxford- 18
Spencer Brook- 28
Stanford- 43


10 Year Fire Call Volume History
1400
1200
1000
800
600
400
200
0
694
801
803
867
979
948
1,034
1,134
1,246
536
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Run Count

2023 IFD Incident Types | DISTRICT WIDE	Total Incidents	Total Incidents % of Incidents
Incident Type Category: 1 - Fire		
100 - Fire, other	1	0.2%
111 - Building fire	17	3.2%
112 - Fires in structure other than in a building	1	0.2%
131 - Passenger vehicle fire	5	0.9%
134 - Water vehicle fire	1	0.2%
137 - Camper or recreational vehicle (RV) fire	2	0.4%
138 - Off-road vehicle or heavy equipment fire	2	0.4%
140 - Natural vegetation fire, other	1	0.2%
141 - Forest, woods or wildland fire	3	0.6%
142 - Brush or brush-and-grass mixture fire	4	0.7%
143 - Grass fire	7	1.3%
151 - Outside rubbish, trash or waste fire	4	0.7%
154 - Dumpster or other outside trash receptacle fire	1	0.2%
160 - Special outside fire, other	1	0.2%
161 - Outside storage fire	2	0.4%
162 - Outside equipment fire	2	0.4%
	Total: 54	**Total: 10.1%**
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident		
311 - Medical assist, assist EMS crew	241	45.0%
322 - Motor vehicle accident with injuries	25	4.7%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.2%
324 - Motor vehicle accident with no injuries.	10	1.9%
341 - Search for person on land	1	0.2%
352 - Extrication of victim(s) from vehicle	3	0.6%
353 - Removal of victim(s) from stalled elevator	2	0.4%
361 - Swimming/recreational water areas rescue	1	0.2%
365 - Watercraft rescue	1	0.2%
	Total: 285	**Total: 53.2%**
Incident Type Category: 4 - Hazardous Condition (No Fire)		
411 - Gasoline or other flammable liquid spill	2	0.4%
412 - Gas leak (natural gas or LPG)	12	2.2%
424 - Carbon monoxide incident	3	0.6%
444 - Power line down	6	1.1%
445 - Arcing, shorted electrical equipment	3	0.6%
	Total: 26	**Total: 4.9%**
Incident Type Category: 5 - Service Call		

2023 IFD Incident Types | DISTRICT WIDE	Total Incidents	Total Incidents % of Incidents
531 - Smoke or odor removal	3	0.6%
551 - Assist police or other governmental agency	12	2.2%
552 - Police matter	1	0.2%
553 - Public service	10	1.9%
554 - Assist invalid	9	1.7%
	Total: 35	**Total: 6.5%**
Incident Type Category: 6 - Good Intent Call		
600 - Good intent call, other	2	0.4%
611 - Dispatched and cancelled en route	55	10.3%
622 - No incident found on arrival at dispatch address	4	0.7%
631 - Authorized controlled burning	6	1.1%
632 - Prescribed fire	1	0.2%
650 - Steam, other gas mistaken for smoke, other	1	0.2%
651 - Smoke scare, odor of smoke	11	2.1%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.2%
671 - HazMat release investigation w/no HazMat	1	0.2%
	Total: 82	**Total: 15.3%**
Incident Type Category: 7 - False Alarm & False Call		
700 - False alarm or false call, other	1	0.2%
731 - Sprinkler activation due to malfunction	1	0.2%
733 - Smoke detector activation due to malfunction	3	0.6%
735 - Alarm system sounded due to malfunction	5	0.9%
736 - CO detector activation due to malfunction	9	1.7%
740 - Unintentional transmission of alarm, other	1	0.2%
741 - Sprinkler activation, no fire - unintentional	2	0.4%
743 - Smoke detector activation, no fire - unintentional	5	0.9%
744 - Detector activation, no fire - unintentional	5	0.9%
745 - Alarm system activation, no fire - unintentional	13	2.4%
746 - Carbon monoxide detector activation, no CO	8	1.5%
	Total: 53	**Total: 9.9%**
Incident Type Category: 9 - Special Incident Type		
911 - Citizen complaint	1	0.2%
	Total: 1	**Total: 0.2%**
TOTAL DISTRICT WIDE	**Total: 536**	**Total: 100.0%**

2023 TRAINING

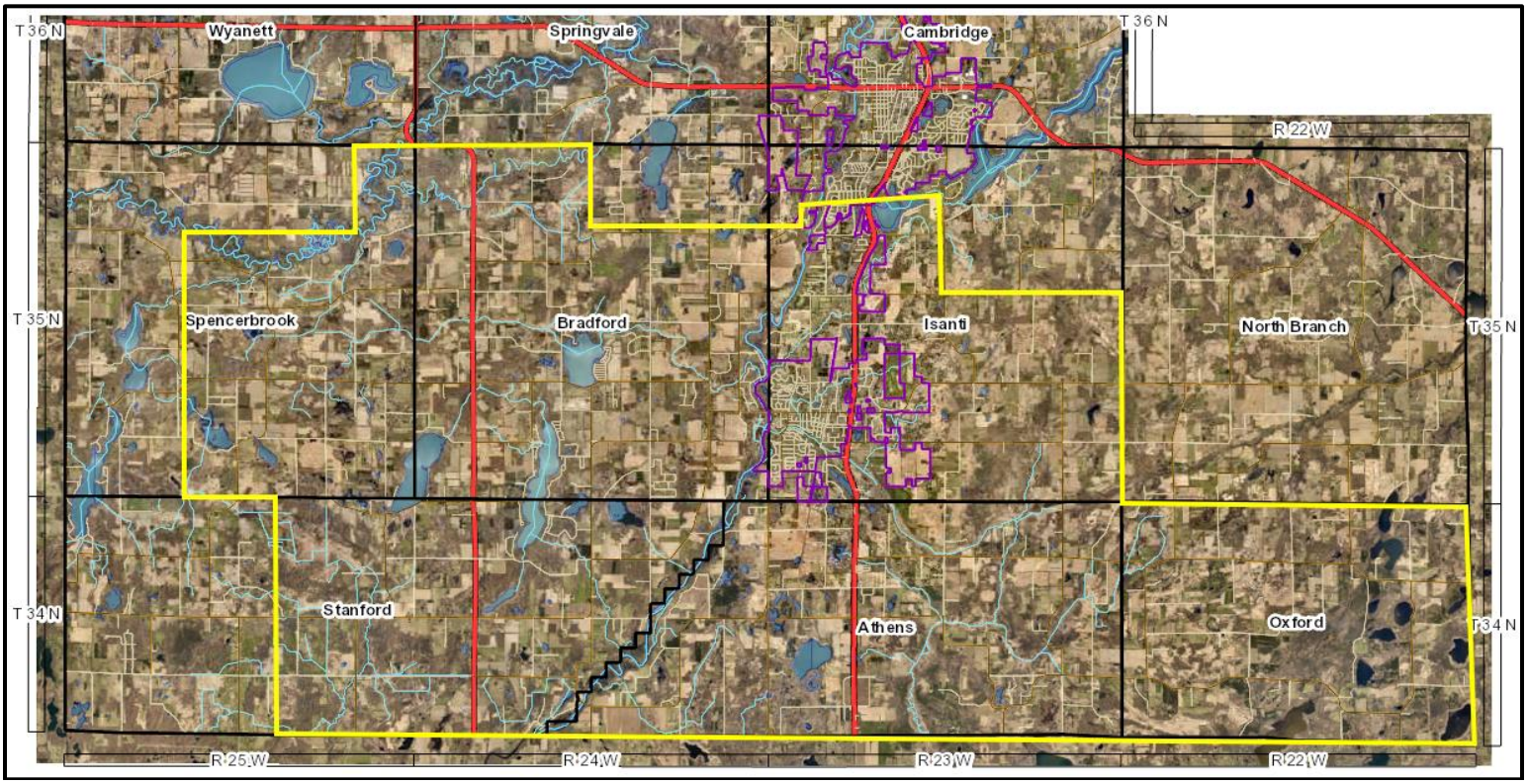
(20) Firefighter Fitness
Pipeline Emergencies
Rope Rescue
SCBA Limitations & Ops
Duty Crew Protocols
Physical Agility
MnFire Wellness
Managing EMS, First in
EMS Refresher
Pump Training
SCBA Competency
Physical Evaluation
Auto Extrication
Hose Line Operations
Fire Hose Testing
First In Fire Attack
Primary Search Practices
Traffic Incident Management
Rural Fireground Operations
Ladders
RIT
Search & Rescue
Live Burn
Cold Water Ice Rescue
EMS Disease Conditions of Chronic Alcoholism
NFPA 1001 Fire Behavior
NFPA 1001 Ventilation
NFPA 1001 Forcible Entry into a Structure
Water Supply
EMS Incident Command Systems
NFPA 1001 Fire Streams
NFPA 1001 Ground Ladders
NFPA 1001 Bloodborne Pathogens Safety
Rope, Rope Rescue, Knots
NFPA 1001 Vehicle Extrication
NFPA 1001 Self Contained Breathing Apparatus



Auto Extrication Training - June

SERVICE AREA

Town/City	Sections	2023 Est. Pop	2023 Valuation
Athens Township	ALL	2,146	$349,849,700
Bradford Township	Sec 4-9 & 13-36	2,954	$473,957,000
Isanti Township	Sections 8-9 & 13-36; Pt of Sec 4 & Pt of Sec. 7	1,488	$269,819,500
Oxford Township	ALL	1,004	$205,856,400
Spencer Brook Township	Sec 1; 12-16; 21-28; 33-36	765	$159,114,000
Stanford Township	Sections 11; 15-24 (R34-T24) & Sec 1-4; 11-14; 23-24 (R34-T25)	1,586	$314,802,000
City of Isanti	ALL	7,218	$814,115,000
TOTAL	157 SQ MI 6,307 Households	17,161	$2,587,513,600



FINANCIALS
December 31, 2023

Flagship Bank Checking/Budget

2023 Budget- $789,048.00

Grant Income- $14,337.36

1. MN Board of Firefighter Training and Education (MBFTE) | Training Costs- $9,285.00
2. FEMA Assistance to Firefighters Grant (AFG S-2) - $5,052.36

Donation Income- $13,207.80

1. Isanti Liquor Fundraiser- $5,315.25
2. Pump Republic Gym - $300.00
3. DW Companies - $6,050.00
4. VFW Rum River Post - $992.55
5. Bradford Community Org - $500.00
6. Scott Lagaard - $50.00

Bank Account Interest Income- $1,998.48
Dividend return, rebates- $240.04
Services- $0
Isanti Firefighters Rodeo Association (goods)
Donation - $5,630.43
Total Income- $ 824,462.11

Total Expense- $792,363.55

Flagship Bank Checking Account
Balance- $265,247.82
Flagship Bank Capital Equip Savings Account
Balance- $158,027.07
Flagship Bank Fire Call Savings Account
Balance- $15,700.08
MinnCo Water Rescue Savings
Balance- $1,836.90



Snow!



Oxford Training Burn - October

CAPITAL ASSETS

Station 1

(Leased Building/City owned)
401 1st Ave NW
Isanti, MN 55040

Engine 1	2020 Custom Fire Freightliner | Waterous 2,000 gpm	**Command 2**	2021 Chevrolet Tahoe 2x4
Engine 12	2006 Custom Fire Peterbilt |Waterous 2,000 gpm	**Rescue 1**	2015 Chevrolet Silverado 2500 4x4
Tanker 1	2000 (built in house) Sterling L7500| 2,000 gallon	**Rescue 12**	2022 Ford Ranger 4x4
Ladder 1	1988 Grumman Aerial Cat 102' Platform| Waterous 1,500 gpm	**Rescue 13**	2022 Ford Ranger 4x4
Command 1	2021 Chevrolet Tahoe 4x4	**Grass 1**	2005 Ford F350 4x4

Station 2

4891 Co Rd 5 NW
Isanti, MN 55040

Engine 2	2000 Custom Fire Freightliner |Waterous 1,500 gpm	**Grass 2**	2008 Ford F350 4x4
Engine 22	1982 Custom Fire Ford |Waterous 1,500 gpm	**Public Relations**	1963 International Loadstar 1700|Forstner Fire Engine
Tanker 2	2000 (built in house) Sterling L7500| 2,000 gallon	**Tech Rescue**	Featherlite Enclosed Trailer
Rescue 2	2001 Ford F350 4x4	**Misc.**	Deck Over Tandem Axle Trailer
Light Tower	1997 Magnum portable light tower	**Misc.**	1986 Chevrolet K35 (govt. surplus)
Misc.	2023 Felling FT-3 Utility Trailer	**Misc.**	2016 6x12 Enclosed P/R Trailer

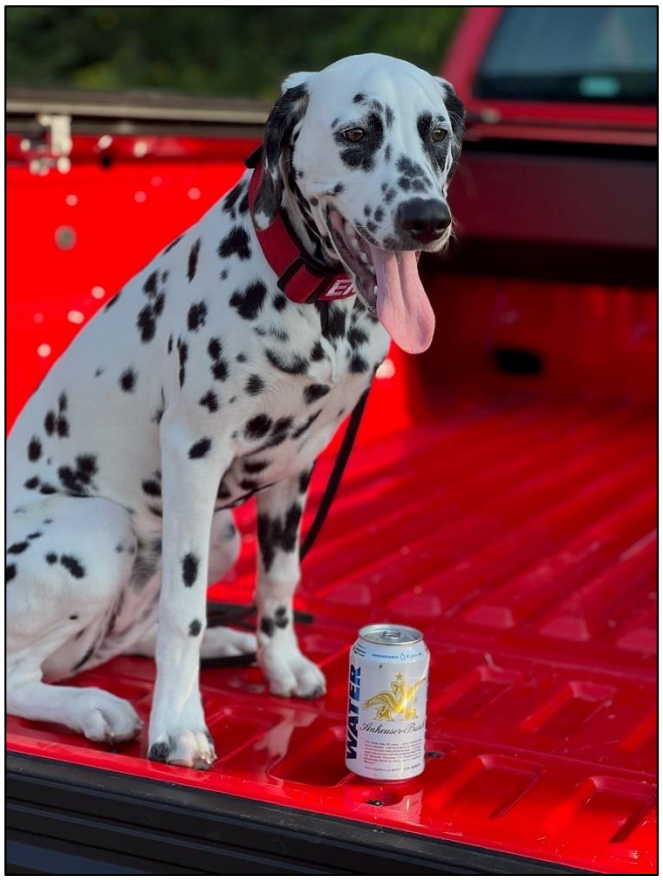
Station 3

4243 269th Ave NE
Isanti, MN 55040

Engine 3	1996 Custom Fire Freightliner | Waterous 1,250 gpm	**Grass 3**	1988 Chevrolet K3500 4x4
Tanker 3	1989 (built in house) International 1854 4x4 1,500 gallon (govt. surplus)	**Rescue 3**	2006 Dodge Ram 2500 4x4

2023 IFD Incident Types | CITY OF ISANTI ONLY	Total Incidents	Total Incidents % of Incidents
Incident Type Category: 1 - Fire		
111 - Building fire	5	2.2%
131 - Passenger vehicle fire	2	0.9%
134 - Water vehicle fire	1	0.4%
141 - Forest, woods or wildland fire	1	0.4%
142 - Brush or brush-and-grass mixture fire	1	0.4%
143 - Grass fire	1	0.4%
154 - Dumpster or other outside trash receptacle fire	1	0.4%
162 - Outside equipment fire	1	0.4%
	Total: 13	**Total: 5.6%**
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident		
311 - Medical assist, assist EMS crew	109	47.0%
322 - Motor vehicle accident with injuries	6	2.6%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.4%
324 - Motor vehicle accident with no injuries.	3	1.3%
352 - Extrication of victim(s) from vehicle	2	0.9%
353 - Removal of victim(s) from stalled elevator	2	0.9%
	Total: 123	**Total: 53.0%**
Incident Type Category: 4 - Hazardous Condition (No Fire)		
411 - Gasoline or other flammable liquid spill	1	0.4%
412 - Gas leak (natural gas or LPG)	4	1.7%
424 - Carbon monoxide incident	1	0.4%
444 - Power line down	3	1.3%
445 - Arcing, shorted electrical equipment	1	0.4%
	Total: 10	**Total: 4.3%**
Incident Type Category: 5 - Service Call		
531 - Smoke or odor removal	3	1.3%
551 - Assist police or other governmental agency	3	1.3%
552 - Police matter	1	0.4%
553 - Public service	3	1.3%
554 - Assist invalid	4	1.7%
	Total: 14	**Total: 6.0%**
Incident Type Category: 6 - Good Intent Call		
600 - Good intent call, other	1	0.4%
611 - Dispatched and cancelled en route	26	11.2%
622 - No incident found on arrival at dispatch address	1	0.4%

2023 IFD Incident Types | CITY OF ISANTI ONLY	Total Incidents	Total Incidents % of Incidents
631 - Authorized controlled burning	1	0.4%
650 - Steam, other gas mistaken for smoke, other	1	0.4%
651 - Smoke scare, odor of smoke	4	1.7%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.4%
671 - HazMat release investigation w/no HazMat	1	0.4%
	Total: 36	**Total: 15.5%**
Incident Type Category: 7 - False Alarm & False Call		
731 - Sprinkler activation due to malfunction	1	0.4%
733 - Smoke detector activation due to malfunction	2	0.9%
735 - Alarm system sounded due to malfunction	5	2.2%
736 - CO detector activation due to malfunction	4	1.7%
741 - Sprinkler activation, no fire - unintentional	2	0.9%
743 - Smoke detector activation, no fire - unintentional	2	0.9%
744 - Detector activation, no fire - unintentional	4	1.7%
745 - Alarm system activation, no fire - unintentional	11	4.7%
746 - Carbon monoxide detector activation, no CO	5	2.2%
	Total: 36	**Total: 15.5%**
TOTAL CITY OF ISANTI	**Total: 232**	**Total: 100.0%**



Ember posing with canned drinking water donated by Anheuser Bush Isanti Liquor Store event August

FIRE DEPARTMENT
2024 BUDGET CONTRIBUTIONS
CITY OF ISANTI

2024 IFD BUDGET: $790,720.00

2024 CITY OF ISANTI CONTRIBUTION: $307,502.20

2024 CITY OF ISANTI QUARTERLY CONTRIBUTION: $76,875.55

% OF TOTAL 2024 FIRE DISTRICT BUDGET: 39%

% OF TOTAL 2023 FIRE DISTRICT CALL RESPONSES: 46%



Structure Fire - June

AGENDA ITEM NO. K.2

MEMO

To: **Mayor Gordon and Members of City Council**
From: Julia Cederberg, Park and Recreation Coordinator
Date: April 2, 2024
Subject: Resolution to Consider Approving a Special Event Permit for Rum River BMX 2024 Gold Cup/Minnesota State Qualifier Race

---

Background:
Rum River BMX is hosting the Gold Cup / Minnesota State Qualifier Race event April 25-28, 2024. Hours are 4-10pm on the 25th and 26th and 8am-5pm on the 27th and 28th. An estimated 800 - 1,000 people will be in attendance each day of the event. Parking will be in the main parking lot with overflow into the soccer field parking lot. Staff is requesting proof of approval to use Soccer Association parking lot. Camping will be in the grass lot to the south of the building. Six portable restrooms will be on site and RRBMX will have volunteers cleaning up the property. They are requesting to use 6 barricades and 25 no parking signs, and for the drop off time of equipment on April 26, 2024 at 11:00am. Applicant is also requesting that the $100.00 clean-up deposit fee to be waived.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving a Special Event Permit for Rum River BMX 2024 Gold Cup/ Minnesota State Qualifier Race
- SEP Rum River BMX - Gold Cup - MN State Qualifier Final

RESOLUTION 2024-XXX

APPROVING SPECIAL EVENT PERMIT APPLICATION FOR RUM RIVER BMX 2024 GOLD CUP/ MINNESOTA STATE QUALIFIER RACE

WHEREAS, Rum River BMX has submitted a special event application to host the 2024 Gold Cup/ Minnesota State Qualifier Race; and,

WHEREAS, a four-day event is scheduled to take place in the Isanti Indoor Arena on Thursday, April 25, 2024, 4:00-10:00pm, Friday, April 26, 2024, 4:00-10:00pm, Saturday, April 27, 2024, 8:00am-5:00pm, and Sunday, April 28, 2024, 8:00am-5:00pm; and,

WHEREAS, the estimated number of people in attendance is 800-1,000 per day; and,

WHEREAS, the applicant will provide six (6) additional portable restrooms for the event; and,

WHEREAS, paid RV parking will be allowed on the grass lot to the south of the arena as outlined in the parking agreement; additional parking during the event will be restricted to Isanti Indoor Arena parking lot, overflow parking in northeast and southeast lots in Bluebird Park, and in the soccer field lot; and,

WHEREAS, the applicant has submitted a request to have the $100 Cleanup Deposit waived; and,

WHEREAS, the applicant has submitted a complete request with the application materials; and,

WHEREAS, the equipment request has been received six (6) barricades, twenty-five (25) "no-parking" signs, and for drop off location at the Isanti Indoor Arena on April 26, 2024 at 11:00am;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to hereby approve the special event permit request for Rum River BMX 2024 Gold Cup / Minnesota State Qualifier Race;

AND FURTHERMORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota that this Resolution is hereby the "Permit" for the above stated Special Event.

This Resolution is hereby approved by the Isanti City Council this 2nd day of April 2024.

Attest: Mayor James Gordon

Jaden Strand
City Clerk

A Community For Generations.

Isanti

SPECIAL EVENT PERMIT APPLICATION

City of Isanti
110 First Avenue NW • PO Box 428
Isanti, MN 55040
Phone: 763.444.5512 • Fax: 763.444.5560
www.cityofisanti.us

If you are a planning an event that requires a Special Event Permit, please complete the application and any required supplemental forms. To ensure your application is processed quickly, be specific and complete in all responses. **Applications must be submitted at least 30 days prior to the event to be considered.**

ITEMS TO ACCOMPANY THE APPLICATION

Required with all applications

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

Request to waive Fee →

Check all that apply:

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

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

SPECIAL EVENT PERMIT APPLICATION

Submittal Date: 3/19/2024

APPLICANT INFORMATION

Sponsoring Entity (if applicable): Rum River BMX

Contact Person: Tim Dobosenski

Address: 101 Isanti Parkway NW

City: Isanti State: MN Zip: 55040

Phone: [redacted] Fax: ___-___-___ Cell: ___-___-___

E-mail: [redacted]

Secondary Contact Person: Dan Backsen

Address: 101 Isanti Parkway NW

City: Isanti State: MN Zip: 55040

Phone: [redacted] Cell: ___-___-___ E-mail: [redacted]

EVENT INFORMATION

Event Name: 2024 Gold Cup/Minnesota State Qualifier

Date(s) of Event: April 25th-April 28th 2024

Hours of Event: Thur. 4pm-10pm, Fri 4pm-10pm, Sat 8am-5pm, Sun 8am-5pm

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

Describe Event (List all activities. Provide flyer or other marketing materials as available.):
BMX racing,Minnesota State Qualifier is a qualifier for the Minnesota State series and Gold Cup Qualifier is a regional qualifier for the Gold Cup series.

City of Isanti
110 1st Avenue NW • PO Box 428 • Isanti, MN 55040 • Phone (763) 444-5512 • Fax (763) 444-5560

Proposed Location of the Event (be specific, site map also required):
Isanti Indoor Arena. Grass areas may be used for team canopies.

Estimated Number of People in Attendance (includes staff, participants, and spectators):
800-1,000 people per day

Parking Impact – Describe in detail:
Parking shall be in paved areas some over flow may be at the Bluebird Park parking lot or soccer feilds south lot. Camping in grass area south of isanti indoor arena. Rum River will be responsible for any grass repairs in field

Tents, equipment, amusement rides, etc.
Type: BMX teams will bring their own pop up tents.
Size: 12'x12' up to 24'x24'
Location: South and east sides of the building. Depending on weather.

Are Fire Prevention or EMS needed? Please specify and if being provided, please identify the name or entity providing these services:
Off duty first responders will be on hand.

Are you requesting any street closures? If yes, list streets:
No street closures are required.

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

Absolute Portable Restrooms, Cambridge MN. Besides the existing bathrooms at the Isanti Indoor Arena, six portable bathrooms will be added around the outside of the building.

Security Plans – Name or entity providing these services. (A Police Officer is required if alcohol is being served or at the discretion of the Police Chief).
No alcohol will be served during this event. Security is not required.

Clean-up Plans – Describe in detail:
Rum River BMX volunteers will be cleaning up on the property. We will have a 20-30yd rolloff dumpster to handle the garbage.

City of Isanti
110 1st Avenue NW • PO Box 428 • Isanti, MN 55040 • Phone (763) 444-5512 • Fax (763) 444-5560

Live entertainment – Describe in detail:
This will be live BMX pedal bike racing.

Will any other public addressing system or sound amplification be used? If so, describe:
Only sound audio system that will be used is the current indoor system. Live stream of event will be available on youtube.

If the event will be held on public property, please provide the following information: (1) Will tickets be sold for the event? (2) Is a donation of any kind required? (3) What is the purpose of the money that is collected?
Race fees are collected for riders on the track to cover cost of the event and awards for riders placing in the event.

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

APPLICANT SIGNATURE

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

Applicant Signature: 

City of Isanti
110 1st Avenue NW • PO Box 428 • Isanti, MN 55040 • Phone (763) 444-5512 • Fax (763) 444-5560

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

Fire Chief
X Approved _____ Denied _____ N/A Signature: email approval attached

Police Chief
X Approved _____ Denied _____ N/A Signature: email approval attached

Public Services Director
X Approved _____ Denied _____ N/A Signature: email approval attached

Parks and Recreation Coordinator
X Approved _____ Denied _____ N/A Signature: Julia Cederberg

Community Development Director
X Approved _____ Denied _____ N/A Signature: email approval attached

City Administrator
X Approved _____ Denied _____ N/A Signature: Jon Wood

City Council
_____ Approved _____ Denied

Date of Review: _____

City of Isanti
110 1st Avenue NW • PO Box 428 • Isanti, MN 55040 • Phone (763) 444-5512 • Fax (763) 444-5560

Isanti Parks

From: Al Jankovich <aljankovich@isantifiredistrict.org>
Sent: Monday, March 25, 2024 2:13 PM
To: Isanti Parks
Subject: RE: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

Hi Julia,

Isanti Fire approves the April 25-28 RRBMX SEP application as presented.

Thank you.

ALAN JANKOVICH | FIRE CHIEF
ISANTI FIRE DISTRICT
401 1ST AVE NW, PO BOX 490 | ISANTI, MN 55040
763.444.8019 | aljankovich@isantifiredistrict.org | www.isantifiredistrict.org

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Monday, March 25, 2024 10:29 AM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Matt Sylvester <MSylvester@cityofisanti.us>; Travis Muyres <tmuyres@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

Hello all,

Attached is a special event permit application by Rum River BMX for their Gold Cup/ MN State Qualifier race event. The event will take place April 25, 2024 from 4pm to 10 pm, April 26, 2024 from 4pm to 10pm, April 27, 2024 from 8am to 5pm and April 28, 2024 from 8am to 5pm, for a total of a 4 day event. The Gold Cup/ MN State Qualifier event will be held at the Isanti indoor arena.
The event is open to the public and is to include multiple BMX bike races throughout the weekend.
There is an estimate of 800-1,000 people in attendance per day.
They are requesting camping in the grass area South of the Isanti Indoor Arena.

RRBMX is requesting equipment from Public Works to include 6 barricades and 25 small no parking signs to be utilized and dropped off on April 26, 2024 around 11am.

If you could please give approval or comment by Wednesday, March 27th at the latest, so I can place it on the April 2nd City Council agenda.

Thank you,

Isanti Parks

From: Travis Muyres
Sent: Monday, March 25, 2024 11:41 AM
To: Isanti Parks
Subject: Re: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

approve

TRAVIS MUYRES #5801
Police Chief
Isanti Police Department
901 East Dual Blvd. NE
Isanti, MN 55040
763-444-4761

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Monday, March 25, 2024 10:28 AM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Matt Sylvester <MSylvester@cityofisanti.us>; Travis Muyres <tmuyres@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

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Thank you,

City of Isanti
Julia Cederberg
Parks & Recreation Coordinator
110-1st Ave NW | Box 428 | Isanti, MN 55040
City Hall: (763) 444-5512
Office: (763) 762-5754
Cell: (763) 402-0482

Isanti Parks

From: Matt Sylvester
Sent: Monday, March 25, 2024 12:18 PM
To: Isanti Parks; Fire Department - Al Jankovich; Travis Muyres; Stephanie Hillesheim
Subject: RE: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

I approve.

Matt Sylvester
City of Isanti
Public Services Director
Office (763) 762-5757
Work (763)444-0459
Cell (763) 772-5850

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Monday, March 25, 2024 10:29 AM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Matt Sylvester <MSylvester@cityofisanti.us>; Travis Muyres <tmuyres@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

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Thank you,

City of Isanti

Julia Cederberg
Parks & Recreation Coordinator
110-1st Ave NW | Box 428 | Isanti, MN 55040
City Hall: (763) 444-5512
Office: (763) 762-5754
Cell: (763) 402-0482
Email: isantiparks@cityofisanti.us
www.cityofisanti.us

Isanti Parks

From: Stephanie Hillesheim
Sent: Monday, March 25, 2024 10:53 AM
To: Isanti Parks; Fire Department - Al Jankovich; Matt Sylvester; Travis Muyres
Subject: RE: RRBMX Special Event Permit Application - Gold Cup/ MN State Qualifier 2024

Follow Up Flag: Follow up
Flag Status: Flagged

Julia,

I approve as long as we have proof that the Soccer Association approves use of their parking lot during this time. You will also want to schedule time ahead of the event to discuss parking fees, etc. and to go over how that works with them and to give them the tickets.

Thanks,

City of Isanti

Stephanie Hillesheim
Community Development Director
110-1st Ave NW | Box 428 | Isanti, MN 55040
City Hall: (763) 444-5512
Office: (763) 762-5761
Cell: (763) 453-4592
Email: shillesheim@cityofisanti.us
www.cityofisanti.us

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Isanti Parkway Northwest
1st Avenue Northwest
Rum River BMX
Clifford Park
Bluebird Park
1st Avenue Northwest
Parking (Free)
Parking (Paid)
Cars, RVs, Camping
Canopies
No Parking

SPECIAL EVENT PERMIT APPLICATION
City of Isanti
110 First Avenue NW • PO Box 428
Isanti, MN 55040
Phone: 763.444.5512 • Fax: 763.444.5560
www.cityofisanti.us

Special Event Equipment Request Form

Event Name: Minnesota State and Gold Cup Qualifier

Date(s) of Event: April 26th- April 28th 2024

Contact Person: Tim Dobosenski [redacted]

Equipment Drop Off/Pick Up Location: Isanti Indoor Arena 101 Isanti Parkway NW

Equipment Drop Off Date/Time: April 26th 2024 11:00am

Please list the number of each item requested. Isanti Public Works will determine the availability of equipment for each event, and reserves the right to deny requests. *All equipment must be returned no later than 24 hours after the end of the event. The replacement of any broken or missing equipment will be billed to the event organizers.*

Construction Cones: 0

Picnic Tables: 0

Barricades: 6

Stage: 0

Road Closed Signs: 0

No Parking Signs: 25 small sign

Office Use Only

Date Delivered: _____ By: _____

Date Checked In: _____ By: _____

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Peggy Larson
North Risk Partners PO Box 64016 St Paul MN 55164	PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: peggy.larson@northriskpartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Michigan Millers Mutual Insurance Company	14508
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Rum River BMX LLC
101 Isanti Parkway NW
Isanti MN 55040

COVERAGES **CERTIFICATE NUMBER:** Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			C 0126317 03	03/13/2024	03/13/2025	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Isanti
110 1st Avenue NW
PO Box 428
Isanti MN 55040

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENDA ITEM NO. K.3

MEMO

To: **Mayor Gordon and Members of City Council**
From: Julia Cederberg, Park and Recreation Coordinator
Date: April 2, 2024
Subject: Resolution to Consider Approving a Special Event Permit for June 11th Family Summer Entertainment Series Partnership with Cambridge-Isanti Schools

---

Background:
Cambridge-Isanti Schools has proposed a partnership with the City of Isanti for the first Family Summer Entertainment Series date of June 11, 2024. The event would be held at the Bluebird Amphitheater in Bluebird Park on June 11, 2024 from 5:00pm to 7:00pm. From 5:00pm to 6:00pm Cambridge-Isanti Schools would provide activities such as sidewalk chalk, bubble, sensory bins, art projects, and a snack. A story stroll provided by the East Central Regional Library will also occur during this time. From 6:00pm to 7:00pm the City of Isanti would provided a performance of the Teddy Bear Band. An estimate of 100 - 300 people will be in attendance. Parking will be in the northwest and southeast lots at Bluebird Park.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving a Special Event Permit for June 11th Family Summer Entertainment Series Partnership with Cambridge-Isanti Schools
- SEP FSES Partnership with C-I Schools Final

RESOLUTION 2024-XXX

APPROVING A SPECIAL EVENT PERMIT FOR THE JUNE 11, 2024 FAMILY SUMMER EVENT SERIES IN PARTNERSHIP WITH CAMBRIDGE-ISANTI SCHOOLS

WHEREAS, the Cambridge-Isanti Schools Early Childhood reached out to staff to rent the shelter at Bluebird Park on May 9th and wanted to partner to have the Teddy Bear Band Perform in celebration of the 50th anniversary of Early Childhood Family Education; and,

WHEREAS, staff then informed them that the Teddy Bear Band will be playing at the first Family Summer Entertainment Series at Bluebird Park on June 11th; and,

WHEREAS, Cambridge-Isanti Schools then proposed a possible partnership on June 11th for the Family Summer Entertainment Series event rather than having the Teddy Bear Band at the same place a month prior; and,

WHEREAS, staff met with Cambridge-Isanti Schools representative to discuss the partnership options that the school would bring to the event; and,

WHEREAS, City staff has submitted a Special Event Permit to host the originally scheduled City sponsored Family Summer Entertainment Series event for June 11, 2024 in partnership with Cambridge-Isanti Schools; and,

WHEREAS, a one-day event is scheduled to take place in Bluebird Park at the Amphitheater on Tuesday June 11, 2024, 5:00pm – 7:00pm; and,

WHEREAS, from 5:00pm – 6:00pm of the event the Cambridge-Isanti Schools would provide activities such as sidewalk chalk, bubbles, sensory bins, art projects, a snack, and a story stroll brought by the East Central Regional Library; and,

WHEREAS, from 6:00pm – 7:00pm the City of Isanti would provide the appearance of the Teddy Bear Band; and,

WHEREAS, the estimated number of people in attendance is 100 - 300; and,

WHEREAS, the event will utilize the portable restrooms already onsite for the evening;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota hereby approves the Special Event Permit for the City of Isanti in partnership with the Cambridge-Isanti Schools for the event to be held on June 11th from 5:00pm to 7:00pm at Bluebird Park.

This resolution was duly approved by the Isanti City Council this 2nd of April 2024.

_____

Attest: Mayor James Gordon

_____

Jaden Strand
City Clerk

SPECIAL EVENT PERMIT APPLICATION

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

If you are a planning an event that requires a Special Event Permit, please complete the application and any required supplemental forms. To ensure your application is processed quickly, be specific and complete in all responses. **Applications must be submitted at least 30 days prior to the event to be considered.**

ITEMS TO ACCOMPANY THE APPLICATION

Required with all applications

- ☑ Complete application form
- ☐ Cleanup deposit fee - $100
- ☐ Proof of insurance or certificate of insurance
- ☑ Site Map
- ☐ Approval letter from the property owner
- ☑ Proof of written notification to property owners within 350 feet of the special event

Check all that apply:

- ☐ Signs will be posted for event:
  - ☐ Temporary Sign Permit Application required
  - ☐ $50 fee
- ☐ Alcohol will be served and/or sold at event:
  - ☐ License (may take up to 60 days to process)
  - ☐ Fees apply, amounts vary by license type
- ☐ Vendors will be present:
  - ☐ Mobile Food Unit App. (If not assuming vendor liability. Background check required)
  - ☐ Vendor List
- ☑ Event will occur on City Property:
  - ☐ Release and Indemnification Agreement

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

SPECIAL EVENT PERMIT APPLICATION

Submittal Date: 3/21/2024

APPLICANT INFORMATION

Sponsoring Entity (if applicable): _____

Contact Person: Julia Cederberg - City of Isanti

Address: 110 1st Ave NW

City: Isanti State: MN Zip: 55040

Phone: 763-762-5754 Cell: _____ E-mail: lsantiparks@cityofisanti.us

Secondary Contact Person: Kim Goodmanson

Address: _____

City: _____ State: _____ Zip: _____

Phone: 763-691-6612 Cell: _____ E-mail: kgoodmanson@c-ischools.org

---

EVENT INFORMATION

Event Name: Family Summer Entertainment Series

Date(s) of Event: June 11, 2024

Hours of Event: 5:00pm - 7:00pm

Type of Event: [X] Open to the Public [ ] Private [ ] Other: _____

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

This event will be a partnership between City of Isanti and Cambridge Isanti Schools for the regularly scheduled Family Summer Entertainment Series and to celebrate the 50th anniversary of Early Childhood Family Education. From 5:00pm to 6:00pm C-I Schools will provide activities such as sidewalk chalk, bubbles, sensory bins, art projects, and a snack. A story stroll provided by the East Central Library will also be included. From 6pm - 7pm the City of Isanti will be providing a performance by the Teddy Bear Band. Food Trucks will also be in attendance.

Proposed Location of the Event (be specific, site map also required):
Bluebird Park at the Bluebird Amphitheater - 201 Isanti Parkway, Isanti, MN 55040

Estimated Number of People in Attendance (includes staff, participants, and spectators):
An estimate of 100 - 300.

Parking Impact – Describe in detail:
Parking will be available in Bluebird Parks Northwest and Southeast lots.

Tents, equipment, amusement rides, etc.

Type: Pop Up Tents
Size: 10 x 10
Location: Near the Amphitheater

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

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

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

We will be utilizing the 2 portable restrooms on site at Bluebird Park provided by Absolute Portable Restrooms.

Security Plans – Name or entity providing these services. (A Police Officer is required if alcohol is being served or at the discretion of the Police Chief).
No alcohol will be served during this event. Security is not needed.

Clean-up Plans – Describe in detail:
City staff and C-I Schools staff/ volunteers will clean up the area after the event. Public works will remove picnic tables the day after the event.

Live entertainment – Describe in detail:
There will be a story stroll provided by the East Central Regional Library and the performance of The Teddy Bear Band.

Will any other **public addressing system or sound amplification** be used? If so, describe:
The sound amplification will be the system provided by the Teddy Bear Band.

If the event will be held on public property, please provide the following information: (1) Will tickets be sold for the event? (2) Is a donation of any kind required? (3) What is the purpose of the money that is collected?
Tickets will not be sold at this event. A donation is not required. There is no money being collected at this event.

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

APPLICANT SIGNATURE

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

Applicant Signature: Julia Cederberg

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

Fire Chief
X Approved _____ Denied _____ N/A Signature: email approval attached

Police Chief
X Approved _____ Denied _____ N/A Signature: email approval attached

Public Services Director
X Approved _____Denied _____N/A Signature: email approval attached

Parks and Recreation Coordinator
X Approved _____Denied _____N/A Signature: Julie Cederberg

Community Development Director
X Approved _____ Denied _____ N/A Signature: Stacy Mennis

City Administrator
X Approved _____ Denied _____ N/A Signature: Jon Woods

City Council
_____ Approved _____Denied

Date of Review: _____

City of Isanti
110 1st Avenue NW • PO Box 428 • Isanti, MN 55040 • Phone (763) 444-5512 • Fax (763) 444-5560

Isanti Parks

From: Al Jankovich <aljankovich@isantifiredistrict.org>
Sent: Monday, March 25, 2024 2:15 PM
To: Isanti Parks
Subject: RE: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Julia,

Isanti Fire approves the C-I Schools June 11 SEP application as presented.

Thank you!

ALAN JANKOVICH | FIRE CHIEF
ISANTI FIRE DISTRICT
401 1ST AVE NW, PO BOX 490 | ISANTI, MN 55040
763.444.8019 | aljankovich@isantifiredistrict.org | www.isantifiredistrict.org

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Monday, March 25, 2024 1:03 PM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>; Matt Sylvester <MSylvester@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

Hello all,

Attached is a special event permit application by the City of Isanti and C-I Schools for a partnership with the originally planned Family Summer Entertainment Series event. This event will take place on June 11, 2024 from 5:00pm to 7:00pm, for a one day event. The Family Summer Entertainment Series event will be held at Bluebird Park in the Bluebird Amphitheater.
There is an estimate of 100 – 300 people in attendance for the event.

If you could please give approval or comment by Wednesday, March 27th at the latest, so I can place it on the April 2nd City Council agenda.

Thank you,

Isanti Parks

From: Travis Muyres
Sent: Tuesday, March 26, 2024 3:03 PM
To: Isanti Parks
Subject: Re: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

approved

TRAVIS MUYRES #5801
Police Chief
Isanti Police Department
901 East Dual Blvd. NE
Isanti, MN 55040
763-444-4761

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Tuesday, March 26, 2024 3:00 PM
To: Travis Muyres <tmuyres@cityofisanti.us>
Subject: FW: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

Hi Travis,

Jaden notified me that you are out tomorrow, can you please look this SEP and give approval?
Thank you,

Julia Cederberg
Parks & Recreation Coordinator
110-1st Ave NW | Box 428 | Isanti, MN 55040
City Hall: (763) 444-5512
Office: (763) 762-5754
Cell: (763) 402-0482
Email: isantiparks@cityofisanti.us
www.cityofisanti.us

From: Isanti Parks
Sent: Monday, March 25, 2024 1:03 PM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>; Matt Sylvester <MSylvester@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

Hello all,

Attached is a special event permit application by the City of Isanti and C-I Schools for a partnership with the originally planned Family Summer Entertainment Series event. This event will take place on June 11, 2024

Isanti Parks

From: Matt Sylvester
Sent: Monday, March 25, 2024 1:14 PM
To: Isanti Parks; Fire Department - Al Jankovich; Travis Muyres; Stephanie Hillesheim
Subject: RE: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

I approve

Matt Sylvester
City of Isanti
Public Services Director
Office (763) 762-5757
Work (763)444-0459
Cell (763) 772-5850

From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Monday, March 25, 2024 1:03 PM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>; Matt Sylvester <MSylvester@cityofisanti.us>; Stephanie Hillesheim <SHillesheim@cityofisanti.us>
Subject: Special Event Permit Application - Family Summer Entertainment Series June 11, 2024

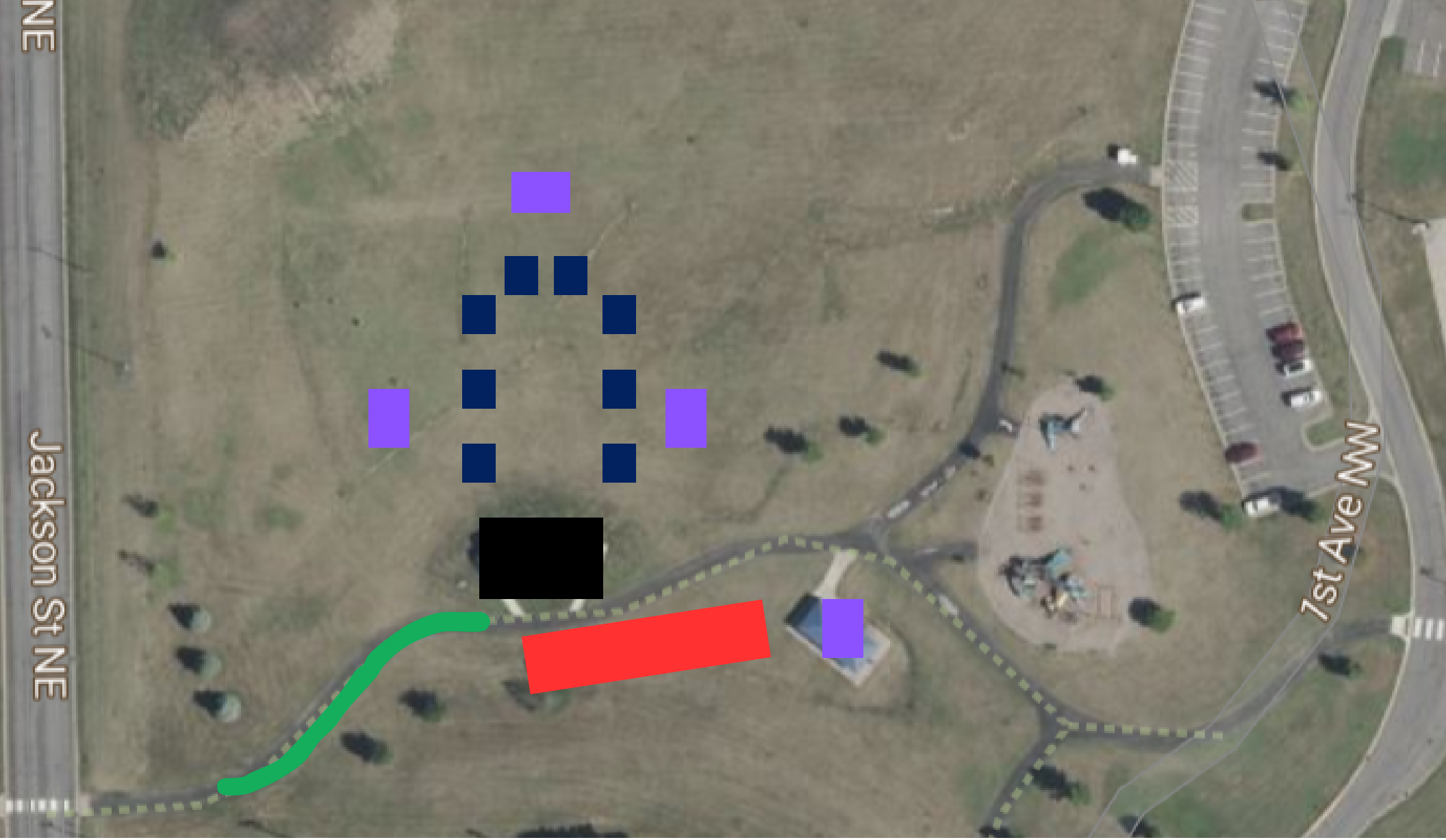
Hello all,

Attached is a special event permit application by the City of Isanti and C-I Schools for a partnership with the originally planned Family Summer Entertainment Series event. This event will take place on June 11, 2024 from 5:00pm to 7:00pm, for a one day event. The Family Summer Entertainment Series event will be held at Bluebird Park in the Bluebird Amphitheater.
There is an estimate of 100 – 300 people in attendance for the event.

If you could please give approval or comment by Wednesday, March 27th at the latest, so I can place it on the April 2nd City Council agenda.

Thank you,

Julia Cederberg
Parks & Recreation Coordinator
110-1st Ave NW | Box 428 | Isanti, MN 55040
City Hall: (763) 444-5512
Office: (763) 762-5754
Cell: (763) 402-0482
Email: isantiparks@cityofisanti.us
www.cityofisanti.us



Picnic Tables

Amphitheater (Teddy Bear Band)

Pop Up Tents (Activity Stations)

Story Stroll Path

Food Trucks

FSES June 11, 2014

CAMBRIDGE ISANTI Schools
EVERY STUDENT, EVERY DAY

Early Childhood
428 2nd Ave NW
Cambridge, MN 55008
(763)691-6691
Fax (763)691-6692

March 12, 2024

To: The City of Isanti

Re: Partnership

This year the State of Minnesota is celebrating 50 years of Early Childhood Family Education (ECFE). In Cambridge-Isanti, ECFE has been a vital part of this community since 1985, and we are planning to celebrate this milestone in a few ways. One of those ways is to bring the Teddy Bear Band to the amphitheater in Isanti. The Teddy Bear band has a long history with ECFE, and has recently written a song for the 50 year anniversary. I am writing to propose a partnership for a shared community event between the City of Isanti, East Central Regional Library, and Cambridge-Isanti Schools for the currently scheduled Teddy Bear Band concert on Tuesday, June 11th, 2024.

During the 5:00-6:00 pm hour, Cambridge-Isanti Schools Early Childhood staff would provide activities such as sidewalk chalk, bubbles, sensory bins, art projects and a snack. East Central Regional Library would provide a story stroll. The Teddy Bear Band would then perform as previously scheduled from 6:00-7:00 pm. This is a great opportunity to partner with the objective of bringing community members together and offering a free and fun family event. Please let me know if you have any questions, and thank you for your consideration.

Sincerely,

Kim Goodmanson
Early Childhood Programs Coordinator
Cambridge-Isanti Public Schools
kgoodmanson@c-ischools.org

Early Childhood Family Education Administration
Kim Goodmanson, *Coordinator*

District Administration
Dr. Nathan Rudolph, *Superintendent*
Dr. Brenda Damiani, *Teaching & Learning* Christopher Kampa, *Finance & Operations*
Shawn Kirkeide, *Admin Services & HR* Julie Williams, *Student Support Services*
Christina Thayer Anderson, *Community Education*

March 25, 2024

Dear Isanti Business Owner/Resident:

The City of Isanti will be hosting Amp it Up and Family Summer Entertainment Series at Bluebird Park throughout the Summer of 2024.

The bands will perform in the Amphitheater at Bluebird Park, on the following Saturday nights from 5:00-7:00pm for sound check and 7:00 – 11:00pm for the public performance.

- **July 27** *(Skitzo Fonik*)
- **October 5** (*To be Announced*)

The bands will be setting up and performing sound check beginning as early as 4:00pm on these dates. Please be advised that music will be played at levels within City-approved regulations.

The Family Summer Entertainment Series will take place at the Amphitheater at Bluebird Park, on the following Tuesday and Wednesday nights from 5:00pm – 7:00pm. There will be a variety of artists and performances.

- **June 11**
- **June 25**
- **July 30**
- **August 14** *(Wednesday)*
- **August 27**

We appreciate your cooperation.

We hope you will take advantage of the heightened foot traffic that will be in the Bluebird Park area during the time of these events. You are welcome to hand out information to promote your business such as coupons to redeem at a later date or a discount offered for that night.

We hope that these events prove advantageous for your business.

If you have any questions, please contact me.

Sincerely,

Julia Cederberg

Julia Cederberg
Parks and Recreation Coordinator

110 1st Avenue NW ◆ P.O. Box 428 ◆ Isanti, MN 55040-0428
isantiparks@cityofisanti.us ◆ www.cityofisanti.us ◆ (763) 444-5512

AGENDA ITEM NO. L.1

MEMO

To: **Mayor Gordon and Members of City Council**
From: Pam Dahlheimer, Assistant Finance Director
Date: April 2, 2024
Subject: Payroll in the Amount of $144,264.52, 1st Quarter Council/Committee Payroll in the Amount of $8,040.65 and Accounts Payable in the Amount of $463,295.36

Background:
AP and Payroll are attached.

Request:
Staff is requesting action on this item.

Attachment(s):
- 3.29.2024 Payroll Period
- 3.29.24 CC Payroll
- AP240303
- AP240303A
- AP240304
- AP240305

City of Isanti

Gross Payroll	124,221.73
Social Security & Medicare	7,108.01
Public Employees Retirement	12,934.78
Total City Expense	144,264.52

Pay Date 3/29/2024

Pay Period 7 (3/10/24-3/23/24)

City of Isanti

Gross Payroll	7,469.25
Social Security & Medicare	571.40
Total City Expense	8,040.65

Pay Date 3/29/2024

Pay Period Quarter 1 CC (1/1-3/31/24)

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
24-Mar	3/19/2024	63062	127	ABDO	609-20200	17,000.00
24-Mar	3/19/2024	63063	1898	ABSOLUTE PORTABLE RESTROOMS	226-20200	1,850.00
24-Mar	3/19/2024	63064	2030	ARTISAN BEER COMPANY	609-20200	644.25
24-Mar	3/19/2024	63065	1141	ASSURANT EMPLOYEE BENEFITS	861-20200	887.99
24-Mar	3/19/2024	63066	9	BERNICKS PEPSI-COLA	609-20200	4,457.40
24-Mar	3/19/2024	63067	368	BILLS QUALITY CLEANING	609-20200	2,586.00
24-Mar	3/19/2024	63068	1500	BOLTON & MENK INC	601-20200	24,845.80
24-Mar	3/19/2024	63069	2319	BREAKTHRU BEVERAGE OF MN	609-20200	13,403.27
24-Mar	3/19/2024	63070	1792	CARLOS CREEK WINERY	609-20200	1,563.00
24-Mar	3/19/2024	63071	1474	CDW GOVERNMENT INC	614-20200	233.43
24-Mar	3/19/2024	63072	1198	CENTER POINT ENERGY	601-20200	5,658.65
24-Mar	3/19/2024	63073	1815	CENTURYLINK	602-20200	519.62
24-Mar	3/19/2024	63074	2759	CIVICPLUS	609-20200	855.24
24-Mar	3/19/2024	63075	1472	CRAWFORDS EQUIPMENT INC	920-20200	6,288.24
24-Mar	3/19/2024	63076	918	CRYSTAL SPRINGS ICE	609-20200	198.48
24-Mar	3/19/2024	63077	8	DAHLHEIMER DISTRIBUTING CO	609-20200	29,076.03
24-Mar	3/19/2024	63078	2871	DEAN'S HEATING & AC INC	602-20200	2,900.00
24-Mar	3/19/2024	63079	1941	DELTA DENTAL	861-20200	4,961.86
24-Mar	3/19/2024	63080	2478	EAST CENTRAL ENERGY	101-20200	43.85
24-Mar	3/19/2024	63081	1682	FERGUSON WATERWORKS	602-20200	252.76
24-Mar	3/19/2024	63082	3140	GARPHISH BREWING COMPANY	609-20200	294
24-Mar	3/19/2024	63083	160	HAWKINS INC	601-20200	3,822.55
24-Mar	3/19/2024	63084	3549	INNOVATIVE BASEMENT AUTHORITY	101-20200	15.5
24-Mar	3/19/2024	63085	162	ISANTI RENTAL INC	101-20200	48.9
24-Mar	3/19/2024	63086	113	ISANTI TIRE & AUTO CARE INC	101-20200	16
24-Mar	3/19/2024	63087	496	JOHN HIRSCHS CAMBRIDGE MOTORS	101-20200	310.25
24-Mar	3/19/2024	63088	7	JOHNSON BROTHERS LIQUOR CO	609-20200	4,187.77
24-Mar	3/19/2024	63089	5	KAWALEK TRUCKING	609-20200	196.6
24-Mar	3/19/2024	63090	1479	LOFFLER COMPANIES INC	108-20200	238.45
24-Mar	3/19/2024	63091	17	MCDONALD DISTRIBUTING CO	609-20200	3,891.40
24-Mar	3/19/2024	63092	2953	MIDCONTINENT COMMUNICATIONS	101-20200	347.53
24-Mar	3/19/2024	63093	176	MN DEPT OF REVENUE	101-20200	77,025.00
24-Mar	3/19/2024	63094	2080	MVTL LABORATORIES INC	602-20200	338.64
24-Mar	3/19/2024	63095	44	PHILLIPS WINE & SPIRITS INC	609-20200	3,167.73
24-Mar	3/19/2024	63096	2630	RAPP, JORDAN	602-20200	15
24-Mar	3/19/2024	63097	2341	RED BULL DISTRIBUTION CO INC	609-20200	831.13
24-Mar	3/19/2024	63098	2396	SOUTHERN GLAZERS OF MN	609-20200	1,480.57
24-Mar	3/19/2024	63099	73	STAR	101-20200	113.86
24-Mar	3/19/2024	63100	2156	SUMMIT FIRE PROTECTION	101-20200	24
24-Mar	3/19/2024	63101	859	SYLVESTER, MATTHEW	602-20200	15
24-Mar	3/19/2024	63102	1290	THE AMBLE GROUP	101-20200	319.58
24-Mar	3/19/2024	63103	626	THE WINE COMPANY	609-20200	1,044.00
24-Mar	3/19/2024	63104	42	VIKING COCA-COLA BOTTLING CO	609-20200	217.6
24-Mar	3/19/2024	63105	1286	VINOCOPIA INC	609-20200	559.5
24-Mar	3/19/2024	63106	4	WATSON CO INC	609-20200	1,385.01
24-Mar	3/19/2024	63107	780	WINE MERCHANTS	609-20200	384
24-Mar	3/19/2024	63108	3531	WITTKOP, DAN	601-20200	14.07
24-Mar	3/19/2024	63109	2666	WRS IMPORTS	609-20200	429.84
					AP240303 Total	218,959.35

KEY
Early Release
ACH Payment
Hold - Do not mail

Dated: _____

Mayor: _____

City Council: _____

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
24-Mar	3/22/2024	63110	3466	CMR CONSTRUCTION & ROOFING LLC	920-20200	101,315.43
					AP240303A Total	101,315.43

KEY
Early Release
ACH Payment
Hold - Do not mail

Dated: _____

Mayor: _____

City Council: _____

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
24-Mar	3/26/2024	63111	2863	AMAZON CAPITAL SERVICES	108-20200	57.68
24-Mar	3/26/2024	63112	53	BELLBOY CORPORATION	609-20200	2,937.14
24-Mar	3/26/2024	63113	9	BERNICKS PEPSI-COLA	609-20200	3,696.24
24-Mar	3/26/2024	63114	2321	C EMERY NELSON INC	602-20200	227.35
24-Mar	3/26/2024	63115	2583	CONTINENTAL RESEARCH CORP	602-20200	798
24-Mar	3/26/2024	63116	8	DAHLHEIMER DISTRIBUTING CO	609-20200	20,343.04
24-Mar	3/26/2024	63117	2933	ELAN FINANCIAL SERVICES	101-20200	6,201.86
24-Mar	3/26/2024	63118	16	ELECTRO WATCHMAN INC	101-20200	421.25
24-Mar	3/26/2024	63119	1682	FERGUSON WATERWORKS	601-20200	67.8
24-Mar	3/26/2024	63120	2028	FURTHER	861-20200	20
24-Mar	3/26/2024	63121	526	GENERAL REPAIR SERVICE	602-20200	2,862.38
24-Mar	3/26/2024	63122	424	H & L MESABI COMPANY	101-20200	162.86
24-Mar	3/26/2024	63123	7	JOHNSON BROTHERS LIQUOR CO	609-20200	12,267.56
24-Mar	3/26/2024	63124	5	KAWALEK TRUCKING	609-20200	193.6
24-Mar	3/26/2024	63125	17	MCDONALD DISTRIBUTING CO	609-20200	25,180.05
24-Mar	3/26/2024	63126	3286	MEGA BEER LLC	609-20200	310.55
24-Mar	3/26/2024	63127	2953	MIDCONTINENT COMMUNICATIONS	609-20200	201.3
24-Mar	3/26/2024	63128	870	M-R SIGN CO INC	101-20200	224.89
24-Mar	3/26/2024	63129	2080	MVTL LABORATORIES INC	601-20200	361.04
24-Mar	3/26/2024	63130	3431	NOVCO INC	425-20200	7,967.40
24-Mar	3/26/2024	63131	617	PAUSTIS WINE COMPANY	609-20200	1,273.00
24-Mar	3/26/2024	63132	2353	PERFORMANCE DOCK & LIFT	101-20200	377
24-Mar	3/26/2024	63133	44	PHILLIPS WINE & SPIRITS INC	609-20200	2,433.72
24-Mar	3/26/2024	63134	12	POSTMASTER	603-20200	3,000.00
24-Mar	3/26/2024	63135	2396	SOUTHERN GLAZERS OF MN	609-20200	19,669.01
24-Mar	3/26/2024	63136	315	ST PAUL STAMP WORKS	101-20200	199.18
24-Mar	3/26/2024	63137	73	STAR	101-20200	699.45
24-Mar	3/26/2024	63138	2834	SUN MECHANICAL INC	226-20200	1,215.00
24-Mar	3/26/2024	63139	2793	TEAM LABORATORY CHEMICAL LLC	602-20200	2,075.00
24-Mar	3/26/2024	63140	1290	THE AMBLE GROUP	101-20200	31.5
24-Mar	3/26/2024	63141	1946	TRADEWINDS HEATING AIR	609-20200	582.33
24-Mar	3/26/2024	63142	2944	UNIFIRST CORPORATION	609-20200	950.16
24-Mar	3/26/2024	63143	42	VIKING COCA-COLA BOTTLING CO	609-20200	440.05
24-Mar	3/26/2024	63144	1286	VINOCOPIA INC	609-20200	2,196.63
24-Mar	3/26/2024	63145	4	WATSON CO INC	609-20200	1,467.99
24-Mar	3/26/2024	63146	2872	WINEBOW	609-20200	1,844.00
					AP240304 Total	122,956.01

KEY
Early Release
ACH Payment
Hold - Do not mail

Dated: _____

Mayor: _____

City Council: _____

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
24-Mar	3/27/2024	63148	3466	CMR CONSTRUCTION & ROOFING LLC	920-20200	20,064.57
					AP240305 Total	20,064.57

KEY
Early Release
ACH Payment
Hold - Do not mail

Dated: _____

Mayor: _____

City Council: _____

AGENDA ITEM NO. L.2

MEMO

To: **Mayor Gordon and Members of City Council**
From: Jaden Strand, City Clerk
Date: April 2, 2024
Subject: Resolution to Consider Approving a Temporary 3.2 On-Sale Malt Liquor License for the Isanti Lions Club for the 2024 Isanti Street Dances

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Background:
The City has received a Temporary 3.2 On-Sale Malt Liquor License application from the Isanti Lions Club for the 2024 Isanti Street Dances scheduled for June 15, 2024 (Main Street & 1st Ave), July 27, 2024 (Bluebird Park) August 10, 2024 (Main Street & 1st Ave), and October 5, 2024 (Bluebird Park).

The applicant has paid all the required application fees for a Temporary 3.2 On-Sale Malt Liquor Licenses as set forth in the fee schedule. The Isanti Lions Club has also provided a certificate of liability insurance for the event.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving a 3.2-Temp Liquor License - Isanti Lions - 2024 Street Dances

RESOLUTION 2024-XXX

APPROVING TEMPORARY 3.2 ON-SALE MALT LIQUOR LICENSE FOR THE ISANTI LIONS CLUB FOR THE 2024 ISANTI STREET DANCES

WHEREAS, the City has received Temporary 3.2 On-Sale Malt Liquor License application from the Isanti Lions Club for the 2024 Isanti Street Dances (dates listed below) which will be held on Main Street, adjacent to the intersection of Main Street and 1st Avenue and Bluebird Park; and,

WHEREAS, the applicant has paid the required application fees for Temporary 3.2 On-Sale Malt Liquor Licenses as set forth in the Fee Schedule; and,

WHEREAS, the Isanti Lions Club has provided a Certificate of Liquor Liability Insurance for this event; and,

WHEREAS, the Police Department has reviewed the application and made a recommendation for approval;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota as follows that the Isanti Lions Club application for a Temporary 3.2 On-Sale Malt Liquor Licenses for the Isanti Street Dances scheduled for June 15, 2024 (Main Street & 1st Ave), July 27, 2024 (Bluebird Park), August 10, 2024 (Main Street & 1st Ave), and October 5, 2024 (Bluebird Park) are approved.

This Resolution is hereby approved by the Isanti City Council this 2nd day of April 2024.

Attest: Mayor James Gordon

Jaden Strand
City Clerk

AGENDA ITEM NO. L.3

MEMO

To: **Mayor Gordon and Members of City Council**
From: Jaden Strand, City Clerk
Date: April 2, 2024
Subject: Resolution to Consider Approving an Exempt Gambling Permit for Rum River BMX 50/50 Raffle for April 27, 2024 and April 28, 2024

Background:
The City received a gambling permit application from Rum River BMX (RRBMX) for an event on April 27, 2024 and April 28, 2024. The estimated value of prizes is $1,000.00 and requires state approval. The applicant, Tim Dobosenski, has successfully passed a background check by the Isanti Police Department. The applicant has also paid all the required application fee for an exempt gambling permit as set forth in the fee schedule

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving 50-50 Raffle for Rum River BMX on 4.27.2024 & 4.28.2024

RESOLUTION 2024-XXX

APPROVING AN EXEMPT GAMBLING PERMIT FOR RUM RIVER BMX 50/50 RAFFLE FOR APRIL 27, 2024 AND APRIL 28, 2024

WHEREAS, the City has received an application for exempt gambling permit from Rum River BMX to hold an event on April 27, 2024 and April 28th, 2024 at Rum River BMX, Isanti, MN; and,

WHEREAS, the applicant estimates the value of prizes to be awarded is $1,000 for the event and requires state approval; and,

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

WHEREAS, the applicant, Tim Dobosenski, has successfully passed a background check by the Isanti Police Department;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota that the applications for an exempt gambling permit is approved for the following dates: April 27th, 2024 and April 28th, 2024 at Rum River BMX;

This Resolution is hereby approved by the Isanti City Council this 2nd day of April 2024.

Attest: Mayor James Gordon

Jaden Strand
City Clerk