

# Administrator/Clerk's Report

To: Mayor and Council

From: John M. McCarthy

Date: May 24, 2010

## Consent Agenda

I recommend approval of the following consent agenda items:

**Escrow Refunds:** After completing the required process for the Epic Enterprises PUD and Gleason subdivision projects, the City needs to refund the unspent portion of the escrow.

**Pavilion Cancellation:** This is to refund a canceled pavilion reservation for Juan Torres.

**Background Check Refund:** The background check was not necessary for the 3.2 malt liquor license renewal.

## Old Business

**Titan Supply Building Permit:** As of May 20, 2010, the City has not received a written update on the progress of preparing a complete building permit application from Titan Supply Inc. At the May 10 meeting of the Council, a motion was passed requesting written updates with the first due on May 19, 2010. (Motion)

**Amended Annexation Agreement.** The City has received a memo from Bridgewater Township stating there is consensus by the Town Board to continue to operate under the Annexation Agreement between Bridgewater and Dundas in its original form.

## New Business

**Liquor License Renewals:** The following establishments have applied for approval of their liquor licenses for 2010/2011: PlanF, LLC dba. Fermentations Wine Bar and Bistro; Lyle & Paulines's, dba L&M Bar and Grill; Dawn's Corner Bar and AJE Enterprises, Inc. dba Firehouse Liquor. Due to changes in some of the required information, L&M, Dawn's and Firehouse are all listed as new licenses. The Dundas Baseball Association has applied for a renewal of their 3.2 % malt liquor license. All of the applicants have met the requirements for the application and have been reviewed in accordance with state law. I recommend approval of the license applications. (Motions)

**Appoint Park and Recreation Advisory Board Member:** The P&RA Board has recommended Terry Allen be appointed to the Board. (Motion)

## Attorney's Report

**Kor Property:** Derrick Hodge, MnDOR, has informed the City that the deed for the Kor Property will be processed and mailed on May 21.

## Engineer's Report

**Interceptor Concerns:** The City has received a response from Northfield to the memo regarding our concerns about the cost sharing of the west side interceptor and possible related repairs of the Northfield lift station.

## Administrator's Report

**Financial:** As of the end of April, the City's General Fund expenditures are \$265,539 or \$28,775 more than last year. The year-to-date expenditures for the first four months are 32.7% of the budget. Most departments have underspent their budget. Revenues for the period are \$54,708 or \$10,268 more than last year. This is primarily due to building permit fees.

**Budget and Aid Cuts:** The State Legislature and governor have approved a budget with no further aid cuts.

**Police Vehicle:** The new police car began duty on May 20, 2010.

**Road Closure:** CSAH1 has been closed for reconstruction which will last the entire summer.

**Water Break:** There is a significant break in the water line in the Millstone Square addition. The city is working with the association to determine responsibility for costs but we have both agreed to go ahead with the repairs. Water will be shut off for much of the addition, electricity will be shut off for up to 8 units and other utilities may be affected. We are notifying the affected homeowners.

**LMC Annual Conference:** Just a reminder to sign up for the annual conference June 23 and 24 if you plan to attend.

## Committee Reports

**Park and Recreation Advisory Board:** The Park and Recreation Advisory Board met on May, 11. The oath of office was administered to new member Deb Mikulecky. The board reviewed all of the parks and trails to help establish plans and priorities for the park and trail plan.

**Planning Commission:** The Dundas Planning Commission met on May 20, 2010.