

**AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
APRIL 5, 2018 – 7:00 P.M.
9180 LEXINGTON AVENUE**

1. CALL TO ORDER: - Mayor Kurth

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

2. CITIZENS FORUM

This is the 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. INFORMATIONAL REPORTS:

- A. Airport (Councilmember Harris)
- B. Cable Commission (Councilmember Murphy)
- C. City Administrator (Bill Petracek)

5. LETTERS AND COMMUNICATIONS:

- A. Anoka County Community Action Program - Annual Report for the Senior Outreach Program pp. 1-5
- B. Council Workshop meeting minutes – March 15, 2018 pp. 6-7
- C. Public Notice – Fireman's Award ceremony pp. 8
- D. Centennial Lakes Police Department Media Reports:
 - 3-8-18 through 3-15-18 pp. 9-12
 - 3-16-18 through 3-21-18 pp. 13-15
 - 3-22-18 through 3-28-18 pp. 16-19

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 Action Items in order to be discussed and receive separate action.

6. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – March 15, 2018
- B. Recommendation to approve Claims and Bills:

pp. 20-23
under separate cover

Check # xxxxx through xxxxx

Check # xxxxx through xxxxx

Check # xxxxx through xxxxx

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.

7. ACTION ITEMS:

- A. Recommendation to approve Revised Development Agreement with 89
Lexington LLC – Ephesians Apartment Complex

document will be provided at meeting

- B. Recommendation to approve Purchasing Policy
- C. Recommendation to approve Renaissance Fireworks Business
License for the dates of June 22, 2018 through July 11, 2018
- D. Recommendation to approve Special Event Permit – City Heat
Annual Charity Ride – June 30, 2018

pp. 24-29

pp. 30-36

pp. 37-44

8. MAYOR AND COUNCIL INPUT:

9. ADJOURNMENT



ANOKA COUNTY COMMUNITY ACTION PROGRAM, INC.

1201 89th Avenue NE • Suite 345 • Blaine, MN 55434 • Phone 763-783-4747 • FAX 763-783-4700 • TTY 763-783-4724
E-mail: accap@accap.org



March 9, 2018

Lexington City Council
City of Lexington
9180 Lexington Avenue
Lexington, MN 55014

Dear Members of the Lexington City Council:

Enclosed please find the annual report for the Senior Outreach Program. This report indicates the number of individuals served during the past program year, their ages, gender, living situation, etc. It also indicates the different referrals made which will provide insight into the problems faced by the residents in your community.

Colleen Coyle continues to serve as the Senior Outreach Worker for Lexington seniors and she welcomes your referrals whenever a concern exists regarding one of your senior residents.

Colleen and I are always available to attend a City Council meeting if you have any questions or concerns. Thank you for your support of this program and again, if you have any referrals please call 763-783-4741.

Sincerely,

Amanda Scheevel, MSW, LGSW
Director of Senior Programs
Anoka County Community Action Program, Inc. (ACCAP)
1201 89th Ave #345
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ascheevel@accap.org
763-783-4717



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ACCAP Senior Programs Report 2017

**Please note that we have a new client database and our documentation strategies have changed, which has affected our numbers.*

SENIOR INFORMATION LINE and TRIAGE

Provides Information and Referral Services in response to calls/emails/walk-ins at the Senior Information Line office as well as responding to calls/emails requesting assistance through Anoka County Senior Services Triage.

- ◆ 912 client contacts
- ◆ 1,466 referrals made
- ◆ 1 volunteer worked 55 hours at the Senior Information Line
- ◆ 180 mailings (information on senior resources)

SENIOR OUTREACH PROGRAM

Senior Outreach Workers:

- Five Senior Outreach Workers provide information, referral and forms assistance during home visits so clients can access supportive services which enable them to remain living in the community
- 782 unduplicated households served
- 2,848 initial and follow up visits
- 5,957 referrals made to 150+ different programs/agencies
- Involvement Referral Source: 336 Outside Requests
(from family, friends, neighbors, social workers, nurses, etc.)

Senior Outreach Worker at Large

- Senior Outreach Worker at Large assists Anoka County Senior Services staff with their clients in Assisted Living facilities as well as those in the community.
- 74 unduplicated households served in the Community Total visits = 316
- 20 unduplicated households served in Assisted Living facilities Total visits = 244
- 1,015 Referrals Made to 150+ different programs/agencies
- Referral Source: Anoka County Adult Protection & Senior Services-53
Anoka County Social Workers- 7
ACCAP Senior Programs staff – 30
Other - 4

Senior Outreach Budget Specialist- ended due to loss of funding in 8/2017

- Part time Outreach Worker served assigned clients with ongoing case management assisting with the following: budget counseling, monthly sorting and organizing of bills, paying of bills monthly, setting up auto pay, transition to rep payee if requested. Funded by ACCAP.
- 35 clients served



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CHORES & MORE PROGRAM

Provides chores services for seniors throughout Anoka County utilizing private independent contractors and volunteers. Subsidy is provided to low income clients (subsidy provided by CDBG funds and Anoka County Senior Services contract funds). Operational funds provided by ACCAP, donations from local organizations and a grant from the Metro Area Agency on Aging.

- ◆ 503 unduplicated clients
- ◆ 2,892 projects completed = 5,426.5 hours
- ◆ Utilized 45 paid private contractors
- ◆ 71 volunteers worked on 52 projects for a total of 361 hours
- ◆ \$16,188.82 subsidy dollars utilized by 92 clients for 942 projects

SNAP OUTREACH PROGRAM (all households/not limited to seniors)- Ended 10/2017

Part time SNAP Specialist provided information about the SNAP program through limited presentations throughout the county, and provided application assistance for those interested in applying for SNAP benefits. Funded through a grant from USDA and matching funds from ACCAP Board of Directors.

- ◆ 377 clients were provided application assistance
- ◆ 119 presentations throughout county
- ◆ 28,113+ reached through brochure distribution, mailings, newspapers, etc.

Volunteer Program

In 2017, 308 volunteers worked hours 19,416 (9.3 FTE equivalent) providing service to seniors through three different ACCAP Senior Programs.

SENIOR COMPANION PROGRAM

Companion volunteers make home visits each week to isolated or lonely seniors, providing transportation to doctors' appointments, errands (grocery, pharmacy, bank, etc.). Companions receive a stipend, meal allowance and mileage reimbursement. Partnership with Lutheran Social Services and supported with funds from the ACCAP Board of Directors.

- ◆ 36 Senior Companions
- ◆ 236 clients served
- ◆ 4,871 visits made by Senior Companion
- ◆ 8,758 round trips transportation provided
- ◆ 19,000 volunteer hours provided by Senior Companions

*Please Note: The Chores & More Program and the Senior Information Line also utilized volunteers.
(See above- volunteer hours reported in their program summary)*

ACCAP
SENIOR OUTREACH PROGRAM
2017 ANNUAL REPORT

UNDUPLICATED HOUSEHOLDS:

782

UNDUPLICATED INDIVIDUALS:

874

Income Level (# of households)

200% Poverty

Below:

718

Above:

64

Age (# of Individuals)

55- 69:

238

70 +:

636

Gender (# of Individuals)

Female:

615

Male:

258

Race (# of Individuals)

Asian:

11

Native
American:

10

Black/Afr. American:

34

Other:

34

Caucasian/White:

785

Hispanic:

8

Disability (# of Individuals)

416

ON-GOING CLIENT VISITS/CONTACTS:

6,708

REFERRALS MADE/AGENCY
CONTACTS:

6,972

TO OVER 150 PROGRAMS

-2017 SENIOR OUTREACH TOTALS- SOURCES FOR OUTSIDE REQUESTS FOR OUTREACH VISITS

Anoka County Human Services.....	95
Anoka County Economic Assistance.....	14
Building Manager (Property Management).....	35
Chores & More Coordinator.....	10
City Offices.....	3
Family Member/Relative.....	26
Food Shelf Coordinator.....	6
Friend of Client	12
Home Health Care Agency Social Worker.....	7
Hospital Social Worker.....	2
Homeless Shelter.....	1
Neighbor of Client.....	11
Physician/Clinic.....	10
Police/Fire Department.....	2
Public Health Nurses.....	3
Salvation Army.....	1
Senior Center/Club Directors.....	10
Senior Companion.....	13
Senior Information Line.....	4
Other.....	71

TOTAL = 336

**CITY OF LEXINGTON
WORKSHOP MINUTES
Thursday, March 15, 2018
Immediately following Council meeting
City Hall**

1. Call to Order: Mayor Kurth

2. Roll Call: DeVries – Hughes – Harris – Murphy

Mayor Kurth called to order the workshop for March 15, 2018 at 7:57 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Chris Galiov, Finance Director; Joe Molohan, Quad Press.

3. Discussion Items:

- A. Discuss City of Lexington Purchasing Policy
- B. Discuss City of Lexington Proposed Purchasing Policy

Petracek explained the existing purchasing policy and the proposed purchasing policy. He stated that the proposed policy provides a more detailed policy for purchasing authorization and allows him and the staff the needed flexibility to operate the City efficiently on a day-to-day basis.

Mayor Kurth asked if any comparisons were made with other surrounding cities on their purchasing policies. Petracek said he did not. He explained that the proposed purchasing policy is the policy he operated under in his last community, and explained that it provided him the ability to operate the city efficiently, but provided the Council with proper notifications of large purchases via Council approvals. Discussion ensued.

Councilmember Harris wanted to make sure that if large unbudgeted purchases were made, the Council would be notified. Petracek recited the "Emergency Purchases" provision, which provides that the city administrator notify the Council at the next regularly schedule meeting of the purchase. Discussion ensued.

Petracek stated he would have the policy on the next Council agenda for approval.

The City Council discussed the condition of the fire station and potential upgrades.

4. Staff Input

No staff input

5. Council Input

No Council input.

6. Adjourn

Meeting adjourned at 8:46 p.m.

PUBLIC NOTICE
CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given, The City of Lexington Council will be meeting on March 19, 2018 to attend the Fireman's Award Ceremony. The meeting will commence at 7:00 P.M. at Lexington City Hall, 9180 Lexington Avenue, Lexington, MN.

This will constitute a quorum of the City Council

Peggy McNamara

POSTED: March 14, 2018

Centennial Lakes Police Department

Media Report

3/8/18 through 3/15/18

CASE NUMBER: 18052538
CASE DESCRIPTION: EMERGENCY MEDICAL HOLD
INCIDENT DATE: 3/8/18
INCIDENT LOCATION: LEXINGTON, MN
NARRATIVE: OFFICERS RESPONDED TO LEXINGTON REGARDING A CHECK THE WELFARE. OFFICERS MADE CONTACT WITH THE VICTIM AND THE VICTIM WAS PUT ON A MEDICAL HOLD AND TRANSPORTED TO THE HOSPITAL VIA AMBULANCE. CLEAR.

CASE NUMBER: 18052917
CASE DESCRIPTION: UNSECURE VEHICLE
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 89XX DUWAYNE AVE, LEXINGTON, MN
NARRATIVE: OPEN VEHICLE
OFFICERS LOCATED A VEHICLE THAT WAS OPEN IN THE 8900 BLOCK OF DUWAYNE AVE.
UNABLE TO MAKE CONTACT WITH OWNER. VEHICLE RE SECURED.
CLEAR.

CASE NUMBER: 18053090
CASE DESCRIPTION: TRESPASSING
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 38XX PATRIOT LN, LEXINGTON, MN
NARRATIVE: TRESPASSING: RESPONDED TO THE AREA OF 3800 BLOCK OF PATRIOT LANE IN LEXINGTON FOR A TRESPASS NOTIFICATION ORDER. ARRIVED AND STOOD BY WHILE MANAGEMENT SERVED TRESPASS ORDER AND OCCUPANTS ADVISED TO VACANT BY MONDAY. CLEARED.

CASE NUMBER: 18052964
CASE DESCRIPTION: HARASSMENT
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 90XX LAKE DR, LEXINGTON, MN
NARRATIVE: HARASSMENT: RESPONDED TO HARASSMENT REPORT IN THE 9000 BLOCK OF LAKE DRIVE IN LEXINGTON. BUSINESS OWNER ADVISED EX-EMPLOYEE WAS SENDING UNWANTED TEXT MESSAGES. ADVISED CALLER OF OPTIONS AND SUSPECT CONTACTED.

CASE NUMBER: 18053132
CASE DESCRIPTION: COMPLAINT
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 5X NORTH RD, CIRCLE PINES, MN
NARRATIVE: OFFICERS TOOK A REPORT CALL AT BASE REGARDING A VEHICLE RUNNING STOP SIGNS IN THE 7200 BLOCK OF BRIAN DRIVE. OFFICERS TOLD THE REPORTING PARTY THERE WOULD BE EXTRA PATROL IN THE AREA.
CLEAR.

CASE NUMBER: 18053292
CASE DESCRIPTION: CIVIL DISPUTE
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 3X VILLAGE PKWY, CIRCLE PINES, MN
NARRATIVE: OFFICERS RESPONDED TO THE 30 BLOCK OF VILLAGE PKWY REGARDING A CIVIL DISPUTE. REPORT MADE.
CLEAR.

CASE NUMBER: 18053301
CASE DESCRIPTION: THEFT
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 2X OAK LEAF LN, CIRCLE PINES, MN
NARRATIVE: THEFT.
OFFICERS WERE DISPATCHED A PHONE CALL REPORT FROM THE 20 BLOCK OF OAK LEAF LN FOR A THEFT.
OFFICERS ADVISED, NO SUSPECTS AT THIS TIME.
CASE CLOSED.

CASE NUMBER: 18053602
CASE DESCRIPTION: DOMESTIC-VERBAL
INCIDENT DATE: 3/9/18
INCIDENT LOCATION: 1XX INDIAN HILLS LN, CIRCLE PINES, MN
NARRATIVE: DOMESTIC
OFFICERS WERE DISPATCHED TO THE 100 BLOCK OF INDIAN HILLS LN ON A VERBAL DOMESTIC. OFFICERS SPOKE WITH AND ADVISED INVOLVED PARTIES.
CLEAR

CASE NUMBER: 18053749
CASE DESCRIPTION: DOMESTIC-VERBAL
INCIDENT DATE: 3/10/18
INCIDENT LOCATION: 4X CENTER RD, CIRCLE PINES, MN
NARRATIVE: VERBAL DOMESTIC.
DISPATCHED TO 40 BLOCK OF CENTER RD ON UNWANTED PERSONS.
SITUATION MEDIATED.

CASE NUMBER: 18053975
CASE DESCRIPTION: DOMESTIC
INCIDENT DATE: 3/10/18
INCIDENT LOCATION: 38XX BOSTON LN, LEXINGTON, MN
NARRATIVE: DOMESTIC-WHILE ON PATROL OFFICER'S ENCOUNTERED A DOMESTIC MATTER IN THE 3800 BLOCK OF BOSTON LN. THE CASE IS MARKED INACTIVE.

CASE NUMBER: 18054059
CASE DESCRIPTION: DOMESTIC ESCORT
INCIDENT DATE: 3/10/18
INCIDENT LOCATION: 38XX BOSTON LN, LEXINGTON, MN
NARRATIVE: DOMESTIC ESCORT-POLICE SUMMONED TO THE 3800 BLOCK OF BOSTON LN TO ASSIST WITH A DOMESTIC ESCORT. INACTIVE.

CASE NUMBER: 18054006
CASE DESCRIPTION: WARRANT ARREST
INCIDENT DATE: 3/10/18
INCIDENT LOCATION: 38XX PATRIOT LN, LEXINGTON, MN
NARRATIVE: OFFICERS RESPONDED TO THE 3800 BLOCK OF PATRIOT LANE REGARDING PERSON WITH A WARRANT. THE ARRESTED PARTY WAS TRANSPORTED TO ANOKA COUNTY JAIL.
CLEAR.

CASE NUMBER: 18054016
CASE DESCRIPTION: WARRANT ARREST
INCIDENT DATE: 3/10/18
INCIDENT LOCATION: 38XX PATRIOT LN, LEXINGTON, MN
NARRATIVE: OFFICERS RESPONDED TO THE 3800 BLOCK OF PATRIOT LN REGARDING PERSON WITH A WARRANT. THE ARRESTED PARTY WAS TRANSPORTED TO ANOKA COUNTY JAIL.
CLEAR.

CASE NUMBER: 18054966
CASE DESCRIPTION: HARASSMENT
INCIDENT DATE: 3/11/18
INCIDENT LOCATION: 69XX OAK CIR, CENTERVILLE, MN
NARRATIVE: HARASSMENT
OFFICERS TOOK A HARASSMENT REPORT IN THE 6900 BLOCK OF OAK CIRCLE. THE REPORTING PARTY WAS GIVEN OPTIONS AND REQUESTED EXTRA PATROL.
CLEARED.

CASE NUMBER: 18055026
CASE DESCRIPTION: DOMESTIC ASSAULT
INCIDENT DATE: 3/11/18
INCIDENT LOCATION: 89XX JACKSON AVE, LEXINGTON, MN
NARRATIVE: DOMESTIC ASSAULT
OFFICERS RESPONDED TO THE 8900 BLOCK OF JACKSON AVE ON A REPORT OF A DOMESTIC ASSAULT. THE CASE WAS REFERRED TO CID.
CLEARED.

CASE NUMBER: 18055249
CASE DESCRIPTION: SUSPICIOUS ACTIVITY
INCIDENT DATE: 3/12/18
INCIDENT LOCATION: EAGLE TRL / PIONEER LN, CENTERVILLE, MN
NARRATIVE: SUSPICIOUS ACTIVITY-POLICE SUMMONED TO THE 7000 BLOCK OF EAGLE TRAIL ON THE REPORT OF SUSPICIOUS ACTIVITY. INACTIVE.

CASE NUMBER: 18055293
CASE DESCRIPTION: THEFT
INCIDENT DATE: 3/12/18
INCIDENT LOCATION: 3X PINE DR, CIRCLE PINES, MN
NARRATIVE: MAIL THEFT-POLICE FIELDDED A MAIL THEFT REPORT IN THE 30 BLOCK OF PINE DR. INACTIVE.

CASE NUMBER: 18055554
CASE DESCRIPTION: DOMESTIC
INCIDENT DATE: 3/12/18
INCIDENT LOCATION: 38XX RESTWOOD RD, LEXINGTON, MN
NARRATIVE: NEIGHBOR DOMESTIC
OFFICERS WERE DISPATCHED TO THE 3800 BLOCK OF RESTWOOD RD ON AN ARGUMENT BETWEEN NEIGHBORS REGARDING PARKING. OFFICERS MEDIATED BETWEEN THE PARTIES.
CLEAR.

Centennial Lakes Police Department

Media Report

3/16/18 through 3/21/18

CASE NUMBER: 18059152
CASE DESCRIPTION: CHECK WELFARE.
INCIDENT DATE: 3/16/18
INCIDENT LOCATION: 1XX INDIAN HILLS LN, CIRCLE PINES, MN
NARRATIVE: CHECK WELFARE.
OFFICERS WERE DISPATCHED TO THE 100 BLOCK OF INDIAN HILLS LN TO
CHECK THE WELFARE OF AN ADULT MALE.
OFFICERS CHECKED ON MALE AND REFERRED TO APS.
CASE CLOSED.

CASE NUMBER: 18057159
CASE DESCRIPTION: VEHICLE LOCK OUT
INCIDENT DATE: 3/17/18
INCIDENT LOCATION: CIRCLE PINES, MN
NARRATIVE:

CASE NUMBER: 18059804
CASE DESCRIPTION: PARKING COMPLAINT
INCIDENT DATE: 3/17/18
INCIDENT LOCATION: 3X CIRCLE DR, CIRCLE PINES, MN
NARRATIVE: ON 3/17/2018, I ISSUED A CITATION AT 35 CIRCLE DRIVE, FOR A VEHICLE
BLOCKING THE FIRE HYDRANT.
CLEAR.

CASE NUMBER: 18059840
CASE DESCRIPTION: PARKING COMPLAINT
INCIDENT DATE: 3/17/18
INCIDENT LOCATION: 2X VILLAGE PKWY, CIRCLE PINES, MN
NARRATIVE: ON 3/19/2018, I ISSUED A CITATION AT 35 CIRCLE DR FOR A VEHICLE PARKING
A FIRE HYDRANT.
CLEAR.

CASE NUMBER: 18060504
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/18/18
INCIDENT LOCATION: 16XX HUNTERS TRL, CENTERVILLE, MN
NARRATIVE: ON 03/18/2018 OFFICERS WERE DISPATCHED TO THE 1600 BLOCK OF
HUNTERS TRAIL FOR A MEDICAL EMERGENCY.
OFFICERS ARRIVED AND FOUND THE MALE OUTSIDE ON THE FRONT STEPS.
AMBULANCE ARRIVED AND ASSESSED THE MALE.
OFFICERS CLEARED BEFORE A TRANSPORT DECISION.

CASE NUMBER: 18060596
CASE DESCRIPTION: FRAUD
INCIDENT DATE: 3/18/18
INCIDENT LOCATION: 4X CIRCLE DR, CIRCLE PINES, MN
NARRATIVE: CREDIT CARD FRAUD: RESPONDED TO PHONE CALL REPORT OF CREDIT CARD FRAUD IN THE 40 BLOCK OF CIRCLE DRIVE IN CIRCLE PINES. CALLER ADVISED UNKNOWN SUSPECT CLONED HIS VISA CREDIT CARD AND MADE SEVERAL UNAUTHORIZED PURCHASES. NO SUSPECT INFORMATION AND ACCOUNT WAS CLOSED.

CASE NUMBER: 18060768
CASE DESCRIPTION: MEDICAL.
INCIDENT DATE: 3/18/18
INCIDENT LOCATION: 70XX CENTERVILLE RD, CENTERVILLE, MN
NARRATIVE: MEDICAL.
OFFICERS WERE DISPATCHED TO THE 7000 BLOCK OF CENTERVILLE RD FOR AN ADULT MALE HAVING A MEDICAL EMERGENCY.
MALE WAS CARED FOR ON SCENE BY AMBULANCE CREW.
CASE CLOSED.

CASE NUMBER: 18060943
CASE DESCRIPTION: DOMESTIC.
INCIDENT DATE: 3/18/18
INCIDENT LOCATION: CIRCLE PINES, MN
NARRATIVE: DOMESTIC.
OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF INNER DRIVE FOR A DOMESTIC INVOLVING AN ADULT MALE AND AN ADULT FEMALE.
OFFICERS MEDIATED AND THE MALE LEFT FOR THE NIGHT.
CASE CLOSED.

CASE NUMBER: 18061109
CASE DESCRIPTION: MEDICAL.
INCIDENT DATE: 3/18/18
INCIDENT LOCATION: 8XX CIVIC HEIGHTS DR, CIRCLE PINES, MN
NARRATIVE: MEDICAL.
DISPATCHED TO 800 BLOCK OF CIVIC HEIGHTS DR ON A MEDICAL. PATIENT TRANSPORTED.

CASE NUMBER: 18061273
CASE DESCRIPTION: WARRANT ARREST
INCIDENT DATE: 3/19/18
INCIDENT LOCATION: 71XX PROGRESS RD, CENTERVILLE, MN
NARRATIVE: WARRANT ARREST-A MALE WITH A WARRANT WAS LOCATED AND ARRESTED IN THE 7100 BLOCK OF PROGRESS RD. THE CASE IS MARKED CLEARED BY ARREST.

CASE NUMBER: 18061591
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/19/18
INCIDENT LOCATION: CIRCLE PINES, MN
NARRATIVE: OFFICERS RESPONDED TO 1 BLOCK OF INNER DRIVE REGARDING A MEDICAL. THE VICTIM WAS TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.

CASE NUMBER: 18061705
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/19/18
INCIDENT LOCATION: 39XX RESTWOOD RD, CIRCLE PINES, MN
NARRATIVE: OFFICERS RESPONDED TO THE 3900 BLOCK OF RESTWOOD RD REGARDING A MEDICAL. THE VICTIM WAS TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.
CLEAR.

CASE NUMBER: 18062211
CASE DESCRIPTION: VEHICLE LOCK OUT
INCIDENT DATE: 3/20/18
INCIDENT LOCATION: LEXINGTON, MN
NARRATIVE:

CASE NUMBER: 18062229
CASE DESCRIPTION: VEHICLE LOCK OUT
INCIDENT DATE: 3/20/18
INCIDENT LOCATION: CENTERVILLE, MN
NARRATIVE:

CASE NUMBER: 18062258
CASE DESCRIPTION: DAMAGE TO PROPERTY
INCIDENT DATE: 3/20/18
INCIDENT LOCATION: 42XX WOODLAND RD, CIRCLE PINES, MN
NARRATIVE: DAMAGE TO PROPERTY-A DAMAGE TO PROPERTY REPORTED WAS FILED IN THE 4000 BLOCK OF WOODLAND RD. INACTIVE.

CASE NUMBER: 18062632
CASE DESCRIPTION: THEFT
INCIDENT DATE: 3/20/18
INCIDENT LOCATION: 93XX SYNDICATE AVE, LEXINGTON, MN
NARRATIVE: THEFT REPORT
OFFICERS RECEIVED A PHONE CALL THEFT REPORT FROM THE 9300 BLOCK OF SYNDICATE AVE.
NO SUSPECTS AT THIS TIME.
CLEAR.

CASE NUMBER: 18062681
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/20/18
INCIDENT LOCATION: 71XX PROGRESS RD, CENTERVILLE, MN
NARRATIVE: MEDICAL
OFFICERS WERE DISPATCHED TO THE 7100 BLOCK OF PROGRESS RD FOR A MEDICAL EMERGENCY.
FEMALE WALKED TO THE AMBULANCE AND TRANSPORTED TO THE HOSPITAL.
CLEAR.

Centennial Lakes Police Department

Media Report

3/22/18 through 3/28/18

CASE NUMBER: 18064255
CASE DESCRIPTION: DOMESTIC
INCIDENT DATE: 3/22/18
INCIDENT LOCATION: 38XX RESTWOOD RD, LEXINGTON, MN
NARRATIVE: OFFICERS RESPONDED TO THE 3800 BLOCK OF RESTWOOD RD REGARDING A DOMESTIC ESCORT. THE CALLER COLLECTED HER ITEMS AND LEFT WITH NO ISSUE.
CLEAR.

CASE NUMBER: 18064668
CASE DESCRIPTION: TRAFFIC/NO INSURANCE/DRUGS
INCIDENT DATE: 3/22/18
INCIDENT LOCATION: EAST RD / CENTER RD, CIRCLE PINES, MN
NARRATIVE: TRAFFIC / NO INS / DRUGS
WHILE ON ROUTINE PATROL IN THE AREA OF LAKE DR AND FIREBARN RD, I SAW A VEHICLE WITH AN EQUIPMENT VIOLATION. DRIVER SUBSEQUENTLY ARRESTED FOR NO INSURANCE AND POSSESSION OF CONTROLLED SUBSTANCE. PASSENGER ARRESTED FOR POSSESSION OF CONTROLLED SUBSTANCE. MALES TO JAIL.
CLEAR.

CASE NUMBER: 18064792
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/23/18
INCIDENT LOCATION: 39XX RESTWOOD RD, LEXINGTON, MN
NARRATIVE: MEDICAL-EMS SUMMONED TO THE 3900 BLOCK OF RESTWOOD RD ON THE REPORT OF A MEDICAL EMERGENCY. INACTIVE.

CASE NUMBER: 18066068
CASE DESCRIPTION: DOMESTIC
INCIDENT DATE: 3/24/18
INCIDENT LOCATION: CENTERVILLE, MN
NARRATIVE: OFFICERS RESPONDED IN THE AREA OF CENTERVILLE REGARDING SUICIDAL THREATS. OFFICERS CONDUCTED A FELONY TRAFFIC ON THE PERSON INVOLVED. AFTER SPEAKING WITH THE PERSON INVOLVED, IT WAS DETERMINED TO BE A DOMESTIC BETWEEN THE REPORTING PARTY AND THE PERSON INVOLVED, NOT SUICIDAL THREATS.
CLEAR.

CASE NUMBER: 18065430
CASE DESCRIPTION: FOUND ANIMAL
INCIDENT DATE: 3/23/18
INCIDENT LOCATION: 68XX BEAVER POND WAY, CENTERVILLE, MN
NARRATIVE: FOUND DOG.
OFFICERS WERE DISPATCHED TO THE 6800 BLOCK OF BEAVER POND WAY TO TAKE A REPORT OF A FOUND DOG.
OFFICERS TRANSPORTED THE DOG TO OTTER LAKE ANIMAL HOSPITAL.
CASE CLOSED.

CASE NUMBER: 18065035
CASE DESCRIPTION: INFORMATION
INCIDENT DATE: 3/23/18
INCIDENT LOCATION: 69XX LAMOTTE DR, CENTERVILLE, MN
NARRATIVE: RECEIVED INFORMATION OF A DELAYED INCIDENT IN CENTERVILLE, INFORMATION DOCUMENTED, CASE CLOSED.

CASE NUMBER: 18067480
CASE DESCRIPTION: MEDICAL.
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: 2XX BALDWIN DR, CIRCLE PINES, MN
NARRATIVE: MEDICAL.
DISPATCHED TO 200 BLOCK OF BALDWIN DR ON A MEDICAL. INFORMATION COLLECTED.

CASE NUMBER: 18067032
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: CIRCLE PINES, MN
NARRATIVE: MEDICAL
OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF NORTH RD FOR A MEDICAL EMERGENCY.
MALE WAS CHECKED BY AMBULANCE STAFF.
CLEAR.

CASE NUMBER: 18067022
CASE DESCRIPTION: TRESPASS
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: 70XX CENTERVILLE RD, CENTERVILLE, MN
NARRATIVE: TRESPASS: RESPONDED TO PHONE CALL INFORMATION REPORT IN THE 7000 BLOCK OF CENTERVILLE IN CENTERVILLE. MANAGER FROM LOCAL BUSINESS ADVISED OF TWO TRESPASS NOTICES COMPLETED AGAINST TWO DISORDERLY SUSPECTS FROM LAST NIGHT. NOTICES WERE PICKED UP AND SERVICE WAS ATTEMPTED.

CASE NUMBER: 18066982
CASE DESCRIPTION: THEFT
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: 89XX SYNDICATE AVE, LEXINGTON, MN
NARRATIVE: MV THEFT: RESPONDED TO 8900 BLOCK OF SYNDICATE AVE IN LEXINGTON ON A MOTOR VEHICLE THEFT REPORT. CALLER ADVISED HIS VEHICLE WAS STOLEN FROM PARKING LOT LAST NIGHT. TOTAL LOSS WAS \$1500.
INVESTIGATION CONTINUES AND VEHICLE ENTERED INTO NCIC.

CASE NUMBER: 18066908
CASE DESCRIPTION: BURGLARY
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: 3X CENTRAL ST, CIRCLE PINES, MN
NARRATIVE: BURGLARY
DISPATCHED TO AN AUDIBLE ALARM IN THE 30 BLOCK OF CENTRAL ST. INFORMATION COLLECTED AND CASE STILL OPEN.
PENDING FOLLOW UP

CASE NUMBER: 18066887
CASE DESCRIPTION: MEDICAL.
INCIDENT DATE: 3/25/18
INCIDENT LOCATION: 17XX OJIBWAY DR, CENTERVILLE, MN
NARRATIVE: MEDICAL.
DISPATCHED TO 1700 BLOCK OF OJIBWAY DR ON A MEDICAL. PATIENT
TRANSPORTED TO HOSPITAL.

CASE NUMBER: 18066311
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/24/18
INCIDENT LOCATION: 2XX AURORA LN, CIRCLE PINES, MN
NARRATIVE: OFFICERS RESPONDED TO 200 BLOCK OF AURORA LN REGARDING A
MEDICAL. THE VICTIM WAS TRANSPORTED TO THE HOSPITAL VIA
AMBULANCE.
CLEAR.

CASE NUMBER: 18066076
CASE DESCRIPTION: THEFT.
INCIDENT DATE: 3/24/18
INCIDENT LOCATION: 95XX DUNLAP AVE, LEXINGTON, MN
NARRATIVE: THEFT.
OFFICERS WERE DISPATCHED TO THE 9500 BLOCK OF DUNLAP AVE FOR A
THEFT REPORT.
PROPERTY LATER RETURNED.
CASE CLOSED.

CASE NUMBER: 18068252
CASE DESCRIPTION: TRAFFIC/DRUGS
INCIDENT DATE: 3/26/18
INCIDENT LOCATION: LAKE DR / LEXINGTON AVE, CIRCLE PINES, MN
NARRATIVE: TRAFFIC WARNING
OFFICERS OBSERVED A TRAFFIC VIOLATION AT THE INTERSECTION OF LAKE
DR/ LEXINGTON AVE. OFFICERS STOPPED THE DRIVER AND VERBALLY
WARNED THE FEMALE SUSPECT ON SEVERAL TRAFFIC VIOLATIONS.
CLEAR

CASE NUMBER: 18067672
CASE DESCRIPTION: ACCIDENT
INCIDENT DATE: 3/26/18
INCIDENT LOCATION: 19XX CENTER ST, CENTERVILLE, MN
NARRATIVE: ON 03/26/2018 OFFICERS WERE DISPATCHED TO THE AREA OF 20 TH AVE
AND CENTER ST FOR A SUSPICIOUS VEHICLE.
OFFICERS MADE CONTACT WITH INDIVIDUALS IN THE VEHICLE AND FOUND
OUT IT WAS A PROPERTY DAMAGE ACCIDENT.
NO INJURIES.
CLEAR.

CASE NUMBER: 18067968
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/26/18
INCIDENT LOCATION: 17XX OJIBWAY DR, CENTERVILLE, MN
NARRATIVE: LIFT ASSIST: RESPONDED TO THE 1700 BLOCK OF OJIBWAY DRIVE IN CENTERVILLE FOR ADULT FEMALE MEDICAL LIFT ASSIST. ARRIVED WITH CFD AND ASSISTED FEMALE IN GETTING TO HER FEET AND VITAL SIGNS WERE CHECKED. CLEARED.

CASE NUMBER: 18067765
CASE DESCRIPTION: THEFT
INCIDENT DATE: 3/26/18
INCIDENT LOCATION: 3XX HERITAGE TRL, CIRCLE PINES, MN
NARRATIVE: THEFT FROM MV: RESPONDED TO PHONE CALL THEFT REPORT IN THE 300 BLOCK OF HERITAGE TRAIL IN CIRCLE PINES. CALLER ADVISED UNKNOWN SUSPECT ENTERED HIS VEHICLE AND STOLE 5 GIFT CARDS. TOTAL LOSS WAS \$500.00

CASE NUMBER: 18067905
CASE DESCRIPTION: MEDICAL
INCIDENT DATE: 3/26/18
INCIDENT LOCATION: 42XX WOODLAND RD, CIRCLE PINES, MN
NARRATIVE: MEDICAL
ON 03/26/2018 OFFICERS WERE DISPATCHED TO THE 4200 BLOCK OF WOODLAND RD FOR A MEDICAL EMERGENCY.
FEMALE WAS TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.
CLEAR.

**Unapproved minutes
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
MARCH 15, 2018– 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 March 15, 2018 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Joe Molohon, Quad Press; Andrew Hoffman, Lino Lakes YMCA Executive Director; Chun-Yin Chong, Lino Lakes YMCA Boardmember; Mike Hudson and Logan Schmidt, Dominion Acquisitions.

2. CITIZENS FORUM

No citizens were present to address the City Council on items not on the agenda.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Devries made a motion to approve the agenda as presented. Councilmember Murphy seconded the motion. Motion carried 5-0.

4. LINO LAKES YMCA PRESENTATION – Andrew Hoffman, Executive Director

Andrew Hoffman and Chun-Yin Chong from the Lino Lakes YMCA were present to discuss the Lino Lakes YMCA as a goodwill meeting to reach out to communities in the area that the YMCA serves. Hoffman added they want to let Lexington know what type of services are offered to area communities. Hoffman provided a presentation to the Council. Discussion ensued.

5. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department – Media Reports:
- March 1 - 7, 2018
- B. North Metro TV February 2018 Update
- C. City Report – February 2018 newsletter
- D. USAGAIN – Spring Greening Challenge & Certificate of Sustainability

Petracek explained that the City was notified by USAGAIN that the clothes and shoe collection box in city hall parking lot has collected approximately 9,000 lbs of clothing during 2017. Discussion ensued.

6. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – March 1, 2018
- B. Recommendation to Approve Claims and Bills:
 - Check #'s 13569 through 13569
 - Check #'s 43198 through 43251
 - Check #'s 11861 through 11878
 - Financial Reports
 - Cash Balances
 - Fund Summary – Budget to Actual

Councilmember Murphy made a motion to approve the consent agenda items. Councilmember Harris seconded the motion. Motion carried 5-0.

7. ACTION ITEMS:

- A. Recommendation to approve Resolution NO. 18-12 A Resolution Adopting
The Planned Community Development Plan For Lovell Building Site
 - Exhibit A
 - Exhibit B

Mike Hudson and Logan Schmidt, from Dominion Acquisitions, explained to the Council that a Planned Community Development is a tool that they will need to help facilitate their efforts to obtain State tax credits for the Lovell Building Site Project. Hudson explained that the PCD does not tie the City of Lexington to any item in the plan. Discussion ensued.

Councilmember Harris explained that she did not like the wording in the cover letter about the 4% low-income housing. She is concerned about the perception of the project by the community as being a low-income housing project. Hudson explained that the use of the term "low-income" in this specific process is a term used by the State in their tax code. He clarified that this project is affordable housing, and not low-income. Discussion ensued.

Councilmember Devries made a motion to approve Resolution No. 18-12 – A Resolution adopting the Planned Community Development Plan for the Lovell Building Site. Councilmember Harris seconded the motion. Motion carried 5-0.

B. Recommendation to approve Revised Development Agreement with
89 Lexington LLC – Ephesians Apartment Complex

Attorney Glaser provided an explanation to the revised development agreement with 89 Lexington LLC – Ephesians. Glaser stated that the agreement was adopted in phases; however, the final draft of the agreement is not complete, as they have not received the final numbers for the escrow accounts needed for the revised agreement. He is asking for conditional approval of the agreement to allow the Building Official and City Administrator to issue the building permit without the final revised agreement in place. Discussion ensued.

Councilmember Hughes asked if there is a downside to approving a building permit without the agreement in place. Attorney Glaser explained that we have several other protections in place – letter of credit, final easements, etc. – that will ensure that there won't be any downsides without a final agreement in place. Discussion ensued.

Glaser stated the final agreement would be ready for approval by the Council at the next meeting.

Councilmember Murphy made a motion to authorize the city administrator and building official to issue the building permit for the Ephesians Project. Councilmember Devries seconded the motion. Motion carried 5-0.

C. Recommendation to approve Lexington Fire Department request to hire
Mindy Freeman Fiester as a Firefighter 1 @ \$11.00 per hour.

Chief Grote wants to add a fire fighter to bring the total staff to 20 fire fighters on the department. Ms. Freeman-Fiester has passed all of her interview testing – psyche eval, background check, drug testing – and she is already a firefighter, so the department won't need to train her. Discussion ensued.

Councilmember Murphy made a motion to approve the hire of Mindy Freeman -Fiester as a firefighter 1 @ \$11.00 per hour. Councilmember Devries seconded the motion. Motion carried 5-0.

Chief Grote also discussed the controlled burn at 3888 Lovell Road on April 7th. Discussion ensued.

8. MAYOR AND COUNCIL INPUT

Mayor Kurth discussed the social media threat on Centennial School District and thanked the Blaine and Centennial Lakes Police department, and the school district for getting the word out to people.

He also wished his son, Nicholas, a Happy Birthday.

9. ADMINISTRATOR INPUT

Petracek discussed the bid opening for the lake drive project. He added that two bids came in \$224,000 less than the engineer's estimates. He stated that a May construction begin date is anticipated. Discussion ensued.

He also stated that public works would be doing hydrant flushing May 14th.

10. ADJOURNMENT

Councilmember Hughes made a motion to adjourn at 7:50 p.m. Councilmember Devries seconded the motion. Motion carried 5-0.

Purchasing Policy

CITY OF LEXINGTON PURCHASING POLICY

The following policy is established for the purchase of goods and services on behalf of the City of Lexington:

CITY OF LEXINGTON

1) PURPOSE: It is

- a) Clarify the purpose of the City;
- b) Determine the scope of the policy (except for the City);
- c) Provide for the City's public purchasing;
- d) Ensure fair and equitable City procurement system;
- e) Provide for the City's needs;
- f) Foster competition where possible and appropriate;
- g) Provide for a system of quality and integrity.

2) APPLICATION

This policy applies to all procurements of supplies, services, and construction, entered into by the City of Lexington after the effective date of this policy. It shall apply to every expenditure of public funds by a City employee for City purchasing irrespective of the source of the funds. When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal and state laws and regulations. Nothing in this policy shall prevent any City employee from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

3) PURCHASING AGENT:

The City Administrator is hereby designated the Purchasing Agent, hereinafter named "Agent," for the City. The Agent may delegate authority to any designee for the preparation of specifications, the obtaining of quotations as may be required, and the purchase of items as specified in this policy.

- a) The terms of this policy are applicable to the purchase of all budgeted goods and non-professional services.
- b) City departments shall adhere to this purchasing policy.

- c) The Agent is hereby granted the authority to make all budgeted purchases in accordance with the provisions of this policy for all items not specifically requiring City Council approval. For items requiring City Council approval, the Agent is authorized to solicit bids or quotes for City Council approval.

4) PURCHASES THAT ARE NOT REQUIRED TO FOLLOW THE PURCHASING POLICY PROCEDURES.

- Professional contracted service such as legal, architectural, engineering, auditing, maintenance contracts, or janitorial contracts. These expenditures have prior approval through the budgetary process.
- Utility expenditures such as electricity, natural gas, and telephone services. The Finance Director shall automatically charge the appropriate departmental budgetary account for said expenditures.
- Payroll and related expenses such as employee hospitalization, insurance payments, pension payments, and mandatory state and federal employee withholding. The Finance Director shall automatically charge the appropriate departmental budgetary account for said expenditures.
- Routine expenditures such as insurance premiums and bond payments which received prior City Council approval and authorization through the budgetary process. The Finance Director shall automatically charge the appropriate departmental budgetary account for said expenditures.
- Employee reimbursement for miscellaneous out of pocket expenses. Receipts and documentation must be attached to an "Expense Report" form prior to payment.

****Any budgeted non-capital or capital expense not initiated in the year that it was budgeted for must be brought back to the Common Council for re-approval for the following budget year.**

PROCEDURES TO BE FOLLOWED WHENEVER PURCHASES ARE MADE.

4) PURCHASING CATEGORIES

Purchases made by the City of Lexington shall be categorized as follows:

- A. Purchases under \$20.00 (Petty Cash Disbursements)
- B. Purchases up to \$2000.00;

- C. Purchases over \$2000.00 and up to \$10,000.00;
- D. Purchases over \$10,000.00 and less than \$100,000
- E. Purchases over \$100,000
- F. Non-budgeted Items
- G. Emergency Purchases;
- H. Work Orders

(A) PETTY CASH DISBURSEMENTS

Items purchased having a value that is less than Twenty Dollars (\$20.00) may be paid for from the Petty Cash Fund. The Petty Cash Fund shall be maintained in the Finance Director's Office. All reasonable effort shall be made to maintain the petty cash fund (cash on hand) at less than two hundred dollars (\$200.00). When such fund exceeds that amount, a receipt will be generated and excess monies deposited into the General Fund balance as miscellaneous revenues. A log of petty cash fund disbursements shall be maintained by the Finance Director.

B) PURCHASES UP TO \$2000.00

City Department Heads are authorized to purchase materials, equipment and services having a value up to Two Thousand Dollars (\$2000.00) without prior approval, providing there is funding in the budget for said purchases. Generally, these types of purchases are for services, materials, supplies and equipment needed for day-to-day operations. For purchases over Five Hundred Dollars (\$500.00) quotations shall be obtained from at least two (2) vendors. These quotations may be written or verbal.

The authority to award or reject any and or all bids, proposals, and/or quotes in the amount of \$1,999.00 or less for all budgeted purposes may be delegated by the Agent to an appropriate designee, but such purchases shall be subject to approval by the Agent and/or designee.

(C) PURCHASES OVER \$2000.00 AND UP TO \$10,000.00

Written quotations shall be obtained from at least two (2) vendors for purchases having a value over Two Thousand Dollars (\$2,000.00) and up to Ten Thousand Dollars (\$10,000.00), and those quotations shall be presented to the Agent or City Council for approval – depending on the cost of the purchase. Whenever feasible the purchase shall be made from the lowest bidder offering quality merchandise.

Levels of purchasing authority shall be as follows:

- a) The authority to award or reject all bids, proposals, and/or quotes equal to or greater than \$10,000 shall remain with the City Council.
- b) The authority to award or reject any and/or all bids, proposals and/or quotes in the amount equaling \$2,000 - \$9,999 for all non-budgeted items shall also remain with the City Council. (Refer to Section (F) NON-BUDGETED ITEMS).
- c) The authority to award or reject any and/or all bids, proposals and/or quotes in the amount of \$9,999.00 or less for all BUDGETED purposes shall be granted to the Agent.
- d) Any department head or designee wishing to purchase an item falling within this price range which was not budgeted for must follow the procedures delineated under Section (F) – NON- BUDGETED ITEMS.

(D) PURCHASES OVER \$10,000.00 AND LESS THAN \$100,000

All materials, equipment and services costing more than Ten Thousand Dollars (\$10,000.00) and less than (\$100,000) must have written quotations from a minimum of two vendors. All purchases shall be awarded to the lowest responsible bidder, and the following procedure shall be followed:

- 1. The Department Head shall provide the Agent with notification concerning the requested expenditure of funds for the purchase of an item(s) with a cost greater than Ten Thousand Dollars (\$10,000.00), including supporting narrative as to whether or not the purchase is a budgeted item, and the intended source and availability of funds. It is the responsibility of the requesting Department Head to prepare specifications with Agent assistance.
- 2. If the requested purchase is a budgeted item, City Council approval prior to obtaining written quotes is not necessary.
- 3. If it is a non-budgeted item, the request shall be placed on the agenda for the next Workshop meeting for discussion.
- 4. If, following the Workshop meeting, a recommendation to the City Council that the purchase shall take place, the matter shall likewise be placed on the agenda for the next City Council meeting for approval.
- 5. If the City Council authorizes bids for the purchase, the Agent shall see that appropriate written quotations are obtained and distributed plans and specifications to interested persons/companies.
- 6. A report and recommendation for approval of a bid from the Agent shall be provided to the City Council at the next appropriate Regular meeting shall be provided.
- 7. If the City Council approves the report, a legislation authorizing the acceptance of the bid/quotation shall be made.

8. The City Council may, in times of emergency or when otherwise impractical, waive the provisions of this section.
9. Professional services are excluded from the requirements of this section, where quality of service as well as fee will determine the acceptance of the proposals.

****These purchasing procedures are not to be used for Public Works-type improvements where all or a portion of the costs are paid from special assessments to benefiting properties. Procedures established in Minnesota Statutes for public works contracts shall apply – the City Engineer shall handle this process.**

(E) PURCHASES OVER \$100,000

Under the uniform municipal contracting law, the City of Lexington must use a competitive bidding process for purchases that exceed \$100,000 (Minn. Stat. 471-345 and Minn. Stat. 412.311)

(F) NON-BUDGETED ITEMS

It is the assumption of this purchasing policy that all requested expenditures have been provided for in the current budget. However, purchases over \$2,000.00 which have not been provided for in the current budget will require City Council approval. The Department Head shall first notify the Agent that said non-budgeted expenditure is being requested. Upon receipt of the expenditure request, the non-budgeted expenditure request shall be placed on the agenda for and addressed at the next Workshop meeting. If the City Council agrees that the requested expenditure should be made, a recommendation shall be made to the City Council that the necessary budget transfer(s) take place. The issue shall then be placed on the agenda for the next regularly scheduled City Council meeting for approval, and, if the Council directs that the non-budgeted funds expenditure take place, the purchase may be processed.

(G) EMERGENCY PURCHASES

Under emergency conditions, purchases may be made by authorized departmental personnel, under the consultation of the Agent or designee (if available), provided a report of such purchase is made to the City Council at its next regularly scheduled meeting. Emergency conditions shall be defined as those purchases necessary to protect life, health, and safety.

(H) WORK ORDERS

Work orders requested by individual members of the City Council that incurs an expense would need to be reviewed by the Agent and/or designee to determine the availability of funds and the time required to perform the duties prior to performing the work. The

work orders shall be regulated by the Agent and/or designee by the authority of the City of Lexington purchasing policy.

(5) LOCAL MERCHANTS

Taking price and service into account, the City shall give due consideration to local merchants.

(6) AUTHORIZED PERSONNEL

The City Council has delegated authority to purchase supplies, services, or construction items with a value not to exceed Two Thousand Dollars (\$2000.00) to the following personnel:

DEPARTMENT	AUTHORIZED PERSONNEL:
City Administration	City Administrator and Finance Director
Public Works	Lead Public Works
Liquor Store	Liquor Store Manager
Fire Department	Fire Chief

(7) FAILURE TO COMPLY WITH PROCEDURES.

Employees who fail to follow the purchasing procedures may be disciplined. Repeated failure to follow the purchasing procedures and policies in general shall be grounds for disciplinary action up to and including termination.



CITY OF LEXINGTON
BUSINESS LICENSE APPLICATION
9180 Lexington Avenue • Lexington, MN • 55014
Phone (763) 784-2792 Fax (763) 785-8951

License Application for (please check all that apply):

<input type="checkbox"/> Amusement Devices	\$ 15.00
<input type="checkbox"/> Commercial Business	\$100.00
<input checked="" type="checkbox"/> Fireworks-Commercial	\$350.00
<input type="checkbox"/> Fireworks-Retail	\$100.00
<input type="checkbox"/> New/Used Car Sales	\$500.00
<input type="checkbox"/> Tobacco Sales	\$100.00
<input type="checkbox"/> Vending Machines	\$150.00
<input type="checkbox"/> Temporary Business	\$ 75.00/mo. (five month max.)
<input type="checkbox"/> Background Check	\$100.00 (for new licensees only)

CHECK ONE: NEW BUSINESS ☐ RENEWAL ☒

***THE COMPLETED APPLICATION FOR RENEWAL MUST BE RECEIVED ON OR BEFORE 12:00 NOON ON JUNE 12 (FOR APPROVAL AT THE JUNE 19 COUNCIL MEETING). AN INCOMPLETE APPLICATION OR ANY PART THEREOF RECEIVED ON OR AFTER JULY 1 WILL INCURR A \$50.00 LATE FEE FOR EXPEDITED PROCESSING.** *See cover letter.

TOTAL FEE ENCLOSED \$ 350.00 Non-Profit Organization (exempt from fee)? ☐

BUSINESS NAME: Renaissance Fireworks
BUSINESS ADDRESS: 9300-9390 Lexington Avenue
BUSINESS PHONE: 612-666-4567
TYPE OF BUSINESS: Outdoor retail sale of MN Safe & Sound Fireworks
APPLICANT NAME: Mark Lazarchuk
APPLICANT ADDRESS: 1125 Plymouth 10 St SE, Spring Lake Park, MN 55432
APPLICANT PHONE: 612-666-4567
APPLICANT EMAIL: amanda@seaniteventsgroup.com
EMAIL/WEBSITE: www.renaissancefireworks.com

THE UNDERSIGNED APPLICANT MAKES THIS APPLICATION PURSUANT TO ALL THE LAWS OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA AND SUCH RULES AND REGULATIONS AS THE CITY COUNCIL OF THE CITY OF LEXINGTON MAY FROM TIME TO TIME PRESCRIBE.

Applicant's Signature [Signature] Date 3-19-18

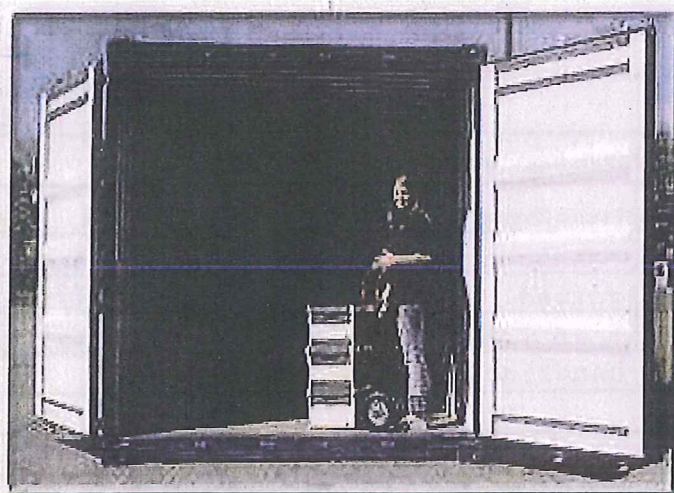
NOTE: License Expires June 30th of Each Year

*****OFFICE USE ONLY*****

Lic. #: _____ Date Rec'd: 3/23/18 Amt. Pd.: 250 Late Fee Pd.: _____
Bkgd Chk ☐ P ☐ F FD Insp.: _____ BO Insp.: _____ Council Appr.: _____

RFI 2018
Metal Storage Containers For Use At
Temporary Fireworks Retail Sites

Supplied by Dart Storage



20' STANDARD: 20' long x 8' wide x 8'6" high

Material Safety Data Sheet
May be used to comply with
OSHA's Hazard Communication Standard,
29 CFR 1910.1200. Standard must be
consulted for specific requirements.

U.S. Department of Labor
Occupational Safety and Health Administration
(Non-Mandatory Form)
Form Approved
OMB No. 1218-0072

IDENTITY (As Used on Label and List)

Common Fireworks (Fireworks 1.4G)

Note: Blank spaces are not permitted. If any item is not applicable, or if
information is available, the space must be marked to indicate the

Section I

Manufacturer's Name

Emergency Telephone Number

Address (Number, Street, City, State, and ZIP Code)

Telephone Number for Information

Date Prepared

Signature of Preparer (optional)
(optional)

Section II — Hazardous Ingredients/Identity Information

Hazardous Components (Specific Chemical Identity, Common Name(s))	OSHA PEL	ACGIH TLV	Other Limits Recommended	% (opt)
-------------------------------------------------------------------	----------	-----------	--------------------------	---------

Contains pyrotechnic composition - a solid mixture of oxidizer and fuel that
will burn if ignited. These items are classified as 1.4G Explosives by the
U.S. Department of Transportation. No Chemical composition is exposed
during normal handling and storage.

Section III — Physical/Chemical Characteristics

Boiling Point

N/A

Specific Gravity (H₂O = 1)

N/A

Vapor Pressure (mm Hg)

N/A

Melting Point

N/A

Vapor Density (AIR = 1)

N/A

Evaporation Rate
(Butyl Acetate = 1)

N/A

Solubility in Water

Slight

Appearance and Odor

All Pyrotechnic Composition is contained in a cardboard casing.

Section IV — Fire and Explosion Hazard Data

Flash Point (Method Used)

N/A

Flammable Limits

N/A

LEL

N/A

UEL

N/A

Extinguishing Media

Flood with water if small amount of fireworks is involved.

Special Fire Fighting Procedures

Do not use suffocation methods - devices contain their own oxygen. If a
large amount of fireworks are involved, allow them to burn and prevent sp

Unusual Fire and Explosion Hazards

Fireworks will burn rapidly in the event of fire.

OE fil

Section V — Reactivity Data

Stability	Unstable	Conditions to Avoid	Open flames, smoking
	Stable X		

Incompatibility (Materials to Avoid) Exposure to water may cause items to deteriorate.

Hazardous Decomposition or Byproducts

Smoke, nitrogen oxides, and sulfur oxides may be produced in a fire.

Hazardous Polymerization	May Occur	Conditions to Avoid
	Will Not Occur X	

Section VI — Health Hazard Data

Route(s) of Entry:	Inhalation?	Skin?	Ingestion?
	No	No	No

Health Hazards (Acute and Chronic)

Exposure to finished items does not pose any health hazard

Carcinogenicity:	NTP?	IARC Monographs?	OSHA Regulated?
	No	No	No

Signs and Symptoms of Exposure N/A

Medical Conditions Generally Aggravated by Exposure N/A

Emergency and First Aid Procedures N/A

Section VII — Precautions for Safe Handling and Use

Steps to Be Taken in Case Material is Released or Spilled

No smoking or open flames in vicinity of spilled material. Carefully pick up and place spilled items in cardboard cartons. Sweep up any exposed chemical composition with a natural-fiber brush.

Waste Disposal Method

Precautions to Be Taken in Handling and Storing

Avoid open flames, smoking, and high temperatures (above 120 F.)
Keep shipping cartons cool and dry.

Other Precautions None

Section VIII — Control Measures

Respiratory Protection (Specify Type)

None required when handling finished items.

Ventilation	Local Exhaust	Special
	N/A	N/A
	Mechanical (General)	Other
	N/A	N/A

Protective Gloves None required Eye Protection N/A

Other Protective Clothing or Equipment N/A

Work/Hygiene Practices No smoking in vicinity of fireworks

IMPORTANT DOCUMENT

Certificate of Flame Resistance

REGISTRATION
APPLICATION
NUMBER



ISSUED BY



EVANSVILLE, INDIANA 47725
MANUFACTURERS OF THE FINISHED
TENT PRODUCTS DESCRIBED HEREIN

Date of Manufacture
03/25/02

Order Number
350882

This is to certify that the materials described have been flame-retardant treated
(or are inherently nonflammable) and were supplied to:

643490
APRES INC
DBA APRES PARTY RENTAL
7625 CAHILL RD
EDINA MN 55439

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code, equal to exceeds NFPA 701, CPAI 84, ULC 109.

The method of the FR chemical application is:

Serial # 8105000 (10)

Description of item certified:
TENT WAL 6-10 X 10 VL W W(Mod)

Flame Retardant Process Used Will Not Be Removed By
Washing And Is Effective For The Life Of The Fabric

JOHN BOYLE STATESVILLE NC

Name of Applicator of Flame Resistant Finish

Signed:

James D. Brice

TENT DEPARTMENT - ANCHOR INDUSTRIES INC.

Certificate of Flame Resistance



REGISTERED
APPLICATION
NUMBER

E1401

ISSUED BY



EVANSVILLE, INDIANA 47711

MANUFACTURERS OF THE FINISHED
TENT PRODUCTS DESCRIBED HEREIN

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable) and were supplied to:

643490
APRES PARTY RENTAL
7625 CAHILL RD

EDINA MN 55439

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code, equal to exceeds NFPA 701, CPAI 84, ULC 109.
The method of the FR chemical application is:

Serial #:

8027300 (10)

Description of item certified:

FI CAT MID 30W X 10 SNYD W W

**Flame Retardant Process Used Will Not Be Removed By
Washing And Is Effective For The Life Of The Fabric**

SNYDER MFG NEW PHILADELPHIA, OH

Name of Applicator of Flame Resistant Finish

Signed:

James D. Brunell
TENT DEPARTMENT-ANCHOR INDUSTRIES INC.

Date of Manufacture	04/04/01
Order Number	335280

RFI 20'x40' Tent Layout

1 square = 1 foot

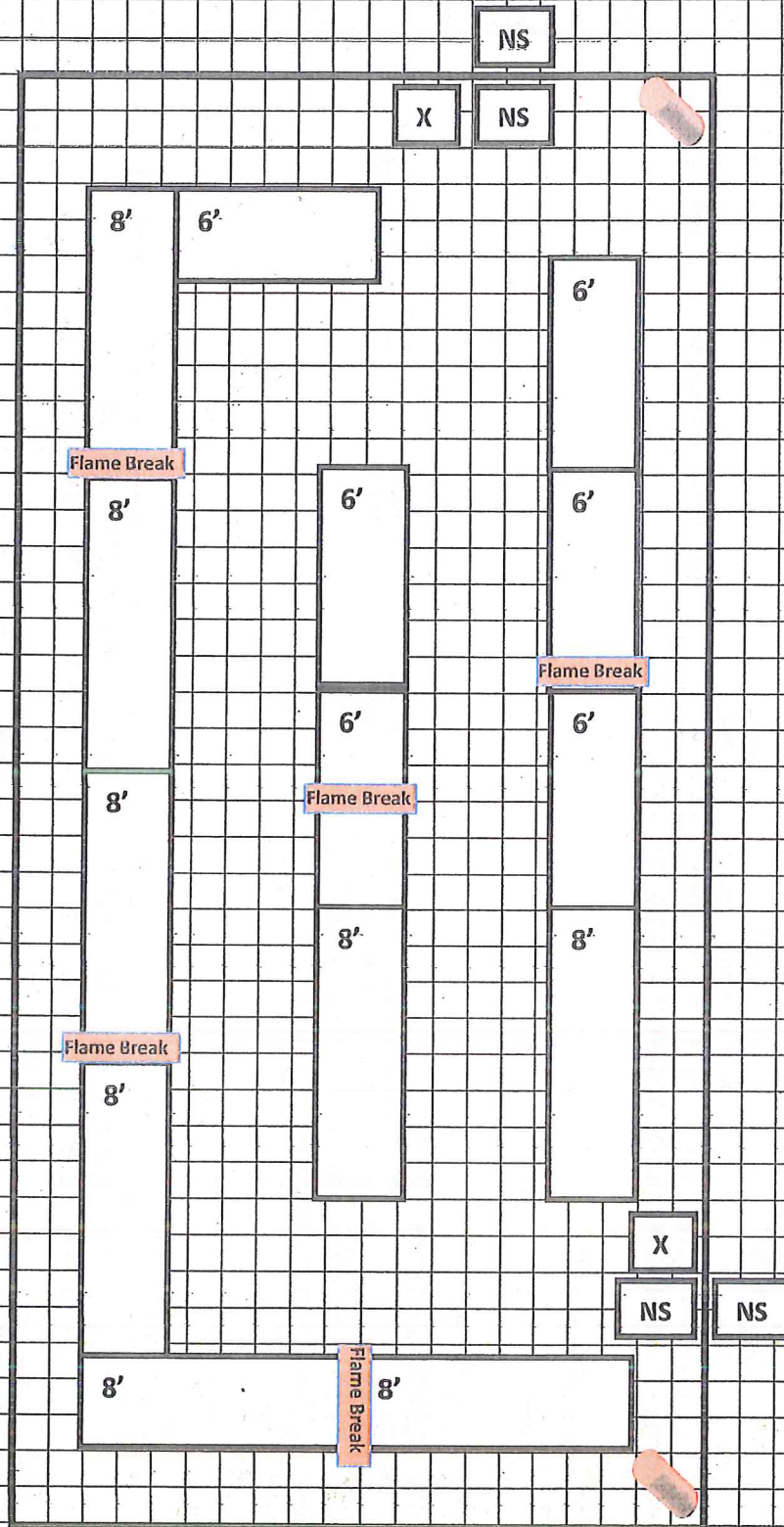
NS = No Smoking Sign

X = Exit Sign

 = Fire Extinguisher

All product displays measure under 6' from ground to top of display

All Flame Breaks extend from base of product display to over 6" above top of product display





CITY OF LEXINGTON

Entertainment License Application

9180 Lexington Avenue Lexington, MN 55014

Phone (763) 784-2792 Fax (763) 785-8951

APPLICATION FOR: _____ Annual Entertainment License \$
200.00

X Single Use Special Event Permit \$ 300.00

The Council shall act upon all entertainment license applications at a regular meeting within sixty (60) days of the completed application and fee being received by City staff. Inaction by the Council within this period is a denial of the application.

No entertainment license is valid until approved by the Council and the appropriate fees are paid to the City.

Licenses are valid only for the date(s) specified on the license. Annual licenses are valid from July 1st through June 30th of the following year, or pro rata from the date granted through June 30th.

1. APPLICANT INFORMATION

Attach a written approval from the organization(s) in whose name the event will be advertised which authorizes you, the applicant, to apply for this special event permit on their behalf.

Applicant's Name: Stacy Brewer

Title: President

Mailing Address: 9336 Homestead Circle, Monticello MN 55862

Affiliation: City Heat Charities

Day Phone: 612-309-4012 Evening/Cell phone:

Emergency Phone:

Email Address: hcsobridging@aol.com

Is applicant 18 years of age or older Yes X No

Who is the primary person in charge and/or responsible for this event?

Name: Stacy Brewer

Title: _____ Mailing Address: _____

Day Phone: _____ Evening/Cell phone:

Emergency Phone:

Email Address:

2. TITLE, PURPOSE AND DESCRIPTION OF EVENT:

Annual City Heat Charity Ride. We raise money for a law enforcement family in need. This is a motorcycle ride that has four (4) stops & will be concluding in your city.

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: Steven Braun

Title: President Organization / Business / Agency / Affiliation: City Heat Charities

Name: _____

Title: _____ Organization / Business / Agency / Affiliation: _____

Name: _____

Title: _____ Organization / Business / Agency / Affiliation: _____

Name: _____

Title: _____ Organization / Business / Agency / Affiliation: _____

4. EVENT COMPONENTS

Date requested: 06/03/18 Alternate date: N/A
Requested hours of operation: from: 1100 AM/PM to: 2300 AM/PM
Set-up beginning date and time: 06/04/18 1200
Complete dismantle date and time: 06/04/18 0100

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

Anticipated number of participants: 150 Spectators: _____

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
- 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

Event hosted by Cowboy's

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):

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

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:

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:

If there will be music, sound amplification or any other noise impact, please describe, including the intended hours of the music, sound or noise:

7. VENDORS OR CONCESSIONAIRES

Describe what vendors or concessionaires you will allow in conjunction with the event and the purpose of these concessions:

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:

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:

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:

Name of Representative:

Address:

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:

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.

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:

The participants of this event are asked to contribute at the start of the ride.

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:

We will post fliers and have social media postings. This is an annual event for us and most participants are aware.

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:

We are a National law enforcement organization that has been hosting charity rides for many years.

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.)

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

- ____ The application is acknowledged with no waiting period.
- ____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ____ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ____ The application is acknowledged with no waiting period.
- ____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ____ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 03/01/18
(Signature must be CEO's signature; designee may not sign)

Print Name: Shirley Brown**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- ____ a copy of your proof of nonprofit status; and
- ____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

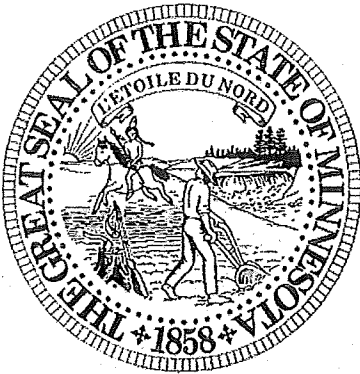
This form will be made available in alternative format (i.e., large print, braille) upon request.

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	CITY HEAT CHARITIES
Date Filed:	05/05/2006
File Number:	1837830-2
Minnesota Statutes, Chapter:	317A
Home Jurisdiction:	Minnesota

This certificate has been issued on: 03/11/2018



Steve Simon

Steve Simon
Secretary of State
State of Minnesota