

**To: HONORABLE MAYOR AND CITY COUNCIL.**

**FROM: Dave Maroney, City Administrator.**  
**SUBJECT: *Approve Agreement for Zoning Services.***  
**DATE: May 31, 2019.**

**BACKGROUND.**

In late 2016 the City Council and Goodhue County approved a *Zoning Services Agreement* that resulted in Samantha Pierret providing professional planning and zoning to Cannon Falls. Since approving the *Agreement*, Sam has accepted a full-time position working for Goodhue County. With Sam's departure it became necessary to review the terms and conditions of the *Agreement*. The attached *Agreement Modification July 1, 2019* has been negotiated by and between Lisa Hanni and myself, accepted by the County Board and recommended for your approval by the Personnel (Finance) Committee.

**REQUESTED COUNCIL ACTION.**

The City Council is asked to approve the *Agreement Modification July 1, 2019* with Goodhue County.

Agreement Modification July 1, 2019

Goodhue and the City wish to modify the Zoning Services Agreement between the City of Cannon Falls (hereinafter "City") and Goodhue County (hereinafter "Goodhue"), dated December 20, 2016.

Item 1. Agreement Between the Parties is hereby stricken and replaced with the following:

**1. Agreement Between the Parties.**

- a.) Goodhue will provide zoning services for City planning commission requests in the form of meeting preparation (reports and minutes) and meeting attendance, for both Planning Commission meetings and subsequent Council meetings, if requested.
- b.) The City may provide office space and equipment for the purposes of meeting preparation at their site.

Appendix A is hereby stricken and replaced with the following:

**1. Personnel Costs.** The City agrees to pay Goodhue \$30 per hour for staff time.

**2. Payment schedule:** Goodhue will invoice the City for payment November 15, 2019 for the period of July 1, 2019 - December 31, 2019.

This Modification also acknowledges the Expiration of this Zoning Services Agreement by both Goodhue and the City effective December 31, 2019.

Approved at the Goodhue County Board

Approved at the Cannon Falls City Council

Meeting this \_\_\_\_ day of \_\_\_\_\_, 2019

Meeting this \_\_\_\_ day of \_\_\_\_\_, 2019

**GOODHUE COUNTY**

**CITY OF CANNON FALLS**

\_\_\_\_\_  
Chair: Brad Anderson

\_\_\_\_\_  
Mayor: John Althoff

\_\_\_\_\_  
Attest: Administrator Scott O. Arneson

\_\_\_\_\_  
Attest: Administrator Dave Maroney

Approved as to form and execution:

\_\_\_\_\_  
Steven O'Keefe, Goodhue County Attorney

# Goodhue County Land Use Management

Goodhue County Government Center | 509 West Fifth Street | Red Wing, Minnesota 55066



Building | Planning | Zoning  
Telephone: 651.385.3104  
Fax: 651.385.3106

Environmental Health | Land Surveying | GIS  
Telephone: 651.385.3223  
Fax: 651.385.3098

Dave Maroney  
City of Cannon Falls  
918 River Road  
Cannon Falls, MN 55009

May 10, 2019

RE: Cannon Falls Zoning Services – January through June 2019

Dear Mr. Maroney,

Per the Zoning Services Agreement, the City of Cannon Falls agrees to pay one half of the annual personnel costs consisting of Ms. Pierret's salary and benefits, and \$5100.50 operational costs (1% annual increase) on a biannual basis. Ms. Meyer's salary and benefits for 2019 are \$59,449.40. This bill reflects 0.25 of the total salary and benefits, and half of the Operational costs.

.25 x Salary & Benefits =	\$15,544.96
.5 x \$5000 Operational=	\$2,550.25
	<b>\$18,095.21</b>

**The November bill will billed at \$30/hour for staff time.**

Please send the payment to:  
Goodhue County  
Attn: Lisa Hanni  
509 West 5<sup>th</sup> Street  
Red Wing, MN 55066

Sincerely,

Lisa M. Hanni, LS  
LUM Director/County Surveyor/County Recorder

**\*\*\*\*\*PLEASE REMIT BY July 1, 2019\*\*\*\*\***