

**AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
JULY 16, 2015 – 7:00 P.M.
9180 LEXINGTON AVENUE**

1. CALL TO ORDER: – Mayor Kurth

- A. Roll Call - Council Members: DeVries, Hughes, Payment, Plasch

2. CITIZENS FORUM

This is a portion of the Council meeting where individuals will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak may be required to complete a sign-up sheet and give it to a staff person at the meeting. The Council may take action or reply at the time of the statement or may give direction to staff for future action based on the concerns expressed.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

4. LETTERS AND COMMUNICATIONS:

- | | |
|---|-----------------|
| A. Special Workshop meeting minutes – July 8, 2015 | pp. 1 |
| B. Public Notice – Karner Blue Education Center & DNR initiating a Forest Restoration Project | pp. 2 |
| C. Ticket Education Program - 2015 Gross Revenue | pp. 3-6 |
| D. Anoka County - Payable 2015/2016 Taxable Market Value Comparison | pp. 7-12 |
| E. Public Notice – July 6, 2015 Park Board meeting cancelled | pp. 13 |

Consent Agenda:

The Consent Agenda covers routine administrative matters. These items are not discussed, and are approved in their entirety pursuant to the recommendations on the staff reports. A Council Member or citizen may ask that an item be moved from the Consent Agenda to the end of section 7 of the agenda in order to be discussed and receive separate action.

5. CONSENT ITEMS:

- | | |
|--|------------------|
| A. Recommendation to Approve Council Minutes:
Council Meeting – July 1, 2015 | pp. 14-17 |
| B. Recommendation to Approve Claims and Bills:
Check #'s 13394 through 13394
Check #'s 39728 through 39777 | pp. 18-25 |

Action Items:

These items are intended primarily for Council discussion and action. It is up to the discretion of the Mayor as to what, if any, public comment will be heard on these items. Persons wishing to speak on discussion items must complete a sign-up sheet and give it to a staff person at the meeting.

6. ACTION ITEMS:

- A. Recommendation to approve Entertainment License Application for City of Lexington – Night to Unite/City 65th Anniversary Event pending Police & Fire Department’s approval pp. 26-33
- B. Recommendation to approve the scope of work on the Lexington Fire Station renovation and to release the project for bids pp. 34-36
and project specifications under separate cover
- C. Recommendation to approve \$ 9860.00 Fire Station sprinkler system quote from Summit Fire pp. 37-42
- D. Recommendation to approve management salaries pp. 43-56
- E. Recommendation to approve Management Short Term/Long Term/Life Insurance Benefits pp. 57
- F. Recommendation to approve Management Health/Dental/Vision Insurance Benefits pp. 58
- G. Recommendation to approve Zayo Right of Way Permit with conditions pp. 59-67
- H. Recommendation to approve final draft of Strategic Plan pp. 68-74

7. MAYOR AND COUNCIL INPUT**8. ADMINISTRATOR INPUT****9. ADJOURNMENT**

**CITY OF LEXINGTON
SPECIAL WORKSHOP MINUTES
Thursday, July 8, 2015
Immediately following Council meeting
City Hall**

1. Call to Order: Vice Mayor Payment at 7:00 pm on July 8, 2015

2. Roll Call: Present: Devries – Hughes – Plasch. Excused absence: Mayor Kurth

Also present: Bill Petracek, City Administrator; Tina Northcutt, Finance Director; Dave Unmacht, Springsted Consulting

3. Discussion Items:

A. Strategic Planning

Dave Unmacht, Springsted Consulting, was present to complete the final draft of the City of Lexington strategic plan. Discussion ensued.

4. Staff Input

No staff input

5. Council Input

No Council input

6. Adjourn

A motion was made by Councilmember Hughes to adjourn at 7:42 p.m. The motion was seconded by Payment. Motion carried unanimously 4-0

PUBLIC NOTICE

The Karner Blue Education Center and Minnesota DNR is initiating a Forest Restoration Project in order to re-establish a more native landscape and to increase safety of our property to all users.

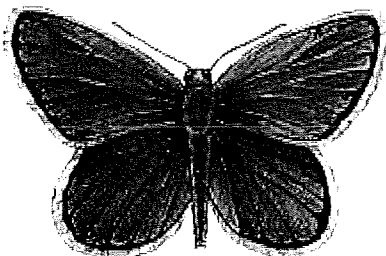
As such, the following is **PROHIBITED** on our property.

- **ALL Digging**
- **Cutting of vegetation (trees, bushes, etc.)**
- **Littering**
- **Fires**
- **Building of structures (forts, tree houses, ramps/jumps)**

We ask the residents that live in close proximity to this property to support these endeavors by reporting any violation to the Centennial Lakes Police Department (**763-427-1212**) as we seek to improve our property for educational purposes. If you have any questions or concerns in regards to these and/or future actions, please call us at **651-415-6210** or the MN DNR at **651-259-5903**.

THANK YOU!

KARNER BLUE



EDUCATION CENTER

In partnership with
**NE Metro 916 Intermediate
School District**
**Minnesota Department of
Natural Resources**



Ticket Education Program - 2015 Gross Revenue



Ticket Education Program

June 1, 2015 through June 30, 2015

	<u>Date</u>	<u>Rep</u>	<u>Memo</u>	<u>Pay Meth</u>	<u>Amount</u>
Centerville					
	06/02/2015	CV	UC Order: MLS-201506020013-411412	Visa	103.50
	06/04/2015	CV	UC Order: MLS-201506042222-199662	Visa	121.50
	06/13/2015	CV	UC Order: MLS-201506131236-533862	Visa	121.50
	06/14/2015	CV	UC Order: MLS-201506140841-544715	MasterCard	130.50
			Total Gross Revenue		477.00
			iGovernment Solutions		-159.00
Total Centerville			Total Net Revenue		318.00

Ticket Education Program

June 1, 2015 through June 30, 2015

	<u>Date</u>	<u>Rep</u>	<u>Memo</u>	<u>Pay Meth</u>	<u>Amount</u>
Lexington	06/01/2015	LX	UC Order: MLS-201506011237-344990	MasterCard	130.50
	06/11/2015	LX	UC Order: MLS-201506111546-100821	Visa	130.50
	06/11/2015	LX	UC Order: MLS-201506112056-088727	Visa	103.50
	06/15/2015	LX	UC Order: MLS-201506152313-200708	MasterCard	130.50
	06/16/2015	LX	UC Order: MLS-201506160807-588678	Visa	202.50
	06/18/2015	LX	UC Order: MLS-201506181722-511435	MasterCard	103.50
	06/18/2015	LX	UC Order: MLS-201506181735-211908	MasterCard	103.50
	06/19/2015		Hagstrom, Mark Duplicate Payment		-103.50
			Total Gross Revenue		801.00
			iGovernment Solutions		-267.00
Total Lexington			Total Net Revenue		534.00

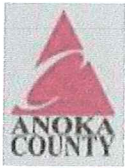
Ticket Education Program

June 1, 2015 through June 30, 2015

	<u>Date</u>	<u>Rep</u>	<u>Memo</u>	<u>Pay Meth</u>	<u>Amount</u>
Circle Pines					
	06/02/2015	CP	UC Order: MLS-201506021214-144440	Visa	121.50
	06/03/2015	CP	UC Order: MLS-201506031934-144668	MasterCard	121.50
	06/04/2015	CP	UC Order: MLS-201506041140-033119	Visa	112.50
	06/11/2015	CP	UC Order: MLS-201506111544-111868	Visa	121.50
	06/14/2015	CP	UC Order: MLS-201506142202-366315	Visa	103.50
	06/15/2015	CP	UC Order: MLS-201506151750-066141	MasterCard	103.50
	06/16/2015	CP	UC Order: MLS-201506161033-088578	MasterCard	103.50
	06/23/2015	CP	UC Order: MLS-201506230716-411889	Visa	37.80
			Total Gross Revenue		825.30
			iGovernment Solutions		-275.10
Total Circle Pines			Total Net Revenue		550.20

**ANOKA COUNTY****PAYABLE 2015/PAYABLE 2016 TAXABLE MARKET VALUE
COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
LINWOOD					
AG	15,087,370	0	15,087,370	14,574,919	3.5%
RESID	392,206,730	5,888,800	386,317,930	345,208,212	11.9%
APTS	2,016,600	0	2,016,600	2,043,800	-1.3%
C AND I	2,221,400	0	2,221,400	3,998,700	-44.4%
PERSONAL	2,694,500	0	2,694,500	2,694,500	0.0%
TOTALS	414,226,600	5,888,800	408,337,800	368,520,131	10.8%
Average Residential Value	158,900			136,900	16.1%
Median Residential Value	159,900			136,200	17.4%
ANDOVER					
AG	23,851,882	0	23,851,882	24,240,589	-1.6%
RESID	2,352,195,628	17,139,500	2,335,056,128	2,253,322,923	3.6%
APTS	22,104,400	684,000	21,420,400	20,410,200	4.9%
C AND I	121,018,800	2,723,200	118,295,600	113,085,600	4.6%
PERSONAL	24,711,300	0	24,711,300	24,711,300	0.0%
TOTALS	2,543,882,010	20,546,700	2,523,335,310	2,435,770,612	3.6%
Average Residential Value	216,300			204,500	5.8%
Median Residential Value	207,600			199,000	4.4%
ANOKA					
AG	23,700	0	23,700	23,700	0.0%
RESID	706,525,914	10,299,100	696,226,814	661,756,592	5.2%
APTS	179,954,800	442,800	179,512,000	162,028,900	10.8%
C AND I	284,584,100	3,915,300	280,668,800	263,481,600	6.5%
PERSONAL	5,361,000	106,800	5,254,200	5,145,800	2.1%
TOTALS	1,176,449,514	14,764,000	1,161,685,514	1,092,436,592	6.3%
Average Residential Value	146,200			134,700	8.5%
Median Residential Value	138,500			129,900	6.6%
BETHEL					
AG	579,009	0	579,009	604,986	-4.3%
RESID	20,008,025	22,400	19,985,625	19,457,306	2.7%
APTS	144,900	0	144,900	123,400	17.4%
C AND I	3,740,300	93,600	3,646,700	3,600,200	1.3%
PERSONAL	1,132,700	0	1,132,700	1,132,700	0.0%
TOTALS	25,604,934	116,000	25,488,934	24,918,592	2.3%
Average Residential Value	102,100			96,800	5.5%
Median Residential Value	114,400			110,900	3.1%

**ANOKA COUNTY****PAYABLE 2015/PAYABLE 2016 TAXABLE MARKET VALUE
COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
BLAINE					
AG	15,554,201	0	15,554,201	15,042,021	3.4%
RESID	4,024,684,763	90,253,300	3,934,431,463	3,892,928,983	1.1%
APTS	168,675,500	147,100	168,528,400	157,654,600	6.9%
C AND I	862,591,000	10,179,700	852,411,300	853,937,000	-0.2%
PERSONAL	69,790,900	16,600	69,774,300	69,515,800	0.4%
TOTALS	5,141,296,364	100,596,700	5,040,699,664	4,989,078,404	1.0%
Average Residential Value	187,500			177,900	5.4%
Median Residential Value	158,400			150,900	5.0%
CENTERVILLE					
AG	760,266	0	760,266	759,939	0.0%
RESID	279,830,339	2,836,300	276,994,039	271,300,958	2.1%
APTS	639,400	0	639,400	587,200	8.9%
C AND I	21,060,900	21,800	21,039,100	20,421,300	3.0%
PERSONAL	2,375,200	0	2,375,200	2,375,200	0.0%
TOTALS	304,666,105	2,858,100	301,808,005	295,444,597	2.2%
Average Residential Value	195,000			186,600	4.5%
Median Residential Value	166,700			159,100	4.8%
CIRCLE PINES					
AG	0	0	0	0	N/A
RESID	295,950,235	603,400	295,346,835	289,906,245	1.9%
APTS	15,856,500	0	15,856,500	15,075,400	5.2%
C AND I	13,717,400	25,900	13,691,500	13,466,500	1.7%
PERSONAL	1,512,000	0	1,512,000	1,512,000	0.0%
TOTALS	327,036,135	629,300	326,406,835	319,960,145	2.0%
Average Residential Value	151,400			146,500	3.3%
Median Residential Value	135,500			133,100	1.8%
COLUMBIA HEIGHTS					
AG	0	0	0	0	N/A
RESID	832,256,589	2,921,500	829,335,089	795,792,960	4.2%
APTS	73,490,000	24,700	73,465,300	68,509,500	7.2%
C AND I	92,113,900	880,200	91,233,700	91,104,200	0.1%
PERSONAL	6,384,300	0	6,384,300	6,378,900	0.1%
TOTALS	1,004,244,789	3,826,400	1,000,418,389	961,785,560	4.0%
Average Residential Value	118,100			110,400	7.0%
Median Residential Value	120,900			115,100	5.0%

**ANOKA COUNTY****PAYABLE 2015/PAYABLE 2016 TAXABLE MARKET VALUE
COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
COLUMBUS					
AG	30,649,416	0	30,649,416	29,275,746	4.7%
RESID	360,181,034	4,268,100	355,912,934	335,040,104	6.2%
APTS	0	0	0	0	N/A
C AND I	66,650,200	3,136,700	63,513,500	63,457,500	0.1%
PERSONAL	5,548,500	0	5,548,500	5,680,200	-2.3%
TOTALS	463,029,150	7,404,800	455,624,350	433,453,550	5.1%
Average Residential Value	215,000			200,400	7.3%
Median Residential Value	205,400			189,300	8.5%
COON RAPIDS					
AG	993,185	0	993,185	993,595	0.0%
RESID	3,000,015,527	14,120,600	2,985,894,927	2,864,796,353	4.2%
APTS	307,993,100	5,441,800	302,551,300	269,477,000	12.3%
C AND I	884,787,200	13,159,600	871,627,600	836,970,700	4.1%
PERSONAL	39,222,400	0	39,222,400	41,278,700	-5.0%
TOTALS	4,233,011,412	32,722,000	4,200,289,412	4,013,516,348	4.7%
Average Residential Value	142,700			133,900	6.6%
Median Residential Value	138,000			129,500	6.5%
EAST BETHEL					
AG	30,548,326	79,700	30,468,626	30,779,860	-1.0%
RESID	743,889,288	7,367,600	736,521,688	695,355,533	5.9%
APTS	6,188,800	0	6,188,800	5,441,200	13.7%
C AND I	44,051,500	116,900	43,934,600	43,533,600	0.9%
PERSONAL	8,425,800	10,000	8,415,800	8,419,300	0.0%
TOTALS	833,103,714	7,574,200	825,529,514	783,529,493	5.4%
Average Residential Value	159,900			147,000	8.8%
Median Residential Value	159,300			148,200	7.5%
FRIDLEY					
AG	0	0	0	0	N/A
RESID	1,096,862,742	4,907,500	1,091,955,242	1,095,166,968	-0.3%
APTS	208,837,300	309,200	208,528,100	190,359,900	9.5%
C AND I	724,672,500	14,887,100	709,785,400	677,429,100	4.8%
PERSONAL	25,935,900	0	25,935,900	25,935,900	0.0%
TOTALS	2,056,308,442	20,103,800	2,036,204,642	1,988,891,868	2.4%
Average Residential Value	125,100			122,600	2.0%
Median Residential Value	129,000			129,500	-0.4%

**ANOKA COUNTY****PAYABLE 2015/PAYABLE 2016 TAXABLE MARKET VALUE
COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
HAM LAKE					
AG	32,647,960	2,300	32,645,660	32,717,145	-0.2%
RESID	1,274,001,943	16,831,700	1,257,170,243	1,218,049,412	3.2%
APTS	13,678,700	0	13,678,700	12,695,200	7.7%
C AND I	118,051,900	1,682,200	116,369,700	114,839,100	1.3%
PERSONAL	15,726,100	0	15,726,100	15,724,600	0.0%
TOTALS	1,454,106,603	18,516,200	1,435,590,403	1,394,025,457	3.0%
Average Residential Value	223,100			209,400	6.5%
Median Residential Value	211,100			197,300	7.0%
HILLTOP					
AG	0	0	0	0	N/A
RESID	2,326,802	0	2,326,802	2,200,015	5.8%
APTS	10,205,200	0	10,205,200	9,594,900	6.4%
C AND I	8,438,200	0	8,438,200	8,315,500	1.5%
PERSONAL	329,800	0	329,800	329,800	0.0%
TOTALS	21,300,002	0	21,300,002	20,440,215	4.2%
Average Residential Value	68,400			57,900	18.1%
Median Residential Value	59,400			50,300	18.2%
LEXINGTON					
AG	0	0	0	0	N/A
RESID	78,684,941	309,500	78,375,441	75,867,792	3.3%
APTS	9,953,600	0	9,953,600	9,181,800	8.4%
C AND I	16,076,100	45,600	16,030,500	15,785,600	1.6%
PERSONAL	1,824,500	0	1,824,500	1,706,600	6.9%
TOTALS	106,539,141	355,100	106,184,041	102,541,792	3.6%
Average Residential Value	139,000			134,300	3.5%
Median Residential Value	140,200			134,700	4.1%
LINO LAKES					
AG	32,146,830	2,400	32,144,430	34,077,319	-5.7%
RESID	1,499,277,657	11,080,600	1,488,197,057	1,495,544,245	-0.5%
APTS	17,210,100	1,102,300	16,107,800	14,896,900	8.1%
C AND I	136,146,200	2,013,600	134,132,600	132,304,300	1.4%
PERSONAL	17,862,100	0	17,862,100	17,543,300	1.8%
TOTALS	1,702,642,887	14,198,900	1,688,443,987	1,694,366,064	-0.3%
Average Residential Value	217,300			214,500	1.3%
Median Residential Value	203,800			202,600	0.6%

**ANOKA COUNTY****PAYABLE 2015/PAYABLE 2016 TAXABLE MARKET VALUE
COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
NOWTHEN					
AG	64,707,545	481,300	64,226,245	63,929,962	0.5%
RESID	347,790,832	4,241,400	343,549,432	345,178,626	-0.5%
APTS	0	0	0	0	N/A
C AND I	14,857,600	100	14,857,500	14,182,300	4.8%
PERSONAL	5,615,600	0	5,615,600	5,615,600	0.0%
TOTALS	432,971,577	4,722,800	428,248,777	428,906,488	-0.2%
Average Residential Value	213,600			208,300	2.5%
Median Residential Value	215,700			215,300	0.2%
OAK GROVE					
AG	32,688,950	75,100	32,613,850	31,631,499	3.1%
RESID	671,708,490	10,939,800	660,768,690	636,649,121	3.8%
APTS	0	0	0	0	N/A
C AND I	17,264,900	88,800	17,176,100	18,720,900	-8.3%
PERSONAL	7,694,300	0	7,694,300	7,694,300	0.0%
TOTALS	729,356,640	11,103,700	718,252,940	694,695,820	3.4%
Average Residential Value	206,800			192,600	7.4%
Median Residential Value	199,500			189,000	5.5%
RAMSEY					
AG	15,201,475	26,700	15,174,775	15,438,624	-1.7%
RESID	1,625,230,162	17,870,500	1,607,359,662	1,543,995,412	4.1%
APTS	45,242,000	3,396,000	41,846,000	38,842,500	7.7%
C AND I	258,957,000	1,729,800	257,227,200	251,254,300	2.4%
PERSONAL	19,757,200	0	19,757,200	16,579,800	19.2%
TOTALS	1,964,387,837	23,023,000	1,941,364,837	1,866,110,636	4.0%
Average Residential Value	180,900			168,000	7.7%
Median Residential Value	171,300			162,700	5.3%
SPRING LAKE PARK					
AG	0	0	0	0	N/A
RESID	276,410,726	1,325,200	275,085,526	259,678,793	5.9%
APTS	45,059,900	1,262,500	43,797,400	40,028,000	9.4%
C AND I	83,853,600	453,700	83,399,900	80,085,700	4.1%
PERSONAL	3,001,300	0	3,001,300	3,001,300	0.0%
TOTALS	408,325,526	3,041,400	405,284,126	382,793,793	5.9%
Average Residential Value	135,800			124,900	8.7%
Median Residential Value	132,600			125,200	5.9%

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COMPARISON as of 06/18/2015**

	2015 Pay 2016 Market Value	2015 Pay 2016 New Construction	2015 Pay 2016 MV w/o New Construction	2014 Pay 2015 Market Value	% CHG from 2015 to 2016 w/o NC
ST FRANCIS					
AG	24,554,856	0	24,554,856	24,211,399	1.4%
RESID	329,391,722	3,041,400	326,350,322	320,646,266	1.8%
APTS	20,441,600	0	20,441,600	19,108,100	7.0%
C AND I	29,546,800	880,500	28,666,300	28,708,700	-0.1%
PERSONAL	5,971,100	0	5,971,100	5,971,100	0.0%
TOTALS	409,906,078	3,921,900	405,984,178	398,645,565	1.8%
Average Residential Value	131,700			125,100	5.3%
Median Residential Value	134,100			130,400	2.8%
COUNTY OF ANOKA					
AG	319,994,971	667,500	319,327,471	318,301,303	0.3%
RESID	20,209,430,089	226,268,200	19,983,161,889	19,417,842,819	2.9%
APTS	1,147,692,400	12,810,400	1,134,882,000	1,036,058,500	9.5%
C AND I	3,804,401,500	56,034,300	3,748,367,200	3,648,682,400	2.7%
PERSONAL	270,876,500	133,400	270,743,100	268,946,700	0.7%
TOTALS	25,752,395,460	295,913,800	25,456,481,660	24,689,831,722	3.1%
Average Residential Value	171,300			161,700	5.9%
Median Residential Value	155,900			148,300	5.1%

Comments and Limiting Conditions: Current year State Assessed Values are not available, prior year values have been included for estimate purposes.

PUBLIC NOTICE
CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given, the regularly scheduled Lexington Park Board Meeting for July 6, 2015, has been cancelled.

The next regularly scheduled Lexington Park Board Meeting will be August 3, 2015.

Tina Northcutt
Finance Director

POSTED: June 29, 2015

unapproved
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
July 1, 2015 – 7:00 P.M.
9180 LEXINGTON AVENUE

1. CALL TO ORDER: – Mayor Kurth

A. Roll Call - Council Members: Devries, Hughes, Payment, Plasch

Mayor Kurth called to order the Regular City Council meeting of July 1, 2015 at 7:00 p.m. Councilmember's present: Devries, Hughes, Payment, and Plasch. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Tina Northcutt, Finance Director; Gary Grote, Fire Chief; Paul Floyd, Employment Attorney; Bob Korthels, Centerpoint Energy; Brian Miller, MSA Engineering.

2. CITIZENS FORUM

No citizens were present to address the City Council

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

A motion was made by Councilmember Devries to approve the agenda as presented. The motion was seconded by Councilmember Hughes. Motion carried unanimously 5-0.

**4. CENTERPOINT ENERGY COMMUNITY PARTNERSHIP
GRANT TO THE LEXINGTON FIRE DEPARTMENT**

Bob Korthels, from Centerpoint Energy, was present to provide an overview of the Centerpoint Energy Community Partnership Grant program and to present a check to the Lexington Fire Department in the amount of \$2,500 for a hose tester to Fire Chief Grote.

5. INFORMATIONAL REPORTS:

- a. Airport (Councilmember Plasch) – *Councilmember Plasch provided an update on the fly-in that will take place in September. He explained that many planes will be flying into the airport during that time.*
- b. Cable Commission (Councilmember Payment) – *Councilmember Payment stated the Cable Commission continues to work on the Centurylink franchise*

agreement. She also explained that they have approved the 2016 operating budget for North Metro Telecommunications.

- c. City Administrator (Bill Petracek) *Petracek discussed the proposed meeting dates for the next strategic planning session – July 6th or July 8th. The consensus of the Council was to have the meeting on July 8th. Mayor Kurth would not be able to attend.*

Petracek also provided an update on a letter received from the Parkview Park attorney. He added that there would be an item on the next workshop agenda to discuss the letter.

6. LETTERS AND COMMUNICATIONS:

- A. Public Notice – Closed Executive meeting – July 1, 2015
- B. Council Workshop meeting minutes – June 18, 2015
- C. Federal Emergency Management Agency - Federal Flood Hazard Determination
- D. CLPD – Notice of successful tobacco compliance check
- E. Anoka County Solid Waste Abatement – Recycling Awards

There was no discussion on the letters and communications

7. CONSENT ITEMS:

- a. Recommendation to Approve Council Minutes:
Council Meeting – June 18, 2015
- b. Recommendation to Approve Claims and Bills:
Check #'s 13391 through 13393
Check # 39682
Check #'s 39683 through 39727
Check #'s 10426 through 10444
- c. Recommendation to approve Business License Renewals

A motion was made by Councilmember Hughes to approve the consent agenda items. The motion was seconded by Councilmember Payment. Motion carried unanimously 5-0.

8. ACTION ITEMS:

- a. Recommendation to approve Paster Properties Site Agreement.

Attorney Glaser provided an overview of the site agreement for Paster Properties.

A motion was made by Councilmember Hughes to approve the Paster Properties Site Agreement. The motion was seconded by Councilmember Payment. Motion carried unanimously 5-0.

- b.** Recommendation to approve Resolution NO. 15-19 A Resolution
Receiving Feasibility Report – South Highway/Service Drive.

Brian Miller, MSA Consultants, provided an overview of South Highway/Service Drive feasibility report. Miller also discussed the bids for Flowerfield Road and South Highway/Service Drive. He recommended the bid submitted by Harddrives, Inc. in the amount of \$548,960. Discussion ensued.

A motion was made by Councilmember Hughes to approve Resolution No. 15-19 – A Resolution Receiving Feasibility Report – South Highway/Service Drive. The motion was seconded by Councilmember Hughes. Motion carried unanimously 5-0.

- c.** Recommendation to approve Resolution NO. 15-20 A Resolution
Accepting a Bid – Flowerfield Road and South Highway/Service Drive.

A motion was made by Councilmember Devries to approve Resolution No. 15-20 – A Resolution Accepting a Bid – Flowerfield Road and South Highway/Service Drive. The motion was seconded by Councilmember Plasch. Motion carried unanimously 5-0.

- d.** Recommendation to approve Ordinance NO. 15-09 An Ordinance
Amending City Code Chapter 5.

City Attorney Glaser provided an overview of proposed Ordinance No. 15-09. Discussion ensued.

Councilmember Hughes stated he feels that if the Council approves this ordinance, the City of Lexington would take a step backwards on the enforcement of liquor license violations. Mayor Kurth responded by saying that he believes that the revised ordinance will put the authority of enforcing the liquor license violations back into the hands of the City Council. Hughes replied by saying that depending on who is on the City Council in the future, this may not be good for the community. Discussion ensued.

A motion was made by Councilmember Devries to approve Ordinance No. 15-09 – An Ordinance Amending City Code Chapter 5. The motion was seconded by Councilmember Payment. Motion carried unanimously 3-2.

9. MOVE TO CONVENE REGULAR COUNCIL MEETING TO CLOSED SESSION.

The City Council convened in closed session to discuss Union Contract Negotiations at 7:31 p.m.

10. CLOSED EXECUTIVE SESSION

- a. The purpose is to discuss Union Contract Negotiations.

The City Council reconvened in open session at 8:29 p.m.

11. MOVE TO RECONVENE REGULAR COUNCIL MEETING

- A. Approval of Collective Bargaining Agreement 5/1/2015-4/30/2018.

A motion was made by Councilmember Devries to approve the 5/1/2015 – 4/30/2018 Collective Bargaining Agreement. The motion was seconded by Councilmember Hughes. Motion carried unanimously 5-0.

- B. Approval of Non-Union Salary Increases

- C. Approval of Management Insurance Benefits

A motion was made by Councilmember Payment to table the approval of Item B. - Non-Union Salary Increases and Item C. - Management Insurance Benefits. The motion was seconded by Councilmember Hughes. The motion carried unanimously 5-0.

12. MAYOR AND COUNCIL INPUT

No input from Mayor or City Council

13. ADJOURNMENT

A motion was made by Councilmember Devries to Adjourn the meeting at 8:31 p.m. The motion was seconded by Councilmember Plasch. motion carried unanimously 5-0.

CITY OF LEXINGTON

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

The following claims and bills have been presented to the Council for approval at the Council Meeting of July 16, 2015.

(1) Payroll

Checks	13394 through	13394	\$	18,775.15
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VOID:

Automatic Withdrawals

Federal Tax	\$2,123.46	
Social Security	\$1,604.22	
Medicare	\$375.16	
State Tax	<u>\$928.04</u>	
Total	\$5,030.88	\$ 5,030.88

(2) Automatic Data Processing

(3) General and Liquor Payment Recommendations:

Checks	39728 through	39777	\$	135,812.01
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VOID:

(4) ACH and Credit Card Payments for:	\$	-
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(5) Wire Transfer Payment Recommendation: (Bond Payments)

Total Payments and Withdrawals Approval	<u>\$ 159,618.04</u>
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Centennial Lakes Police Payment Recommendations:

Checks	through	
Total Payments		<u>\$ -</u>

VOID:

WEEK 27 BATCH 8528 16 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:00000000012 Total Pages:00000000014 - Page count not applicable for iReports
First No. Last No. Total
Checks: 00000013394 00000013394 00000000001
Vouchers: 00000270001 00000270015 00000000011

Earnings Statement

STLO M9J TOTAL DOCUMENT
CITY OF LEXINGTON
LOCATION 0001

COPY

COPY

26342.18 GROSS
18775.15 NET PAY (INCLUDING ALL DEPOSITS)
2123.46 FEDERAL TAX
1604.22 SOCIAL SECURITY
375.16 MEDICARE
.00 MEDICARE SURTAX
.00 SUI TAX
928.04 STATE TAX
.00 LOCAL TAX
20356.30 DEDUCTIONS
955.00 NET CHECK

STLO COMPANY CODE M9J
CITY OF LEXINGTON
TOTAL DOCUMENT
LOCATION 0001

COPY

COPY

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TEAR HERE

VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM

NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
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NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE

THE ORIGINAL DOCUMENT HAS AN ARTIFICIAL WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENT.

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July 2015

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10100 4M FUND					
Paid Chk#	039728	7/16/2015	ALL PROFESSIONAL CARPET		
E 609-00000-230	Contracted Services		\$192.83	21145	floor maint
E 220-47000-230	Contracted Services		\$32.08	21146	Lovell #128
Total ALL PROFESSIONAL CARPET			\$224.91		
Paid Chk#	039729	7/16/2015	AMERICAN BOTTLING		
E 609-00000-254	Miscellaneous Purchase		\$192.06	5450135807	
Total AMERICAN BOTTLING			\$192.06		
Paid Chk#	039730	7/16/2015	ANOKA CO - ASSESSOR		
E 220-41500-438	Real Estate Taxes		\$14,358.00	06302015	
Total ANOKA CO - ASSESSOR			\$14,358.00		
Paid Chk#	039731	7/16/2015	ANOKA CO - FIRE PROECTION		
E 101-42260-208	Training and Instruction		\$135.00	15-051	Books & T-Shirts
Total ANOKA CO - FIRE PROECTION			\$135.00		
Paid Chk#	039732	7/16/2015	ARCTIC GLACIER ICE		
E 609-00000-254	Miscellaneous Purchase		\$315.96	436518309	
E 609-00000-254	Miscellaneous Purchase		\$84.20	458518408	
E 609-00000-254	Miscellaneous Purchase		\$161.20	462517510	
Total ARCTIC GLACIER ICE			\$561.36		
Paid Chk#	039733	7/16/2015	ARMOR SECURITY INC		
E 220-48000-385	Building Security		\$18.75	196978	
Total ARMOR SECURITY INC			\$18.75		
Paid Chk#	039734	7/16/2015	ARTISAN BEER COMPANY		
E 609-00000-252	Beer Purchase		\$250.00	3039270	
E 609-00000-252	Beer Purchase		\$654.00	3040440	
Total ARTISAN BEER COMPANY			\$904.00		
Paid Chk#	039735	7/16/2015	AUTO PLUS / UNI-SELECT		
E 101-43100-400	General Maintenance		\$13.19	038809117	
E 101-43100-400	General Maintenance		\$3.45	038809119	
Total AUTO PLUS / UNI-SELECT			\$16.64		
Paid Chk#	039736	7/16/2015	BADGER METER INC		
E 730-00000-430	Miscellaneous		\$237.00	1050045	
Total BADGER METER INC			\$237.00		
Paid Chk#	039737	7/16/2015	BERNICKS BEVERAGES/VENDING		
E 609-00000-252	Beer Purchase		\$784.74	229861	
Total BERNICKS BEVERAGES/VENDING			\$784.74		
Paid Chk#	039738	7/16/2015	CAPITOL BEVERAGE SALES		
E 609-00000-252	Beer Purchase		\$11,322.40	625002	
E 609-00000-252	Beer Purchase		\$6,237.07	631139	
E 609-00000-252	Beer Purchase		\$149.19	636716	
Total CAPITOL BEVERAGE SALES			\$17,708.66		
Paid Chk#	039739	7/16/2015	CARLOS CREEK WINERY		
E 609-00000-253	Wine Purchase		\$264.00	11440	
Total CARLOS CREEK WINERY			\$264.00		
Paid Chk#	039740	7/16/2015	CLEAR RIVER BEVERAGE COMPANY		

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July 2015

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E 609-00000-252	Beer Purchase	\$461.80	190286	
Total	CLEAR RIVER BEVERAGE COMPANY	\$461.80		
Paid Chk# 039741	7/16/2015	DAHLHEIMER DISTRIBUTING		
E 609-00000-252	Beer Purchase	\$4,751.30	111109	
E 609-00000-252	Beer Purchase	\$357.00	111150	
E 609-00000-252	Beer Purchase	(\$9.00)	111305	
E 609-00000-252	Beer Purchase	\$26.50	111366	
E 609-00000-252	Beer Purchase	\$7,984.20	1162491	
Total	DAHLHEIMER DISTRIBUTING	\$13,110.00		
Paid Chk# 039742	7/16/2015	DAY DISTRIBUTING COMPANY		
E 609-00000-252	Beer Purchase	\$902.90	809448	
Total	DAY DISTRIBUTING COMPANY	\$902.90		
Paid Chk# 039743	7/16/2015	GOPHER STATE ONE CALL		
E 770-00000-228	Gopher State One Call	\$44.23		
E 730-00000-228	Gopher State One Call	\$44.22	138486	
Total	GOPHER STATE ONE CALL	\$88.45		
Paid Chk# 039744	7/16/2015	HENNEPIN TECHNICAL COLLEGE		
E 101-42260-208	Training and Instruction	\$600.00	00334685	contract #15241
Total	HENNEPIN TECHNICAL COLLEGE	\$600.00		
Paid Chk# 039745	7/16/2015	HOHENSTEINS INC		
E 609-00000-252	Beer Purchase	\$1,998.55	770124	
Total	HOHENSTEINS INC	\$1,998.55		
Paid Chk# 039746	7/16/2015	HOLIDAY STATIONSTORES		
E 770-00000-212	Gas & Oil	\$56.24		ACCT #012-558-511
E 101-45200-212	Gas & Oil	\$44.97		ACCT #012-558-511
E 101-43100-212	Gas & Oil	\$44.97		ACCT #012-558-511
E 730-00000-212	Gas & Oil	\$56.22		ACCT #012-558-511
E 651-00000-212	Gas & Oil	\$22.48		ACCT #012-558-511
E 101-42260-212	Gas & Oil	\$77.88	061208018	V8021
E 101-42260-212	Gas & Oil	\$37.70	083634023	V8041
E 730-00000-212	Gas & Oil	\$45.25	084559095	V350
E 101-42260-212	Gas & Oil	\$57.50	131023153	V8021
E 101-42260-212	Gas & Oil	\$70.01	220409421	V8011
Total	HOLIDAY STATIONSTORES	\$513.22		
Paid Chk# 039747	7/16/2015	IKES PLUMBING		
E 220-47000-406	Plumbing	\$475.00	830	south womens handicap toilet
Total	IKES PLUMBING	\$475.00		
Paid Chk# 039748	7/16/2015	JERRYS LAWN CARE		
G 101-12400	Special Assess Rec-Pending	\$225.00	2015	9128 Jackson 6/1-6/15-6/29
Total	JERRYS LAWN CARE	\$225.00		
Paid Chk# 039749	7/16/2015	JJ TAYLOR		
E 609-00000-252	Beer Purchase	\$5,926.85	2376841	
E 609-00000-252	Beer Purchase	\$176.00	2376842	
E 609-00000-252	Beer Purchase	\$18.00	2376843	
E 609-00000-252	Beer Purchase	\$9,364.00	2376876	
Total	JJ TAYLOR	\$15,484.85		

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July 2015

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Paid Chk# 039750	7/16/2015	JOHNSON BROTHERS LIQUOR		
E 609-00000-251	Liquor Purchase	\$2,288.42	5195841	
E 609-00000-253	Wine Purchase	\$109.95	5195842	
E 609-00000-251	Liquor Purchase	\$2,550.47	5201307	
E 609-00000-251	Liquor Purchase	\$414.01	5201308	
E 609-00000-251	Liquor Purchase	\$4,450.75	5202742	
E 609-00000-253	Wine Purchase	\$43.98	5202743	
E 609-00000-251	Liquor Purchase	\$1,151.60	5202744	
E 609-00000-253	Wine Purchase	(\$108.00)	530347	
E 609-00000-251	Liquor Purchase	(\$248.34)	530348	
E 609-00000-251	Liquor Purchase	(\$121.18)	530349	
E 609-00000-253	Wine Purchase	(\$49.65)	530350	
E 609-00000-251	Liquor Purchase	(\$9.75)	530507	
E 609-00000-253	Wine Purchase	(\$76.68)	530508	
E 609-00000-253	Wine Purchase	(\$23.16)	530509	
E 609-00000-253	Wine Purchase	(\$13.15)	530510	
E 609-00000-253	Wine Purchase	(\$9.00)	530511	
E 609-00000-253	Wine Purchase	(\$9.71)	530512	
E 609-00000-251	Liquor Purchase	(\$0.67)	530513	
E 609-00000-251	Liquor Purchase	(\$223.11)	531139	
Total	JOHNSON BROTHERS LIQUOR	\$10,116.78		
Paid Chk# 039751	7/16/2015	KIRVIDA FIRE		
E 101-42260-404	Repair Machinery/Equipment	\$265.00	4838	2011 Pierce Saber
E 101-42260-404	Repair Machinery/Equipment	\$265.00	4839	2001 Kenworth
E 101-42260-404	Repair Machinery/Equipment	\$265.00	4840	1987 Ford
Total	KIRVIDA FIRE	\$795.00		
Paid Chk# 039752	7/16/2015	KNOWLAN S SUPER MARKET		
E 101-43100-430	Miscellaneous	\$26.48	000010003772	
Total	KNOWLAN S SUPER MARKET	\$26.48		
Paid Chk# 039753	7/16/2015	M AMUNDSON LLP		
E 609-00000-254	Miscellaneous Purchase	\$2,934.73	198294	
Total	M AMUNDSON LLP	\$2,934.73		
Paid Chk# 039754	7/16/2015	MET COUNCIL - WASTEWATER		
E 770-00000-389	MWCC Charges	\$7,114.67	0001046160	August 2015
Total	MET COUNCIL - WASTEWATER	\$7,114.67		
Paid Chk# 039755	7/16/2015	MSA PROFESSIONAL SERVICES		
E 101-43100-303	Engineering Fees	\$0.00		PAVEMENT MANAGEMENT
G 101-22038	Paster Enterprises Escrow	\$0.00		NORTHWAY SHOPPING CENTER
E 310-43100-500	Capital Expenditures	\$0.00		GIS/GPS SOLUTION
E 310-45200-500	Capital Expenditures	\$0.00		PARK MASTERPLANS
E 440-00000-303	Engineering Fees	\$9,581.75	15	FLOWERFIELD RD
E 440-00000-303	Engineering Fees	\$1,138.75	15x	South Highway Drive
E 101-42260-303	Engineering Fees	\$4,850.45	1x	Fire Hall Exterior
E 651-00000-303	Engineering Fees	\$713.05	30	NPDES PHASE II MS4
E 101-41500-303	Engineering Fees	\$1,786.95	31	GENERAL
E 101-41500-303	Engineering Fees	\$1,294.80	3x	Northway Shopping
Total	MSA PROFESSIONAL SERVICES	\$19,365.75		
Paid Chk# 039756	7/16/2015	MUNICIPAL EMERGENCY SERVICES		
E 101-42260-229	Turn Out Gear	\$1,060.54	00647034	

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July 2015

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E 101-42260-229	Turn Out Gear	\$1,060.54	00647036	
Total	MUNICIPAL EMERGENCY SERVICES	\$2,121.08		
Paid Chk# 039757	7/16/2015	NCPERS GROUP LIFE INSURANCE		
G 101-21724	Life Insurance	\$80.00	5868715	
Total	NCPERS GROUP LIFE INSURANCE	\$80.00		
Paid Chk# 039758	7/16/2015	NORTH METRO AUTO GLASS		
E 220-47000-401	Repair Buildings	\$227.00	IEB-0624-2355	Pizza man
Total	NORTH METRO AUTO GLASS	\$227.00		
Paid Chk# 039759	7/16/2015	NORTHGATE BREWING		
E 609-00000-252	Beer Purchase	\$280.00	2257	
Total	NORTHGATE BREWING	\$280.00		
Paid Chk# 039760	7/16/2015	ORKIN PEST CONTROL		
E 220-47000-230	Contracted Services	\$109.49	07032015	July Sch Service
Total	ORKIN PEST CONTROL	\$109.49		
Paid Chk# 039761	7/16/2015	PACE ANALYTICAL		
R 730-37100	Water Sales	\$50.00	15100104906	
Total	PACE ANALYTICAL	\$50.00		
Paid Chk# 039762	7/16/2015	PAUSTIS & SONS		
E 609-00000-253	Wine Purchase	\$568.23	8504488-IN	
Total	PAUSTIS & SONS	\$568.23		
Paid Chk# 039763	7/16/2015	PEPSI COLA COMPANY		
E 609-00000-254	Miscellaneous Purchase	\$169.50	45957889	
Total	PEPSI COLA COMPANY	\$169.50		
Paid Chk# 039764	7/16/2015	PERMITWORKS		
E 101-42400-327	Annual Technology Maintenance	\$200.00	2015-0283	
Total	PERMITWORKS	\$200.00		
Paid Chk# 039765	7/16/2015	PHILLIPS WINE AND SPIRITS INC		
E 609-00000-253	Wine Purchase	(\$11.92)	215309	
E 609-00000-253	Wine Purchase	\$245.22	2810355	
E 609-00000-253	Wine Purchase	\$696.06	2813895	
E 609-00000-253	Wine Purchase	\$1,231.22	2814787	
Total	PHILLIPS WINE AND SPIRITS INC	\$2,160.58		
Paid Chk# 039766	7/16/2015	POMPS TIRE SERVICE		
E 101-42260-404	Repair Machinery/Equipment	\$2,563.00	150050436	Tires F-800 '87 tanker
Total	POMPS TIRE SERVICE	\$2,563.00		
Paid Chk# 039767	7/16/2015	PRO HYDRO-TESTING		
E 101-42260-404	Repair Machinery/Equipment	\$865.00	10022	
Total	PRO HYDRO-TESTING	\$865.00		
Paid Chk# 039768	7/16/2015	RITE		
E 609-00000-500	Capital Expenditures	\$18.03	2581	
Total	RITE	\$18.03		
Paid Chk# 039769	7/16/2015	SHERWIN WILLIAMS		
E 101-43100-210	Operating Supplies	\$127.50	5659-3	Parking lot striping

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July 2015

			Check Amt	Invoice	Comment
Total SHERWIN WILLIAMS			\$127.50		
Paid Chk# 039770	7/16/2015	SIMPLEX GRINNELL			
E 220-48000-385	Building Security		\$84.00	81474064	Lovell Bldg
Total SIMPLEX GRINNELL			\$84.00		
Paid Chk# 039771	7/16/2015	SOUTHERN WINE & SPIRITS			
E 609-00000-253	Wine Purchase		\$1,427.25	1299267	
E 609-00000-251	Liquor Purchase		\$604.70	1299268	
E 609-00000-253	Wine Purchase		\$567.45	1301935	
E 609-00000-251	Liquor Purchase		\$247.17	1301936	
E 609-00000-253	Wine Purchase		(\$17.32)	9060025	
Total SOUTHERN WINE & SPIRITS			\$2,829.25		
Paid Chk# 039772	7/16/2015	VINOCOPIA			
E 609-00000-253	Wine Purchase		\$200.25	0127775-IN	
Total VINOCOPIA			\$200.25		
Paid Chk# 039773	7/16/2015	VINZANT, MARY			
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 7-4-15
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 7-11-15
Total VINZANT, MARY			\$264.00		
Paid Chk# 039774	7/16/2015	WALLEN-FRIEDMAN & FLOYD, PA			
E 101-41500-304	Legal Fees		\$787.50	1430	CBA
Total WALLEN-FRIEDMAN & FLOYD, PA			\$787.50		
Paid Chk# 039775	7/16/2015	WINE COMPANY			
E 609-00000-253	Wine Purchase		\$408.25	397443-00	
Total WINE COMPANY			\$408.25		
Paid Chk# 039776	7/16/2015	WINE MERCHANTS			
E 609-00000-253	Wine Purchase		\$171.63	7036223	
E 609-00000-253	Wine Purchase		\$230.37	7037375	
Total WINE MERCHANTS			\$402.00		
Paid Chk# 039777	7/16/2015	WIRTZ BEVERAGE MINNESOTA			
E 609-00000-252	Beer Purchase		\$9,056.76	1080340315	
E 609-00000-252	Beer Purchase		\$1,615.54	1080343148	
E 609-00000-252	Beer Purchase		\$92.25	1080343149	
E 609-00000-252	Beer Purchase		\$914.50	1080343964	
Total WIRTZ BEVERAGE MINNESOTA			\$11,679.05		
10100 4M FUND			\$135,812.01		

***Check Detail Register©**

July 2015

Check Amt Invoice Comment

Fund Summary**10100 4M FUND**

101 GENERAL FUND	\$16,807.43
220 LOVELL BUILDING	\$15,568.32
310 CAPITAL PROJECTS	\$0.00
440 14 STREET IMPROVEMENTS	\$10,720.50
609 MUNICIPAL LIQUOR FUND	\$84,332.40
651 STORM WATER FUND	\$735.53
730 WATER FUND	\$432.69
770 SEWER FUND	\$7,215.14
	<hr/>
	\$135,812.01

2. TITLE, PURPOSE AND DESCRIPTION OF EVENT:

City's 65th Anniversary + Night to Unite

3. EVENT PRINCIPALS

Submit a list of principals involved in the proposed special event, including professional organizers, promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced or advertised, etc. Attach additional pages if necessary to include all of the principals involved.

Name: _____ Title: _____

Organization / Business / Agency / Affiliation: _____

Name: _____ Title: _____

Organization / Business / Agency / Affiliation: _____

Name: _____ Title: _____

Organization / Business / Agency / Affiliation: _____

Name: _____ Title: _____

Organization / Business / Agency / Affiliation: _____

4. EVENT COMPONENTS

Date requested: 8-4-15 Alternate date: NA

Requested hours of operation: from: 5:30 pm AM/PM to: 9:30 pm AM/PM

Set-up beginning date and time: 8-4-15 10:00 AM

Complete dismantle date and time: 8-5-15 10:00 AM

(Attach a draft of any entry forms for participants and/or spectators.)

Anticipated number of participants: _____ Spectators: 250

Will any city streets require temporary closure or restrictions? Yes _____ No X

Identify streets and times/dates of closure or restrictions: _____

5. LOCATION AND MAP

Please attach a map or plans for your event layout. At minimum, the following items should be included. Check off items below that pertain to your event and indicate them on the event map. Please use a "to-scale" drawing.

- A) ☐ If a route is involved, mark the beginning and finishing area with arrows and places where any motorized vehicles need to be considered.
- B) ☒ Size and location of any tables, tents, structures and enclosures,
- C) ☒ Entertainment or stage locations
- D) ☐ Alcoholic beverage concession area
- E) ☒ Non-alcoholic beverage concession area
- F) ☒ Food concession area (cooking, serving and consumption areas)
- G) ☐ General merchandise concession areas
- H) ☒ Portable toilet facilities
- I) ☒ First-aid facilities
- J) ☒ Event participant and/or spectator parking areas – *street parking around Lovell*
- K) ☐ Event organizer's command post
- L) ☒ Fireworks or pyrotechnics site
- M) ☐ Vehicle fuel handling site
- N) ☐ Fencing or others method for securing event area
- O) ☐ Site of electrical wiring to be installed for the event
- P) ☒ Trash receptacles
- Q) ☐ Electrical sources to be used for cooking
- R) ☐ Temporary structures constructed for the event
- S) ☐ Other – Please describe: _____

6. FOOD, BEVERAGES AND ENTERTAINMENT

Will food and/or non-alcoholic beverages be served? Yes ☒ No ☐

If yes, describe sanitation measures, food handling procedures and the nature of the food (such as pre-packaged foods, hot dogs, pre-mixed soda, raw meats, fish, vegetables, unpeeled fruit or peeled and cut fruit): Hot dog - root beer - water
Pizza - Ice Cream

Describe any plans you have for cooking food in the event area including fuel or electrical source to be used: Propane grill

if you intend to serve food you will need a permit from the Anoka County Department of Environmental Health. Please attach a copy of the permit to this application.

Will alcoholic beverages be served? Yes ☐ No ☒

If yes, describe what method will be used to ensure that alcoholic beverages will be consumed only by persons 21 years of age and older: _____

Describe how, where, when and by whom the alcoholic beverages will be served: _____

If a casino party, a dance, or live entertainment is part of your event, please describe: _____

Mississippi Queen Band - Wandering Magician -
Face painting - Dunk Tank - Jump house

Please describe all of the activities of your event for which a license is required, for example: a cabaret license, etc. Attach all required licenses to this application. Please note that certain licensing may be required by City, County and State agencies, such as a Large Assembly License for gatherings over 1,000 people, some types of food handling licensing, Gambling License, Cabaret License, etc. It is your responsibility to

check with the City Clerk or local authorities to determine what licensing is required prior to submitting this application.

Describe entertainment plans and intended hours: 5:30p - 8:30p - on Lovell grounds - Fire works @ Memorial Park 8:50-9:15pm

If there will be music, sound amplification or any other noise impact, please describe, including the intended hours of the music, sound or noise: Band from 6p - 8p

7. VENDORS OR CONCESSIONAIRES

Describe what vendors or concessionaires you will allow in conjunction with the event and the purpose of these concessions: Pizza man - slices of pizza Dairy Queen - packaged frozen treats

Describe how you intend to regulate, monitor and control the type, number and quality of vendors/concessionaires whom you may permit to operate in conjunction with the event: _____

8. SECURITY AND SAFETY PROCEDURES

Describe your proposed procedures for set-up, operation, internal security and crowd control: City Staff to oversee

If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event: _____

Describe plans to provide first aid, if needed: Allina Health

Give the name, address and phone numbers of the agency or agencies which will provide first aid staff and equipment if required. Attach additional sheets if necessary.

Name of agency: Allina - EMT's on site

Name of Representative: _____

Address: _____

Day phone: _____ Evening phone: _____

Indicate medical services (if required) that will be provided for this event: _____

Attach to this application a copy of your building permit(s) if you are installing any electrical wiring on temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, stages or platforms.

Attach a copy of your fire department permit or inspection report to this application if you will use parade floats; an open flame; fireworks or pyrotechnics; vehicle fuel; cooking facilities; enclosures (and tables within those closures); tents, air supported structures, canopies, or fabric shelters.

Attach a copy of a proposed site security plan and a proposed parking plan

9. SANITATION PLAN

Describe your plan for clean-up and material preservation. Include number, type and location of portable toilets or permanent toilets, and trash and recycling containers to be provided for the event. Indicate who will be responsible for clean-up activities during and after the event: 2 porta potties.

City Staff to handle clean up -

10. CITY SERVICES/EQUIPMENT

Describe City services and/or equipment requested for this event. City barricades,

cones, signs and other equipment may be borrowed on an as-available basis. You should make advance arrangements to pick up and return this equipment. If you or any volunteers cannot pick up and return this equipment, please attach a letter requesting these services and explaining why your organization cannot perform them. This will be reviewed, then approved or denied by the public works foreman.

barricades for Closure of Memorial park for fire works

11. FEE STRUCTURE / EVENT CHARGES

If there is a fee or donation required as a condition of attendance or participation of this event, please describe the amounts to be collected from various categories of participants or spectators: _____

If a donation is requested on a purely voluntary basis, describe how you intend to inform participants/spectators or others that they may participate in the event whether they make a donation or not: _____

12. OTHER PERTINENT INFORMATION

Please list below any other miscellaneous information you feel would be important and have a bearing on the approval of this Special Event Permit request: _____

13. INSURANCE

You must provide proof of insurance coverage for your event. Attach to this application a certificate of insurance including the policy number, amount and the provision that the City of Lexington is included as an additional insured. (Please note – insurance requirements depend upon the risk level of the event. Also, if your event can be classified as first amendment expressive activity, insurance requirements can be waived under certain circumstances.)



FIREWORKS OPERATOR
CERTIFICATE

Certificate Type: O
Certificate No: 0552

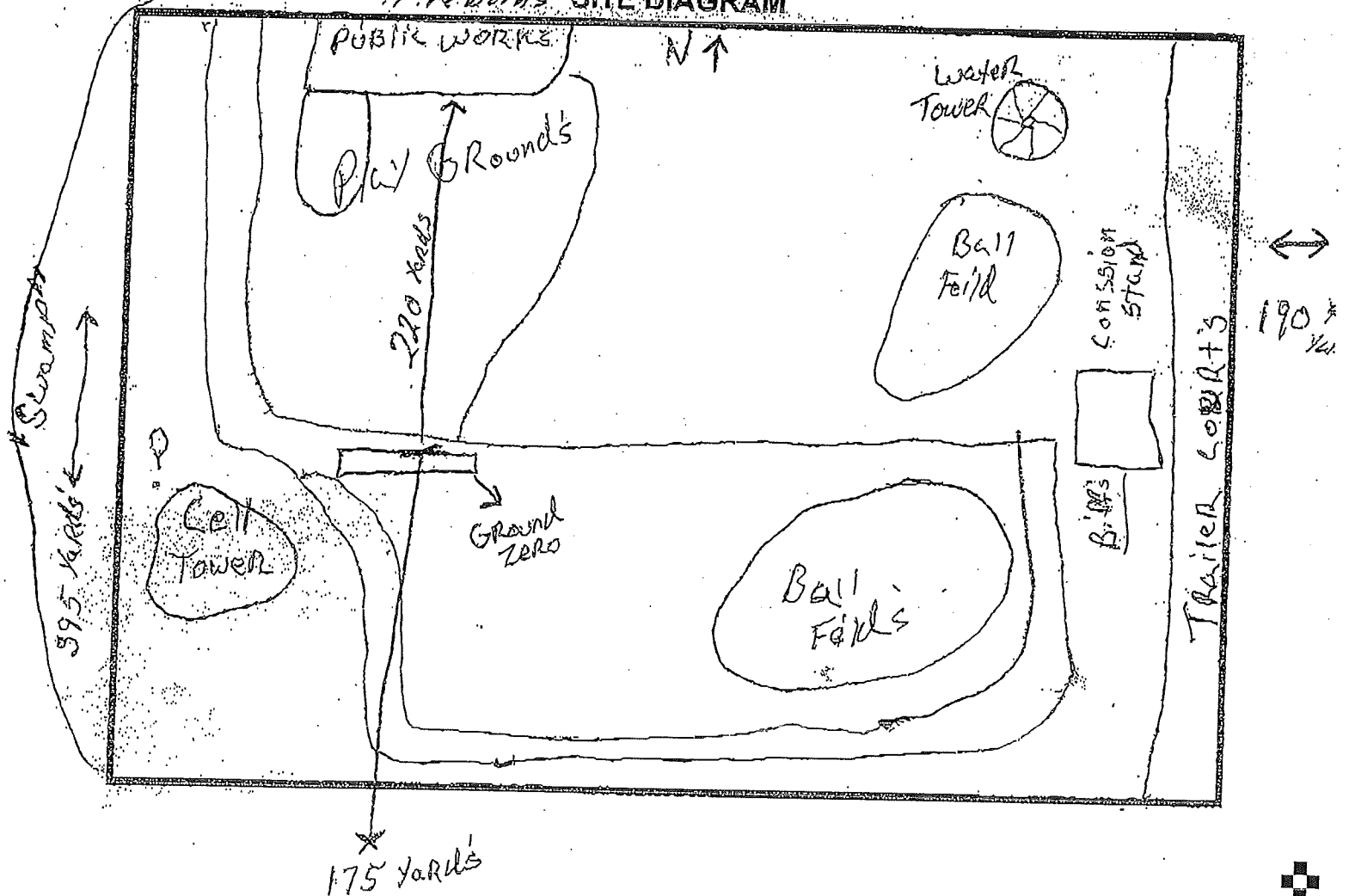
Anthony J. Stepaniak
8150 Nicollet Ave. S.
Bloomington, MN. 55420

Effective Date

Expiration Date

City Park Lexington, Mn.

Fireworks SITE DIAGRAM





July 9, 2015

Bill Petracek
City Administrator
City of Lexington
9180 Lexington Avenue
Lexington, MN 55014



Re: Existing Lexington Fire Station Renovation
9055 South Highway Drive
Lexington, MN

Dear Bill:

MSA has prepared construction documents for the Lexington Fire Station Renovations as directed by the City. The scope of work is as outlined in the August 15, 2014 letter report prepared by MSA.

Hard copies of drawings dated July 9, 2015 are being provided to the City for review and comment.

City Council needs to approve to release the construction documents for bidding.

Project Scope

The original scope of work included:

1. Repair the damaged concrete block.
2. Replace the roof.
3. Add new insulation and siding system to the building exterior.
4. Replace the windows.

Through the course of the development of the design of the work, additional items of work were added as directed by the City:

1. Replacement of three existing exterior doors: During a visit to the fire station on June 2, 2015 it was observed that the existing exterior steel doors and frames are rusting and falling apart at the bottom of the door and frame. The doors were not in this poor of a condition when MSA observed them in 2014. The doors and frames should be replaced. The balance of the exterior envelope will be completely upgraded so it made sense to replace the doors.
2. ADA Modifications:
 - a. The City of Lexington Building Inspector said that MN State Building Code requires that a building owner as part of a renovation project, including maintenance, spend up to 20 percent of the cost of the overall project on ADA modifications. The ADA modifications need to focus on accessible parking, accessible entrance, accessible toilet rooms and an accessible route

Offices in Illinois, Iowa, Minnesota, and Wisconsin

60 Plato Blvd. East, Suite 140 • ST. PAUL, MN 55107-1835
612.548.3132 • 1.866.452.9454 • FAX: 763.786.4574
www.msa-ps.com

Lexington Fire Station Renovation
July 9, 2015

inside the building. None of these items in the existing building are presently accessible. In addition to the MN State Building Code, the Federal Law Americans with Disability Act of 1990 requires that all government facilities be accessible to the disabled. Therefore these accessibility upgrades have been added to the work of this project.

- b. Note that the Kitchen as it presently exists is not accessible to the disabled, and was not included in the work of this project since the cost of the modifications would have exceeded the 20 percent requirement and therefore are not mandated by Code to be completed.

Updated Project Construction Cost Estimate

MSA has updated the construction cost estimate based on the detailed construction drawings that have been prepared by MSA.

Item of Work	August 2014 Original Cost Estimate	Updated Cost Estimate based on the Revised Scope of Work
1. Repair damaged concrete block	\$7,000	\$8,000
2. Replace roof	\$60,000	\$85,000
3. Add new siding system	\$70,000	\$110,000
4. Replace windows	\$8,000	\$10,000
5. Replace exterior doors	\$0.00	\$15,000
6. ADA modifications	\$0.00	\$37,000
TOTAL PROJECT COST ESTIMATE	\$145,000	\$265,000

Project Schedule

The following is a proposed schedule for the bidding and construction of the project.

Item	Date
Council to Approve Releasing the Documents for Bidding	July 16, 2015.
Ad for Bid Deadline to the local paper	Wednesday, July 22, 2015
Ad for Bid to appear in the local paper 3 week minimum bid period required by MN Statute	Tuesday, July 28, 2015
Bids Due	Tuesday, August 18, 2015
Council to Award the project to a Bidder	August 20, 2015
Notice of Award and Construction Contracts to be issued	August 24, 2015
Begin Construction	September 2015
Complete Construction	End of Nov./Beginning of Dec

An alternate bid price could be requested of the bidders to extend the completion date to the early summer of 2016. If contractors are busy this Fall, the extension in time may help with the bid prices.

If you have any questions or comments, please contact me at (608)-355-8943 or aszymanski@msa-ps.com.

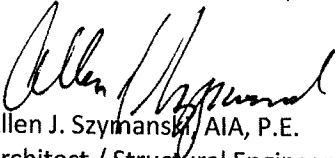
Page 3

Lexington Fire Station Renovation
July 9, 2015

I hereby certify that I prepared this report, and that I am a duly licensed architect and professional engineer under the laws of the State of Minnesota.

Sincerely,

MSA Professional Services, Inc.



Allen J. Szymanski, AIA, P.E.
Architect / Structural Engineer
MN License Number 20405

AJS:dp

cc: Gary Grote, Lexington Fire Chief
Steve Winter, MSA

To: Planning & Zoning Commission
From: Bill Petracek, City Administrator
Date: July 8, 2015
Re: Fire Station sprinklers



This quote provided by Summit Companies is to install a sprinkler system in the fire station. This is a recommendation is coming from Fire Chief Gary Grote as a separate upgrade being suggested for the fire station. Firefighter Brad Gavin currently works for Summit Companies and has volunteered to install the sprinkler system in the fire station at no cost to the City other than the price of the materials for installation. **The quote is for \$9,860.00**

Installing a sprinkler system is a separate action item from the upgrades recommended by MSA Consultants, as they are not recommending a sprinkler system as part of their findings to upgrade the Lexington Fire Station.



Proposal and Contract

Summit Companies ("Summit") makes the following proposal (the "Proposal"):

Date of Proposal: 4/7/15

Proposal Submitted To: City of Lexington ("Owner")
Address:

Attention: Project Manager ("Owner")

Regarding: Fire Sprinkler System Proposal

Project Name: Lexington Fire Dept
Address: 9055 S. Hwy. Drive
Lexington, MN

Specifications: The equipment to be provided by Summit as part of this Proposal, as well as design and installation services, are sometimes collectively referred to in this Proposal as the "Project". NFPA 13, together with the Specifications described in those certain plans dated N/A, City of Lexington, attached hereto as Exhibit A, are incorporated herein and made a part of this Proposal.

Site visit - YES ☒ NO ☐

SCOPE OF WORK

Fire Sprinkler System-MATERIAL AND DESIGN ONLY

- Provide design/build sprinkler shop drawings, hydraulic calcs for City/Insurance/Owner approval.
- Proposal based on plans dated: N/A
- Permit cost for the fire sprinkler system
- Final acceptance testing of all components as dictated by NFPA 13, 2002 including final two-hour 200 pound hydrostatic test and sprinkler alarm test
- Design/Build Sprinkler System
- Perform new flow test if required
- Provide (1) wet system for entire building-**MATERIAL AND DESIGN ONLY.**
 - Required shutoff valves
 - Required tamper/flow switches
 - Standard fire department connection.
 - Backflow prevention per the State of MN
 - Required pressure gauges
 - Code required valve signage

CORPORATE: 575 MINNEHAHA AVE W. | ST. PAUL, MN 55103 | TEL (651) 251-1880 | FAX (651) 251-1879 | WWW.SUMMITCOUS.COM

DULUTH, MN
TEL (218) 740-4412
FAX (218) 740-4413

ROCHESTER, MN
TEL (507) 280-0622
FAX (507) 280-0577

ST. CLOUD, MN
TEL (320) 257-6390
FAX (320) 257-6392

DES MOINES, IA
TEL (515) 867-2424
FAX (515) 867-2425

IOWA CITY, IA
TEL (319) 665-4330
FAX (319) 665-4331

OTTUMWA, IA
TEL (641) 682-4749
FAX (641) 682-6462

AN EQUAL OPPORTUNITY EMPLOYER

- Exposed Brass upright and sidewall sprinklers where structure is exposed.
- Chrome pendants with two piece semi-recessed escutcheons if ceilings.
- UL listed lightwall main and lines.
- Swivel Ring Hangers for all pipe sizes
- Assumes non-combustible construction throughout
- Testing and commissioning fire sprinkler system.
- **Labor to be denoted by Bradley Gavin. (Labor costs not included in this proposal).**

\$9,860.00

EXCLUSIONS

- Underground water supply and testing of water supply.
- Painting and patching.
- Fire Sprinkler fitter Labor.
- Electrical wiring (tamper switches, flow switches, horn/strobes, alarm, alarm panel, etc.).
- Fire alarm system or audible alarms.
- Central monitoring of sprinkler system(s).
- Power

The Contract Price shall be modified as follows:

Alternate No.	Add / Deduct	Price	Description

Completion of the Project: Summit offers to provide to Owner the equipment, supplies and materials, as well as the design and installation services and labor to complete the Project, as described in the Specifications. This Proposal shall be null and void, at Summit's option, if Summit does not receive a signed acceptance of this Proposal by Owner by noon within 30 days from date of proposal. Summit reserves the right to adjust all prices based on the cost of materials at the time this Proposal is accepted by Owner, due to the volatility in the steel market. In order to guarantee pricing, Owner may be required to pay for materials at the time of acceptance of this Proposal.

General Conditions: The General Conditions attached to this Proposal are a part of this Proposal. Upon acceptance of this Proposal by Owner, the General Conditions will be a part of the contract between Summit and Owner.

SUMMIT COMPANIES:

By: Matthew Moris

Signature

Matthew Moris

Print Name

Service Sales Representative

Summit Companies

Phone: (651) 755-9984

mmoris@summitcous.com

OWNER ACCEPTANCE OF PROPOSAL

Summit's Proposal is hereby accepted and agreed to by Owner. Owner acknowledges that Owner received and read the Proposal and the attached General Conditions. Upon acceptance by Owner, this Proposal, along with the attached General Conditions, will be a binding contract between Summit and Owner.

OWNER:

By: _____

Signature

Print Name

Date

SUMMIT COMPANIES PROPOSAL AND CONTRACT GENERAL CONDITIONS

These General Conditions are attached to and made a part of the Summit Proposal and Contract to which they are attached (collectively, the "Contract") as if fully set forth on the front page of the Contract. As used in these General Conditions, "Summit," "Owner," "Project," and "Contract Price" shall have the same meanings as those terms have in the Contract.

1. **Payment.** Owner agrees to pay the Contract Price for the Project as and when required in the Contract. If Owner fails to pay the Contract Price, or any installment thereof, within ten (10) days after the date the same is due and payable, Owner shall automatically be assessed and shall pay a late charge equivalent to three percent (3%) of the amount of such late payment, together with interest on such late payment at the lower of the maximum rate allowed by applicable law or the rate of eighteen percent (18%) per annum.
2. **Changes.** Except for substitutions, as described below in this paragraph, any alteration or modification to the Project must be documented and approved by Summit and Owner by a written change order signed by Summit and Owner. Summit reserves the right to require Owner to pay for all change order items (labor, equipment and any other materials) at the time of signing the change order. In the event of discontinuations, changes or the unavailability of specific equipment or materials described in the Specifications, Summit will have the right to substitute equipment and materials with substantially similar quality and features; provided, however, that if the replacement items are more expensive, then Summit shall notify Owner and Owner may elect whether to pay the additional expense (as an increase to the Contract Price) or to modify the Proposal to include less expensive items, if available, that would not increase the Contract Price.
3. **Limited Warranty.** All materials and labor supplied by Summit will be warranted for one (1) year from the date of completion of the Project. Upon request, Summit will supply a signed warranty letter to Owner, which states the completion date of the Project and the warranty termination date. Certain equipment may include manufacturer's warranties. Summit provides no additional warranty on such equipment. Owner shall have the right to seek enforcement of any such manufacturer's warranty. Summit shall have no obligation to seek enforcement of any such manufacturer's warranty against the manufacturer. Any labor or other services requested by Owner of Summit in connection with Summit's warranty after the one (1) year warranty termination date shall be paid by Owner to Summit based on Summit's standard fees and charges at the time. No other express or implied warranties are made by Summit. Summit's warranty shall not apply with respect to misuse, abuse or any use that is not in conformity with all applicable specifications and instructions. Except as specifically set forth in this Contract, Summit, and/or its agents and representatives makes no warranty or representation, express or implied, with respect to use, construction standards, workmanship, materials, merchantability or fitness for a particular purpose.
4. **Taxes.** Any taxes or other governmental charges related to the Project shall be paid by Owner to Summit and shall be in addition to the Contract Price. In addition, if any fees or permits (such as one or more building permits) are required in connection with the Project, Owner shall secure and pay for any such fees and permits, the cost of which shall be in addition to the Contract Price.
5. **Unavoidable Delays.** To the extent any time period for performance by Summit applies, Summit shall not be responsible for any delays due to federal, state or municipal actions or regulations, strikes or other labor shortages, equipment or other materials delays or shortages, acts or omissions of Owner, or any other events or causes beyond the control of Summit.
6. **Access.** Owner shall allow Summit to have reasonable access to the job site to allow the completion of the Project on the dates and at the times requested by Summit personnel.
7. **Risk of Loss.** Risk of loss shall pass to Owner at the time the equipment and other materials that are part of the Project are delivered to the job site. This means that, for example, in the event of damage or destruction due to casualty, or in the event of theft, Owner shall be responsible for payment for such equipment and materials even if the Project has not been completed. Title to the equipment and other materials shall be held by Summit until payment in full of the Contract Price, at which time title shall pass to Owner. Summit shall have the right to remove the equipment and other materials that are a part of the Project if payment of the full Contract Price is not made by Owner immediately upon completion of the Project. That right shall be in addition to, and not in limitation of, Summit other rights and remedies.
8. **MECHANIC LIEN NOTICE. YOU ARE ENTITLED UNDER MINNESOTA LAW TO THE FOLLOWING NOTICE:**
 - (a) **ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THEIR CONTRIBUTIONS.**

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE."

9. Limitation of Liability and Remedies. The Project is not an insurance policy or a substitute for an insurance policy. In the event of any breach, default or negligence by Summit under this Contract, Owner agrees that the maximum liability of Summit shall not exceed an amount equal to the Contract Price. Owner expressly waives any right to make any claim in excess of that amount. Further, Owner waives any right to any claims for punitive, exemplary or consequential damages. Owner shall provide Summit with reasonable notice of any claim and a reasonable opportunity to cure the alleged breach or default. Owner shall indemnify, defend and hold Summit harmless from and against claims, actions, costs and expenses, including reasonable legal fees and costs, arising out of any injury, death or damage occurring on or about the job site unless caused by the gross negligence or willful misconduct of Summit.
10. Owner's Failure to Pay. If Owner fails to pay any amount due to Summit as and when required, Summit shall have the right, but not the obligation, to immediately stop work on the Project and Summit may pursue any and all available remedies, including the right to place a lien against the Project site. In addition, Owner shall be obligated to reimburse Summit for reasonable legal fees and costs incurred by Summit in the enforcement of this Contract.
11. Binding Arbitration Agreement. Except as otherwise set forth in Section 10 above, in the event of any dispute between Owner and Summit, whether during the performance of the work and services contemplated under this Contract or after, Owner and Summit agree to negotiate in good faith towards the resolution of the dispute. If Owner and Summit are unable to resolve the dispute within twenty (20) days after the date the dispute arises, then Owner and Summit agree to resolve the dispute through binding arbitration. All disputes arising out of or relating to this Contract including, without limitation, claims relating to the formation, performance or interpretation of this Contract, and claims of negligence, breach of contract and breach of warranty, which are not resolved either through direct negotiation as provided above, shall be resolved by binding arbitration under the Construction Industry Arbitration Rules of the American Arbitration Association then in effect. This arbitration agreement will be governed by the Federal Arbitration Act and the Minnesota Uniform Arbitration Act. Arbitration will be commenced by written demand for arbitration filed with the American Arbitration Association and the notice of filing, together with a copy of the written demand for arbitration, be provided to the other party in accordance with the notice provisions of this Contract. However, no arbitration or legal action will be commenced following expiration of the application statute of limitations or repose. Judgment on the arbitration award will be confirmed in any court with jurisdiction. Owner and Summit agree that any subcontractor, material supplier, or sub-subcontractor may be made a party to the arbitration proceeding. Venue for the arbitration will be Ramsey County, Minnesota. Summit expressly reserves all mechanics lien rights under Chapter 514 of the Minnesota Statutes and may take such other legal action as is needed to perfect such rights. The provisions contained in this paragraph will survive the completion of construction and termination of this Contract.
12. Miscellaneous. The headings used herein are for convenience only and are not to be used in interpreting this Contract. This Contract shall be construed, enforced and interpreted under the laws of the State of Minnesota. This Contract may not be modified, amended or changed orally, but only by an agreement in writing signed by the parties hereto. Neither party shall be deemed to have waived any rights under this Contract unless such waiver is given in writing and signed by such party. If any provision of this Contract is invalid or unenforceable, such provision shall be deemed to be modified to be within the limits of enforceability or validity, if feasible; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Contract in all other respects shall remain valid and enforceable. This Contract is not assignable by Owner. This Contract is the entire agreement between the parties regarding the subject matter of this Contract; any prior or simultaneous oral or written agreement regarding the subject matter hereof is superseded by this Contract.

To: Mayor Kurth and City Council
From: Bill Petracek, City Administrator
Date: July 9, 2015
Re: **Salary Increase Request**



Based on the discussion on management salaries at the July 1st City Council meeting, I have included in this memo some comparable salaries from other communities in the metro area that most closely resemble the management job functions of the City of Lexington management staff and a reasonable population comparison.

The information provided is based on information that is available through the League of Minnesota Cities salary survey. There is very limited information on the liquor store manager's salaries in the metro area in the survey.

The salary recommendation is as follows:

I am requesting that the following management employees receive a **2.5% increase** effective June 1, 2015:

	<u>2014 hourly wage</u>		<u>2015 hourly wage</u>
<u>Administration</u>			
• Bill Petracek – City Administrator	\$83,000	→	\$85,074
• Tina Northcutt – Finance Director	\$58,000	→	\$59,450
<u>Liquor Store</u>			
• Jack Borgen – Liquor Store Manager	\$32.14	→	\$32.94
• Karen Larson – Supervisor	\$20.01	→	\$20.51
• Andrew Lyons – Supervisor	\$20.82	→	\$21.34

Liquor Store Manager Jack Borgen is requesting that the following part-time employees receive a **2.5% increase effective June 1, 2015:

	<u>2014 hourly wage</u>		<u>2015 hourly wage</u>
• Nick Palinkas – Sales Associate	\$12.22	→	\$12.53
• Raina Spack – Sales Associate	\$12.99	→	\$13.31

5 benefit eligible management employees

2.5% wage increase each year

[illegible]

[Show Header](#) [Hide Header](#)

Salaries

We have compared the salary entered for each Job Title selected utilizing the location matching the criteria indicated.

For multi-job search results, click on a Job Title to jump directly to the search results for that Job Title.

Job Title(s) selected Click on Title to View	City/County Administrator/Manger /Coordinator
Effective Date	Jan-2015
Output Sorted by	Ascending Average Salary
Region(s) selected	Metro
Organization Size(s) selected	1,000 - 2000 2,000 - 3,000 3,000 - 4,000
Organization(s) selected	
Show results	Annual Format
Your search has returned 11 records.	

Carries out the policies established by the City Council for the efficient administration of the municipality's business. Duties include coordinating the administration of all municipal departments, developing the annual budget, preparing for and attending council meetings, providing information to the public concerning government business, supervising the maintenance of records and making recommendations for the improvement of efficient administration of the affairs of the governmental unit. (City Manager (Administrator)/Clerk-Administrator)

Search Results for City/County Administrator/Manger/Coordinator. No comparison salary provided.

[illegible]



Salaries

We have compared the salary entered for each Job Title selected utilizing the location matching the criteria indicated.

For multi-job search results, click on a **Job Title** to jump directly to the search results for that **Job Title**.

Job Title(s) selected Click on Title to View	Finance Director - Assistant/Deputy Finance Director/Auditor/Treasurer
Effective Date	Jan-2015
Output Sorted by	Ascending Average Salary
Region(s) selected	Metro
Organization Size(s) selected	1,000 - 2,000 2,000 - 3,000 3,000 - 4,000 4,000 - 5,000 5,000 - 6,000
Organization(s) selected	
Budget Restrictions	All Sizes
Total Number of Employees	All sizes
Show results	Annual Format
Your search has returned 6 records.	



[Overview](#)

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[Organization Info.](#)

[Salaries](#)

[Organization Officials](#)

[Benefits](#)

[myFavorites](#)

[Directory of Contacts](#)




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Finance Director/Auditor/Treasurer

Performs high-level accounting duties in the maintenance and control of municipal or county finance operations, including budget preparation, receipts and disbursements, insurance, payroll, investments, and the preparation of related financial reports. May have supervisory responsibilities. (Finance Director).

Search Results for Finance Director/Auditor/Treasurer. No comparison salary provided.




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[Friendly](#)
[Excel](#)
[Analysis](#)

Organization	Organization's Job Title	# Emps	TIP	Min		Low		Avg	Hrs/ Week	+/- Diff	Updated On
				Max		Max	High				
Lexington	Finance Director	1	-			45,635.20	58,302.40	58,302.40	58,302.40	40	-N/A-
				58,302.40			58,302.40				
Excelsior	Finance Officer	1	-			0.00	74,909.00	74,909.00	74,909.00	40	-N/A-
				0.00			74,909.00				
St. Paul Park	Finance Officer	1	-			69,284.80	82,950.40	82,950.40	82,950.40	40	-N/A-
				83,137.60			82,950.40				
Falcon Heights	Finance Director	1	-			0.00	85,675.20	85,675.20	85,675.20	40	-N/A-
				0.00			85,675.20				
Oak Park Heights	Finance Director	1	-			66,768.00	95,388.80	95,388.80	95,388.80	40	-N/A-
				95,388.80			95,388.80				
Circle Pines	Finance Director	1	-			73,944.00	97,302.40	97,302.40	97,302.40	40	-N/A-
				97,302.40			97,302.40				
Un-aged Average						\$42,605.33	\$82,421.37	\$82,421.37	\$82,421.37		-N/A-
						\$55,688.53	\$82,421.37				
Aged Average									\$82,207.57		

[next page](#)

[jump to page](#)

Save this search criteria for later use. Enter a name below and click "Save".

[Show Header](#) [Hide Header](#)

Salaries

We have compared the salary entered for each Job Title selected utilizing the location matching the criteria indicated.

For multi-job search results, click on a Job Title to jump directly to the search results for that Job Title.

Job Title(s) selected Click on Title to View	Liquor Facility Manager
Effective Date	Jan-2015
Output Sorted by	Ascending Average Salary
Region(s) selected	All regions
Organization Size(s) selected	1,000 - 2000 2,000 - 3,000 3,000 - 4,000
Organization(s) selected	
Show results	Annual Format
Your search has returned 22 records.	

Liquor Facility Manager

Plans, coordinates, and supervises the daily operations of one or maybe two municipal on-sale and/or off-sale liquor operations. (Liquor Store Manager)

Search Results for Liquor Facility Manager. No comparison salary provided.

Organization	Population	Region	Organization's Job Title	# Emps	Range Minimum	Range Maximum	Actual Low	Actual High	Actual Average	Hrs/ Week	+/-Diff	Degree Of Match	Union	FLSA	# of Steps in Salary range	# of Yrs to max of range	Licenses	Reports To	Data Entry Date
Madison	1,641	Southwest	Liquor Store Manager	1	19,427.20	22,339.20	22,339.20	22,339.20	22,339.20	20	-N/A-	Equal	No	Yes	10	9		City Manager	
Walker	1,178	Central	Liquor Store Manager	1			37,065.60	37,065.60	37,065.60	40	-N/A-		No	Yes				Administrator, Clerk/Treasurer	
Lakefield	1,657	Southwest	LIQUOR STORE MANAGER	1	37,752.00	46,613.00	38,584.00	38,584.00	38,584.00	40	-N/A-		No	No	9	12		MAYOR/COUNCIL	
Jackson	3,413	Southwest	Liquor Manager	1	38,542.40	56,638.40	41,163.20	41,163.20	41,163.20	40	-N/A-		No	Yes	15			City Administrator	
Lexington	2,017	Metro	Liquor Store Supervisor	2	30,000.00	40,000.00	40,810.00	42,437.00	41,623.50		-N/A-	Equal	No	No	6	5		Liquor Store Manager	
Proctor	2,866	Northeast	Liquor Store Manager	1			41,787.20	41,787.20	41,787.20	40	-N/A-	Equal	Yes	Yes				City Administrator	
Baudette	1,100	Northwest		1	42,210.17	54,748.66	42,343.10	42,343.10	42,343.10	40	-N/A-		No	No	9			City council	
Pelican Rapids	2,374	Central	Liquor Facility Manager	1	37,980.80	47,486.40	42,744.00	42,744.00	42,744.00	40	-N/A-	Equal	No	Yes	5	4		Administrator	
Stacy	1,439	Central	Liquor Manager, On and Off-Sale	2	37,252.80	58,302.40	41,558.40	45,448.00	43,492.80	40	-N/A-		N/A	No				City Council	
Aitkin	2,069	Central	Liquor Store Manager	1	0.00	39,270.40	43,596.80	43,596.80	43,596.80	40	-N/A-	Greater	Yes	No	4	5		City Council	
Nisswa	2,061	Central	LIQUOR STORE MANAGER	2			32,947.20	54,641.60	43,784.00	40	-N/A-	Equal	Yes	No				COUNCIL	
Fairfax	1,226	Southwest	Liquor Store Manager	1	45,864.00	57,283.20	45,177.60	45,177.60	45,177.60	40	-N/A-		No	No	10	30		City Administrator	
Hinckley	1,419	Central	Liquor Store Manager/Assistant Mgr	2	25,688.00	55,057.60	37,918.40	55,057.60	46,488.00	40	-N/A-	Equal	No	No				Administrator	
Sleepy Eye	3,521	Southwest	Liquor Store Manager	1	35,000.00	50,000.00	46,500.00	46,500.00	46,500.00	40	-N/A-		No	Yes	10	10			
Granite Falls	2,947	Central	Liquor Store Manager	1			48,118.50	48,118.50	48,118.50		-N/A-	Equal	Yes	Yes				City Manager	
Perham	2,767	Central	Liquor Store Manager	1	39,187.20	50,980.80	49,504.00	49,504.00	49,504.00	40	-N/A-	Equal	No	No	9	9		City Manager	
Rush City	3,056	Central	Liquor Store Manager	1	37,041.00	51,795.00	51,795.00	51,795.00	51,795.00		-N/A-		No	No	8			City Administrator	
Dassel	1,320	Central	Liquor Store Manager	1	52,104.00	52,104.00	52,104.00	52,104.00	52,104.00	40	-N/A-	Equal	No	No				Clerk/Treasurer	
Braham	1,660	Central	Liquor Store Manager	1	42,174.00	52,196.00	52,196.00	52,196.00	52,196.00	40	-N/A-		N/A	No	8	8		City Administrator	

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Salaries

We have compared the salary entered for each Job Title selected utilizing the location matching the criteria indicated.

For multi-job search results, click on a Job Title to jump directly to the search results for that Job Title.

Job Title(s) selected Click on Title to View	Liquor Facility Manager Liquor Operations Director
Effective Date	Jan-2015
Output Sorted by	Ascending Average Salary
Region(s) selected	All regions
Organization Size(s) selected	1,000 - 2,000 2,000 - 3,000 3,000 - 4,000
Organization(s) selected	
Show results	Annual Format
Your search has returned 1 record.	

Assumes overall supervision and management of all off-/on-sale municipal liquor facilities, including budget, staff, buildings, purchasing, inventory control, layout and display, promotions, etc.

Search Results for Liquor Operations Director. No comparison salary provided.

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Salaries

We have compared the salary entered for each Job Title selected utilizing the location matching the criteria indicated.

For multi-job search results, click on a Job Title to jump directly to the search results for that Job Title.

Job Title(s) selected Click on Title to View	Retail Clerk - Bartender Retail Clerk - Liquor
Effective Date	Jan-2015
Output Sorted by	Ascending Average Salary
Region(s) selected	All regions
Organization Size(s) selected	All city sizes
Organization(s) selected	
Show results	Annual Format
Your search has returned 38 records.	

Retail Clerk - Liquor

Handles retail sales transactions with the general public at a municipal liquor store. Duties may include receiving deliveries and checking purchase orders, stocking shelves, filling orders and answering questions from customers, handling cash and balancing receipts. May also involve maintaining records of stock and routine bookkeeping duties. (Retail Clerk)

Search Results for Retail Clerk - Liquor. No comparison salary provided.

Organization	Population	Region	Organization's Job Title	# Emps	Range Minimum	Range Maximum	Actual Low	Actual High	Actual Average	Hrs/ Week	+/-Diff	Degree Of Match	Union	FLSA	# of Steps in Salary range	# of Yrs to max of range	Licenses	Reports To	Data Entry Date
Stacy	1,439	Central	Liquor Store Clerk	4	403.52	631.28	403.52	427.96	421.72	1	-N/A-		No	Yes				Off-Sale Manager	
St. James	4,473	Southwest	Liquor Store Clerk	6	3,016.00	5,137.60	4,243.20	3,411.20	4,380.48	8	-N/A-		No	No	0	0		Liquor Store Manager	
Braham	1,660	Central	P.T. Liquor Store Clerk	5	4,908.80	6,078.80	5,220.80	5,064.80	5,527.60	10	-N/A-		N/A	Yes	8	8		Liquor Store Manager	
Redwood Falls	5,198	Southwest	PART-TIME LIQUOR STORE CLERK	8	5,408.00	7,098.00	5,408.00	7,098.00	6,084.00	13	-N/A-		No	Yes	10	9		LIQUOR STORE MANAGER	
Litchfield	6,813	Central	Part Time Liquor Clerk	11	5,655.00	8,034.00	7,839.00	7,488.00	6,341.40	15	-N/A-		No	Yes	1	1		Liquor Store Manager	
Atkin	2,069	Central	Retail Clerk	5	5,824.00	7,280.00	7,280.00	6,916.00	6,552.00	14	-N/A-	Greater	No	No	3	4		Liquor Store Manager	
Blue Earth	3,345	Southeast	Part Time Liquor Clerk	5	6,180.72	6,843.20	6,180.72	6,843.20	6,704.88	14	-N/A-		No	No	3	3		Liquor Store Manager	
Farmington	18,969	Metro	Liquor Clerk	7	6,695.52	7,843.68	6,695.52	7,537.92	7,213.44	12	-N/A-	Less	Yes	Yes	5	3		Liquor Operations Manager	
Elmore	633	Southeast	Part-time Retail Clerk	2			6,916.00	7,571.20	7,236.32	14	-N/A-	Equal	No	Yes					
Fergus Falls	13,733	Central	Liquor Store Clerk	18	7,280.00	7,280.00	7,280.00	9,978.80	7,280.00	10	-N/A-		No	No		none		Liquor Store Manager	
Proctor	2,866	Northeast	Liquor Clerk	5	5,773.04	9,900.80	5,773.04	9,900.80	7,840.56	14	-N/A-	Equal	Yes	Yes	6	3		Liquor Store Manager	
Lakefield	1,657	Southwest	Liquor Store Clerk	5	8,580.00	9,620.00	8,580.00	8,996.00	8,663.20	20	-N/A-		No	Yes	9	12		Liquor Manager	
Apple Valley	49,376	Metro	LIQUOR SALES CLERK	23	8,236.80	9,313.20	8,236.80	9,313.20	8,798.40	15	-N/A-		No		4			LIQUOR STORE MANAGER	
Dassel	1,320	Central	Liquor Clerk	3	8,320.00	10,400.00	8,611.20	10,400.00	9,432.80	20	-N/A-	Equal	No	Yes				Liquor Store Manager	
Savage	27,567	Metro	Liquor Clerk	20	9,659.52	11,129.04	9,659.52	10,202.40	9,725.04	18	-N/A-	Equal	No	Yes	11	9		Manager on Duty	
Battle Lake	736	Northwest	LIQUOR STORE CLERK	7	8,057.40	10,514.40	8,548.80	10,834.20	9,742.20	15	-N/A-	Equal	No	Yes	10	10		LIQUOR STORE MANAGER	
Walker	1,178	Central	Liquor Store Clerk	3			9,557.60	10,077.60	9,828.00	20	-N/A-		No	No				Liquor Store Manager	
Hutchinson	14,073	Central	Part Time Liquor Sales Clerk	13	8,261.76	11,872.64	8,669.44	8,261.76	10,133.76	16	-N/A-	Equal	No	Yes				Liquor Sales Manager	
Cambridge	7,644	Central	Liquor Store Clerk	8	9,214.40	11,720.80	9,630.40	11,720.80	10,296.00	20	-N/A-	Equal	No	Yes	9	9		Liquor Store Manager	

To: Mayor Kurth and City Council
From: Bill Petracek, City Administrator
Date: July 2, 2015

Re: **Management Short Term/Long Term/Life Insurance Benefits**

I am requesting that the management employees receive the same short term/long term/life insurance benefits as the AFSCME bargaining unit employees.

Historically, the same benefits packages that are approved for the union are used for management.

This change will also require a policy change because it is in the employee handbook. Changes to the policy are shown below.

The Employer shall offer **Employer paid** short and long term disability insurance and life insurance **and for** each Regular Employee ~~is required to purchase said insurance as a part of the group plan offered by the City with the amount of said insurance being paid by payroll deduction,~~ as follows:

- a.) Short-term disability insurance ("STD") (i.e., disability insurance coverage for "disabilities" that qualify for coverage for the "short term" as those terms are defined in the STD group insurance policy offered by the Employer);
- b.) Long-term disability insurance ("LTD") (i.e., disability insurance coverage for "disabilities" that qualify for coverage during the "long term" as those terms are defined in the LTD group insurance policy offered by the Employer); and
- c.) Life insurance in the amount of \$25,000.00 per employee as provided for in the group life insurance policy offered by the Employer.

Current	Total	Proposed	Year 1*	Year 2*	Year 3*	Total Increase Over 3 years*
\$0.00	\$0.00	\$3,332.64	\$3,415.96	\$3,501.35	\$3,588.89	\$10,506.20

*assumes 2.5% wage increase each year

The policy change affects the following employees:

- Jack Borgen
- Karen Larson
- Andrew Lyons
- Tina Northcutt
- Bill Petracek

The rate would be retroactive to May 1, 2015.

To: Mayor Kurth and City Council
From: Bill Petracek, City Administrator
Date: July 2, 2015

Re: Management Health/Dental/Vision Insurance Benefits

I am requesting that the management employees receive the same insurance premium allowance/contribution as the AFSCME bargaining unit employees.

Historically, the same benefit rates that are approved for the union are used for management.

The current rate through April 30, 2015 was \$1,150.00 and increased to \$1,200.00 effective May 1, 2015.

Current		Proposed	Year 1*	Year 2*	Year 3*	Total Increase Over 3 years
\$1,150.00						
Budgeted Total	\$69,000	\$1,200	\$72,000			\$18,000
		\$1,250		\$75,000		
		\$1,300			\$78,000	
		including vision				
Actual Total	\$51,266	\$1,200	\$53,829			\$15,899
		\$1,250		\$56,521		
		\$1,300			\$59,347	
		including vision				

*assumes 5.0% rate increase each year

The increase in contribution affects the following employees:

- Jack Borgen
- Karen Larson
- Andrew Lyons
- Tina Northcutt
- Bill Petracek

The rate would be retroactive to May 1, 2015.



Remit to:
MSA Professional Services, Inc.
60 Plato Blvd. E., Suite 140
St. Paul, MN 55014
763-786-4570
763-786-4574 (FAX)

CITY OF LEXINGTON PUBLIC RIGHT-OF-WAY APPLICATION

Permit #: 15-001

Permit Fee: 1875.00

☒ EXCAVATION PERMIT

☐ OBSTRUCTION PERMIT

Applicant Project # GP Poptart		Plan #	
Location (Street Address; Street Intersection): Starting at the intersection of Lexington Ave and Woodland Rd, heading West to Lake Dr (Co Rd 23) ROW. Continue from Lake Dr (Co Rd 23) West on Woodland Rd to the Western ROW of Hamline Ave.			
Applicant: Zayo Group, LLC		E-mail Address: Wayne.paler@zayo.com	
Address: 5005 Cheshire Pkwy, Suite 1		City Plymouth	State MN Zip 55446
Contact Person Wayne Paler	Work Phone #: (952)230-9432	24 Hour #: (320)247-9238	
Cell Phone #: (320)247-9238	Pager #:		
General Contractor: Michels Communications		GSOC Registration #:	
	Work Phone #:	24 Hour #: (763)428-3554	
Contact Person: Eric Graning	Work Phone #: (763)238-2325	Home Phone #:	
Sub Contractor #2:		GSOC Registration #:	
Facilities Information			
<input type="checkbox"/> Cable TV	<input type="checkbox"/> Cooling	<input type="checkbox"/> Traffic	<input type="checkbox"/> Heating
<input type="checkbox"/> Gas	<input type="checkbox"/> High Pressure	<input type="checkbox"/> Low Pressure	<input type="checkbox"/> Water
Electrical, Voltage:		<input type="checkbox"/> Sewer	Conduit (Size & Kind): (2)1.25" HDPE
<input checked="" type="checkbox"/> Telecomm:	<input checked="" type="checkbox"/> Fiber	<input type="checkbox"/> Other:	Cable (Size & Kind): 48ct Fiber
Purpose of Construction			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Replacement	<input type="checkbox"/> Repair	<input type="checkbox"/> Other:
Type of Construction			
<input type="checkbox"/> Trench	<input type="checkbox"/> Hole	<input type="checkbox"/> Chamber	<input checked="" type="checkbox"/> Directional Bore
<input checked="" type="checkbox"/> Aerial	<input type="checkbox"/> Plow (Specify)	<input type="checkbox"/> Other (Specify):	
Construction Details			
Excavation Size:	Total Length: 2525'	Width: 1'	Depth: 48"
ROW being used:	Total Linear Footage Installed in ROW: 2525'		
Type of Material:	Driving Lane	Parking Lane	Sidewalk
Structures:	Concrete	Bituminous	Gravel
Shoulders:	Curb & Gutter	Sidewalk	Signals
	Bituminous	Gravel	Road Signs
			Culvert
			Culvert
Construction Schedule			
Estimated Starting Date: 5/04/2015		Weekend Dates:	
Estimated Ending Date: 11/06/2015		After Hours Dates:	
The undersigned herewith accepts the terms and conditions of this permit by the City of Lexington as herein contained and agrees to fully comply therewith to the satisfaction of the City of Lexington. The undersigned also declares that he/she has read, understands, and will comply with all relevant City Ordinances and all Right of Way Regulations.			
Applicants Signature: <u>Wayne Paler</u>		Date: <u>4/8/15</u>	
It is expressly understood that this permit is conditioned upon replacement or restoration of the roadway to its original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of local city, village, or borough authorities having joint supervision over said street or highway and subject to the applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Council and any other affected government agencies. All legal requirements shown on attached pages and on all "Special Provisions" to be complied with! The date when work is completed must be reported in writing to the Lexington City Engineer.			
Complete City Agreement w/ City Attorney		Approved: <u>[Signature]</u>	Date: <u>6-25-15</u>
Rev. 2014		Authorized Signature	Date:

City Of Lexington

Public Right-Of-Way Permit

Specific Conditions

Pursuant to the Excavation Permit 15-001 for Zayo Group, LLC, the parties agree that the follow acknowledgements and conditions apply:

1. This Permit, and all work performed pursuant to this permit, and all improvements installed pursuant to this permit, are not governed, regulated or controlled by any existing agreement for broadband or connectivity services between Anoka County, the City of Lexington, Zayo Group, LLC, Zayo Bandwidth, LLC, or any successor or controlling institution.
2. All improvements installed pursuant to this permit are subject to Lexington Code Chapter 16, and previous written agreements between the applicant and the City do not apply to the work governed by this permit.
3. This Permit is additionally governed by the attached document, "CITY OF LEXINGTON SPECIAL PROVISIONS FOR INSTALLATION OF UTILITES OR UNDERGROUND CONSTRUCTION AND STREET EXCAVATION WITHIN PUBLIC RIGHT OF WAY"

For the Applicant, Zayo Group, LLC:

Dated: _____, 2015

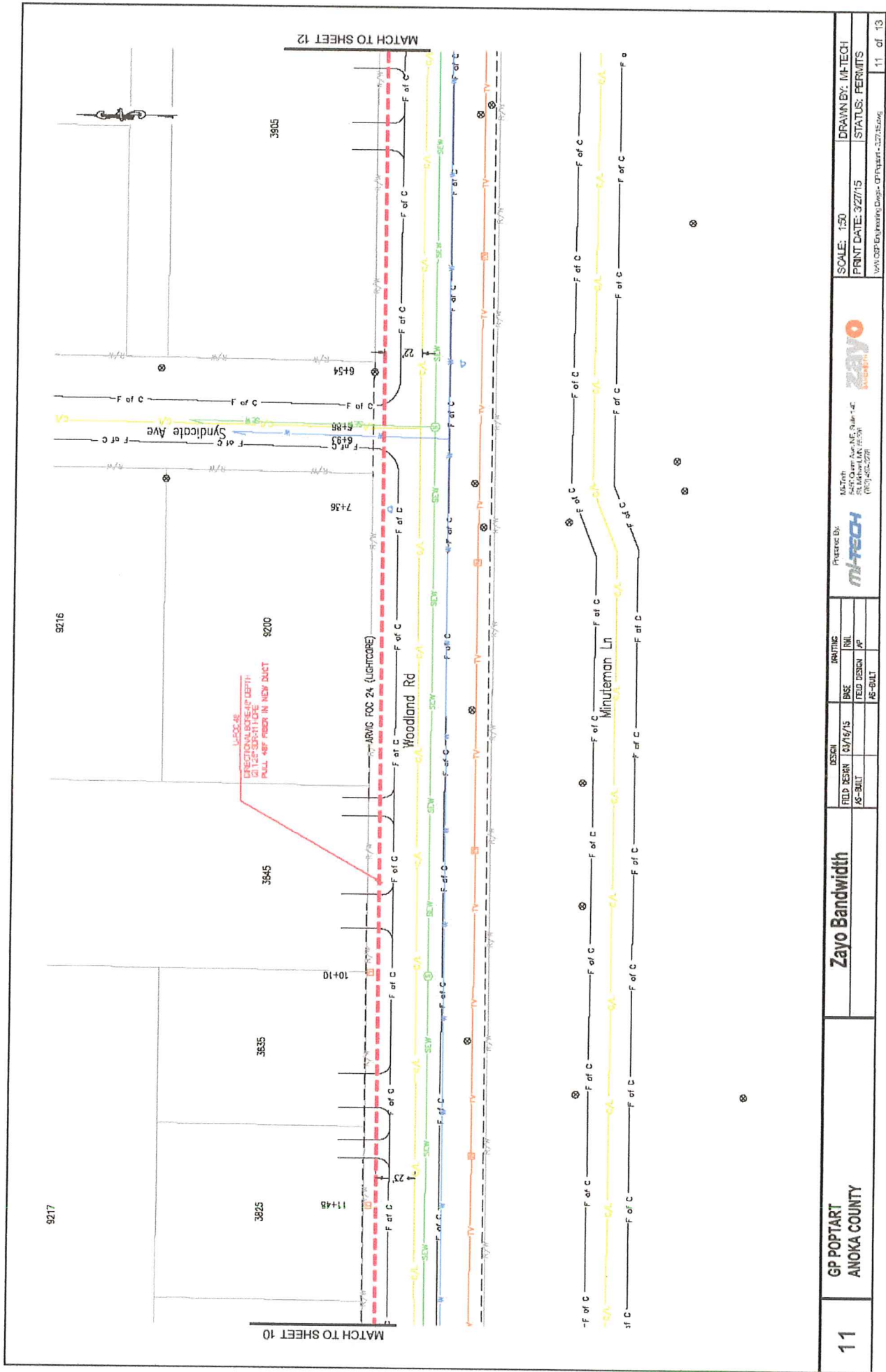
Signed: _____


Printed: _____

Its: _____

CITY OF LEXINGTON SPECIAL PROVISIONS FOR INSTALLATION OF UTILITIES OR UNDERGROUND CONSTRUCTION AND STREET EXCAVATION WITHIN PUBLIC RIGHT OF WAY

1. No work under this application is to be started until application is approved and the permit issued.
2. **Notify Police, Fire and Street Department at least 24 hours in advance prior to construction or street closing, including all utility companies, public and private, except in the case of emergencies when notification shall be prior to evacuation. All proposed running lines must be staked prior to calling Lexington Public Works at 763-784-6849. One copy of the permit and the special provisions must be available at the site. In the event that you are unable to contact Public Works Department, call Steve Winter of MSA Professional Services, Inc. at 763-786-4570. A \$500.00 fine will be imposed if you or your subcontractor fails to give prior notification.**
3. Where work on traveled roadway is necessary, traffic must be protected, and flags, flares and proper barricades must be placed in accordance with the standards of the Minnesota Department of Highways.
 - a. If it is not possible to allow traffic to pass, a suitable detour must be provided.
 - b. Barricades are to be erected in a manner, which will provide suitable viability in all directions.
4. Excavations must be cribbed when necessary depending on type of soil in order to prevent cave-ins.
 - a. No undermining of streets, curbs, bituminous trails, and/or sidewalks (except for boring) will be allowed. **When at all possible excavation holes must be a minimum of 3 feet away from any pavement.**
5. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of adjacent or ornamental trees.
6. Turf, sodded area will be sodded and other areas can be seeded. It is the permit holder's responsibility to maintain sod/seed. Four inch of topsoil is required.
7. No trenching across surfaced roadways, unless it can be demonstrated to the city engineer that no reasonable alternative exists.
8. **All back filling must be placed in 6-inch layers and thoroughly tamped, unless otherwise directed and material must be flush and even with the road surface when finally in place. No rock, unstable soil, or bituminous material shall be returned to the back-filled trench.**
9. Finished surface, base, and sub-base, of road after excavation and back-fill, shall be at least equal in stability to finished surface, base, and sub-base prior to excavation. A minimum 6" class 5 gravel base material shall be placed at the upper surface of the excavation trench unless otherwise directed.
10. Bituminous and concrete placement shall be replaced according to specifications, which will be provided by the engineer.
11. If settlement occurs or excavation caves in within one year from completion date so that replaced materials settle (bituminous mat or concrete base), it shall be restored to its original condition by the holder of this permit.
12. No pole anchors, anchors, braces or other construction shall be placed on roadway shoulder except by special authorization.
13. No driving onto highway from ditch or driving on shoulders except when noted in application for permit.
14. No machine excavations shall be permitted except when noted in application for permit.
15. In compliance with OSHA standards, excavations greater than four feet in width at top of trench will not be generally permitted, and may be made only when expressly provided for on the permit.
16. Streets may not be closed to traffic unless expressly authorized by the permit and necessary notifications have been made.
17. No lugs shall be used on equipment traversing roadways, which will damage the road surface.
18. Roadside and/or site shall be cleaned up after work is completed. **Any disturbed areas will be restored to existing conditions or better.**
19. Within 24 hours, and during normal working hours, (no permits for any type of excavation on public property will be issued for construction on Saturday, Sunday or legal holidays, except for emergency repairs). **The permit holder shall notify the City Engineer or his representative issuing the permit and, when applicable, the county engineer, that such work has been completed and is ready for final inspection.**
20. No street excavation shall be allowed between November 15th and May 15th, except for emergencies.



11	GP POPTART ANOKA COUNTY	Zayo Bandwidth				Project By:		SCALE: 1"=50'	DRAWN BY: MTECH
		DESIGN		DATE		MTech 5450 Quam Ave NE, Suite 140 Bellevue, WA 98004 (206) 465-2200		PRINT DATE: 3/27/15	STATUS: PERMITS
		FIELD DESIGN	3/17/15	BASE	DATE				
		AS-BUILT		FIELD DESIGN	AP				
						AS-BUILT			
COPY TO: Planning Dept - 32715246									
11 of 13									

Forward to: City Of Lexington
9180 Lexington Avenue
Lexington, MN 55014
763-784-2792
763-785-8951 (Fax)

**CITY OF LEXINGTON
PUBLIC RIGHT-OF-WAY
APPLICATION
COMPLETION NOTIFICATION**

This form shall indicate that the listed Right-Of-Way permit has been completed and is ready for final inspection.

Permit Number: _____

Location: _____

Applicant: _____

Contact: _____

Phone Number: _____

Completion Date: _____

I hereby certify that the listed Right-Of-Way permit has been completed in accordance with all relevant City Ordinances and all Right-of-Way Regulations.

Applicants Signature: _____ Date: _____

City of Lexington



City of Lexington, Minnesota

Final Draft of Strategic Plan

July – 2015

Background

The City of Lexington is a community with a population of just over 2,000 citizens tucked in the northern suburbs of the Twin Cities metropolitan area. Lexington is a cozy little community nestled between Circle Pines and Blaine - small in size, but big on pride. Lexington is a short drive from the cities of Minneapolis and Saint Paul. Our City is adjacent to Interstate 35W providing easy access to everywhere in the region. Whether you are stopping by for a visit or choose to make Lexington your home, you will find Lexington a comfortable, tranquil community that offers excellent educational opportunities and a variety of housing opportunities.

The City provides administration, public works, municipal liquor store, parks, police services (Centennial Lakes Department) and fire services. The Mayor and Council are experienced leaders who are in a position to identify present and future challenges. The City Council recognizes the importance of ensuring the day to day responsibilities of city government are well managed. However, planning ahead and looking out for opportunities and addressing needs are a prerequisite of community success. This strategic plan moves “above and beyond” the day-to-day operations of the City and serves to move the City and community forward in an optimistic and progressive manner. While preserving the small town feel and historic charm of the City, the purpose of the strategies and goals are to revitalize, restore and reinvigorate the city and Lexington community. The City will accomplish its goals through wise financial planning, progressive thinking, innovative solutions, deliberate risk-taking, and collaborative decision-making. The City is committed to effective planning to ensure that it will build a consensus for future direction. As stewards of the future, high expectations are set for ourselves, the citizens, and this special place we call the Lexington, Minnesota.

Strategic Planning

A strategic plan is a means to organize all of priorities of the city into one document. A strategic plan is complementary to the Comprehensive Plan and the other planning tools used by city leaders. A strategic plan organizes the priorities, programs and services into common themes and then presents strategies and goals to ensure there is a clear road map for the future. Strategic planning is an effective tool to provide a means for the Council, staff and community to ensure that their resources are applied and used in an optimal manner. The methods used in strategic planning are a means to an end; the City’s process was designed to identify the most important priorities and goals of the City and community. There are many benefits to strategic planning; a few relevant to the City of Lexington are:

- Develop a consensus-based direction for the City Council and staff
- Provide a *written road map* to record and document the direction
- Provide a means to ensure the City is proactively addressing issues
- Improve accountability and capacity to measure performance and outcomes

The intent of the planning process is to integrate and organize all relevant information from various sources of city documents into an overall strategic plan. The purpose of the strategic plan is to support the governance work of the City Council and the administration and operation of the City staff with four clear goals – to strengthen the *decision-making, leadership, management and communication* of the City.

Process

The process was initiated by the City Council and organized and structured by the City Administrator. Three City Council work sessions were held to develop the plan: April 21, June 11, and July 8. The first work session identified 10 major projects and priorities; the second work session focused on the details; and the third work session prioritized the specific projects. The discussions in the work sessions were inclusive and participatory. City Administrator Bill Petracek and Finance Director Tina Northcutt attended and participated in each session. Between the two sessions, a questionnaire was completed by the Department Heads (Fire, Engineer, Finance/Administration, Public Works, Liquor Store, Attorney, and City Administrator) that provided useful information on their issues, priorities, and major projects. A copy of all material used in the process is available in the City Administrator's office.

Strategic Plan

Strategies & Goals

Based on the needs, priorities and projects within the City, three strategies emerged to structure the goals in a logical and orderly manner. The three strategies are:

- *Efficient and Effective Public Services*
- *Viable and Strong Economy*
- *Positive Community Image*

There are 12 goals in the strategic plan. These goals are not listed in any order or priority.

I. Efficient and Effective Public Services

1. Develop a comprehensive Capital Improvement Program
2. Evaluate funding options for the new Fire Hall
3. Explore ways to enhance sales at the Liquor Store
4. Evaluate level and current business models for public safety services
5. Implement Park Master Plan

II. Viable and Strong Economy

1. Redevelopment of Parkview Home Park
2. Market and sell the Lovell property
3. Create economic development financial incentive policies
4. Participate in local water supply study

III. Positive Community Image

1. Develop the City's identity and strengthen community pride
2. Create a property maintenance and rental housing inspections program
3. Participate in Green Step City program

Priority of Goals

Goal #1 – Explore ways to enhance sales and improve operations at the Liquor Store

Action Steps	Status
a. Revise 2009 Liquor Store Marketing Plan to reflect current markets.	
b. Consider hiring Minnesota Municipal Beverage Association (MMBA)/consultant to conduct an audit of our operation to provide ideas on how to improve sales and efficiencies.	
c.	

Goal #2 – Develop a comprehensive Capital Improvement Program

Action Steps	Status
a. Department Heads will develop a proposed 5- year capital improvements plan.	
b. Gain input and revisions from City Council on plan at a Council workshop.	
c. Council will adopt 5-year plan, and Department Heads will develop future proposed budgets around the plan to implement it.	

Goal #3 – Market and sell the Lovell property

Action Steps	Status
a. Hire a commercial realtor to market Lovell Building.	
b. Work to vacate building by not renewing existing leases	
c. Offer economic development incentives (TIF, Tax abatement, HRA funds, CDBG funds, DEED funds) to redevelop property.	

Goal #4 – Create a property maintenance and rental housing inspections program

Action Steps	Status
a. Work with consultant (Inspectron Inc.) to continue to develop and improve the property maintenance program (purchase Permit Works software to improve efficiency.)	
b. Develop and improve policies and ordinances to support programs	
c. Communicate programs to the community	

Goal #5 – Participate in Green Step City program

Action Steps	Status
a. Adopt resolution to work toward GreenStep Cities recognition	
b. Post initial information on GreenStep Cities website	
c. Prepare workplan for implementation of best practices	

Goal #6 – Create economic development financial incentive policies

Action Steps	Status
a. Research other communities economic development financial incentive policies as a benchmark for incentives	
b. Work with City Council to draft a policy that is acceptable to Lexington	
c. City Council would adopt the policy and staff would implement policies when working with potential developers.	

Goal #7 – Evaluate funding options and space needs for the new Fire Hall

Action Steps	Status
a. Hire consultant to conduct a space needs/facility needs assessment	
b. Consider a funding source from the sale of Lovell Building and Current fire station.	
c. City staff will continue to research grant opportunities for public safety.	

Goal #8 – Develop the City's identity and strengthen community pride

Action Steps	Status
a. Reevaluate/redesign city logo	
b. Research, develop and implement civic engagement program	
c. Use social media and technology to 'market' our good qualities	

Goal #9 – Evaluate level and current business models for public safety services

Action Steps	Status
a. Conduct citizen survey via website (use League of MN Cities survey tool)	
b. Evaluate public safety shared services (police, fire, building inspection, animal control) – if necessary, hire consultant to assist	
c. Evaluate and implement programs using lean government, sigma 6, or another type of process improvement	

** Talk to County to determine if there is a contract for our police and fire services to respond to all 911 calls in Lexington.

On-Going Goals

Goal: *Implement Park Master Plan*

Action Steps	Status
a. Agressively pursue grant opportunities	
b. Research public-public and public-private partnerships	
c. Develop construction schedules (proper order for work to be completed).	

Goal: *Improve or Redevelop Parkview Home Park*

Action Steps	Status
a. Continue to require the current owner's of Parkview to improve utility – water and sewer - infrastructure in the park via moratorium on building permits, property maintenance enforcement, etc.	
b. Guide developer's to purchase the park – offer economic development incentives to redevelop (TIF, Tax abatement, HRA Funds, CDBG funds, DEED funds).	

Goal: *Participate in local water supply study*

Action Steps	Status
a. Hire a consultant to update/redevelop local water supply study for the Department of Natural Resources (DNR).	
b. Council adopts plan	
c. Submit plan to DNR	

Implementation

The City Administrator is responsible for the ongoing updates and reporting of the status of the goals. The City Council will formally review the goals on a quarterly basis and annually adopt a new and updated strategic plan. This does not preclude the Council and staff from meeting and reviewing goals and projects at any time throughout the year.