

MEMORANDUM

DATE: November 26, 2024

To: Honorable Mayor & City Council

CC: Dave Bennett, Director of Public Works/City Engineer; Jeff Schroepfer, Police Chief; Jake Reilly, Community Development Director; Lynette Peterson, City Clerk; Michelle Mahowald, Communications & Human Resources Director; Natalie Draper, Director of Library; Brenda Angelstad, Finance Director; Chris Hood, City Attorney

From: Ben Martig, City Administrator

RE: "Supplemental Agenda Background Memo" for November 26, 2024 No. 1.

Summary Report:

The following is an update on agenda items as supplemental background agenda information made available for Tuesday November 26, 2024:

APPROVAL OF AGENDA

Mayor Pownell and City administrator Martig are recommending to pass a motion to approve the agenda with the following:

Remove "Item #15 Ord. 1073 Consideration of the First Reading of Ordinance No. 1073 a Zoning Map Amendment for the Property at 113 Linden St. S. from R-1 Residential to C-1 Downtown" from the consent agenda to the last item of the regular agenda item (#23.5).

See attached memorandum and related update by staff.

CONSENT AGENDA

7. Consider Approval of Mayoral Board & Commission Appointments.

Mayor Pownell is recommending the following to the Board & Commission Appointments:

Heritage Preservation Commission

- Amy Machacek Shonka appointed to fulfill a partial term ending December 31, 2025.

Attached is the redacted application material for reference.

11. 24-711 Consider Authorizing Execution of Second Addendum to the Recreation Funding Donation Agreement with Northfield Hospital & Clinics.

The agreement will be provided as a second supplemental memo.

REGULAR AGENDA

#22. Ord. 1071 Consideration of First Reading of Ordinance No. 1071 Amending Chapter 34 – Land Development Code Related to Industrial and Agricultural Land Uses.

See attached memo and related attachments.

- a. Memo to Council RE Ord. 1071 and 1072

- b. Ordinance 1071 (Staff Recommendation)
- c. PowerPoint Presentation (also includes Ord. 1072)
- d. Planning Commission Resolution 2024-010
- e. Ordinance 1071 (PC Recommendation)
- f. [Link to 11/21/2024 Planning Commission Meeting](#)

#23. Ord. 1072 Consideration of First Reading of Ordinance No. 1072 a Zoning Map Amendment for the Northwest Development Area.

See attached memo and related attachments.

- a. Ordinance 1072 (11 Parcels)
- b. Planning Commission Res. 2024-009 (11 Parcels)
- c. Ordinance 1072 (16 Parcels)
- d. [Link to 11/21/2024 Planning Commission Meeting](#)

#23.5 Ord. 1073 Consideration of the First Reading of Ordinance No. 1073 a Zoning Map Amendment for the Property at 113 Linden St. S. from R-1 Residential to C-1 Downtown.

This item was removed from the consent agenda. See attached memo and related attachments.

- a. Staff report
- b. PowerPoint Presentation
- c. Staff Recommendation: Ordinance No. 1073
- d. Planning Commission Resolution to Deny Rezoning Application
- e. Council Resolution to Deny Rezoning Application
- f. [Link to 11/21/2024 Planning Commission Meeting](#)