

# AGENDA

## PUBLIC HEARING & CITY OF LEXINGTON REGULAR COUNCIL MEETING JULY 20, 2017 – 7:00 P.M. 9180 LEXINGTON AVENUE

### PUBLIC HEARING

**1. CALL TO ORDER: - Mayor Kurth**

A. Roll Call - Council Members: DeVries, Harris, Hughes, Murphy,

### PUBLIC HEARINGS:

All Public Hearings are held as a separate item of business on the agenda. Public Hearings are your opportunity to tell the Council how you think the Council should deal with an issue and why you feel that way. Occasionally, the process leading to the Public Hearing has included neighborhood meetings and review by one of the city's citizen's advisory committees. In these cases, it is the Council's intent that you have your questions answered in these neighborhood and advisory committee meetings and reserve the Public Hearing for statements rather than questions. If new information emerges at the Public Hearings, questions about this information will be allowed. Persons wishing to speak during hearings must complete a sign-up sheet and give it to a staff person prior to the start of the meeting.

- 2. PUBLIC HEARING: The purpose is to consider approving a resolution adopting a Tax Abatement Program to help finance the City's portion of the 2018 Lake Drive Improvement project**

pp. 1

- 3. ADJOURN PUBLIC HEARING**

### REGULAR COUNCIL MEETING

**2. CALL TO ORDER: - Mayor Kurth**

A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

- 3. CENTENNIAL SCHOOL DISTRICT SUPERINTENDANT BRIAN DIETZ WILL PROVIDE AN UPDATE**

- 4. 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.

## **5. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

### **6. LETTERS AND COMMUNICATIONS:**

- A. Public Notice – Planning & Zoning meeting date change pp. 2
- B. Planning & Zoning meeting minutes – July 11, 2017 pp. 3-4
- C. Centennial Lakes Police Department – Media Report – 7-6 through 7-13, 2017 pp. 5-9
- D. North Metro TV – June 2017 Update pp. 10-16
- E. City Report – June 2017 pp. 17-23
- F. 24<sup>th</sup> Annual Sandburr Open – Chomonix Golf Course September 8, 2017 pp. 24

### **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.

### **7. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – July 6, 2017 pp. 25-28
- B. Recommendation to Approve Claims and Bills: pp. 29-34
  - Check #'s 42280 through 42280
  - Check #'s 42281 through 42303

### **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.

### **8. ACTION ITEMS:**

- A. Recommendation to approve Resolution NO. 17-11 A Resolution Approving  
Property Tax Abatements pp. 35-38

- B. Recommendation to approve Centennial Lakes Police Department 2018 Budget
- C. Recommendation to approve Business License Renewals
- D. Liquor License Violation – Sale to Minor

pp. 39-44

pp. 45

## **9. MAYOR AND COUNCIL INPUT**

## **10. ADMINISTRATOR INPUT**

## **11. ADJOURNMENT**

/mv





## **2017A Tax Abatement Bonds Public Hearing Summary Lexington, Minnesota**

**Public Hearing** – Consideration to approve a resolution adopting a Tax Abatement Program to help finance the City's portion of the 2018 Lake Drive Improvement project. For a number of years, Anoka County has been considering various upgrades to Lake Drive in the City of Lexington. Currently, the project is scheduled for construction beginning in 2018. The Abatement Bond portion of the city 2017A General Obligation Improvement and Abatement Bonds will finance the City's portion of the estimated project costs.

### **OPEN PUBLIC HEARING**

The City Council is requested to hold a public hearing and approve a resolution adopting the Program. The Council called for the public hearing on July 4<sup>th</sup>.

The public hearing notice appeared in the local newspaper on June 29<sup>th</sup>, at least 10 days prior to the public hearing, for compliance with Minnesota Statutes.

### **RESOLUTION FOR ADOPTION**

Attached you will find a resolution for the Tax Abatement Program as prepared by your bond attorney, Briggs and Morgan. You will note the resolution outlines the project description and required findings of the Council. The project is expected to:

- Help finance the public improvement necessary, which is in the public interest because it will provide safe and better access to services for residents in the City.

The Tax Abatement Program will have a maximum life of 20 years. The project is consistent with the long-term objectives of the City. In order for the abatement term to be extended to the maximum of 20 years the School District must decline participation in the project. A letter has been sent to the District and a response is forthcoming.

One of the required findings by the Council is that the benefits to the City from the project will be at least equal to the costs to the City of the abatement. It is important that the Council feels comfortable with this finding.

### **CLOSE PUBLIC HEARING**

After closing the public hearing, please consider the following alternative actions relating to the approval of the Tax Abatement Program.

#### **Alternative Action:**

1. A motion to approve the resolution.
2. A motion to deny approval of the resolution.
3. A motion to table any action.

**PUBLIC NOTICE**  
**CITY OF LEXINGTON**  
**COUNTY OF ANOKA**  
**STATE OF MINNESOTA**

**TO WHOM IT MAY CONCERN:**

**Notice is hereby given**, the Lexington Planning & Zoning Commission will be in attendance of the Lexington City Council Workshop meeting on Thursday, July 20, 2017 following the regular Lexington City Council meeting to discuss the Lake Drive Improvement Project at Lexington City Hall  
9180 Lexington Avenue  
Lexington, MN 55014

Mary Vinzant  
Deputy Clerk

POSTED: July 11, 2017

**MINUTES**  
**REGULAR PLANNING COMMISSION MEETING**  
**July 11, 2017 - 7:00 P.M.**  
**9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER

- A. Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer

*Chairperson Olsson called to order the Regular Planning Commission meeting on July 11, 2017 at 7:00 p.m. Commissioners Present: John Bautch, Ron Thorson, and Mark Vanderbloomer. Absent: John O'Neil. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Chris Janson, MSA Consultants.*

2. CITIZENS FORUM

*No citizens were present to address the Commission.*

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

*A motion was made by Olsson to approve the agenda as typewritten. The motion was seconded by Bautch. Motion carried 4-0*

4. LETTERS AND COMMUNICATION

- A. Building Permits for June 2017

*Some discussion on building permits.*

5. APPROVAL OF PLANNING COMMISSION MINUTES

- A. June 20, 2017

*A motion was made by Vanderbloomer to approve the June 17, 2017 Planning Commission minutes as presented. The motion was seconded by Thorson. Motion carried 4-0.*

6. DISCUSSION ITEM:

- A. Review Comprehensive Plan Update

*Chris Janson, MSA Consultants, handed out draft copies of the 2040 Comprehensive Plan. He asked the Planning Commission to review the draft plan and provide comments and edits to him through the city administrator or by email. Discussion ensued.*

*Janson stated that he would need to meet with P & Z in August as he is behind on some chapters for the plan, and needs to review them with the Commission. Petracek and Olsson stated they would need to reschedule the meeting due to conflicts with the regularly scheduled meeting. Discussion ensued.*

*A motion was made by Bautch to change the regularly scheduled Planning and Zoning meeting August 8th to August 15th at 7:00 p.m. The motion was seconded by Thorson. Motion carried 4-0.*

7. NOTE COUNCIL MINUTES:

A. June 1, 2017

B. June 15, 2017

*There was some discussion on June 1st and June 15th Council minutes. Petracek provided an update on new developments in Lexington – Du Wayne Ave and Lovell Building. He also provided an explanation to the US Solar subscription contract that was approved.*

8. PLANNING COMMISSION INPUT

*Thorson explained that the Dome house on Hamline Ave. is in disrepair and there has been no one living on the property for two years. Discussion ensued.*

*Thorson also added that there is an electric pole near his house that is not well supported and could potentially fall over. He would send Petracek the address of location. Discussion ensued.*

*Petracek explained that Anoka County Engineering will be presenting the preliminary plans for the 2018 Lake Drive road project to the City Council at their workshop on July 20<sup>th</sup>. Anoka County is requesting that the Planning Commission attend the meeting to provide their input on the project. Discussion ensued.*

9. ADJOURNMENT

*Olsson made a motion to adjourn at 7:45 p.m. The motion was seconded by Bautch. Motion carried 4-0.*

# Centennial Lakes Police Department

## Media Report

7/6/17 through 7/13/17

**CASE NUMBER:** 17151977  
**CASE DESCRIPTION:** HRO VIOLATION  
**INCIDENT DATE:** 7/6/17  
**INCIDENT LOCATION:** 5X EAST GOLDEN LAKE RD, CIRCLE PINES, MN  
**NARRATIVE:** HRO VIOLATION  
HRO (HARASSMENT RESTRAINING ORDER) VIOLATION REPORTED IN THE 50 BLOCK OF EAST GOLDEN LAKE RD. ORDER CONFIRMED. SUSPECT KNOWN.

**CASE NUMBER:** 17152123  
**CASE DESCRIPTION:** DAMAGE TO PROPERTY  
**INCIDENT DATE:** 7/6/17  
**INCIDENT LOCATION:** 2XX STARDUST BLVD, CIRCLE PINES, MN  
**NARRATIVE:** DAMAGE TO PROPERTY  
OFFICERS TOOK A REPORT IN THE 200 BLOCK OF STARDUST BLVD OF DAMAGE TO PROPERTY. NO SUSPECTS AT THIS TIME.  
CLEARED.

**CASE NUMBER:** 17152091  
**CASE DESCRIPTION:** DAMAGE TO PROPERTY  
**INCIDENT DATE:** 7/6/17  
**INCIDENT LOCATION:** CIRCLE PINES, MN  
**NARRATIVE:** DAMAGE TO PROPERTY  
FEMALE IN THE 10 BLOCK OF SCHOOL RD CALLED TO REPORT VANDALISM ON SCHOOL PROPERTY. VIDEO FOOTAGE OF EVENT WAS OBTAINED. ONE SUSPECT IDENTIFIED.  
CASE PENDING FURTHER INVESTIGATION.

**CASE NUMBER:** 17152832  
**CASE DESCRIPTION:** ORDINANCE VIOLATION  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 2XX TWILITE TERR, CIRCLE PINES, MN  
**NARRATIVE:** ON 07/07/2017, I OBSERVED AN ORDINANCE VIOLATION WITHIN THE 200 BLOCK OF TWILITE TERRACE.  
PENDING FOLLOW-UP.

**CASE NUMBER:** 17152845  
**CASE DESCRIPTION:** ORDINANCE VIOLATION  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 2XX AURORA LN, CIRCLE PINES, MN  
**NARRATIVE:** ON 07/07/2017, I OBSERVED AN ORDINANCE VIOLATION WITHIN THE 200 BLOCK OF AURORA LANE.  
PENDING FOLLOW-UP.

**CASE NUMBER:** 17152872  
**CASE DESCRIPTION:** THEFT FROM MOTOR VEHICLE  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 72XX TWIN LAKES AVE, CENTERVILLE, MN  
**NARRATIVE:** POSSIBLE THEFT FROM VEHICLE.  
OFFICERS WERE DISPATCHED TO A POSSIBLE THEFT FROM VEHICLE IN THE  
7200 BLOCK OF TWIN LAKES AVE.  
HOMEOWNERS WERE NOT HOME.  
PENDING.

**CASE NUMBER:** 17152875  
**CASE DESCRIPTION:** ASSIST OTHER AGENCY  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** BLAINE, MN  
**NARRATIVE:**

**CASE NUMBER:** 17152534  
**CASE DESCRIPTION:** TRAFFIC  
**INCIDENT DATE:** 7/6/17  
**INCIDENT LOCATION:** MAIN ST/CENTERVILLE RD, CENTERVILLE, MN  
**NARRATIVE:** TRAFFIC / DUI  
WHILE ON ROUTINE PATROL, I SAW A VEHICLE MAKE SEVERAL MOVING  
VIOLATIONS IN THE AREA OF MAIN ST AND CENTERVILLE RD. DRIVER  
SUBSEQUENTLY ARRESTED FOR DUI.

**CASE NUMBER:** 17152937  
**CASE DESCRIPTION:** CHECK WELFARE  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 94XX HAMLINE AVE, LEXINGTON, MN  
**NARRATIVE:** CHECK WELFARE  
OFFICERS WERE DISPATCHED TO THE 9400 BLOCK OF HAMLINE AVE TO  
CHECK THE WELFARE OF AN INDIVIDUAL.  
INDIVIDUAL WAS NOT LOCATED.  
CLEAR.

**CASE NUMBER:** 17152836  
**CASE DESCRIPTION:** ORDINANCE VIOLATION  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 2XX TWILITE TERR, CIRCLE PINES, MN  
**NARRATIVE:** ON 07/07/2017, I ATTEMPTED TO CONDUCT A FOLLOW-UP WITHIN THE 200  
BLOCK TWILITE TERRACE HOWEVER, I WAS UNSUCCESSFUL.  
PHONE CONTACT WAS MADE THE NET DAY.  
PENDING FOLLOW-UP

**CASE NUMBER:** 17152566  
**CASE DESCRIPTION:** JUVENILE STATUS OFFENSE  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** PATRIOT LN/NORTH SERVICE DR, LEXINGTON, MN  
**NARRATIVE:** OFFICERS STOPPED A JUVENILE FOR A CURFEW VIOLATION. JUVENILE WAS  
RELEASED TO A PARENT.



**CASE NUMBER:** 17153317  
**CASE DESCRIPTION:** DOMESTIC  
**INCIDENT DATE:** 7/7/17  
**INCIDENT LOCATION:** 1XX SOUTH DR, CIRCLE PINES, MN  
**NARRATIVE:** DOMESTIC  
OFFICERS WERE DISPATCHED TO THE 100 BLOCK OF SOUTH DR ON A REPORT OF A DOMESTIC. OFFICERS DETERMINED THAT THERE WAS NO CRIME. PARTIES AGREED TO SEPARATE FOR THE NIGHT.  
CLEAR.

**CASE NUMBER:** 17153586  
**CASE DESCRIPTION:** CHECK WELFARE  
**INCIDENT DATE:** 7/8/17  
**INCIDENT LOCATION:** 74XX MAIN ST, CENTERVILLE, MN  
**NARRATIVE:** WELFARE CHECK  
POLICE RESPONDED TO THE 7400 BLOCK OF MAIN STREET ON A WELFARE CHECK AT A CAMPGROUND. POLICE ASSISTED PARK RANGERS IN RE-LOCATING AN ADULT FEMALE AND HER TWO CHILDREN TO A DIFFERENT LOCATION IN THE CAMPGROUND WHERE THEY WOULDN'T DISTURB OTHERS.  
CLEAR

**CASE NUMBER:** 17153873  
**CASE DESCRIPTION:** FOUND PROPERTY  
**INCIDENT DATE:** 7/8/17  
**INCIDENT LOCATION:** 73XX MAIN ST, CENTERVILLE, MN  
**NARRATIVE:** ON 07/08/2017, I WAS DISPATCHED TO ANOKA COUNTY PARK VISITOR CENTER TO PICK UP FOUND PROPERTY.  
LETTER WAS SENT TO OWNER.

**CASE NUMBER:** 17153973  
**CASE DESCRIPTION:** CHILD CUSTODY DISPUTE  
**INCIDENT DATE:** 7/8/17  
**INCIDENT LOCATION:** 93XX HAMLINE AVE, LEXINGTON, MN  
**NARRATIVE:** CHILD CUSTODY ISSUE  
OFFICERS WERE DISPATCHED TO THE 9300 BLOCK OF HAMLINE AVE ON A CHILD CUSTODY ISSUE. OFFICERS ASSISTED IN GETTING THE COMPLAINANT'S CHILDREN FROM A RESIDENCE PURSUANT TO A COURT ORDER.  
CLEAR

**CASE NUMBER:** 17154510  
**CASE DESCRIPTION:** TRAFFIC  
**INCIDENT DATE:** 7/9/17  
**INCIDENT LOCATION:** SOREL ST/CENTERVILLE RD, CENTERVILLE, MN  
**NARRATIVE:** DWI ARREST  
POLICE STOPPED A VEHICLE ON THE 6900 BLOCK OF CENTERVILLE ROAD FOR A TRAFFIC VIOLATION. THE ADULT MALE DRIVER ADMITTED TO CONSUMING ALCOHOL BEVERAGES AND WAS ASKED TO PERFORM STANDARDIZED FIELD SOBRIETY TESTS. THE MALE PERFORMED POORLY AND WAS ARRESTED FOR DWI.  
CLEAR

**CASE NUMBER:** 17154682  
**CASE DESCRIPTION:** FOUND PROPERTY  
**INCIDENT DATE:** 7/9/17  
**INCIDENT LOCATION:** 18XX FOX RUN, CENTERVILLE, MN  
**NARRATIVE:** FOUND PROPERTY  
ON 07/09/2017, OFFICERS WERE INFORMED OF FOUND PROPERTY IN THE 1800 BLOCK OF FOX RUN. ITEMS WERE TRANSPORTED BACK TO BASE AND PLACED INTO SECURED STORAGE.  
CLEAR.

**CASE NUMBER:** 17155808  
**CASE DESCRIPTION:** FIREWORKS  
**INCIDENT DATE:** 7/10/17  
**INCIDENT LOCATION:** 2XX LITTLE JOHN DR, CIRCLE PINES, MN  
**NARRATIVE:** POLICE MEDIATED A NEIGHBOR COMPLAINT INVOLVING FIREWORKS IN THE 200 BLOCK OF LITTLE JOHN DRIVE.

**CASE NUMBER:** 17155903  
**CASE DESCRIPTION:** DAMAGE TO PROPERTY  
**INCIDENT DATE:** 7/10/17  
**INCIDENT LOCATION:** 3X CENTRAL ST, CIRCLE PINES, MN  
**NARRATIVE:** THREE JUVENILES WERE WARNED FOR DAMAGING PROPERTY IN THE 30 BLOCK OF CENTRAL STREET. DUE TO THEIR AGE, THERE WILL BE NO CHARGES.

**CASE NUMBER:** 17156182  
**CASE DESCRIPTION:** DOA  
**INCIDENT DATE:** 7/11/17  
**INCIDENT LOCATION:** 1X EAST RD, CIRCLE PINES, MN  
**NARRATIVE:** OFFICERS WERE DISPATCHED TO THE 10 BLOCK OF EAST RD FOR A MEDICAL EMERGENCY. THE VICTIM WAS PRONOUNCED DEAD ON SCENE AND RELEASED SHORTLY AFTER TO THE FAMILY OF THE VICTIM.  
CLEARED.

**CASE NUMBER:** 17156132  
**CASE DESCRIPTION:** DRUGS  
**INCIDENT DATE:** 7/11/17  
**INCIDENT LOCATION:** GRIGGS AVE/LAKE DR, LEXINGTON, MN  
**NARRATIVE:** OFFICERS STOPPED A MOTORCYCLE FOR DRIVING AFTER REVOCATION. OFFICERS FOUND THE DRIVER TO BE IN POSSESSION OF A CONTROLLED SUBSTANCE. OFFICERS PLACED THE MALE UNDER ARREST AND TRANSPORTED HIM TO JAIL FOR THE AFORMENTIONED OFFENSES.  
CLEARED.

**CASE NUMBER:** 17156469  
**CASE DESCRIPTION:** TRESPASSING  
**INCIDENT DATE:** 7/11/17  
**INCIDENT LOCATION:** 41XX WOODLAND RD, LEXINGTON, MN  
**NARRATIVE:** AN ADULT MALE WAS ISSUED A TRESPASS NOTICE IN THE 4200 BLOCK OF WOODLAND ROAD.

**CASE NUMBER:** 17157121  
**CASE DESCRIPTION:** SUICIDE ATTEMPT/THREAT  
**INCIDENT DATE:** 7/11/17  
**INCIDENT LOCATION:** CIRCLE PINES, MN  
**NARRATIVE:** OFFICERS WERE DISPATCHED TO A MEDICAL EMERGENCY IN CIRCLE PINES. OFFICERS FOUND THE VICTIM TO BE OK AND CLEARED THE SCENE.

**CASE NUMBER:** 17155931  
**CASE DESCRIPTION:** SUSPICIOUS ACTIVITY  
**INCIDENT DATE:** 7/10/17  
**INCIDENT LOCATION:** 7000 BLOCK LAMOTTE DR, CENTERVILLE, MN  
**NARRATIVE:** POLICE RESPONDED TO A REPORT OF SUSPICIOUS ACTIVITY IN THE 7000 BLOCK OF LAMOTTE DRIVE. AN ADULT MALE WAS SUBSEQUENTLY ARRESTED FOR AN OUTSTANDING WARRANT. HE WAS TRANSPORTED TO THE ANOKA COUNTY JAIL.

# North Metro TV

June 2017 Update

## Program Production

In June, a total of **87 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **68:00:00 hours of new programming**.

- 40 programs were produced by the public
- 28 programs were produced by NMTV staff
- 19 programs were produced by City staff



## Van Shoots

The HD truck was used for **63:00:00** hours of production. Events produced live and recorded for additional playbacks include:

- Girls and Boys Lacrosse: Spring Lake Park vs. Blaine
- Arabesque Spring Dance Recital
- Girls Lacrosse: Champlin Park vs. Centennial
- Blaine High School Graduation
- Girls Lacrosse: Champlin Park vs. Blaine
- Spring Lake Park Tower Days Parade
- Centennial High School Graduation
- Girls Lacrosse: State QF: Blaine vs. Eden Prairie
- Columbia Heights Jamboree Days Parade
- Blaine Festival Days Parade



## Workshops

Workshop	Instructor	Organization	Students
Connecting Anoka County Taping	Eric Houston	Video Club	7
Editing	Eric Houston	General Public	1
Intro To NMTV	Eric Houston	Toastmasters	17
Early Film Treasures	Eric Houston	Video Club	13
Studio	Eric Houston	Toastmasters	16
Editing (New Software)	Eric Houston	Video Club	11
<b>6 Workshops</b>			<b>65 Students</b>

## Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos, film, slides, and photos at North Metro TV themselves for free, or pay NMTV to do it. Most participants want to do it themselves.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	205.75	58	174	46	80	\$675
February	165.75	65	41	14	672	\$411
March	131.5	41	98	45	0	\$305
April	118.5	60	34	40	0	\$157.50
May	192.25	81	58	16	473	\$215
June	207.5	70	26	65	0	\$274.50
<b>TOTAL:</b>	<b>1,021.25</b>	<b>375</b>	<b>431</b>	<b>226</b>	<b>1,225</b>	<b>\$2,038.00</b>

## Public Usage Stats

For statistical purposes, the public access department documents total numbers of unique individuals and total hours of usage of the facility by the general public, every month. These numbers include regular users, class participants, individuals transferring videos, people who attend events, and any other public usage of the facility. The numbers do not take into account the many members of the public who work with any other NMTV department, such as news, sports, outreach, or educational.

Month	Unique Individuals	Total Usage Hours
January	67	523.5
February	74	461.75
March	54	476.75
April	71	326.5
May	106	665
June	95	511.25
<b>TOTAL PUBLIC USAGE:</b>		<b>2,964.75</b>

## Production Highlights

### NMTV News Highlights

Each week Danika Peterson and Ben Hayle create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some June highlights include:

- Blaine gets state money to help reconstruct 105th Ave
- Lino Lakes non-profit Kids Cooking School teaches from scratch cooking
- Blaine man builds and sells tiny houses nationwide
- Spring Lake Park school groundbreaking
- Blaine High School dance team collects used shoes for charity
- How to clean up storm damage and find a quality contractor
- Spring Lake Park Tower Days preview
- Blaine Festival preview





In addition to daily playbacks of North Metro TV News on the cable systems, there are over 400 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

### Toastmasters Come to NMTV

A large group of Toastmasters is starting a production series at NMTV. The club consists of more than 20 members, including residents of Ham Lake and Lexington. They started with intro and studio classes in June and will begin shooting shows in July. The series will be produced bi-weekly.



### NMTV Drone at MAC:TA Conference

T.J. Tronson served as a presenter at the 2017 MACTA conference, regarding the topic of drones. He displayed the new, professional NMTV drone itself and footage shot with the equipment. He explained its operation and capabilities and answered questions. A rate card for drone services was distributed to interested parties. The card includes rates for governmental/non-profit organizations and commercial entities. Along with sharing his knowledge of drones, T.J. was able to learn about new MNDot commercial drone rules and how to comply. He was introduced to several commercial drone groups and plans to join. This will be an excellent way to keep up with changing rules and requirements regarding drone usage and services. In August, T.J. plans to meet with Member City police and fire representatives to demonstrate the drone and offer our services to the departments.

### Summer Productions

Summer is here and we are BUSY! We had a lot of end of the season/tournament lacrosse to cover, two high school graduations, two City festivals, a dance recital, and three parades in June. In addition to the Spring Lake Park Tower Days and Blaine Festival parades, we also taped the Columbia Heights Jamboree Days parade as a commercial production. Now we are gearing up for USA Cup and safety camps, along with Fetes des Lacs and Blue Heron Days festivities.



### City Productions

Municipal Producer, Trevor Scholl, completed six programs in June and started the work on several more. He continued to call and meet with City officials and department contacts to talk about additional programming possibilities. He also spent a great deal of time covering events for the Spring Lake Park Tower Days and Blaine Festival celebrations. Footage gathered at those events will be edited into programs that highlight the celebrations. Projects that were completed in June include:

- Blaine Farmers Market
- Blaine Festival parade pictures on Facebook
- Spring Lake Park Tower Days parade pictures on Facebook
- Fishing Licenses
- Centerville City Promo
- Boating Regulations
- Anoka County Lakes Information
- Aquatic Invasive Species

Future programs being organized or completed include:

- Tower Days Events editing
- Blaine Festival editing
- Spring Lake Park Mayor's Minutes
- Ham Lake Mayor's Minutes
- Ham Lake Farmers Market
- Lino Lakes YourGov App
- Lino Lakes Child Car Seat Safety editing
- Lino Lakes meeting for corrections facility piece
- Fetes Des Lacs
- Centerville Mayors Minutes 2 editing
- Blue Heron Days



- Circle Pines Mayor's Minutes editing
- Lexington Mayor's Minutes
- New pictures for Lexington website
- Blaine Tip 411 App editing
- Blaine traffic control unit editing
- Blaine Mayor's Minutes 2 editing
- Business profiles
- Fire station recruitment needs for each department
- Explorers programs
- City comprehensive plan coverage
- Lexington Fall celebration

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him whenever they have an idea for a new show.

## Production equipment consulting for cities and schools

### **Blaine**

- Met with Roark on 6/5 regarding Blaine HD upgrade. Reviewed proposals sent by Alpha and Z Systems. Talked about pluses and minuses for both proposals.
- Called Roark about SCALA signal loss. System probably lost power due to storm. Roark will reboot. Also discussed HD upgrade proposals.
- Discovered Blaine video equipment not on a surge protector. Looks like either the power supply or router were fried by storms. Put in expedited order for new power supply. Make plans to cover meetings with single cameras. Router is ok. With new power supply, able to get system back up and running.
- Went to Blaine City Hall to check on signal. Comcast routing issues. Called Comcast to resolve.
- Met Clark Arneson and answered questions regarding the proposed HD system and transport of signals back to NMTV.
- Council Member Jason King would like to meet to have technical questions answered regarding system.
- Comcast restores Blaine signal. All equipment functioning. Meetings can be recorded as usual.
- Watched Blaine meeting transmission. Looks good. Noted audio issues. Adjusted Comcast demodulator to hit appropriate average level of -18db.

### **Centerville**

- Communicated with Teresa on 6/7 regarding changing the HD upgrade meeting time to Tuesday June 13 at 9 am with Alpha Video.
- Met with Teresa and Mike Ericson and Sam VanMoer and Mike Pouh from Alpha Video. Reviewed possibilities for a gradual HD upgrade implementation that will fit in the budget.
- Having problems with a sticky button on SCALA system. Will wait on repair, as new systems should arrive soon.

### **Circle Pines**

- Called Circle Pines regarding signal loss. Asked them to reset graphics computer.
- Circle Pines channel off the air. Went to City Hall to assess. Rebooted system and determined all is working properly at City Hall. Called Comcast to check their system. Comcast found a blown transceiver and fixed. Circle Pines able to cablecast live meeting.
- Talked with Patrick Antonen regarding possible HD upgrade. Will do some preliminary research.
- DVD recorder not working. It is beyond repair. Found a used one on Ebay, sent to Patrick. Waiting to hear if it will work for them.

### **Ham Lake**

- Called Denise on 6/14 regarding HD upgrade. M Space and Z Systems have both visited City Hall to spec proposals. Matt will contact both companies and look into it further.
- Called Denise to review equipment recommendations. Told her we are available to review all proposals and answer questions. The upgrade will probably not take place right away.

### **Lexington**

- Lexington did not request any technical assistance in June.

### **Lino Lakes**

- Met Jeff Karlson and Z Systems. Hashed out the updated proposal & approved of design.
- Called Jeff Karlson about Lino Lakes signal loss. Probably out due to storm. System reset restores signal.

- Set a time to meet to discuss the HD project and answer any questions.
  - Told Jeff Karlson that we have determined the most efficient way to stream meetings live. Are waiting for information regarding web interface from website designers. Will meet to discuss when issues resolved.
  - Spoke with Z Systems to review Lino Lakes system plan.
- Spring Lake Park**
- Met with Wanda regarding Camera 4 malfunction. Tested signal with the waveform monitor. Checks out. Took a PGM out of the system and the camera looks find. Checked the KiPro drive and the camera looks bad. May have to replace camera. A chip or card in the camera may have failed.
  - Taught Wanda how to create graphics and get into the computer system.

## City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	1000	253:52:24
Centerville	590	145:42:00
Circle Pines	609	149:52:36
Ham Lake	307	121:30:36
Lexington	503	115:32:24
Lino Lakes	306	94:36:00
Spring Lake Park	633	161:47:41
<b>Totals:</b>	<b>3,948 Program Playbacks</b>	<b>1,042:53:41 Hours of Video Programming on Channels</b>

## Programs Produced by the Public

Title	Producer	Runtime
Connecting Anoka County: Art in Anoka County	Julie Jeppson/Eric Houston	00:15:22
Off Constantly: Post Apocalypse	David Bauer	00:30:58
Its Only Food With Chef John Politte (8 episodes)	John Politte	01:03:32
Garage Deals	Joe Scholz, Laurie Sigler, Robert Pajak	00:14:02
Do You Want to Hear a Joke?	Primrose Students	00:01:47
NMTV Tips & Tricks: Voiceover Narration	Video Club	00:02:20
Every Movie Ever (3 episodes)	Lizzy Sigler, Gavin Van Trease, Alex Johnson, Eric Houston	01:08:41
The Super 8 Show (3 episodes)	Video Club	01:04:45
Bad Movie Bros (2 episodes)	Video Club	01:27:29
His Legacy TV: Food as Medicine	Nonie Tanner	00:30:43
Cornerstone Church (3 episodes)	Rick Bostrom	01:29:05
The Power of Love (6 episodes)	Rick Larson	03:00:00
LovePower (6 episodes)	Ann Sandell	06:00:00
Rice Creek Watershed District Meeting	Theresa Stasica	01:35:25
Hope Church (2 episodes)	Cindy Hardy	01:21:09
<b>40 New Programs</b>		<b>19:45:38 New Hours</b>

## Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (6/13/17)	T.J. Tronson	00:39:33
Anoka County Board Meeting (6/27/17)	Danika Peterson	01:07:48
Cable Commission Meeting	T.J. Tronson	00:08:45
NMTV News (5 episodes)	Danika Peterson/Ben Hayle	01:37:23
On Tap	Ben Hayle	00:29:30
Blaine Farmers Market	Trevor Scholl	00:05:39
Fishing Licenses	Trevor Scholl	00:03:51
Centerville City Promo	Trevor Scholl	00:02:31
Boating Regulations	Trevor Scholl	00:04:24
Anoka County Lakes	Trevor Scholl	00:15:59
Aquatic Invasive Species	Trevor Scholl	00:07:56
Girls Lacrosse: Spring Lake Park/Blaine	Kenton Kipp	01:23:06
Boys Lacrosse: Spring Lake Park/Blaine	Kenton Kipp	01:41:08
Arabesque Dance Recital	Kenton Kipp	02:58:12
Girls Lacrosse: Champlin Prk/Centennial	Kenton Kipp	01:26:43
Blaine High School Graduation	Kenton Kipp	01:41:08
Girls Lacrosse: Sec 7 Final: Champlin Park/Blaine	Kenton Kipp	01:45:15
Spring Lake Park Tower Days Parade	Kenton Kipp	01:14:12
Centennial High School Graduation	Kenton Kipp	01:34:16
Girls Lacrosse: State QF: Blaine/Eden Prairie	Kenton Kipp	01:28:50
Girls Lacrosse Consolation SF: Blaine/Stillwater	Kenton Kipp	01:35:24
Girls Lacrosse Consolation: Final: Blaine/Cretin Derham Hall	Kenton Kipp	01:36:22
Columbia Heights Jamboree Days Parade	Kenton Kipp	01:27:44
Blaine Festival Parade	Kenton Kipp	01:12:22
<b>28 New Programs</b>		<b>25:48:01 New Hours</b>

## Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (6/1/17)	Blaine Staff	02:11:19
Blaine Traffic Commission Meeting (6/6/17)	Blaine Staff	01:38:58
Blaine City Council Meeting (6/15/17)	Blaine Staff	00:49:38
Centerville City Council Meeting (6/14/17)	Centerville Staff	02:35:43
Centerville City Council Meeting (6/28/17)	Centerville Staff	02:00:17
Circle Pines City Council Meeting (6/13/17)	Circle Pines Staff	00:33:52
Circle Pines Utility Commission Meeting (6/21/17)	Circle Pines Staff	00:31:50
Circle Pines City Council Meeting (5/27/17)	Circle Pines Staff	00:41:50
Ham Lake City Council Meeting (6/5/17)	Ham Lake Staff	02:13:34
Ham Lake Planning Commission Meeting (6/12/17)	Ham Lake Staff	00:11:20
Ham Lake City Council Meeting (6/19/17)	Ham Lake Staff	02:26:38
Lexington City Council Meeting (6/1/17)	Lexington Staff	00:40:35
Lexington City Council Meeting (6/15/17)	Lexington Staff	00:32:40
Lino Lakes City Council Meeting (6/12/17)	Lino Lakes Staff	00:59:05
Lino Lakes Planning & Zoning Commission Meeting (6/14/17)	Lino Lakes Staff	01:48:19

<b>Title cont.</b>	<b>Producer cont.</b>	<b>Runtime cont.</b>
Lino Lakes City Council Meeting (6/26/17)	Lino Lakes Staff	00:20:28
Spring Lake Park City Council Meeting (6/5/17)	Spring Lake Park Staff	00:56:58
Spring Lake Park City Council Meeting (6/19/17)	Spring Lake Park Staff	01:00:13
Spring Lake Park Planning Commission Meeting (6/27/17)	Spring Lake Park Staff	00:13:42
<b>19 New Programs</b>		<b>22:26:59 New Hours</b>

If you have any questions or comments regarding this monthly report please contact  
Heidi Arnson at 763.231.2801 or [harnson@northmetrotv.com](mailto:harnson@northmetrotv.com).



# CITY REPORT

June 2017

blaine centerville circle pines ham lake lexington lino lakes spring lake park

## Video Production



Municipal Producer, Trevor Scholl, continued to meet with City officials and department contacts regarding potential programming for the channels. He completed six of the projects that had previously been requested, and shot footage for seven more. Those seven will require editing before completion. In addition to video productions he also marched in the Spring Lake Park Tower Days and Blaine Festival parades as a part of the NMTV float. He photographed parade attendees and posted the photos to the NMTV Facebook page. NMTV receives thousands of visits from parade attendees looking for their photo. Staff members Kenton Kipp, Danika Peterson, and T.J. Tronson also either produced programs or assisted in the production of programs for the City channels.

### ▪ June Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Blaine Farmers Market	Trevor Scholl	00:05:39
Fishing Licenses	Trevor Scholl	00:03:51
Centerville City Promo	Trevor Scholl	00:02:31
Boating Regulations	Trevor Scholl	00:04:24
Anoka County Lakes	Trevor Scholl	00:15:59
Aquatic Invasive Species	Trevor Scholl	00:07:56
Spring Lake Park Tower Days Parade	Kenton Kipp	01:14:12
Blaine Festival Parade	Kenton Kipp	01:12:22
Anoka County Board Meeting (6/13/17)	T.J. Tronson	00:39:33
Anoka County Board Meeting (6/27/17)	Danika Peterson	01:07:48
Cable Commission Meeting (6/21/17)	T.J. Tronson	00:08:45

Some projects that Trevor is working on or is scheduled to produce include:

- Tower Days Events editing
- Blaine Festival editing
- Spring Lake Park Mayor's Minutes
- Ham Lake Mayor's Minutes
- Ham Lake Farmers Market
- Lino Lakes YourGov App
- Lino Lakes Child Car Seat Safety editing
- Lino Lakes meeting for corrections facility piece
- Fetes Des Lacs

- Centerville Mayors Minutes 2 editing
- Blue Heron Days
- Circle Pines Mayor's Minutes editing
- Lexington Mayor's Minutes
- New pictures for Lexington website
- Blaine Tip 411 App editing
- Blaine traffic control unit editing
- Blaine Mayor's Minutes 2 editing
- Business profiles
- Fire station recruitment needs for each department
- Explorers programs
- City comprehensive plan coverage
- Lexington Fall celebration



## **Equipment Consulting/Technical Support**

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### **Blaine**

- Met with Roark on 6/5 regarding Blaine HD upgrade. Reviewed proposals sent by Alpha and Z Systems. Talked about pluses and minuses for both proposals.
- Called Roark about SCALA signal loss. System probably lost power due to storm. Roark will reboot. Also discussed HD upgrade proposals.
- Discovered Blaine video equipment not on a surge protector. Looks like either the power supply or router were fried by storms. Put in expedited order for new power supply. Make plans to cover meetings with single cameras. Router is ok. With new power supply, able to get system back up and running.
- Went to Blaine City Hall to check on signal. Comcast routing issues. Called Comcast to resolve.
- Met Clark Arneson and answered questions regarding the proposed HD system and transport of signals back to NMTV.
- Council Member Jason King would like to meet to have technical questions answered regarding system.
- Comcast restores Blaine signal. All equipment functioning. Meetings can be recorded as usual.
- Watched Blaine meeting transmission. Looks good. Noted audio issues. Adjusted Comcast demodulator to hit appropriate average level of -18db.

### **Centerville**

- Communicated with Teresa on 6/7 regarding changing the HD upgrade meeting time to Tuesday June 13 at 9 am with Alpha Video.
- Met with Teresa and Mike Ericson and Sam VanMoer and Mike Pouh from Alpha Video. Reviewed possibilities for a gradual HD upgrade implementation that will fit in the budget.
- Having problems with a sticky button on SCALA system. Will wait on repair, as new systems should arrive soon.

### **Circle Pines**

- Called Circle Pines regarding signal loss. Asked them to reset graphics computer.
- Circle Pines channel off the air. Went to City Hall to assess. Rebooted system and determined all is working properly at City Hall. Called Comcast to check their system. Comcast found a blown transceiver and fixed. Circle Pines able to cablecast live meeting.
- Talked with Patrick Antonen regarding possible HD upgrade. Will do some preliminary research.



- DVD recorder not working. It is beyond repair. Found a used one on Ebay, sent to Patrick. Waiting to hear if it will work for them.

#### **Ham Lake**

- Called Denise on 6/14 regarding HD upgrade. M Space and Z Systems have both visited City Hall to spec proposals. Matt will contact both companies and look into it further.
- Called Denise to review equipment recommendations. Told her we are available to review all proposals and answer questions. The upgrade will probably not take place right away.

#### **Lexington**

- Lexington did not request any technical assistance in June.

#### **Lino Lakes**

- Met Jeff Karlson and Z Systems. Hashed out the updated proposal & approved of design.
- Called Jeff Karlson about Lino Lakes signal loss. Probably out due to storm. System reset restores signal.
- Set a time to meet to discuss the HD project and answer any questions.
- Told Jeff Karlson that we have determined the most efficient way to stream meetings live. Are waiting for information regarding web interface from website designers. Will meet to discuss when issues resolved.
- Spoke with Z Systems to review Lino Lakes system plan.

#### **Spring Lake Park**

- Met with Wanda regarding Camera 4 malfunction. Tested signal with the waveform monitor. Checks out. Took a PGM out of the system and the camera looks find. Checked the KiPro drive and the camera looks bad. May have to replace camera. A chip or card in the camera may have failed.
- Taught Wanda how to create graphics and get into the computer system.

## **Master Control**



Programming Coordinator, Michele Silvester, along with help from Eric Houston and Tarkor Zehn, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system.

As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in June:

<b>Title</b>	<b>Producer</b>	<b>Runtime</b>
Blaine City Council Meeting (6/1/17)	Blaine Staff	02:11:19
Blaine Traffic Commission Meeting (6/6/17)	Blaine Staff	01:38:58
Blaine City Council Meeting (6/15/17)	Blaine Staff	00:49:38
Centerville City Council Meeting (6/14/17)	Centerville Staff	02:35:43
Centerville City Council Meeting (6/28/17)	Centerville Staff	02:00:17
Circle Pines City Council Meeting (6/13/17)	Circle Pines Staff	00:33:52

<b>Title cont.</b>	<b>Producer cont.</b>	<b>Runtime cont.</b>
Circle Pines Utility Commission Meeting (6/21/17)	Circle Pines Staff	00:31:50
Circle Pines City Council Meeting (5/27/17)	Circle Pines Staff	00:41:50
Ham Lake City Council Meeting (6/5/17)	Ham Lake Staff	02:13:34
Ham Lake Planning Commission Meeting (6/12/17)	Ham Lake Staff	00:11:20
Ham Lake City Council Meeting (6/19/17)	Ham Lake Staff	02:26:38
Lexington City Council Meeting (6/1/17)	Lexington Staff	00:40:35
Lexington City Council Meeting (6/15/17)	Lexington Staff	00:32:40
Lino Lakes City Council Meeting (6/12/17)	Lino Lakes Staff	00:59:05
Lino Lakes Planning & Zoning Commission Meeting (6/14/17)	Lino Lakes Staff	01:48:19
Lino Lakes City Council Meeting (6/26/17)	Lino Lakes Staff	00:20:28
Spring Lake Park City Council Meeting (6/5/17)	Spring Lake Park Staff	00:56:58
Spring Lake Park City Council Meeting (6/19/17)	Spring Lake Park Staff	01:00:13
Spring Lake Park Planning Commission Meeting (6/27/17)	Spring Lake Park Staff	00:13:42
<b>19 New Programs</b>		<b>22:26:59 New Hours</b>
Blaine City Council Meeting (6/1/17)	Blaine Staff	02:11:19
Blaine Traffic Commission Meeting (6/6/17)	Blaine Staff	01:38:58
Blaine City Council Meeting (6/15/17)	Blaine Staff	00:49:38

Meetings are scheduled for replay based on schedules requested by each City. Additional video programming produced by NMTV staff is also scheduled on the channels. The table below outlines how many times a video program was entered into the Tightrope system, and played back on each City channel.

<b>City</b>	<b>Number of Times Programs Played</b>	<b>Hours Programmed on Channel</b>
Blaine	1000	253:52:24
Centerville	590	145:42:00
Circle Pines	609	149:52:36
Ham Lake	307	121:30:36
Lexington	503	115:32:24
Lino Lakes	306	94:36:00
Spring Lake Park	633	161:47:41
<b>Totals:</b>	<b>3,948 Program Playbacks</b>	<b>1,042:53:41 Hours of Video Programming on Channels</b>

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to

citizens. Eric Houston is currently updating the pages for Cities that have indicated interest in his assistance. He began updating the pages in March, where hundreds of new slides were created. In June, new slides were created upon request. New Tightrope Carousel graphics generators have been purchased for Cities and will be installed mid-August. At that time, Eric will be responsible for all City approved content on the Carousel units. The following work was done for City graphics pages in June:

**Blaine**

- Created 8 slides in anticipation of new Carousel system.

**Centerville**

- Created 34 slides in anticipation of new Carousel system.

**Circle Pines**

- Create 5 new SCALA slides.

**Ham Lake**

- Created new Carousel channels.

**Lexington**

- Went to City Hall twice to fix malfunctioning SCALA system.
- Created 5 SCALA slides.
- Created new Carousel channels.
- Went to City Hall to upload new slides.

**Lino Lakes**

- Created 11 slides.
- Created new Carousel channels.

**Spring Lake Park**

- Create 23 graphics slides.
- Created new Carousel channels.

**All Cities**

- Carousel testing and experimentation.
- Testing and working through video encoding.
- Determining best resolution and codec for video.
- Consult with Tightrope.
- Create and run test videos.
- Create test channels.
- Learned how to create multi-zone channels.
- Attended training webinar.
- Created hand-out detailing options for City Carousel channels.

## Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities meetings. In order to accomplish this each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and type in the corresponding line-item information. Staff utilizes marked agendas provided by City staff members for this step. If marked agendas aren't provided by City staff we go to the City website to find unmarked agendas and place meeting on VOD without bookmarks. Once that is done and saved the bookmarked meeting is then linked to the NMTV



website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in June:

- **Blaine**  
3 meetings bookmarked and placed on VOD.
- **Centerville**  
2 meetings placed on VOD.
- **Circle Pines**  
3 meetings bookmarked and placed on VOD.
- **Ham Lake**  
3 meetings bookmarked and placed on VOD.
- **Lexington**  
2 meetings placed on VOD.
- **Lino Lakes**  
3 meetings bookmarked and placed on VOD.
- **Spring Lake Park**  
3 meeting bookmarked and placed on VOD

## **Administrative**

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The issues dealt with in June include the ongoing process for updating graphics generators and HD signal transport from Cities, presenting the 2018 NMTC budget for consideration, resolving customer complaints with Comcast, and exciting parade related activities.

- **Carousel/Makito X**
  - Carousel and Makito X delivery and installation scheduled by Alpha team for week of August 14th.
  - Meet with staff regarding Makito X install and testing, and Carousel channel content creation, design, and programming.
- **2018 Budget**
  - Recommend 2018 NMTC budget to Operations Committee and Cable Commission.
    - Operating budget is \$71,000 over previous year due entirely to franchise renewal related expenses. Franchise renewal will begin for both franchises in 2018. The current Comcast and CenturyLink franchises go through December 31, 2020. Franchise renewal typically begins 3 years before the end of the franchise term.
    - Capital budget is set at \$409,147. This includes the bond payment of \$229,215.
    - Franchise fees returned to Cities are budgeted at \$400,000. This is \$55,000 more than was budgeted last year.
  - After Operations Committee and Cable Commission approval the recommended budget was forwarded to Cities for consideration by the Councils.
  - Notified Comcast and CenturyLink regarding approved PEG fee increase for 2018.

- **Customer Complaints**
  - Resolution to Ham Lake resident complaint regarding alleged unpermitted work in the public right of way abutting his property.

- Mediated a complaint from a Blaine customer regarding sports and broadcast fees on bill. Comcast explained purpose of fees and credited one month of cable service as a courtesy.
- Mediated a Ham Lake customer complaint regarding the condition of his property after Comcast service installation. Resolution on-going.

#### **Miscellaneous**

- Received a call from Lino Lakes City staff regarding plans for upcoming Blue Heron Days parade and help with sound system purchase.
- Verified that NMTV will tape the parade and also have a float in the parade.
- Staff member stated that Lino Lakes was interested in purchasing their own sound system, and was looking for recommendations. Forwarded request to Video Engineer Matt Waldron.
- Coordinated NMTV float and marchers in Spring Lake Park Tower Days Parade.
- Coordinated NMTV float and marchers in Blaine Festival Parade.



# Chomonix's Largest Fall Tournament!

## 24th Annual Circle Lex Lions



Great Time! Great Course! Great Fun! All Golfers Welcome!



### SANDBURR OPEN

Community Fundraiser

Chomonix Golf Course

700 Aqua Lane, Lino Lakes, MN

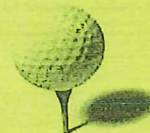
Friday, September 8th, 2017

- Shotgun Start-12:30 pm
- Registration from 11:00 am – 12:00 pm
- Lunch will be served beginning at 11:15 am
- 4 Person Scramble
- Many contests and other events!
- No coolers/containers allowed
- All beverages sold by Chomonix
- Team Captains must check in for their team and make sure all golfers are paid before receiving your packets

**Early Registration Discounts! Includes: 18 holes, power cart, starting gifts, door prizes and lunch!**

- **EARLY BIRD SPECIAL: One Check One Team (4) \$300.00 (must be postmarked by August 24, 2017 { FIRM})**
- **\$80.00 per golfer until August 25 , 2017**
- **\$90.00 per golfer at the event**

**Enter as a team or singles or doubles. We will make the groups.**



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Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Mail to: Circle Lex Lions, Box 13, Circle Pines, MN 55014**

**Questions: Call Lion Ginny Hestekind (763) 786-3474 Circle Pines Lexington Lions**



**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JULY 6, 2017 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

*Mayor Kurth called to order the Regular City Council meeting for July 6, 2017 at 7:00 p.m. Councilmember's present: Devries, Hughes, and Murphy. Excused Absence: Harris. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Steve Winter, City Engineer; Pat Zeitner, Quad Press Reporter; Shelly Eldridge, Ehler's & Associates; Peter Schmitt, US Solar.*

**2. CITIZENS FORUM**

*No citizens were present to address the council*

**3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A motion was made by Councilmember Murphy to approve the agenda as typewritten. The motion was seconded by Councilmember Hughes. Motion carried 4-0.*

**4. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Harris) – *Mayor Kurth explained that the July meeting was cancelled.*
- B. Cable Commission (Councilmember Murphy) – *Murphy explained that the HD upgrades will be completed in September. The next meeting scheduled for September.*
- C. City Administrator (Bill Petracek) – *No report given by Petracek.*

**5. LETTERS AND COMMUNICATIONS:**

- A. Council Workshop meeting minutes – June 15, 2017
- B. Planning & zoning meeting minutes – June 20, 2017
- C. North Metro TV – May 2017 Update
- D. North Metro TV – City Report
- E. Public Notice – Closed Executive Session – July 6, 2017
- F. Centennial Lakes Police Department Media Reports:

***A motion was made by Councilmember Devries to approve an application for payment #4 for wellhouse project in the amount of \$24,310.98. The motion was seconded by Councilmember Hughes. Motion carried 4-0.***

- E. Recommendation to approve US/SOLAR Sunsubscription Agreement –  
contingent upon legal review.

***Attorney Glaser provided a summary of his contract review. He added that the City of Lexington would be getting a good benefit from subscribing to US/SOLAR. Glaser stated that it is a low risk, no investment, and if the company goes out of business, someone else would takeover. He stated that the only downfall is if Excel Energy began lowering their rates, the City would be stuck with the higher solar rates for 25 years, which is highly unlikely. Discussion ensued.***

***A motion was made by Councilmember Devries to approve US/Solar Sunsubscription Agreement. The motion was seconded by Councilmember Murphy. Motion carried 4-0.***

- F. Recommendation to approve Resolution NO. 17-09 A Resolution Accepting  
Bid for 2017 Street Improvement Project of the Following Streets:

*Flowerfield Road between North Highway Drive and Naples Street;*

*Restwood Road between North Highway Drive and Naples Street;*

*Hamline Avenue between South Highway Drive and Flowerfield Road*

To Hardives Inc. in the Amount of \$727,768.26

***Steve Winter, City Engineer, stated that the bids came in a bit higher than the original estimated costs of \$690,000 due to the City of Blaine adding some storm water catch basins to the project. He added that 28 contractors received a set of plans, but we received only one bid from Harddrives, Inc. Discussion ensued. Mayor Kurth asked if we are paying for the catch basins. Winter responded by saying that Lexington is sharing in the costs as they will be located on both sides of the street. Discussion ensued.***

***A motion was made by Councilmember Hughes to approve Resolution No. 17-09 – A Resolution accepting bid for 2017 Street Improvement project for the following streets: Flowerfield Road between North Highway Drive and Naples Street; Restwood Road between North Highway Drive and Naples Street; Hamline Avenue between South Highway Drive and Flowerfield Road To Hardives Inc. in the Amount of \$727,768.26. The motion was seconded by Councilmember Murphy. Motion carried 4-0.***

- G. Recommendation to approve Resolution NO. 17-10 A Resolution Providing  
for the Sale of \$1,320,000.00 General Obligation Improvement and  
Abatement Bonds Series 2017A.

- June 8, 2017 through June 14, 2017
- June 15, 2017 through June 21, 2017
- June 22, 2017 through June 29, 2017

G. Centennial Lakes Police Department – July newsletter

*No discussion on Letters and Communications.*

#### **6. CONSENT ITEMS:**

A. Recommendation to Approve Council Minutes:  
Council Meeting – June 15, 2017

B. Recommendation to Approve Claims and Bills:

Check #'s 13527 through 13528

Check #'s 42199 through 42216

Check #'s 42217 through 42279

Check #'s 11487 through 11508

*A motion was made by Councilmember Hughes to approve the consent agenda items. The motion was seconded by Councilmember Devries. Motion carried 4-0.*

#### **7. ACTION ITEMS:**

A. Recommendation to approve Business License Renewals

*A motion was made by Councilmember Devries to approve business license renewals. The motion was seconded by Councilmember Murphy. Motion carried 4-0.*

B. Recommendation to approve New Business License

*A motion was made by Councilmember Murphy to approve new business license. The motion was seconded by Councilmember Devries. Motion carried 4-0.*

C. Recommendation to approve City Administrator performance review and  
approve a 3% wage increase retroactive to June 1, 2017

*Mayor Kurth discussed the City Administrator's evaluation and gathered input from the Council.*

*A motion was made by Councilmember Devries to approve a 3% wage increase City Administrator retroactive to June 1, 2017. The motion was seconded by Councilmember Murphy. Motion carried 4-0.*

D. Recommendation to approve Application for payment #4 for Wellhouse  
Project in the amount of \$24,310.98

*Shelly Eldridge, Ehler's & Associates, provided an overview of the bond issuance to pay for the street improvements the City of Lexington has completed and is planning – Flowerfield Road, Hamline Ave., Restwood Road, and Lake Drive. Discussion ensued.*

*Petracek explained that the revenue source to make the debt payments for this bond will come from a few different sources – debt service levy, gas and electric franchise fees, and the proceeds from sale of the Lovell Building. Discussion ensued.*

*A motion was made by Councilmember Murphy to approve Resolution No. 17-10 – A resolution providing for the Sale of \$1,320,000 general obligation improvements and abatement bonds series 2017A. The motion was seconded by Councilmember Devries. Motion carried 4-0.*

#### **8. MAYOR AND COUNCIL INPUT**

*Councilmember Devries informed city staff of a pothole at the end of Duwayne Ave.*

*No further discussion*

#### **9. CONVENE FOR CLOSED EXECUTIVE SESSION-TO DISCUSS PENDING LITIGATION WITH PARKVIEW MANUFACTURED HOME COMMUNITY**

*Lexington city Council convened in closed session at 8:08 pm to discuss the pending litigation with Parkview Manufactured Home Community.*

#### **10. RECONVENE FROM CLOSED SESSION**

*The Council reconvened in open session at 8:49 p.m.*

#### **11. ADJOURNMENT**

*A motion was made by Councilmember Murphy to adjourn the meeting at 8:50 p.m. The motion was seconded by Councilmember Hughes. Motion carried 4-0.*

**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 20, 2017.**

**(1) Payroll**

Checks	through
Vouchers	through
Vouchers	through

VOID:

**Payroll Taxes**

Federal Tax	
Social Security	
Medicare	
	<u>\$0.00</u>
State Tax	
	<u>\$0.00</u>
<b>Total</b>	<b>\$0.00</b>

**(2) General and Liquor Payment Recommendations:**

Checks:	42280	through	42280	\$	24,310.98
	42281	through	42303	\$	92,612.31

**(3) ACH and Credit Card Payments for:**

ACH Checks: through

**(5) Wire Transfer Payment Recommendation: (Bond Payments)** \$ -

**Total Payments and Withdrawals Approval** \$ 116,923.29

**Centennial Lakes Police Payment Recommendations:**

Checks	through
ACH	through

<b>Total Payments</b>	<u><u>\$ -</u></u>
-----------------------	--------------------

**VOID:** \$ -

**\*Check Detail Register©**

July 2017

Check Amt Invoice Comment

**10100 4M FUND**

Paid Chk# 042280 7/7/2017 MUNICIPAL BUILDERS, INC.

E 330-00000-500	Capital Expenditures	\$24,310.98	payment 4	WELL HOUSE PROJECT
	<b>Total MUNICIPAL BUILDERS, INC.</b>	<b>\$24,310.98</b>		

<b>10100 4M FUND</b>	<b>\$24,310.98</b>
----------------------	--------------------

**Fund Summary****10100 4M FUND**

330 WATER CAPITAL FUND	\$24,310.98
	<b>\$24,310.98</b>

**\*Check Detail Register©**

July 2017

		Check Amt	Invoice	Comment
<b>10100 4M FUND</b>				
Paid Chk#	042281	7/20/2017	<b>AMERIPRIDE SERVICES</b>	
E 609-00000-255	Linen	\$37.79	1003847245	MAT SERVICE - MLS
	<b>Total AMERIPRIDE SERVICES</b>	<b>\$37.79</b>		
Paid Chk#	042282	7/20/2017	<b>ARCTIC GLACIER ICE</b>	
E 609-00000-257	Ice For Resale	\$118.44	1914718200	
E 609-00000-257	Ice For Resale	(\$108.82)	1915719303	
E 609-00000-257	Ice For Resale	\$194.86	1929718604	
E 609-00000-257	Ice For Resale	\$144.42	1941718909	
E 609-00000-257	Ice For Resale	\$75.12	1943719304	
	<b>Total ARCTIC GLACIER ICE</b>	<b>\$424.02</b>		
Paid Chk#	042283	7/20/2017	<b>ARTISAN BEER COMPANY</b>	
E 609-00000-252	Beer Purchase	\$677.00	3189055	
	<b>Total ARTISAN BEER COMPANY</b>	<b>\$677.00</b>		
Paid Chk#	042284	7/20/2017	<b>BELLBOY CORPORATION</b>	
E 609-00000-253	Wine Purchase	\$106.23	59517700	
E 609-00000-251	Liquor Purchase	\$1,266.75	59660000	
E 609-00000-254	Miscellaneous Purchase	\$263.35	96093700	
	<b>Total BELLBOY CORPORATION</b>	<b>\$1,636.33</b>		
Paid Chk#	042285	7/20/2017	<b>BERNICKS BEVERAGES</b>	
E 609-00000-252	Beer Purchase	\$2,030.70	369141	
	<b>Total BERNICKS BEVERAGES</b>	<b>\$2,030.70</b>		
Paid Chk#	042286	7/20/2017	<b>BREAKTHRU BEVERAGE MN</b>	
E 609-00000-251	Liquor Purchase	\$10,316.46	1080655716	
E 609-00000-251	Liquor Purchase	\$58.50	1080655717	
E 609-00000-251	Liquor Purchase	\$742.92	1080658329	
E 609-00000-251	Liquor Purchase	\$55.40	1080658330	
E 609-00000-251	Liquor Purchase	\$173.45	1080659382	
E 609-00000-251	Liquor Purchase	\$1,359.23	1080661478	
	<b>Total BREAKTHRU BEVERAGE MN</b>	<b>\$12,705.96</b>		
Paid Chk#	042287	7/20/2017	<b>CAPITOL BEVERAGE SALES</b>	
E 609-00000-252	Beer Purchase	\$5,303.75	1938228	
E 609-00000-252	Beer Purchase	\$38.00	1944646	
E 609-00000-252	Beer Purchase	\$4,736.05	1945285	
E 609-00000-252	Beer Purchase	\$124.50	1947096	
E 609-00000-252	Beer Purchase	\$560.00	1950196	
E 609-00000-252	Beer Purchase	\$73.60	195197	
E 609-00000-252	Beer Purchase	(\$16.80)	254-212	
E 609-00000-252	Beer Purchase	(\$4.10)	278-212	
	<b>Total CAPITOL BEVERAGE SALES</b>	<b>\$10,815.00</b>		
Paid Chk#	042288	7/20/2017	<b>CIRCLE PINES LEXINGTON LIONS</b>	
E 609-00000-340	Advertising	\$100.00	09082017	Sandburr Golf Tourney
	<b>Total CIRCLE PINES LEXINGTON LIONS</b>	<b>\$100.00</b>		
Paid Chk#	042289	7/20/2017	<b>CLEAR RIVER BEVERAGE COMPANY</b>	
E 609-00000-252	Beer Purchase	\$442.00	101-861	
E 609-00000-252	Beer Purchase	\$779.40	101-886	
	<b>Total CLEAR RIVER BEVERAGE COMPANY</b>	<b>\$1,221.40</b>		



**\*Check Detail Register©**

July 2017

		Check Amt	Invoice	Comment
Paid Chk#	042290	7/20/2017	COCA-COLA BOTTLING CO	
E 609-00000-254	Miscellaneous Purchase	\$229.00	3636203952	
Total COCA-COLA BOTTLING CO		\$229.00		
Paid Chk#	042291	7/20/2017	DAHLHEIMER DISTRIBUTING	
E 609-00000-252	Beer Purchase	\$9,701.14	1287781	
E 609-00000-252	Beer Purchase	\$12,614.55	151884	
E 609-00000-251	Liquor Purchase	\$4,698.20	152897	
Total DAHLHEIMER DISTRIBUTING		\$27,013.89		
Paid Chk#	042292	7/20/2017	HOHENSTEINS INC	
E 609-00000-252	Beer Purchase	\$2,325.70	905675	
Total HOHENSTEINS INC		\$2,325.70		
Paid Chk#	042293	7/20/2017	JJ TAYLOR	
E 609-00000-252	Beer Purchase	(\$88.50)	2677931	
E 609-00000-252	Beer Purchase	\$5,783.65	2707433	
E 609-00000-252	Beer Purchase	\$6,026.70	2707468	
Total JJ TAYLOR		\$11,721.85		
Paid Chk#	042294	7/20/2017	JOHNSON BROTHERS LIQUOR	
E 609-00000-251	Liquor Purchase	\$585.10	5760418	
E 609-00000-253	Wine Purchase	\$707.40	5760419	
E 609-00000-251	Liquor Purchase	\$306.36	5763162	
E 609-00000-253	Wine Purchase	\$1.18	5764326	
E 609-00000-251	Liquor Purchase	\$358.65	5764327	
E 609-00000-251	Liquor Purchase	\$348.36	5765528	
E 609-00000-251	Liquor Purchase	\$385.69	5768507	
E 609-00000-251	Liquor Purchase	\$823.36	5768508	
E 609-00000-253	Wine Purchase	\$519.83	5768509	
E 609-00000-253	Wine Purchase	\$43.98	5768510	
E 609-00000-254	Miscellaneous Purchase	\$75.71	5768511	
E 609-00000-251	Liquor Purchase	\$1,008.10	5770050	
E 609-00000-253	Wine Purchase	\$1,380.68	5770051	
E 609-00000-253	Wine Purchase	\$21.99	5770052	
E 609-00000-251	Liquor Purchase	\$702.65	5770053	
E 609-00000-251	Liquor Purchase	(\$37.87)	631523	
E 609-00000-253	Wine Purchase	(\$199.03)	632409	
E 609-00000-253	Wine Purchase	(\$1.18)	632500	
Total JOHNSON BROTHERS LIQUOR		\$7,030.96		
Paid Chk#	042295	7/20/2017	M AMUNDSON LLP	
E 609-00000-256	Tobacco Products For Resale	\$2,773.12	240482	
E 609-00000-256	Tobacco Products For Resale	\$2,324.42	240854	
Total M AMUNDSON LLP		\$5,097.54		
Paid Chk#	042296	7/20/2017	MKL SERVICES, LLC	
E 220-46000-230	Contracted Services	\$132.00		WK ENDING 7-158-17
E 220-46000-230	Contracted Services	\$132.00	07202017	WK ENDING 7-8-17
Total MKL SERVICES, LLC		\$264.00		
Paid Chk#	042297	7/20/2017	PAUSTIS & SONS	
E 609-00000-253	Wine Purchase	\$440.75	8595029-IN	
E 609-00000-253	Wine Purchase	\$712.50	8596469-IN	
Total PAUSTIS & SONS		\$1,153.25		



**\*Check Detail Register©**

July 2017

			Check Amt	Invoice	Comment
Paid Chk#	042298	7/20/2017	<b>PEPSI COLA COMPANY</b>		
E 609-00000-254	Miscellaneous Purchase		\$209.20	20686057	
	<b>Total PEPSI COLA COMPANY</b>		<b>\$209.20</b>		
Paid Chk#	042299	7/20/2017	<b>PHILLIPS WINE AND SPIRITS INC</b>		
E 609-00000-251	Liquor Purchase		\$94.40	2191643	
E 609-00000-251	Liquor Purchase		\$506.49	2192325	
E 609-00000-253	Wine Purchase		\$99.71	2192326	
E 609-00000-254	Miscellaneous Purchase		\$75.29	2192327	
E 609-00000-251	Liquor Purchase		\$176.86	2194994	
E 609-00000-253	Wine Purchase		\$97.18	2194995	
E 609-00000-251	Liquor Purchase		\$135.04	2195987	
E 609-00000-253	Wine Purchase		\$351.16	2195988	
E 609-00000-254	Miscellaneous Purchase		\$43.68	2195989	
E 609-00000-251	Liquor Purchase		(\$33.10)	267914	
	<b>Total PHILLIPS WINE AND SPIRITS INC</b>		<b>\$1,546.71</b>		
Paid Chk#	042300	7/20/2017	<b>SOUTHERN GLAZERS OF MN</b>		
E 609-00000-251	Liquor Purchase		(\$629.75)	0033283	
E 609-00000-251	Liquor Purchase		\$3,358.27	1561687	
E 609-00000-254	Miscellaneous Purchase		\$25.33	1561688	
E 609-00000-253	Wine Purchase		\$432.34	1561689	
E 609-00000-251	Liquor Purchase		\$696.00	1564076	
E 609-00000-251	Liquor Purchase		\$994.35	1564077	
E 609-00000-253	Wine Purchase		(\$105.00)	9107017	
	<b>Total SOUTHERN GLAZERS OF MN</b>		<b>\$4,771.54</b>		
Paid Chk#	042301	7/20/2017	<b>ST CLOUD REFRIGERATION</b>		
E 609-00000-404	Repair Machinery/Equipment		\$712.75	W18983	
	<b>Total ST CLOUD REFRIGERATION</b>		<b>\$712.75</b>		
Paid Chk#	042302	7/20/2017	<b>WINE MERCHANTS</b>		
E 609-00000-253	Wine Purchase		\$100.18	7139215	
E 609-00000-253	Wine Purchase		\$548.90	7139599	
E 609-00000-253	Wine Purchase		(\$3.36)	714445	
	<b>Total WINE MERCHANTS</b>		<b>\$645.72</b>		
Paid Chk#	042303	7/20/2017	<b>YESCO</b>		
E 609-00000-401	Repair Buildings		\$242.00	1915	
	<b>Total YESCO</b>		<b>\$242.00</b>		
	<b>10100 4M FUND</b>		<b>\$92,612.31</b>		

**Fund Summary****10100 4M FUND**

220 LOVELL BUILDING	\$264.00
609 MUNICIPAL LIQUOR FUND	\$92,348.31
	<b>\$92,612.31</b>

## \*Check Summary Register©

July 2017

	Name	Check Date	Check Amt	
<b>10100 4M FUND</b>				
UnPaid	AMERIPRIDE SERVICES		\$37.79	MAT SERVICE - MLS
UnPaid	ARCTIC GLACIER USA		\$424.02	
UnPaid	ARTISAN BEER COMPANY		\$677.00	
UnPaid	BELLBOY CORPORATION		\$1,636.33	
UnPaid	BERNICK'S		\$2,030.70	
UnPaid	BREAKTHRU BEVERAGE MN		\$12,705.96	
UnPaid	CAPITOL BEVERAGE SALES		\$10,815.00	
UnPaid	CIRCLE PINES LEXINGTON LION		\$100.00	Sandburr Golf Tourney
UnPaid	CLEAR RIVER BEVERAGE COMP		\$1,221.40	
UnPaid	GREAT LAKES COCA-COLA		\$229.00	
UnPaid	DAHLHEIMER BEVERAGE LLC		\$27,013.89	
UnPaid	HOHENSTEINS INC		\$2,325.70	
UnPaid	JJ TAYLOR		\$11,721.85	
UnPaid	JOHNSON BROTHERS LIQUOR		\$7,030.96	
UnPaid	M. AMUNDSON LLP		\$5,097.54	
UnPaid	MKL, LLC		\$264.00	WK ENDING 7-8-17
UnPaid	PAUSTIS & SONS		\$1,153.25	
UnPaid	PEPSI COLA COMPANY		\$209.20	
UnPaid	PHILLIPS WINE AND SPIRITS IN		\$1,546.71	
UnPaid	SOUTHERN GLAZER'S OF MN		\$4,771.54	
UnPaid	ST CLOUD REFRIGERATION		\$712.75	
UnPaid	WINE MERCHANTS		\$645.72	
UnPaid	YESCO		\$242.00	
	<b>Total Checks</b>		<b>\$92,612.31</b>	

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE CITY OF LEXINGTON, MINNESOTA

HELD: JULY 20, 2017

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Lexington, Anoka County, Minnesota, was duly called and held at the City Hall in Lexington, Minnesota, on Thursday, July 20, 2017, at 7:00 p.m., for the purpose of approving tax abatements to finance the 2018 Lake Drive improvement project within the City.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. 17-11**

**RESOLUTION APPROVING PROPERTY TAX ABATEMENTS**

BE IT RESOLVED by the City Council (the "Council") of the City of Lexington, Minnesota (the "City"), as follows:

1. Recitals.

(a) The City proposes to finance a portion of the City's share of the 2018 Anoka County Lake Drive improvements (the "Project"), all located in the City. The City proposes to issue General Obligation Tax Abatement Bonds (the "Bonds") in an amount not to exceed \$300,000 and use the proceeds thereof to finance the Project. The abatement will apply to the City's share of the property taxes (the "Abatement") derived from the property identified as parcel ID 35-31-23-11-0081 located in Anoka County.

(b) The City has requested, in writing, that Centennial School District No. 12 (the "School District") grant a tax abatement to finance the Project (the "School District Abatement").

(c) On the date hereof, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof.

(d) The Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815 (the "Abatement Law").

2. Findings for the Abatement. The City Council hereby makes the following findings:

(a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

(b) Granting the Abatement is in the public interest because it will:

(i) help provide access to services for residents of the City; and

(ii) finance or provide public infrastructure.

(c) The Property is not and will not be located in a tax increment financing district during the Abatement period.

(d) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, shall not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater (the "Abatement Limit"). The City may grant other abatements permitted under the Abatement Law after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Limit the allocation of the Abatement limit to such other abatements is subordinate to the Abatement granted by this resolution.

3. Terms of Abatement. The Abatement is hereby approved. The terms of the Abatement are as follows:

(a) If the School District declines, in writing, to grant the School District Abatement, the Abatement shall be for a twenty (20) year period and shall apply to the City's share of the taxes payable in the years 2018 through 2037, inclusive. In the event that the School District grants the School District Abatement, the Abatement shall be for a fifteen (15) year period and shall apply to the taxes payable in the years 2018 through 2030, inclusive.

(b) The City will abate the City's share of the property taxes which the City receives from the Property, in an amount not to exceed \$300,000.

(c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

(d) Because the City proposes to issue the Bonds, the Abatement may not be modified or changed.



The motion for the adoption of the foregoing resolution was made by member \_\_\_\_\_ and duly seconded by member \_\_\_\_\_ and, upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Adopted on July 20, 2017 by the City Council of Lexington.

\_\_\_\_\_  
Mark Kurth, Mayor

ATTEST:

\_\_\_\_\_  
Bill Petracek, City Administrator

STATE OF MINNESOTA )  
 ) SS  
COUNTIES OF STEARNS AND BENTON)

I, the undersigned, being the duly qualified and acting Administrator of the City of Lexington, Minnesota (the "City"), by reason of my office as Administrator, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of the City, duly called and held on the date therein indicated, insofar as such minutes relate to the granting of property tax abateements.

WITNESS my hand this \_\_\_\_ day of July, 2017.

Bill Petracek, City Administrator

TRI-CITY POLICE FORMULA

PROPOSED 2018 CLPD BUDGET

Factors: Weight:

Calls	40%
Population	40%
IACP Formula	20%
	100%

PROJECTED CITY CONTRIBUTIONS

\$ 2,574,360

City	Calls - 3 years	%	Population	%	IACP Formula	%	Formula %	ANNUAL CONTRIBUTION	MONTHLY
Centerville	4,964	32.79%	3,953	35.85%	4.63	32.67%	33.9891%	\$ 875,001	\$ 72,916.77
Circle Pines	4,928	32.55%	5,014	45.47%	4.82	34.02%	38.0105%	\$ 978,528	\$ 81,543.97
Lexington	5,247	34.66%	2,061	18.69%	4.72	33.31%	28.0004%	\$ 720,831	\$ 60,069.26
	15,140		11,028		14.17		100.0000%	\$ 2,574,360	\$ 214,530.00

	2018 ANNUAL CONTRIBUTION	CHANGE FROM 2017
Centerville	\$ 875,154	\$ (153)
Circle Pines	\$ 980,270	\$ (1,742)
Lexington	\$ 736,697	\$ (15,866)
	\$ 2,592,121	\$ (17,761)

	2016	2015	2014	Total 3 yr	3 yr Average
Incidents					
Centerville	4880	5111	4,902	14,893	4,964
Circle Pines	5081	5094	4,610	14,785	4,928
Lexington	4976	5397	5,368	15,741	5,247
	14,937	15,602	14,880	45,419	15,140

STATISTICAL CHANGES - 2017 VS. 2016:

	Calls	Population	IACP Formula
Centerville	-231	22	0.23
Circle Pines	-13	53	0.02
Lexington	-421	-7	0.40

## CENTENNIAL LAKES POLICE DEPARTMENT

	2018 PROPOSED BUDGET										2018 PROPOSED VS	
											2017 ADOPTED	
	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	5/31/2017	PROPOSED 2018			2018 PROPOSED VS		
REVENUES:	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL - MAY					\$	%
Contract Revenues												
901-31-1210-000	848,672	872,293	912,624	937,210	980,270	408,446	978,528				(1,742)	-0.2%
901-31-1220-000	624,173	667,362	714,086	734,217	736,697	306,997	720,831				(15,866)	-2.2%
901-31-1230-000	665,597	687,855	724,845	808,719	875,154	364,648	875,001				(153)	0.0%
Amount to be Provided by Cities	2,138,442	2,227,510	2,351,555	2,480,146	2,592,121	1,080,090	2,574,360				(17,761)	-0.7%
Intergovernmental												
901-33-3105-000	-	385	-	-	-	-	-				-	
901-33-3120-000	13,150	21,129	17,066	1,854	15,000	-	15,000				-	*
901-33-3125-000	450	1,035	-	2,773	-	1,763	-				-	*
901-33-3133-000	-	-	-	1,972	-	-	-				-	*
901-33-3130-000	5,458	5,149	-	4,377	5,500	-	5,500				-	0.0%
901-33-3140-000	300	-	-	-	-	-	-				-	*
901-33-3145-000	-	2,320	-	6,212	-	-	-				-	*
Total Intergovernmental	19,358	30,019	17,066	17,187	20,500	1,763	20,500				-	
Charges for Services												
901-34-4110-000	769	594	194	-	700	-	700				-	0.0%
Total Charges for Services	769	594	194	-	700	-	700				-	0.0%
Miscellaneous												
901-36-6210-000	81	85	93	702	100	1,180	100				-	0.0%
901-36-6233-000	18,478	-	-	-	-	-	-				-	*
901-36-6235-000	16,001	16,097	9,888	22,755	8,500	2,907	8,500				-	0.0%
901-36-6240-000	7,500	3,715	-	18,142	5,500	2,678	5,500				-	0.0%
901-36-6245-000	403	565	3,671	5,961	-	-	-				-	*
901-36-6250-000	-	-	305	2,125	-	-	-				-	*
Total Miscellaneous	42,464	20,462	13,956	49,685	14,100	6,764	14,100				-	
TOTAL REVENUE	2,201,033	2,278,584	2,382,771	2,547,018	2,627,421	1,088,618	2,609,660				(17,761)	-0.7%
Use of Reserve Funds	-	-	-	-	-	-	-				-	*
Use of Forfeiture Funds for Equipment	-	-	-	-	-	-	-				-	*
TOTAL REVENUE / USE OF RESERVE FUNDS	2,201,033	2,278,584	2,382,771	2,547,018	2,627,421	1,088,618	2,609,660				(17,761)	-0.7%
EXPENDITURES												
	2,211,910	2,295,462	2,314,232	2,365,538	2,528,149	960,181	2,609,660				81,511	3.2%
REVENUES OVER (UNDER) EXPENDITURES / BUDGET BALANCE	(10,877)	(16,878)	68,539	181,479	99,272	128,437	(0)					



## CENTENNIAL LAKES POLICE DEPARTMENT

CENTENNIAL LAKES POLICE DEPARTMENT												
2018 PROPOSED BUDGET												
		12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017					2018 PROPOSED VS	
		2013	2014	2015	2016	2017					2017 ADOPTED	
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET				PROPOSED 2018	\$	%
Expenditures												
Personnel												
901-42-2100-101	Salaries-Full Time	1,290,667	1,332,061	1,378,045	1,371,102	1,320,166	444,984	1,371,821	51,655	3.9%		
901-42-2100-102	Salaries-Overtime	51,916	52,808	34,798	43,594	45,500	18,150	45,500	-	0.0%		
901-42-2100-103	Salaries-Part Time	106,388	102,082	108,004	88,743	119,253	28,100	114,886	(4,367)	-3.7%		
901-42-2100-104	Salaries - Holiday/Perforance Pay	-	-	-	-	59,041	28,947	56,287	(2,754)			
901-42-2100-121	PERA	192,410	208,621	219,341	227,694	230,820	86,660	237,540	6,720	2.9%		
901-42-2100-122	FICA	12,818	12,044	12,710	13,076	11,796	3,306	14,108	2,312	19.6%		
901-42-2100-123	Medicare	20,339	20,740	20,859	21,911	22,141	8,195	23,033	892	4.0%		
901-42-2100-130	Health/Life/Disability/Dental Insurance	147,040	157,551	172,809	148,079	213,434	104,694	243,714	30,280	14.2%		
901-42-2100-150	Worker's Compensation Insurance	50,544	48,544	33,532	46,328	50,000	56,158	50,000	-	0.0%		
PERSONNEL COSTS - TOTAL		1,872,123	1,934,451	1,980,097	1,960,529	2,072,151	779,195	2,156,888	84,737	4.1%		
Supplies												
901-42-2100-201	Office/Copying/Computer Supplies	6,110	7,028	4,958	7,043	7,800	1,917	7,800	-	0.0%		
	Photo copier supplies, paper, drums, toner											
	Computer supplies, postage meter supplies											
	Ticket writer supplies											
901-42-2100-202	Cleaning Supplies	1,577	2,128	1,416	2,386	2,500	468	2,500	-	0.0%		
	Cleaning supplies and equipment											
	paper products, bulbs, trash bags											
901-42-2100-203	Printed Forms	729	861	1,353	1,203	1,500	395	1,500	-	0.0%		
	Checks, envelopes, letterhead, business cards											
901-42-2100-211	Intoxilyzer Supplies	43	86	43	204	300	-	300	-	0.0%		
901-42-2100-212	Fuel - Vehicle fuel	53,834	48,067	32,665	24,611	45,000	8,639	45,000	-	0.0%		
901-42-2100-213	Vehicle Supplies	294	144	53	61	500	-	500	-	0.0%		
	Oil and lubes, anti-freeze and fluids,											
	Windshield wipers, fuses, connectors											
901-42-2100-215	Ammunition, Tasers, Firearms	7,011	5,647	6,220	6,835	8,000	1,530	8,000	-	0.0%		
	Cleaning supplies, targets, protective											
	equipment, duty cartridges, batteries,											
	simuntions, training equipment, magazines											

## CENTENNIAL LAKES POLICE DEPARTMENT

CENTENNIAL LAKES POLICE DEPARTMENT														
		2018 PROPOSED BUDGET												
		12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017								
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL - MAY	PROPOSED 2018	2018 PROPOSED VS 2017 ADOPTED					
									\$	%				
901-42-2100-216	Medical/Fire Supplies	323	994	1,437	6,047	1,500	1,093	2,500	1,000	66.7%				
	Fire extinguishers, vaccinations													
	Defib. batteries, airways, face masks													
901-42-2100-217	Investigative Supplies	890	337	612	986	1,000	1,066	1,000	-	0.0%				
	Digital processing, cameras													
901-42-2100-218	Uniforms	14,867	14,158	20,242	16,356	17,000	11,285	17,000	-	0.0%				
	Uniforms for all employees													
901-42-2100-219	Crime Prevention Supplies	1,342	1,774	2,305	2,466	2,500	856	2,500	-	0.0%				
	Supplies, School Safety, NTU													
SUPPLIES - TOTAL		87,020	81,223	71,306	68,198	87,600	27,249	88,600	1,000	1.1%				
Contracted Services														
901-42-2100-301	Auditing and Accounting Services	13,220	13,920	14,140	14,985	16,000	9,835	17,000	1,000	6.3%				
901-42-2100-304	Legal Fees - Commission legal counsel	450	-	537	2,961	1,000	116	3,000	2,000	200.0%				
901-42-2100-306	Personnel Testing	475	-	2,026	3,133	500	761	1,500	1,000	200.0%				
	Pre-employment testing, drug screening													
	Psychological testing, medical screening													
901-42-2100-309	Labor Relations - Legal & Consultation	1,984	4,669	421	-	4,000	2,188	1,000	(3,000)	-75.0%				
901-42-2100-310	Emergency Management Exp (CERT)	3,155	-	-	-	500	-	500	-	*				
	Anticipated supply / equip needs for EM													
901-42-2100-321	Communications	13,119	14,969	14,114	14,395	16,000	6,060	16,000	-	0.0%				
	Telephone, cell, wifi and broadband													
901-42-2100-322	Postage	1,695	1,059	1,398	1,416	1,500	323	1,500	-	0.0%				
	Postage, UPS, Pitney Bowes, supplies													
901-42-2100-331	Travel/Training	13,814	14,613	20,836	18,912	17,000	5,011	17,000	-	0.0%				
	Training and conference tuition, meals, lodging													
	Mileage reimbursement, Lexipol training													



CENTENNIAL LAKES POLICE DEPARTMENT													
		2018 PROPOSED BUDGET											
		12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017		PROPOSED 2018	2018 PROPOSED VS 2017 ADOPTED				
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	5/31/2017 ACTUAL - MAY		\$	%			
901-42-2100-351	Printing and Publishing	11	-	-	149	100	-	100	-	*			
	Notices, auctions, personnel ads												
901-42-2100-361	Property/Liability Insurance	35,174	39,431	43,041	47,959	47,500	45,011	47,500	-	0.0%			
	Prof. liability, property, vehicles, building												
901-42-2100-380	Utilities	38,008	40,462	38,702	36,331	37,000	10,936	37,000	-	0.0%			
	Centennial Utilities, Connexus												
901-42-2100-385	CIRS Access - State computer access	1,560	1,860	1,817	1,170	1,500	-	1,500	-	0.0%			
901-42-2100-386	MDT/Laptop Access, 800 MHz Radio Fees	13,797	15,521	15,841	10,267	17,000	2,745	19,000	2,000	11.8%			
	Pawn network, IT System Administration												
901-42-2100-387	Anoka County PSDS Contract	-	-	-	10,495	14,000	14,668	15,000	1,000	7.1%			
CONTRACTED SERVICES - TOTAL		136,461	146,505	152,872	151,679	173,600	82,985	177,600	4,000	2.3%			
Maintenance													
901-42-2100-401	Building/Grounds Maintenance	31,082	27,815	27,326	40,297	40,000	10,281	43,000	3,000	7.5%			
	Grounds maintenance, snow removal												
	Building maintenance and repairs,												
	Building cleaning contract												
901-42-2100-403	Office Equipment Maintenance	12,922	9,896	20,348	12,068	12,000	4,109	12,000	-	0.0%			
	Computers and printers,												
	Copier, network, MDT, website												
	Office equipment repairs, network support												
	County-wide records, Radios												
901-42-2100-404	Vehicle Repair & Maintenance	22,568	39,166	33,259	27,005	40,000	7,387	35,000	(5,000)	-12.5%			
	Vehicle repairs and parts, car wash, tires												
901-42-2100-405	Equipment Repair and Maintenance	1,663	1,595	556	621	3,000	296	3,000	-	0.0%			
	Police equipment repair, weapons, radar												
	800 MHz radios												
	taser maintenance & repair												
901-42-2100-418	Dakota County Contract	67	-	67	-	672	-	672	-	0.0%			







