

**AGENDA  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
AUGUST 15, 2019– 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 a portion of the Council meeting where individuals will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak may be required to complete a sign-up sheet and give it to a staff person at the meeting. The Council may take action or reply at the time of the statement or may give direction to staff for future action based on the concerns expressed.

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

**4. 2020 CENSUS PRESENTATION**

**Michael Gold-Biss**

**pp. 1-40**

**5. LETTERS AND COMMUNICATIONS:**

- A. I-35W North MnPass construction communications update **pp. 41-43**
- B. Centennial Lakes Police Department Media Report 7-24 through 7-30, 2019 **pp. 44-47**
- C. Eagle Building Company – Monthly Progress Report – July – Landings of  
Lexington **pp. 48-51**
- D. City Report – July 2019 **pp. 52-58**
- E. North Metro TV – July 2019 Update **pp. 59-64**

**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.

**6. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – August 1, 2019 **pp. 65-67**
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13625 through 13628 **pp. 68-78**

Check #'s 45206 through 45255

Check #'s 12749 through 12757

#### Financial Reports

- Cash Balances
- Fund Summary – Budget to Actual

pp. 79

pp. 80-81

#### 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 Resolution NO. 19-16 A Resolution Adopting the 2019 Anoka County Multi-Jurisdictional All-Hazard Mitigation Plan pp. 82-91
- B. Recommendation to approve Resolution NO. 19-17 – North Metro I-35 Corridor Dissolution Resolution pp. 92
- C. Recommendation to accept bids for Jackson Avenue Street Project and discussion Steve Winter pp. 93-94
- D. Recommendation to approve partial payment to Broadview Builders in the amount of \$10,913.75 for City Hall Security Upgrades (upon materials arriving at City Property) pp. 95-97
- E. Recommendation to approve New Business License pp. 98
- F. Recommendation to approve Special Event Permit for Lexington Fall Fest – Friday - September 20<sup>th</sup> through Sunday - September 22, 2019 with special consideration for road closure on South Highway Drive
  - Friday 9-20-19 from 4:00 pm till 9:00 pm for the car show and spaghetti dinner
  - Saturday 9-21-19 from 7:00 am to 7:00 pm (full road) 7:00 pm - 11:00 pm from Restwood to the end of Cowboys property for Street Dance and Fireworks viewing. pp. 99-113

#### 8. MAYOR AND COUNCIL INPUT

#### 9. ADMINISTRATOR INPUT



## **10. ADJOURNMENT**

/mv





2020 Census

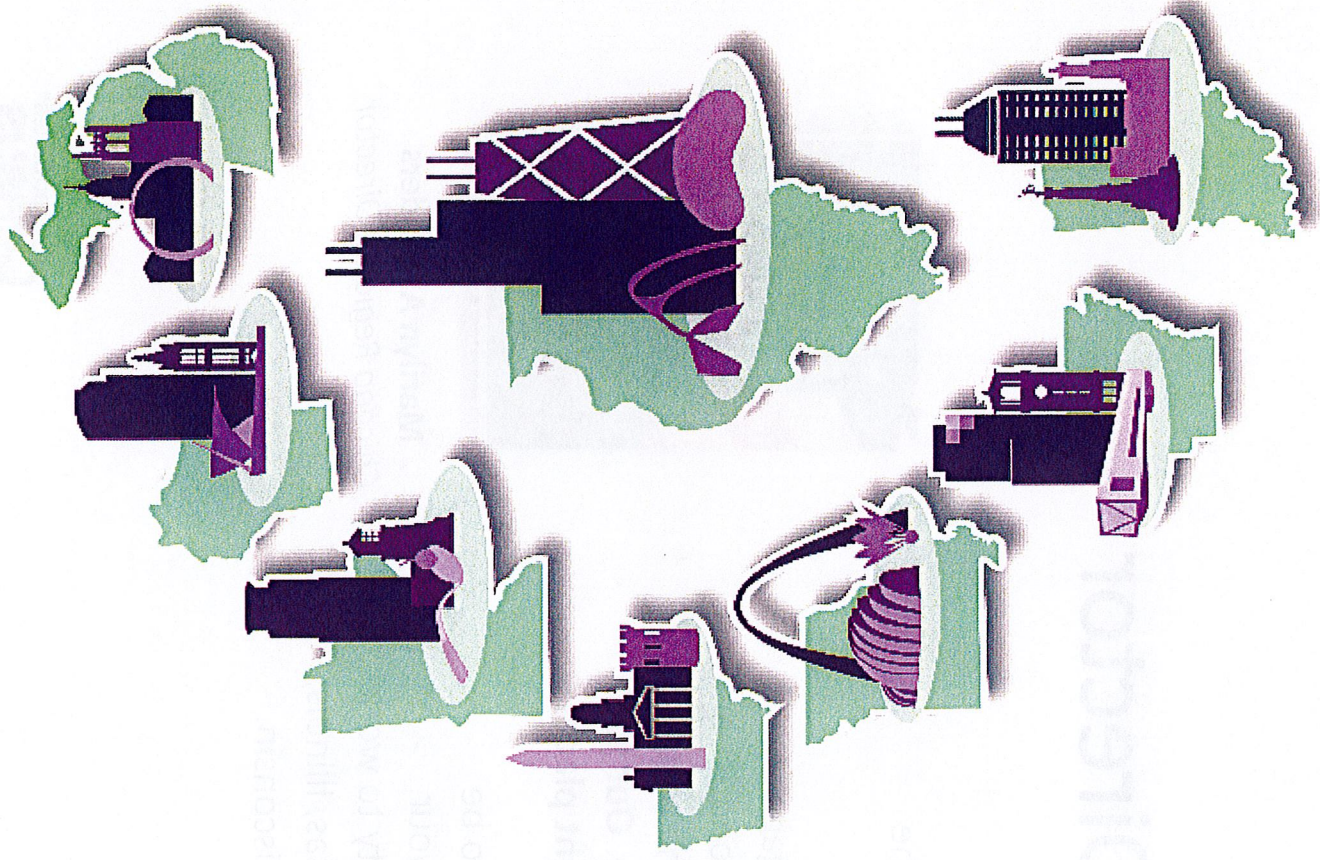
# Community Partnership and Engagement Program (CPEP)

Chicago Region

Michael Gold-Biss, Partnership Specialist  
Chicago Region  
U.S. Census Bureau  
MI: 651-261-0876  
[michael.gold.biss@2020Census.gov](mailto:michael.gold.biss@2020Census.gov)  
[@uscensusbureau](mailto:census.gov | @uscensusbureau)

United States\*  
**Census**  
Bureau

U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. CENSUS BUREAU  
[census.gov](https://www.census.gov)



2020 Census

# A Message from the Director

The Chicago Region is pleased to share its plans for the upcoming census.

We look forward to this opportunity to meet and engage partners in support of our 2020 Census mission: to conduct a census of population and housing and disseminate the results to the President, the states and the American people. **Our goal is to count everyone once, only once, and in the right place!**

We want to share the many opportunities available to be engaged and partner with the Chicago region. With your assistance and support, we will take every opportunity to work in concert with the eight states in the region: Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri and Wisconsin.



**Marilyn A. Sanders**  
*Chicago Regional Director*



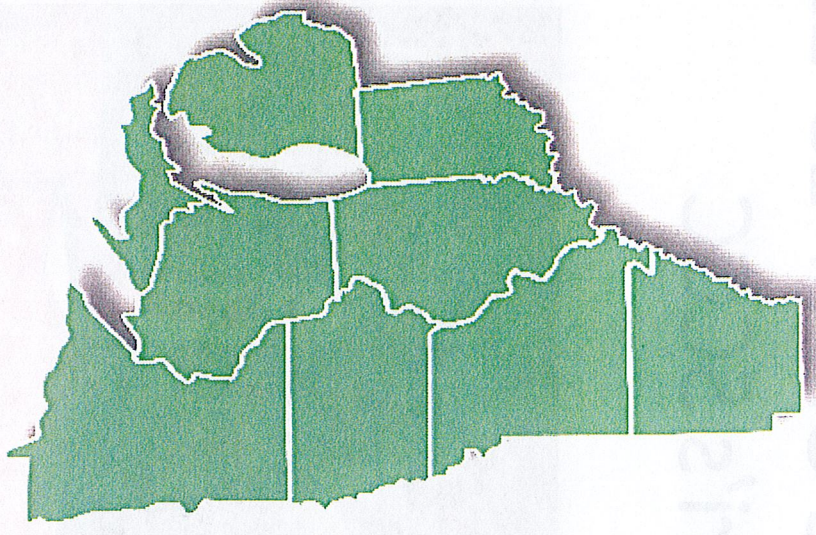
2020 Census

# A Message from the Director

Thank you for attending and hosting this crucial meeting with the Chicago Region's 2020 Census Partnership team. I am certain you will find the information shared informative and staff from the Chicago Region responsive to your questions. We are available as a resource and engaged at every level to achieve a complete count of the population in this region.

Feel free to email me, contact me by telephone or schedule a meeting if you desire. I can be reached at [marilyn.a.sanders@census.gov](mailto:marilyn.a.sanders@census.gov) or 630-288-9301.

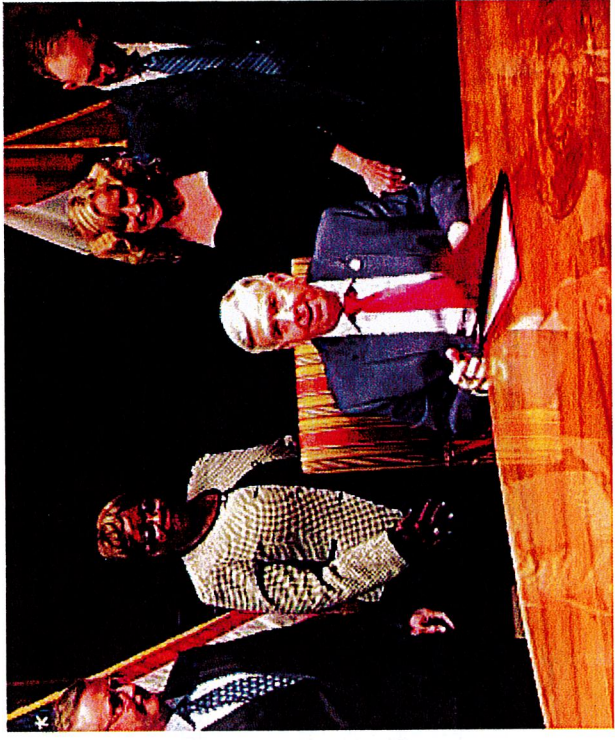
***I look forward to the 2020 Census Experience!***



2020 Census

# Gov Parsons Signs Executive Order 18-12 to Officially Launch Missouri's SCCC

Regional Director, Marilyn A. Sanders, and Chicago Region ARCM Elisa Johnson, traveled to Jefferson City, MO to join Governor Mike Parsons as he signed Executive Order 18-12, **officially launching the Missouri State Complete Count Committee**. They were joined by partners from around the State of Missouri, including Matt Hesser, Missouri State Data Center; Sarah Steelman, Commissioner of the Office of Administration; and Thomas McAulliffe, Director of Health Policy for the Missouri Foundation for Health.



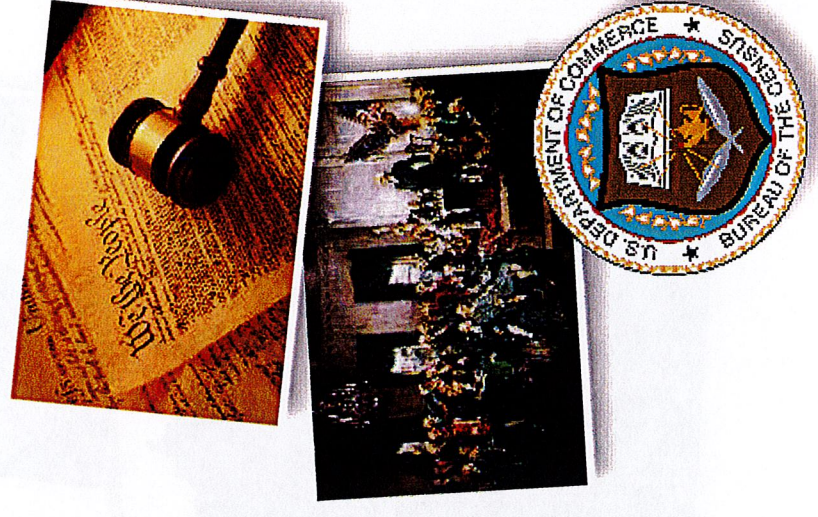


# A Constitutional Mandate

The **U.S. Constitution** (Article 1, Section 2) requires a headcount every 10 years, of everyone residing in the United States.

- All 50 states, Puerto Rico, Washington DC, and Island areas
- People of all ages, races, ethnic groups, citizens, and noncitizens

**The Next Census Occurs in 2020!**



2020 Census

# Democracy & Funding

Legislative Representation  
is redetermined through  
**Apportionment**

**\$675 Billion** will be  
distributed annually based  
on Census information





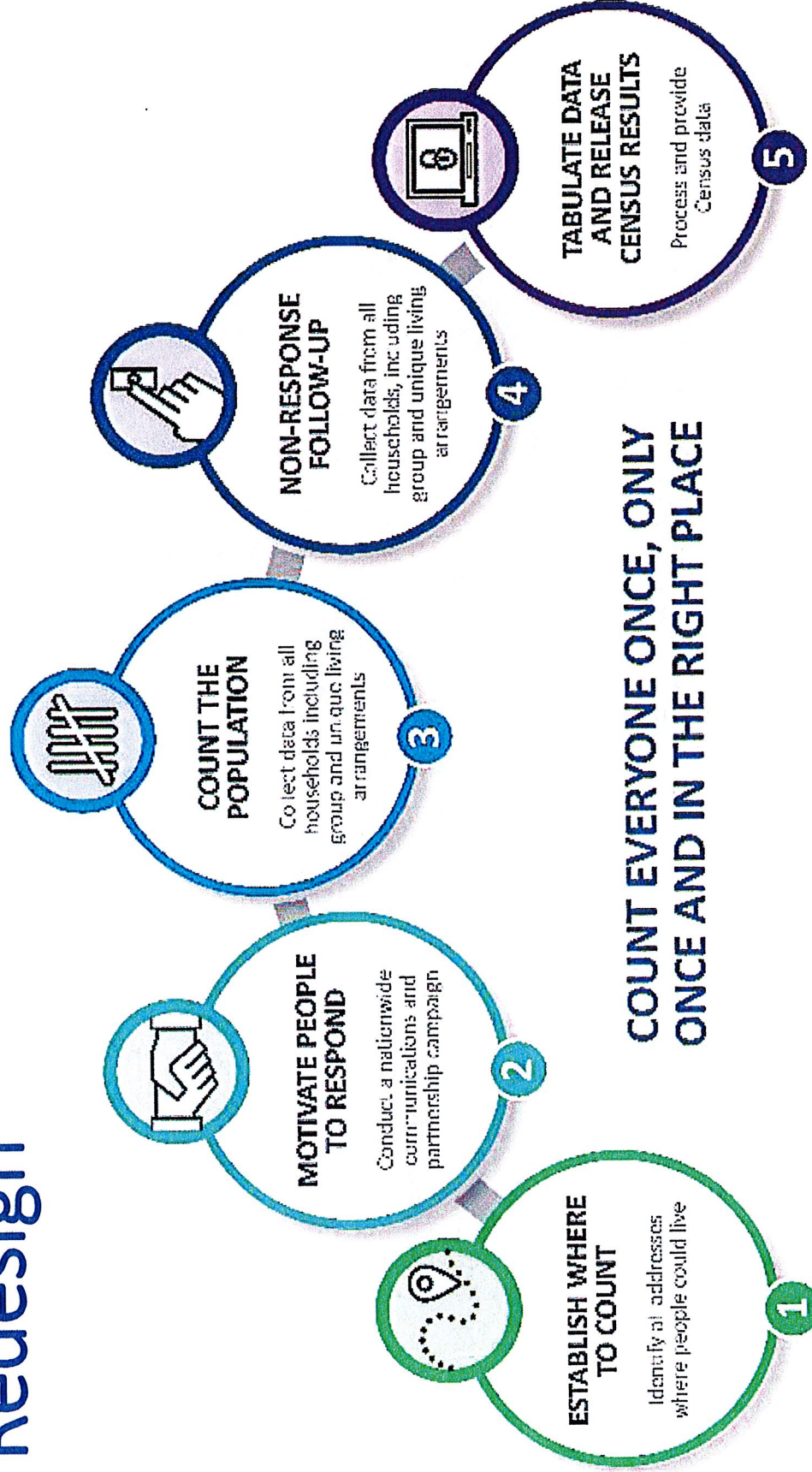
2020 Census

# Environment

The 2020 Census is being conducted in a rapidly changing environment, requiring a **flexible design** that takes advantages of new technologies and data sources while minimizing risk to ensure a high quality population count.



# Redesign



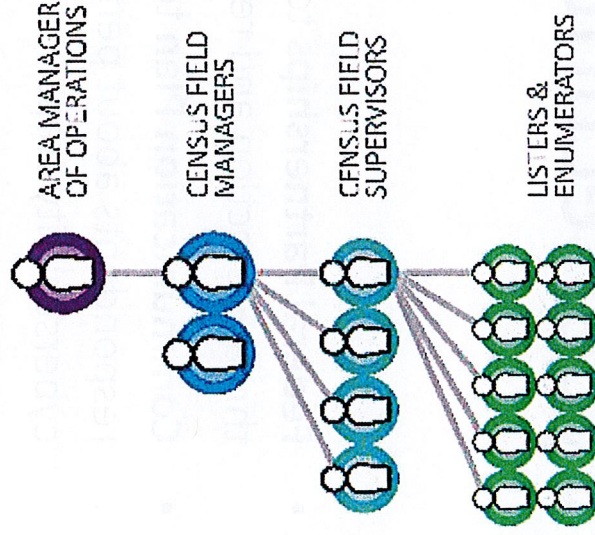


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# Re-Engineering Field Operations

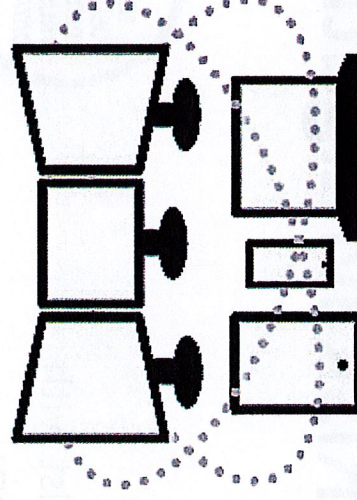
*Using Technology To Efficiently and Effectively Manage 2020 Census Field Work*

## STREAMLINED OFFICE AND STAFFING STRUCTURE



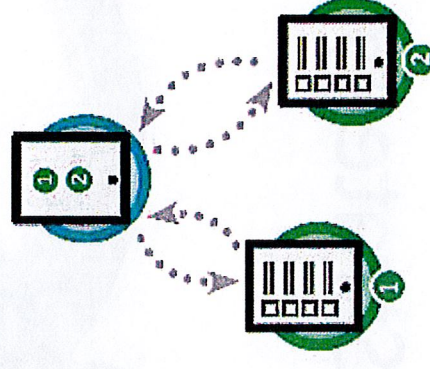
## INCREASED USE OF TECHNOLOGY

- Automated and optimized work assignments
- Automated recruiting, training, payroll, and expense reporting
- Reduced paper and manual processing



## INCREASED MANAGEMENT AND STAFF PRODUCTIVITY

- Increased visibility into case status for improved workforce management
- Redesigned quality assurance operations
- Improved communications



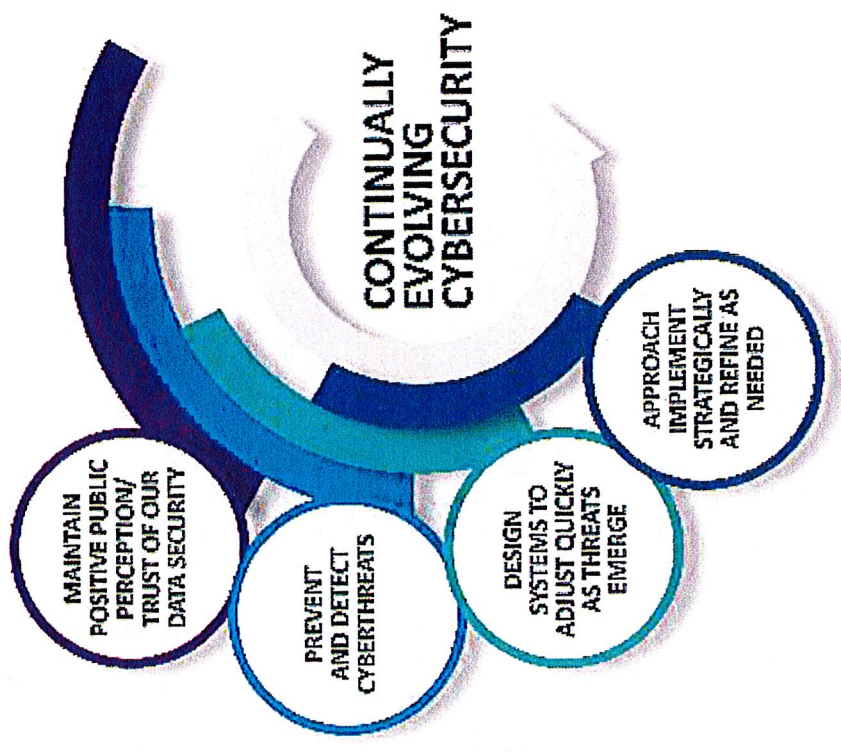
U.S. Department of Commerce  
Economy and Statistics Administration  
U.S. CENSUS BUREAU  
[census.gov](https://www.census.gov)

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**Census**  
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2020

# Cybersecurity Risk Mitigation Strategy

- **Federal Partnerships** to assist with threat detection and recovery
- **Communication Plan** to inform respondents about personal proactive cybersecurity steps
- **Industry Solutions** to provide services that protect, detect and resolve threats
- **Incident Response Plan** to contain and manage security breaches





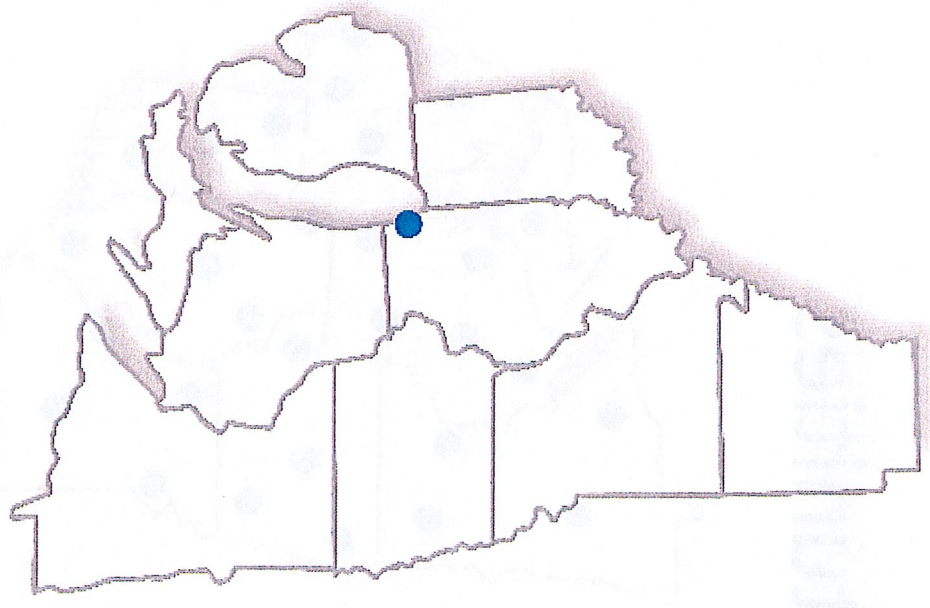
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# Recruiting & Job Opportunities

## Chicago Regional Census Center (RCC)

- Management
- Clerical
- Recruiting
- Information Tech
- Space / Leasing
- Administrative
- Partnership

For current job openings, visit [2020census.gov/jobs](https://2020census.gov/jobs) or call **855-JOB-2020** or if you have any questions, email us at [chicago.rcc.recruiting@census.gov](mailto:chicago.rcc.recruiting@census.gov).





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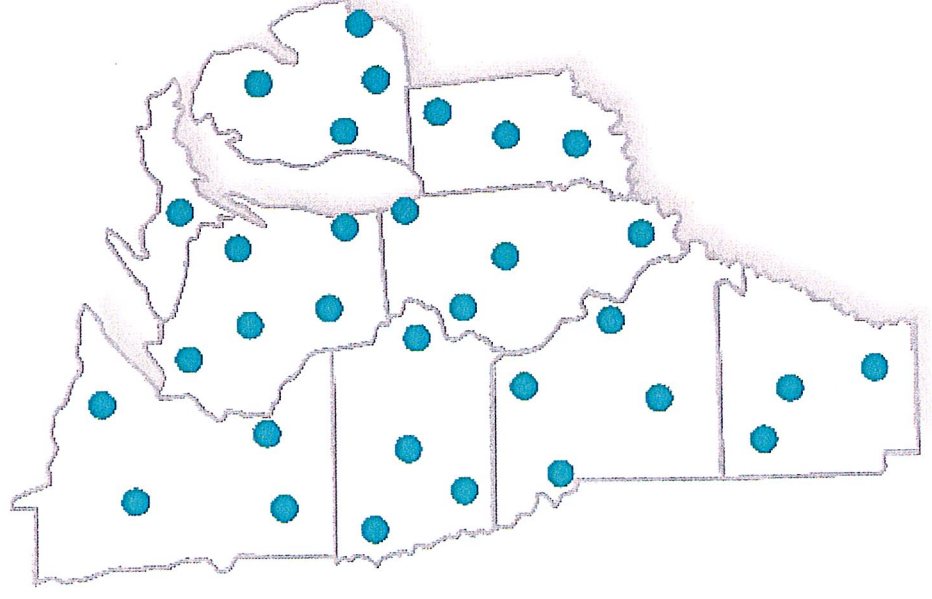
# Recruiting & Job Opportunities

## 32 Area Census Offices (ACOs)

AR, IA, IL, IN, MI, MN, MO, WI

- Recruiting Assistants
- Office Operations Supervisors
- Office Clerks
- Census Field Supervisors
- Address Listers
- Census Enumerators / Takers

For current job openings, visit [2020census.gov/jobs](https://2020census.gov/jobs)  
or call **855-JOB-2020** or if you have any questions,  
email us at [chicago.rcc.recruiting@census.gov](mailto:chicago.rcc.recruiting@census.gov).



# Recruiting and Assessment Changes

*New for 2020, online job application and online assessments now utilize:*

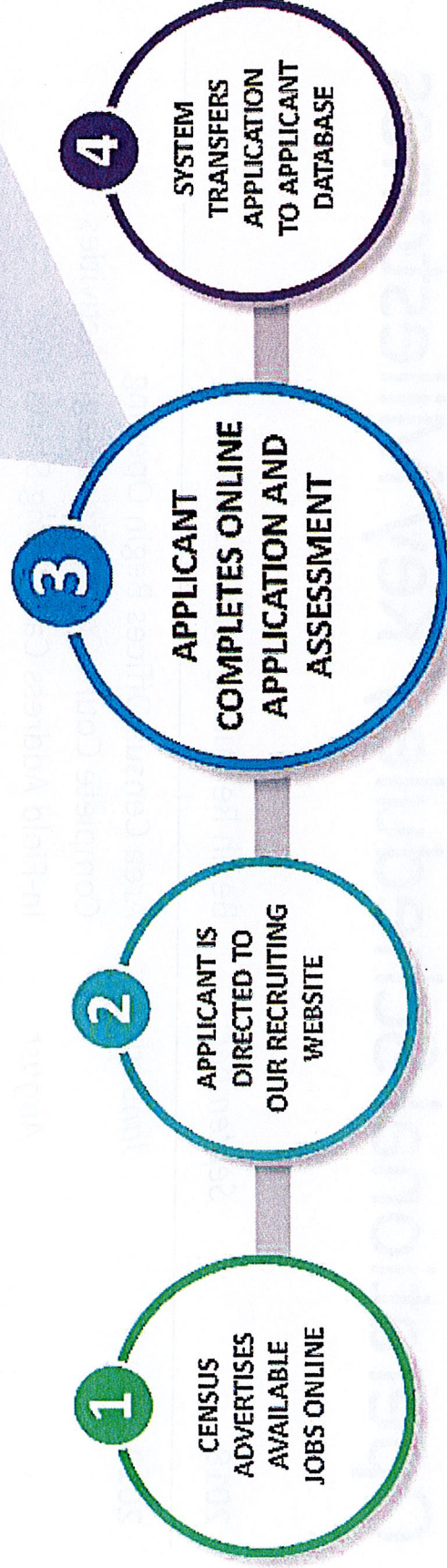
- **Situational Judgement Questions**
- **Biodata Questions**

*(Questions about life and work experiences, as well opinions, values, beliefs, and attitudes that reflect a historical perspective. – Wikipedia)*

Sample Question:

**How quickly do you adapt to new things?**

- ☐ I adapt almost instantly.
- ☐ I adapt, but it takes a little time.
- ☐ I take my time to adapt.





# Operational Schedule / Key Milestones

<b>2018</b>	<i>September</i>	Begin Recruiting for Census Jobs
<b>2019</b>	<i>January</i>	Area Census Offices Begin Opening Complete Count Committees Begin Activities
	<i>August</i>	In-Field Address Canvassing Starts
<b>2020</b>	<i>February</i> <i>End of March</i> <i>End of March-July</i>	Begin Group Quarters Operations Self-Response Period Begins Begin Field Enumeration (in Selected Areas)
	<b>April 1</b> <i>Late April - August</i> <i>December 31</i>	<b>2020 Census Day!</b> Conduct Nonresponse Follow-Up (NRFU) Deliver Apportionment Counts to President
<b>2021</b>	<i>April 1</i>	Deliver Redistricting Counts to States

2020 Census

# Goal of the Partnership Program

Work with local partners to **Engage, Educate and Encourage** participation in the 2020 Census by those who are less likely to self respond and who are known to be hard to count.

The 2020 Census succeeds through partnerships with:

- Tribal Governments
- State Governments
- County and Municipal Governments
- Community Organizations
- Faith-based Institutions
- Schools/Colleges
- Businesses
- Local Media
- Philanthropy

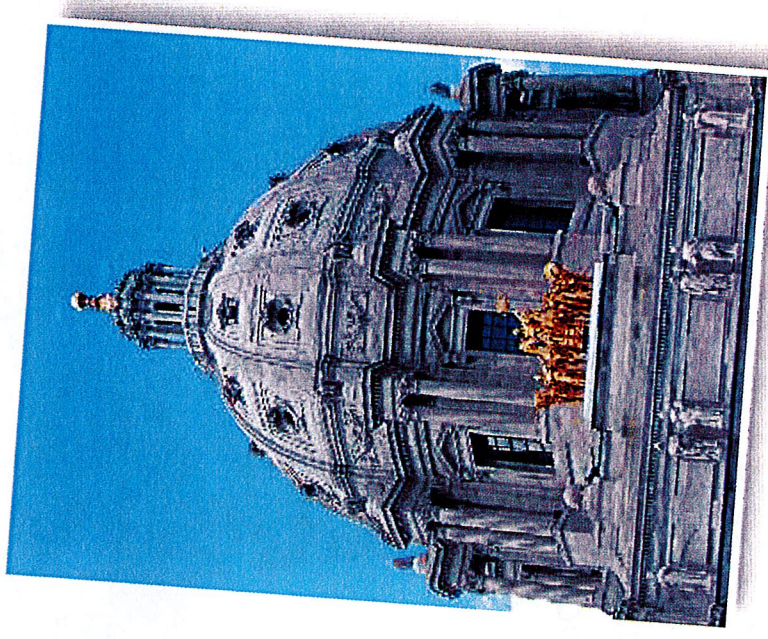




# State Complete Count Commissions

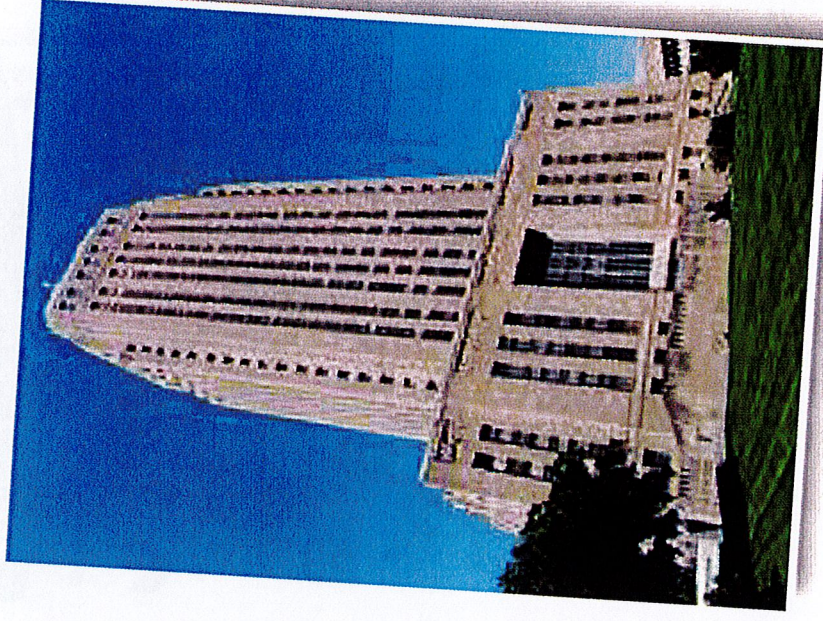
## New for 2020!

- **Organized** by governor's office or State Data Center
- Formed by **executive order** or by legislation
- Governor **appoints members** of the commission
- Commission organizes outreach efforts for **entire state**, provides guidance, resources and support for census implementation.



# Complete Count Committees (CCCs)

- Organized at the **county, municipal, or community** level
- Formed by local, official **proclamation** or passage of **ordinance**
- Members appointed by the **Highest Elected Official** (HEO)
- Committee organizes **local outreach efforts**
- Provides **leadership/support** for participation





# CCCs Purpose

- Assist Census Bureau to meet the goal of a **timely, accurate and cost-effective** census count.
- Act as 2020 Census **Champions**
- Provide “**trusted voices**” as Census Ambassadors.



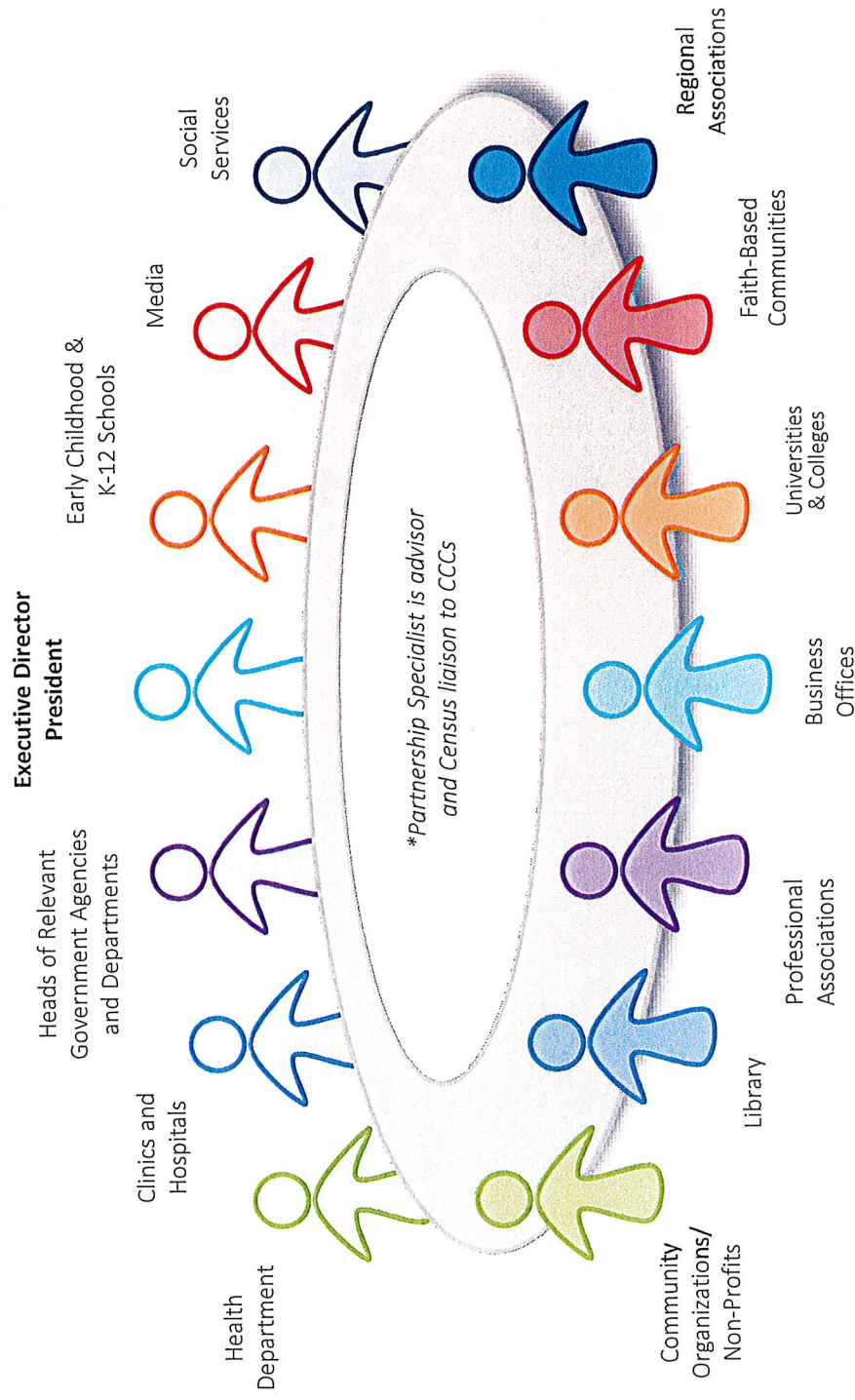
# CCCs Objectives

- **Monitor** census participation
- Target **outreach efforts** in low response rate areas
- Marshall **resources** to support Complete Count goals
- Collaborate with Regional Director and Partnership Specialists for **training and support**





# Who Should be Included on a CCC



# Sample Topics for the CCCs

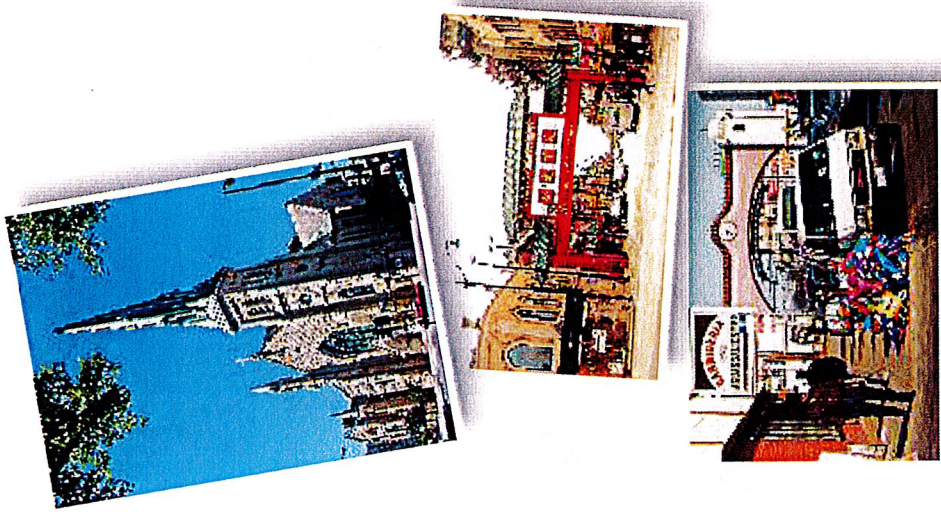
- How to reach **specific audiences**, such as Millennials, students, Seniors, businesses, and faith-based communities
- How to help **recruit** for Census Jobs
- How to use and engage with **Media & Social Media**
- How to **share, reinforce, and localize** the Census message





# Community Outreach

Community/Immigrant Based Organizations, Cultural programs and Centers, Embassies, Consulates General and Faith-Based Institutions will be **heavily utilized** to assist with recruiting, language support, translation services and raising awareness within the linguistically isolated areas as well. Key partners like the Polish American Association, Chinese American Service League, MALDEF and the Arab American Association will be heavily utilized for translation and education services.

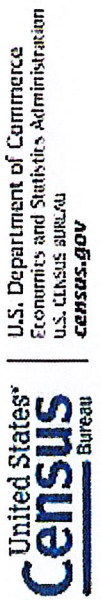
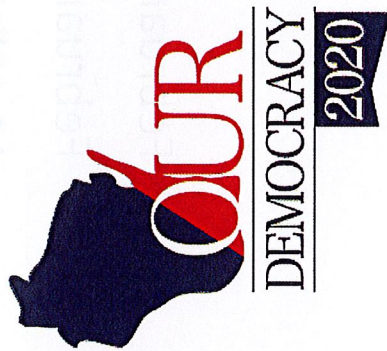


2020 Census

# Non-Profit Partners



Michigan Nonprofit Association

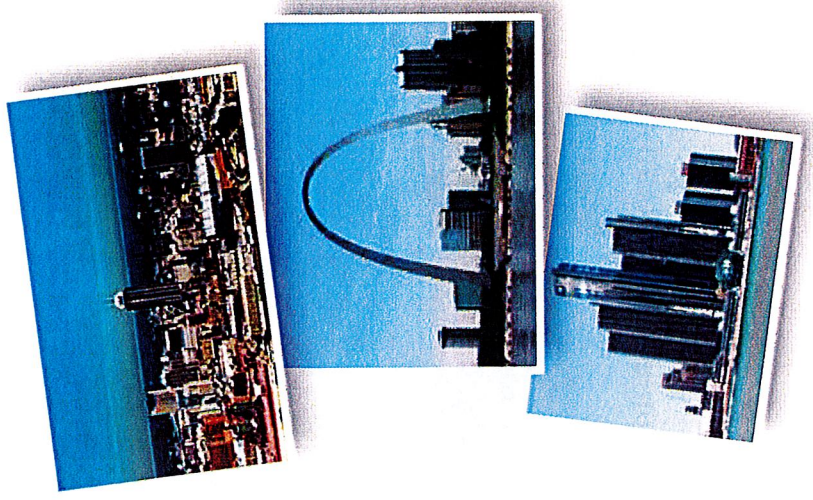




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# CCC Launch Calendar

Indianapolis CCC	February 2019
Detroit CCC	February 2019
St. Louis CCC	March 2019
Minneapolis CCC	March 2019
Aurora CCC	April 2019
Chicago CCC	April 2019



# Hard-To-Count (HTC) Demographics

- Children (under 5yrs)
- College Students
- Farm Workers
- Homeless
- Immigrants
- Language Constrained
- Millennials
- Minorities
- People Living in Poverty
- People with Disabilities
- Refugees
- Renters
- Snowbirds
- Senior Citizens
- Veterans
- Young Adults (18-24yrs)

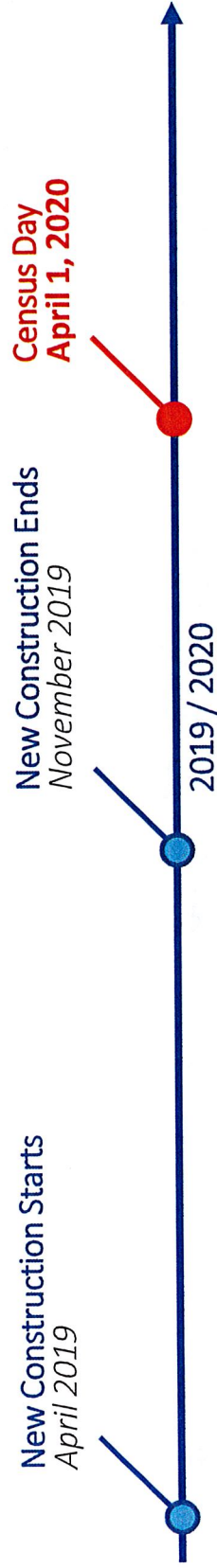




# New Construction

Once a decade, a voluntary opportunity for governments to submit addresses with city style mailing addresses for units constructed after **LUCA** that will be closed to the elements (i.e., basic construction completed) by census day.

*This only applies to governments that will receive decennial census questionnaires by mail.*



# CCC Key Communication Phases

Local governments and community leaders participate in activities highlighting that the 2020 Census is **fast approaching** and it is easy, important and safe.

Gear Up Phase	Now – Fall 2019
Engage Phase	Nov – Dec 2019
Educate Phase	Feb 2020
Encourage Phase	Mar – May 2020
Remind Phase	May – Jul 2020
Thank You Phase	Start Jul 2020





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# Census Data Tools

- 2010 Mail Participation Rate Map (MPR)
- **Low Response Score Map (ROAM)**
- Data Access Tools  
*American Community Survey (ACS),  
QuickFacts, Business Builder*
- Census Data Access Workshops
- Regional Data Specialists



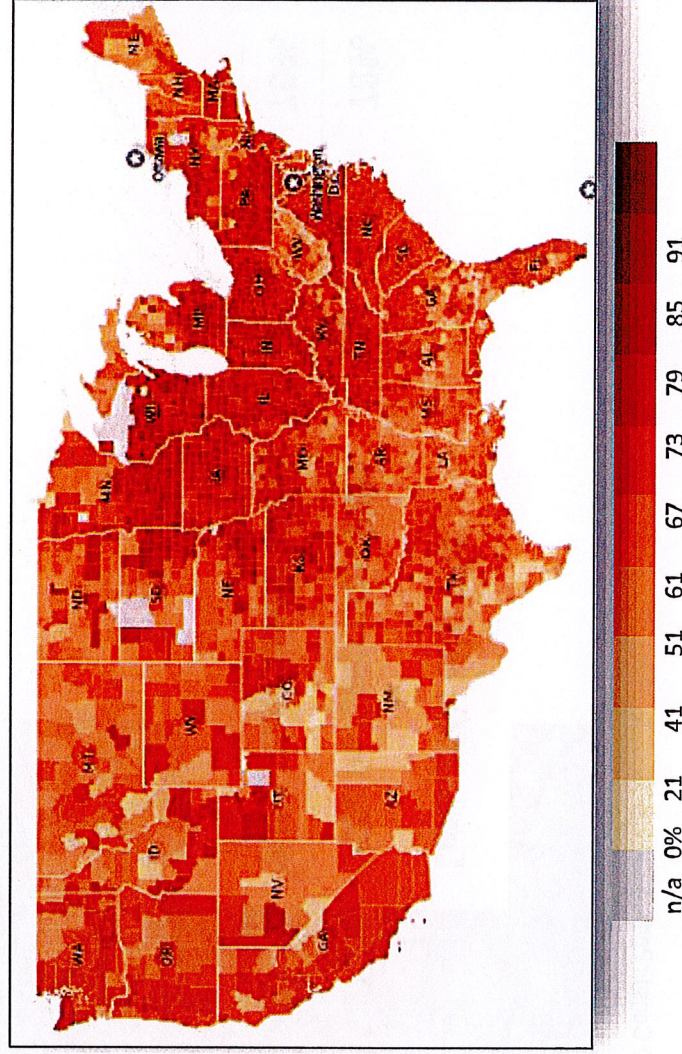
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# 2010 Mail Participation Rate Map (MPR)

## 2010 Census

### Participation Rates

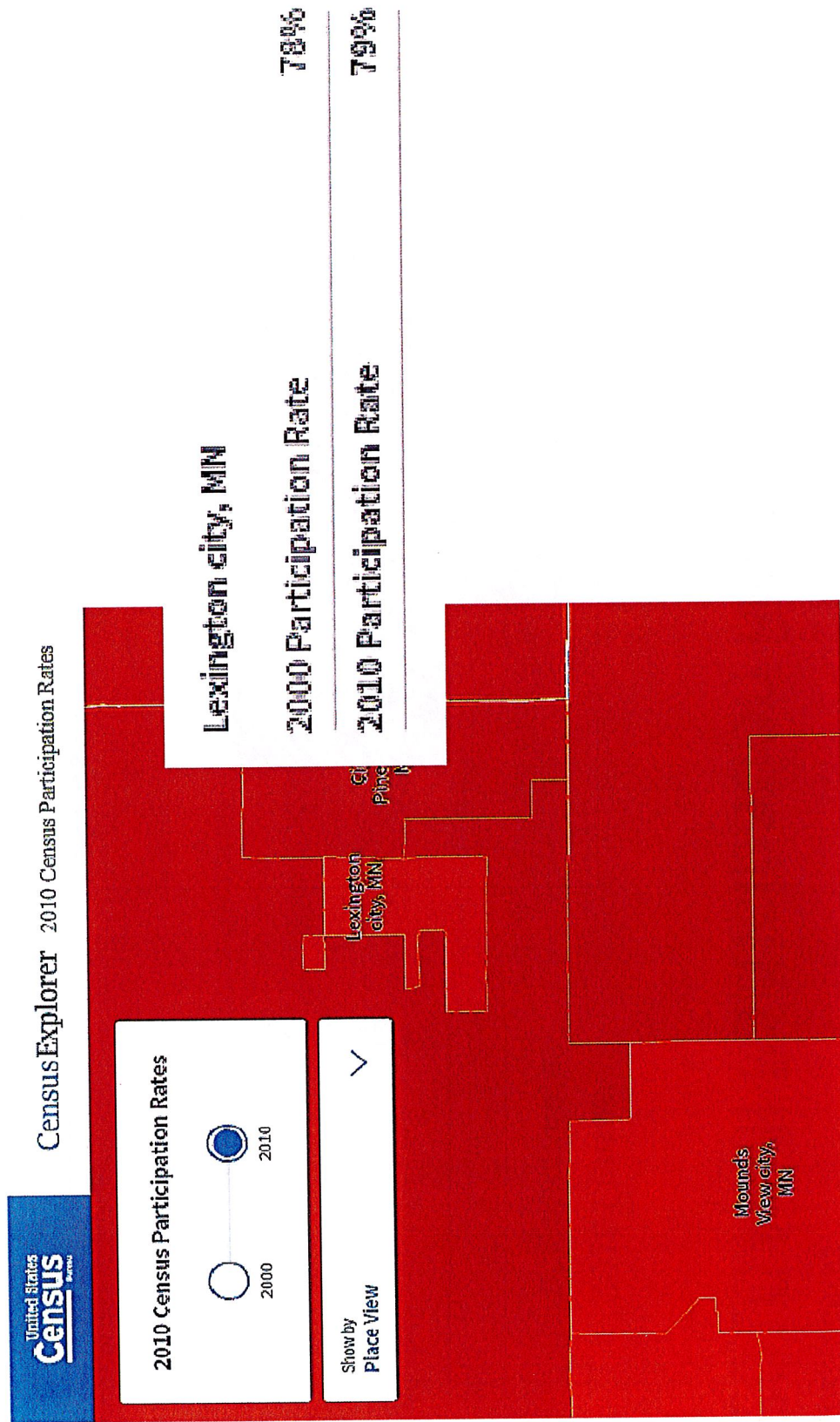
State	Rate	Rank
Arkansas	69%	38
Illinois	76%	11
Indiana	79%	3
Iowa	79%	3
Michigan	78%	5
Minnesota	81%	2
Missouri	74%	24
Wisconsin	82%	1
United States	74%	NA



[census.gov/censusexplorer/2010ratemap.html](https://census.gov/censusexplorer/2010ratemap.html)



# Localized Mail Participation Rate Map

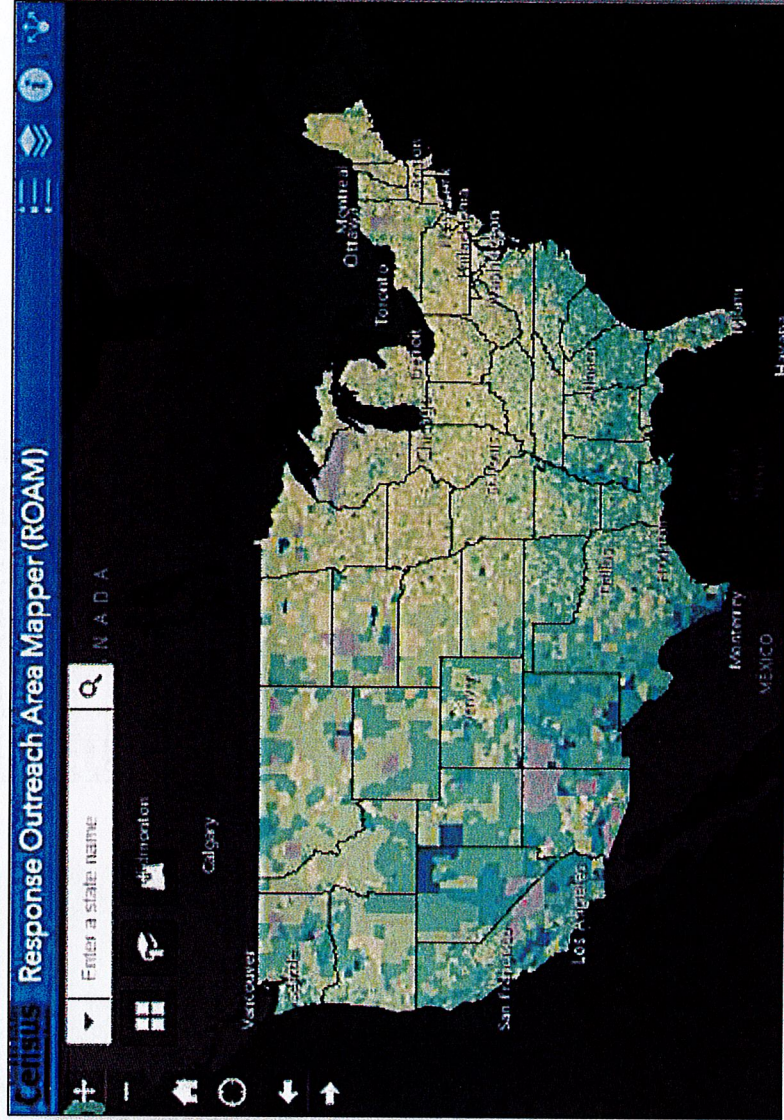
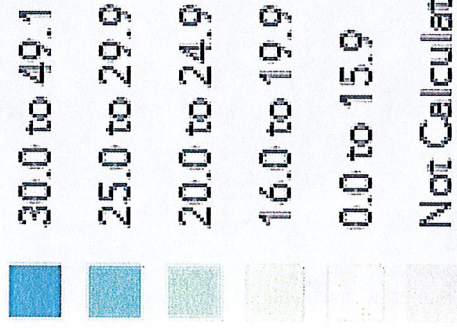




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# Response Outreach Area Mapper (ROAM)

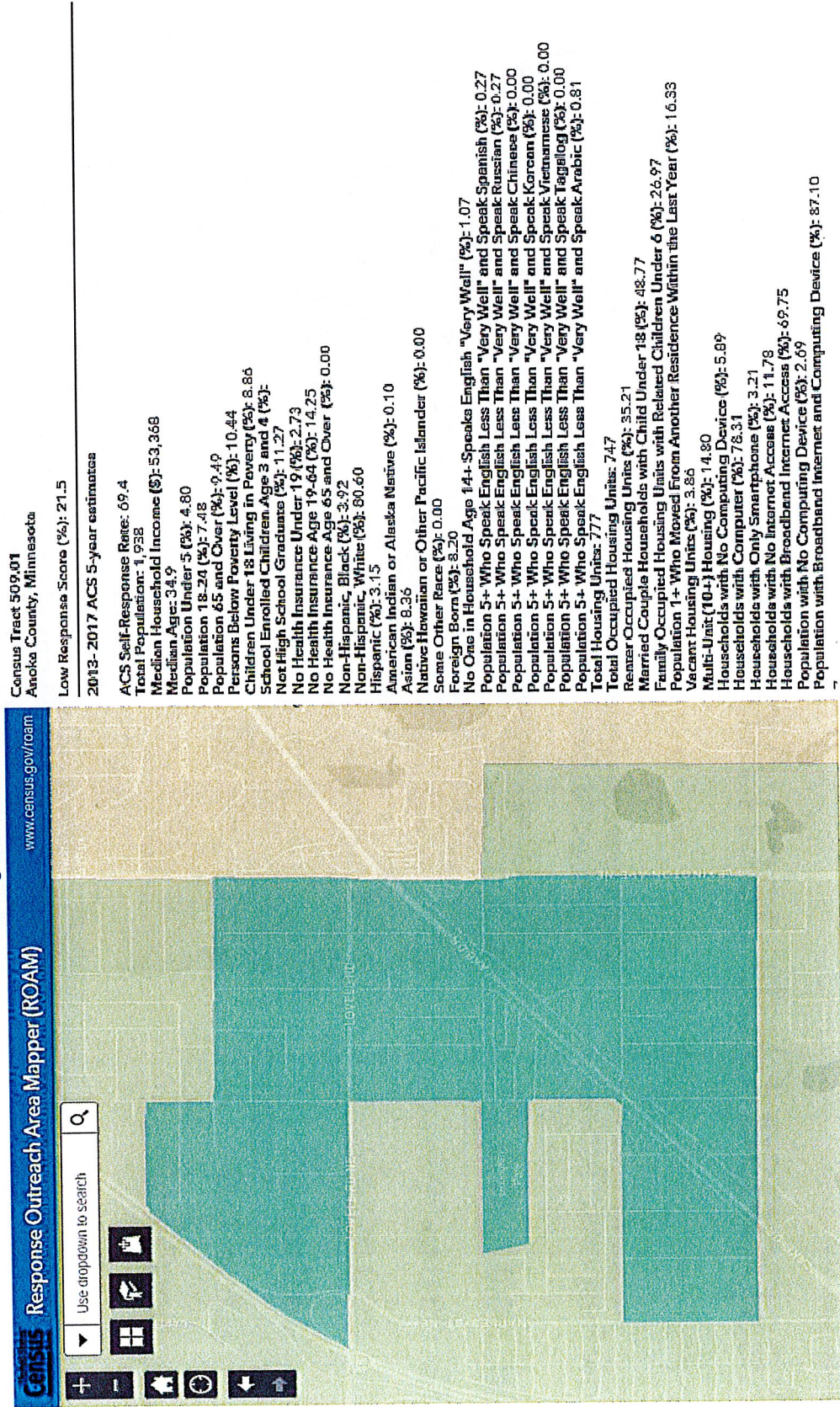
## Low Response Score



[census.gov/roam](https://census.gov/roam)



# ROAM Low Response Score Area Map





# Census Data Maps Compared

	MPR Map	ROAM Map
<i>Data Collection</i>	Prior 2 Decennial Censuses 2000 & 2010	American Community Survey (ACS) 2012 - 2016 / 5 year estimate
<i>Objective</i>	Demonstrate the mailed-in responses & participation rate of the previous Decennial Censuses	Identify hard-to-survey areas and provide a socioeconomic & demographic profile of those Census Tracts
<i>Timeframe</i>	Past History	Most Current & Future Trends
<i>Color Coding</i>	Darker / Deeper the color, the higher the Census Mail Participation Rate (Light Orange to Dark Red)	Darker / Deeper the color, the higher the Low Response Score (Light Beige to Green to Dark Blue)
	<a href="https://census.gov/censusexplorer/2010ratemap.html">census.gov/censusexplorer/2010ratemap.html</a>	<a href="https://census.gov/roam">Census.gov/roam</a>



# CCC Training

- Winter 2018/2019
- In-person and via webinar
- Materials provided by the Chicago RCC
- **Partners can assist by providing training space**



# Critical Next Steps

- Determine ways you can Partner for the 2020 Census
- Appoint a Census Liaison
- **Help with Recruiting for Census Jobs**
- **Establish a CCC**
- Formalize with Letter to Regional Director
- Determine CCC Membership
- Request CCC Training





# Working Together: 2020 Census Mission

“We understand that a plan is only as good as those who are put in the game to mobilize the plan.

Just like a football team, where everyone has to know their role, these plans will help us truly function as a **TEAM** — with the ultimate goal to count everyone once — and only once — and in the right place for the entire eight-state region.”

**Marilyn A. Sanders**

*Regional Director, Chicago*

2020 Census

# Connect With Us

2020 Census Homepage

[census.gov/2020Census](https://census.gov/2020Census)

Census Alerts

[public.govdelivery.com/accounts/USCENSUS/  
subscriber/new](https://public.govdelivery.com/accounts/USCENSUS/subscriber/new)

2020 Census  
Memorandum Series

[census.gov/programs-surveys/decennial-  
census/2020-census/planning-  
management/memo-series.html](https://census.gov/programs-surveys/decennial-census/2020-census/planning-management/memo-series.html)

American Community Survey

[census.gov/programs-surveys/acs/](https://census.gov/programs-surveys/acs/)

Census Jobs

[2020census.gov/jobs](https://2020census.gov/jobs)

[census.gov/about/regions/chicago/jobs/all.html](https://census.gov/about/regions/chicago/jobs/all.html)



[uscensusbureau](https://uscensusbureau)



2020 Census

# Thank You for Your Partnership!

If you have any questions  
during the 2020 Census,  
**our Partnership Specialists**  
**are here to help.**

# United States<sup>®</sup> Census 2020

# CHAMPION YOUR COMMUNITY



FOR MORE INFORMATION ABOUT 2020 CENSUS JOBS

Call us at (312) 579-1605

Email us at [chicago.rcc.partnership@2020census.gov](mailto:chicago.rcc.partnership@2020census.gov)

TO ORDER MORE 2020 CENSUS RECRUITING COLLATERAL

Call us at (312) 579-1585

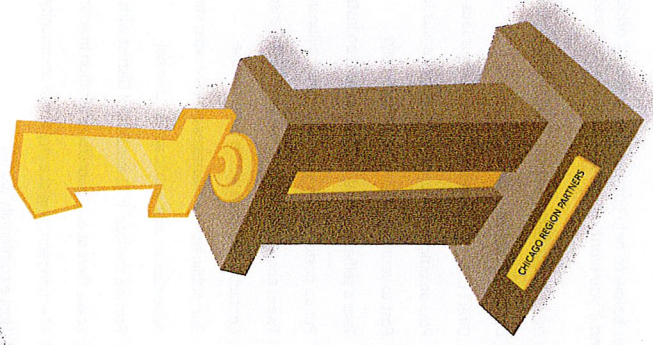
Email us at [chicago.rcc.recruiting@2020census.gov](mailto:chicago.rcc.recruiting@2020census.gov)

TO BE A PART OF THE 2020 CENSUS BY APPLYING FOR JOBS

Visit us at [2020CENSUS.GOV/JOBS](https://2020census.gov/jobs)

TO CHECK ON CURRENTLY AVAILABLE 2020 CENSUS POSITIONS

Visit us at [CENSUS.GOV/FIELDJOBS](https://census.gov/fieldjobs)



Easy to Engage.

[2020CENSUS.GOV/JOBS](https://2020census.gov/jobs)

Shape your future  
START HERE >

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Census  
2020



Every ten years, the U.S. Census Bureau conducts a count of the total number of people in the United States.

This count is used to disperse \$675 billion per year in financial aid to states, counties, townships, and municipalities *just like yours*.

To ensure that the correct amount of funds reaches every community, it's imperative that the 2020 Census conducts as accurate of a count as possible.

We need help from champions like you, to help us recruit individuals that know your community better than anyone.



**Will you be our CHAMPION?**

## HOW TO BE A

# 2020 CENSUS RECRUITING CHAMPION

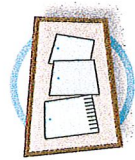
*We've provided some examples below to help you get the word out about Census Recruiting, but please feel free to add your own ideas. And if you want, shout out your ideas on social media. #CensusChampions*

To help promote **Census Recruiting**, you can:

- ☐ Officially organize your CCC
- ☐ Direct CCC members to promote Census Jobs
- ☐ Pass an official resolution supporting Census Jobs
- ☐ Post to your community's Facebook page
- ☐ Take a selfie at a local job fair and post on Instagram
- ☐ Put up posters up on your community billboard
- ☐ Tweet about submitting a resume #2020CensusJobs
- ☐ Contact local media with a press release
- ☐ Run public service messages on local radio stations
- ☐ Advertise on your public access channel
- ☐ Provide the local PTO and School District with fliers
- ☐ Leave fliers at each workforce location in your area
- ☐ Mention recruiting at every single community event
- ☐ Host a community job fair
- ☐ Place ads on local event posters, and post fliers there
- ☐ Share recruiting material with church groups
- ☐ Promote at board and town council meetings
- ☐ Alert High School counselors that anyone 17+ can apply
- ☐ Send fliers to community colleges / vocational centers
- ☐ Submit YOUR resume to [2020census.gov/jobs](https://2020census.gov/jobs)



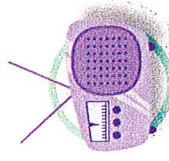
MENTION CENSUS JOBS  
IN YOUR SPEECHES



PUT UP FLIERS ON  
YOUR COMMUNITY  
BULLETIN BOARD



PASS AN OFFICIAL  
CENSUS RECRUITING  
RESOLUTION



PLACE PSAs ON YOUR  
LOCAL RADIO STATION



POST CENSUS JOBS ON  
ALL YOUR SOCIAL MEDIA  
#CENSUSCHAMPIONS



LINK TO US  
FROM YOUR WEBSITE  
([2020census.gov/jobs](https://2020census.gov/jobs))

Shape <sup>United States</sup>  
your future  
2020  
START HERE >

**2020CENSUS.GOV/JOBS**

## Bill Petracek

---

**From:** Bre Grand <bgrand@zanassoc.com>  
**Sent:** Wednesday, July 31, 2019 2:37 PM  
**To:** Bill Petracek  
**Cc:** 'mark.lindeberg@state.mn.us'; Penn, Dan (DOT); Vold Greco, Gail (DOT); Ashley Osteraas  
**Subject:** I-35W North MnPASS construction communications update  
**Attachments:** 20190726\_SB35to95thAve\_Final.pdf

**Caution:** This email originated outside our organization; please use caution.

Hi Bill,

We just wanted to check in with you and provide an update about the I-35W North MnPASS project, now that we're in the middle of the construction season.

### Construction update

The contractor has shifted all traffic to the northbound side of the freeway, started concrete paving at the north end of the project, and are making good progress. As they pave, they have started closing southbound ramps; ramp closures are posted in advance on the project website ([mndot.gov/metro/projects/35wnorthmnpass](http://mndot.gov/metro/projects/35wnorthmnpass)) along with the detour routes/detour maps. The next ramp closure coming up, currently anticipated to begin Aug. 56 is the exit ramp from southbound I-35W to 95<sup>th</sup> Ave (this won't close until the exit to Lexington Ave reopens). The detour map (which will also be posted on the website) is attached here. We also have been including information about ramp closures and other impacts in our GovDelivery email updates, which have been going out approximately weekly. Just a reminder that if you don't receive those/haven't signed up yet, we highly encourage it—you can do so through the website (or let me know and I can have your email added to the list).

### Public feedback

Regarding public feedback, most comments have been related to items such as signage, potholes/road conditions, etc., and adjustments are made regularly when warranted; other inquiries have typically been general questions about the schedule, ramp closures/detours or the project design. We have altogether received about 80 inquiries through the project phone line/email since February. As a reminder, if anyone contacts the city with questions, you are welcome to pass along that contact information: 651-800-4965 or [info@35wnorthmnpass.com](mailto:info@35wnorthmnpass.com). The phone line and email go directly to project staff's mobile phones, so that we can respond quickly.

### Events (+National Night Out events in your community?)

We have been continuing to attend community events (such as local festivals), plan events at local businesses and attend local meetings (such as chamber of commerce or other business meetings) to make connections, provide project updates and answer questions. Our next tentatively scheduled event is Stockyard Days in New Brighton (potentially attending Aug. 9). We include upcoming events that we have confirmed/scheduled in our GovDelivery email updates to encourage people to visit our table, and also post them on our website's [meetings page](#).

With National Night Out coming up in a few days, I'm wondering if you know if there are any particularly large block parties planned in your community, and any way we could potentially connect with city staff to reach them with information? For example, if you have police/fire visiting any large parties, would it be possible for us to provide them with some project information/contact info that they could offer to residents? Are there any events you recommend we try to attend if possible?

If you have any other events/meetings coming up in your community that you think it would be beneficial for us to attend, or if you have any questions for us about the project or other items mentioned above, please let me know.



Best regards,

**Bre Grand**

Public Information Team

I-35W North MnPASS Project

Zan Associates | 105 5<sup>th</sup> Avenue S, Suite 130 | Minneapolis, MN 55401

Office: 612.354.2101 | Direct/Cell: 952.393.4685 | [bgrand@zanassoc.com](mailto:bgrand@zanassoc.com)



## Southbound I-35W to 95th Ave. Ramp Closure Detour Route

Early August – Mid-August 2019

### Southbound I-35W to 95th Ave. Ramp Closure Detour

Exit Lexington Ave. to  
Lovell Rd./Co. Rd. 52,  
to 95th Ave.



Information as of July 29, 2019  
Subject to change



#### WEBSITE

[mndot.gov/metro/projects/  
35wnorthmnpass](http://mndot.gov/metro/projects/35wnorthmnpass)



#### EMAIL

[info@35wnorthmnpass.com](mailto:info@35wnorthmnpass.com)



#### PHONE

651-800-4965

**Stay  
Connected**





# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
19184947	Jul 24 2019	03:19	DOMESTIC ASSAULT		CENTERVILLE
<b>Summary:</b> POLICE WERE DISPATCHED TO A REPORT OF A RUNAWAY JUVENILE IN CENTERVILLE. POLICE LOCATED THE JUVENILE AND LEARNED THE JUVENILE HAD LEFT HOME DUE TO A RECENT ABUSE INCIDENT. AN ADULT MALE AND FEMALE WERE SUBSEQUENTLY ARRESTED.					
19184948	Jul 24 2019	03:18	MEDICAL	XX EAST RD	CIRCLE PINES
<b>Summary:</b> MEDICAL OFFICERS WERE DISPATCHED TO THE 30 BLOCK OF EAST RD FOR A MEDICAL INVOLVING AN ADULT FEMALE. FEMALE WAS TRANSPORTED TO HOSPITAL VIA AMBULANCE. CLEAR.					
19185014	Jul 24 2019	07:23	MEDICAL	90XX LEXINGTON AVE	LEXINGTON
<b>Summary:</b> OFFICERS DISPATCHED TO THE 9000 BLOCK OF LEXINGTON AVE ON THE REPORT OF A MEDICAL. BWC. CLEAR.					
19185175	Jul 24 2019	11:32	MEDICAL	XX HILLCREST LN	CIRCLE PINES
<b>Summary:</b> POLICE AND EMS SUMMONED TO THE 10TH BLOCK OF HILLCREST LN ON THE REPORT OF A MEDICAL SITUATION. EXCEPTIONALLY CLEARED.					
19184915	Jul 24 2019	01:13	EMERGENCY MEDICAL HOLD		CIRCLE PINES
<b>Summary:</b> POLICE WERE DISPATCHED TO CIRCLE PINES ON A REPORT OF A SUICIDAL ADULT FEMALE. POLICE ARRIVED AND THE FEMALE WAS SUBSEQUENTLY TRANSPORTED TO THE HOSPITAL.					
19185636	Jul 24 2019	19:23	ASSAULT		CIRCLE PINES
<b>Summary:</b> ASSAULT REPORT. OFFICERS WERE DISPATCHED TO CIRCLE PINES FOR AN ASSAULT REPORT. CHILD TRANSPORTED TO THE HOSPITAL BY PARENTS. CLEAR.					
19185591	Jul 24 2019	18:19	HARASSMENT	91XX HAMLINE AVE	LEXINGTON
<b>Summary:</b> HARASSMENT REPORT. OFFICERS WERE FLAGGED DOWN BY A PASSERBY WHO REPORTED HARASSMENT. OTHER INVOLVED PARTY ADVISED TO CEASE. CLEAR.					
19184889	Jul 24 2019	00:34	ASSIST OTHER AGENCY		LINO LAKES
19185557	Jul 24 2019	17:24	ANIMAL COMPLAINT	18XX QUEBEC ST	CENTERVILLE
<b>Summary:</b> ON THE ABOVE DATE AND TIME, I RESPONDED TO A POSSIBLE DOG ON DOG BITE IN THE 1800 BLOCK OF QUEBEC ST. UPON FURTHER INVESTIGATION, NO BITE OCCURRED. BOTH PARTIES WERE ADVISED OF CENTERVILLE'S LEASH LAWS. CASE CLOSED.					
19185623	Jul 24 2019	19:03	CIVIL DISPUTE	88XX PASCAL AVE	LEXINGTON
<b>Summary:</b> CIVIL ISSUES. OFFICERS WERE DISPATCHED TO A LANDLORD TENANT DISPUTE IN THE 8800 BLOCK OF PASCAL AVE. ISSUES RESOLVED. CLEAR.					
19185672	Jul 24 2019	20:08	TRAFFIC	GRIGGS AVE / LOVELL RD	LEXINGTON
<b>Summary:</b> OBSERVED A TRAFFIC OFFENSE ON GRIGGS AVE. DRIVER CITED FOR NUMEROUS OFFENSES AND VEHICLE TOWED.					
19185926	Jul 25 2019	02:29	WARRANT ARREST	90XX SOUTH HIGHWAY DR	LEXINGTON
<b>Summary:</b> OFFICERS RESPONDED TO THE 9000 BLK OF SOUTH HWY REGARDING A DISORDERLY MALE. MALE FLED FROM OFFICERS AND WAS APPREHENDED. MALE WAS TRANSPORTED TO JAIL. CLEAR BY ARREST.					
19185883	Jul 25 2019	00:32	FLEE ON FOOT	38XX RESTWOOD RD	LEXINGTON





# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
<b>Summary:</b> POLICE WERE DISPATCHED TO THE 3800 BLOCK OF RESTWOOD ROAD ON A REPORT OF A DISORDERLY MALE. THE MALE WAS LOCATED NEAR THE LOCATION OF THE CALL AND FLED FROM POLICE ON FOOT. POLICE LEARNED THAT THE MALE HAD AN ACTIVE FELONY WARRANT AND REQUESTED SUPPORT FROM ANOKA COUNTY DEPUTIES. A DRONE WAS DEPLOYED BUT THE SUSPECT WAS NOT LOCATED.					
19186335	Jul 25 2019	13:53	INFORMATION	72XX MILL RD	CENTERVILLE
<b>Summary:</b> A RESIDENT ON MILL RD REPORTED SUSPICIOUS ACTIVITY ON A CREDIT MONITORING SITE. INFORMATION ONLY.					
19185953	Jul 25 2019	04:03	MEDICAL	XX GOLDEN LAKE RD	CIRCLE PINES
<b>Summary:</b> POLICE WERE DISPATCHED TO THE AREA OF LAKE DRIVE AND GOLDEN LAKE ROAD ON A REPORT OF AN ADULT MALE EXPERIENCING A MEDICAL EMERGENCY. AN ADULT MALE WAS TRANSPORTED TO THE HOSPITAL.					
19186395	Jul 25 2019	15:06	ASSIST OTHER AGENCY		BLAINE
19186692	Jul 25 2019	20:14	ASSAULT	89XX NORTH HIGHWAY DR	LEXINGTON
<b>Summary:</b> RESIDENT ON N HWY DR REPORTED AN ASSAULT. INFORMATION ONLY.					
19186175	Jul 25 2019	10:57	ASSIST OTHER		LINO LAKES
19186964	Jul 26 2019	03:32	CHECK WELFARE	3XX HERITAGE TRL	CIRCLE PINES
<b>Summary:</b> OFFICERS RESPONDED TO THE 360 BLOCK OF HERITAGE TRL REGARDING A WELFARE CHK. OFFICERS SPOKE WITH THE FEMALE, AND THE FEMALE APPEARED TO BE FINE.CLEAR.					
19187434	Jul 26 2019	15:00	HOUSE/PROPERTY CHECK		CIRCLE PINES
19187376	Jul 26 2019	14:33	CHECK WELFARE	89XX SYNDICATE AVE	LEXINGTON
<b>Summary:</b> POLICE RESPONDED TO A WELFARE CHECK OF A PARTY ON SYNDICATE AVE.					
19187268	Jul 26 2019	12:46	ILLEGAL BURN	40XX LOVELL RD	LEXINGTON
<b>Summary:</b> ON THE ABOVE DATE AND TIME, OFFICER OBSERVED AND UNATTENDED FIRE WITHIN THE 4000 BLOCK OF LOVELL RD.OFFICERS UNABLE TO MAKE CONTACT WITH HOMEOWNER.LEXINGTON FIRE DISPATCHED TO PUT OUT FIRE.CITATION ISSUED.CLEAR.					
19187102	Jul 26 2019	09:28	VEHICLE- LOCKOUT		CIRCLE PINES
19187392	Jul 26 2019	15:02	EXTRA PATROL	71XX PETERSON TRL	CENTERVILLE
<b>Summary:</b> EXTRA PATROL REQUEST. OFFICERS WERE DISPATCHED TO THE 7100 BLOCK OF PETERSON TRL ON AN EXTRA PATROL REQUEST. OFFICERS TOOK INFORMATION FOR A REPORT AND PASSED IT ALONG AT ROLL CALL.CLEAR.					
19189854	Jul 26 2019	10:52	VANDALISM	17XX MEADOW LN	CENTERVILLE
<b>Summary:</b> VANDALISM: RESPONDED TO A VANDALISM REPORT IN THE 17000 BLOCK OF MEADOW LANE IN CENTERVILLE. CALLER ADVISED UNKNOWN SUSPECT SPRAY PAINTED SEVERAL OFFENSIVE WORDS ON THEIR DRIVEWAY WITHIN THE PAST WEEK. NO SUSPECT INFORMATION AT THIS TIME AND EXTRA PATROL.					
19188800	Jul 27 2019	23:50	DOMESTIC-VERBAL	39XX RESTWOOD RD	LEXINGTON
<b>Summary:</b> VERBAL DOMESTIC.OFFICERS WERE DISPATCHED TO THE 3900 BLOCK OF RESTWOOD RD FOR A DOMESTIC BETWEEN AN ADULT MALE AND FEMALE.PARTIES WERE SEPARATED AND ADVISED.CASE CLOSED.					
19188759	Jul 27 2019	23:07	MEDICAL	91XX JACKSON AVE	LEXINGTON
<b>Summary:</b> MEDICAL.OFFICERS WERE DISPATCHED TO THE 9100 BLOCK OF JACKSON AVE FOR AN ADULT MALE HAVING A MEDICAL EMERGENCY.MALE WAS TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.CLEAR.					
19187977	Jul 27 2019	01:39	SUSPICIOUS ACTIVITY	XX WEST RD	CIRCLE PINES

Run Date/Time:





# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
<b>Summary:</b> POLICE WERE DISPATCHED TO THE 80 BLOCK OF WEST ROAD ON A REPORT OF A HOMEOWNER WHO BELIEVED THAT SOMEONE WAS IN HER BASEMENT. POLICE ARRIVED, CHECKED THE AREA AND DETERMINED THAT THE HOME WAS SECURE AND HAD NOT BEEN ENTERED.					
19188065	Jul 27 2019	06:30	DAMAGE TO PROPERTY	XX EAST RD	CIRCLE PINES
<b>Summary:</b> POLICE SUMMONED TO THE 90 BLOCK OF EAST RD REGARDING A MV ACCIDENT. EXCEPTIONALLY CLEAR.					
19188375	Jul 27 2019	14:50	SUICIDE ATTEMPT/THREAT		CENTERVILLE
<b>Summary:</b> MEDICAL. OFFICERS WERE DISPATCHED TO CENTERVILLE ON A MEDICAL. OFFICERS GATHERED INFORMATION FROM THE VICTIM AND ASSISTED AMBULANCE AS REQUESTED. AMBULANCE TRANSPORTED FOR FURTHER EVALUATION.CLEAR.					
19188360	Jul 27 2019	14:35	SUSPICIOUS ACTIVITY	XX SHEPHERD CT	CIRCLE PINES
<b>Summary:</b> SUSPICIOUS ACTIVITY.DISPATCHED TO 0 BLOCK OF SHEPHERD CT ON A SUSPICIOUS PERSON REPORT. INDIVIDUAL ARREST AND BROUGHT TO JAIL.					
19189072	Jul 28 2019	10:44	CRASH	LEXINGTON AVE / LOVELL RD	LEXINGTON
<b>Summary:</b> POLICE RESPONDED TO A CRASH ON LOVELL RD.					
19188871	Jul 28 2019	01:45	SUSPICIOUS ACTIVITY	GRIGGS AVE / LAKE DR	LEXINGTON
<b>Summary:</b> SUSPICIOUS PARTIES.OFFICERS LOCATED TWO JUVENILE MALES IN THE AREA OF GRIGGS AVE/LAKE DR.MALES WERE VERBALLY WARNED AND ADVISED.CASE CLOSED.					
19188858	Jul 28 2019	01:17	SUSPICIOUS ACTIVITY	XX SCHOOL RD	CIRCLE PINES
<b>Summary:</b> SUSPICIOUS OCCUPIED VEHICLE.OFFICERS LOCATED A SUSPICIOUS OCCUPIED VEHICLE IN THE 0 BLK OF SCHOOL RD.PARTIES WERE VERBALLY WARNED AND ADVISED TO LEAVE.CASE CLOSED.					
19190358	Jul 29 2019	18:49	MEDICAL	3XX LITTLE JOHN DR	CIRCLE PINES
<b>Summary:</b> OFFICERS RESPONDED TO THE 300 BLOCK OF LITTLE JOHN DR REGARDING A MEDICAL. VICTIM WAS FINE AND DID NOT NEED TO BE TRANSPORTED TO THE HOSPITAL.CLEAR.					
19190394	Jul 29 2019	19:30	MEDICAL	95XX LEXINGTON AVE	LEXINGTON
<b>Summary:</b> OFFICERS RESPONDED TO THE 9500 BLOCK OF LEXINGTON AVE REGARDING A MEDICAL. AMBULANCE ARRIVED AND CHECKED ON THE VICTIM. VICTIM WAS THEN TRANSPORTED TO THE HOSPITAL.CLEAR.					
19190405	Jul 29 2019	19:44	VEHICLE-UUMV	2XX TWILITE TER	CIRCLE PINES
<b>Summary:</b> OFFICERS RECEIVED A PHONE CALL REGARDING A UNAUTHORIZED USE OF MOTOR VEHICLE.CASE PENDING.					
19189859	Jul 29 2019	10:53	DAMAGE TO PROPERTY	88XX PASCAL AVE	LEXINGTON
<b>Summary:</b> POLICE SUMMONED TO THE 8800 BLOCK OF PASCAL AVE REGARDING DAMAGE TO PROPERTY. EXCEPTIONALLY CLEAR.					
19190397	Jul 29 2019	19:34	BURGLARY/THEFT TOOLS	88XX NORTH HIGHWAY DR	LEXINGTON
<b>Summary:</b> OFFICERS RESPONDED TO THE 8800 BLOCK OF NORTH HWY DR REGARDING A BURGLARY REPORT. RP WAS ADVISED EXTRA PATROL IN THE AREA.CASE CLOSED.					
19189866	Jul 29 2019	11:03	CHILD CUSTODY DISPUTE	XX SOUTH DR	CIRCLE PINES





# Centennial Lakes Police Department

## Media Report

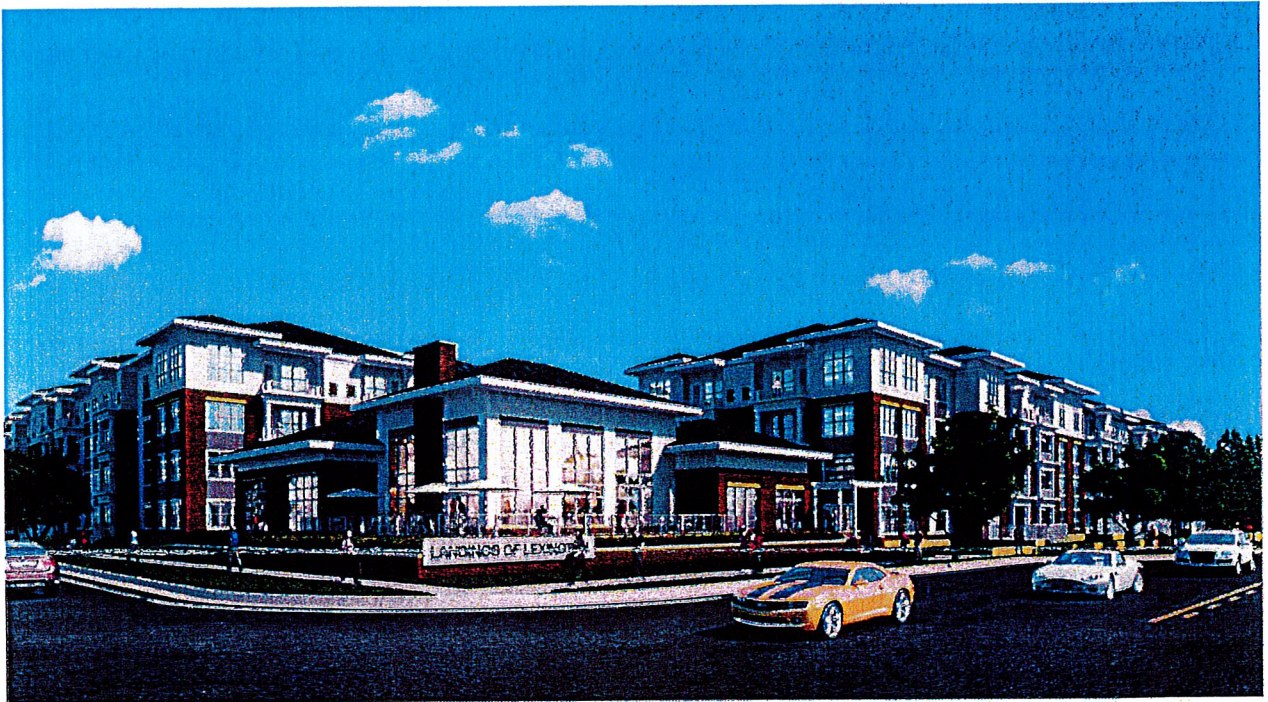


Case Number	Incident Date	Time	Description	Location	City
<b>Summary:</b> RESPONDED TO A CHILD CUSTODY MATTER IN THE 90TH BLOCK OF SOUTH DR. ACTIVE.					
19189918	Jul 29 2019	11:46	VEHICLE- LOCKOUT		CENTERVILLE
19190541	Jul 29 2019	22:30	VEHICLE- LOCKOUT		CIRCLE PINES
19191309	Jul 30 2019	18:33	CRIMINAL SEXUAL CONDUCT		CIRCLE PINES
<b>Summary:</b> ON 7/30/19 OFFICERS WERE PROVIDED INFORMATION REGARDING A SEXUAL ASSAULT THAT OCCURRED IN CIRCLE PINES.CID INFORMED.CLEAR.					
19191510	Jul 30 2019	22:35	DOMESTIC	18XX PRAIRIE DR	CENTERVILLE
<b>Summary:</b> DOMESTIC. OFFICERS WERE DISPATCHED TO THE 1800 BLOCK OF PRAIRIE DR. FOR A REPORT OF A POSSIBLE HRO VIOLATION. OFFICERS ADVISED COMPLAINANT AND WERE UNABLE TO LOCATE OTHER PARTY INVOLVED.CASE CLOSED.					
19190895	Jul 30 2019	11:23	THEFT	2XX KEITH RD	CIRCLE PINES
<b>Summary:</b> OFFICER DISPATCHED A PHONE CALL TO THE 200 BLOCK OF KEITH ROAD ON THE REPORT OF A THEFT. NO KNOWN SUSPECTS. CLEAR.					
19191499	Jul 30 2019	22:27	DOMESTIC	39XX RESTWOOD RD	LEXINGTON
<b>Summary:</b> POLICE WERE DISPATCHED TO THE 3900 BLOCK OF RESTWOOD ROAD ON A REPORT OF A DOMESTIC INCIDENT BETWEEN BROTHERS. POLICE ARRIVED, INTERVIEWED THE INVOLVED PARTIES, AND SUBSEQUENTLY ARRESTED AN ADULT MALE.					



# EAGLE BUILDING COMPANY

## Monthly Progress Report Landings of Lexington July 2019





Landings of Lexington  
July 2019 Progress Report

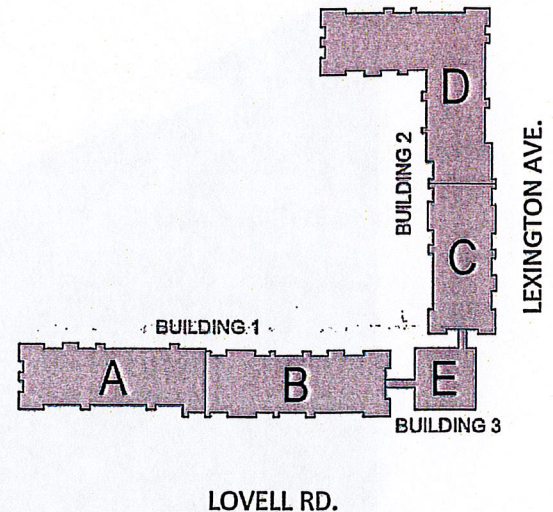


**PROJECT STATUS**

- Earthwork/Excavating throughout Jobsite
- Storm Retention Systems/Utilities
- Waterproofing CMU foundation walls
- Rough carpentry framing at areas C & D
- Plumbing, mechanical & electrical in areas A & B
- Curb & gutter in North parking lot
- Window/Patio door installation

**3 WEEK LOOK AHEAD**

- Laying Base Course Pavement at North Parking Lot
- Insulation & drywall in areas A & B
- Mock up room finish work
- Gypcrete in areas A & B
- Roofing in areas A & B
- Rough carpentry framing in areas C & D
- Waterproofing CMU foundation walls in all areas



**NEIGHBORHOOD IMPACT**

- Construction noise during normal working hours (7:00AM – 7:00PM) Monday through Saturday.
- Increased construction traffic / parking on Dunlap Ave. during normal working hours.
- City of Lexington has granted contractor permission to use Dunlap Ave. for site access up to the project's north property line. This includes the temporary staging of vehicles delivering construction materials and machinery.
- Dunlap Ave. will be shut down from Lovell Rd. to the Northwest corner of the jobsite for 2 weeks in August for repaving. Neighbors in this area will need to park on Dunlap Ave. to the North of the Jobsite to access their vehicles.

**ITEMS TO NOTE**

- Safety is our #1 concern. Public must stay outside of the construction fence during working and non-working hours. Also, please be mindful of moving equipment near the construction entrances.
- Expect construction traffic & lane closures on Lexington Ave. for the paving of a new turn lane.
- Potain (power) cranes will be used during the framing of the building.

**EMAIL**

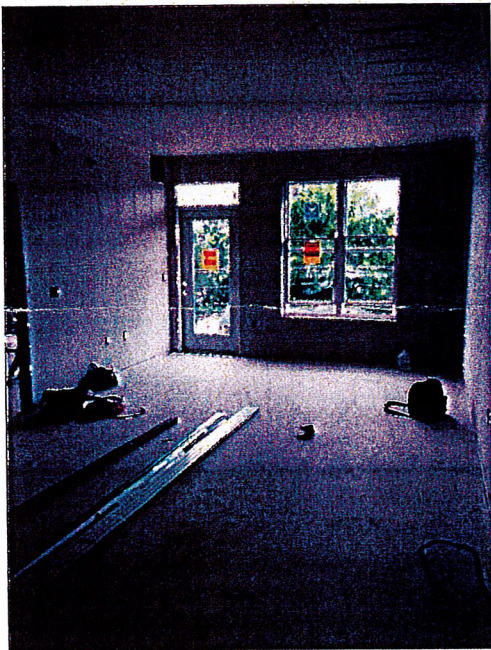
- If you wish to receive this progress report via email, please send us an email with your name to [LandingsOfLexington@eaglebuildingllc.com](mailto:LandingsOfLexington@eaglebuildingllc.com).



Landings of Lexington  
July 2019 Progress Report

EAGLE  
BUILDING  
COMPANY

PROGRESS PHOTOS

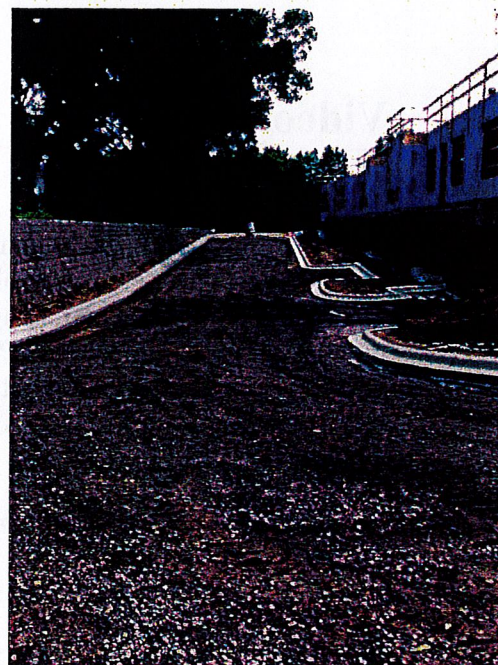
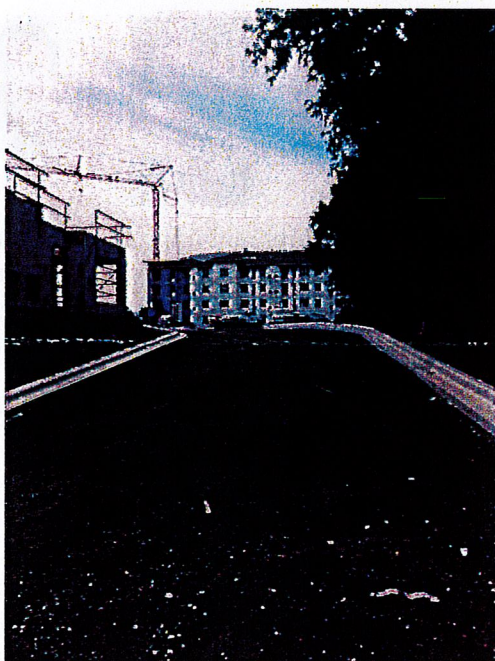




# Landings of Lexington July 2019 Progress Report

**EAGLE  
BUILDING  
COMPANY**

## PROGRESS PHOTOS





# CITY REPORT

July 2019

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

## Video Production



Municipal Producer, Trevor Scholl, completed six productions in July including the third and fourth episodes of the Blaine police training series, more summer Mayor's Minutes, coverage of a city corn roast, and an interesting story about bison helping to restore an oak savanna. Programs were also produced by Danika Peterson, Rusty Ray, and T.J. Tronson. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

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

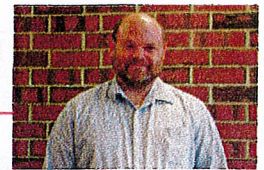
Title	Producer	Runtime
Mayor's Minutes: Centerville Summer 2019	Trevor Scholl	00:04:39
Mayor's Minutes: Blaine Summer 2019	Trevor Scholl	00:04:29
Blaine PD Training Series: DWI Enforcement	Trevor Scholl	00:07:08
Blaine PD Training Series: Body Cameras	Trevor Scholl	00:06:56
Bison Helping Restore Oak Savanna	Trevor Scholl	00:04:48
Lino Lakes 2019 Corn Roast	Trevor Scholl	00:02:21
Green Step Cities	Danika Peterson/Rusty Ray	00:03:22
Shawn Silvera Run to Include Hot Dog Mile	Danika Peterson/Rusty Ray	00:01:35
Anoka County Board Meeting ( 7/9/19)	T.J. Tronson	00:32:02
Anoka County Board Meeting ( 7/9/19)	T.J. Tronson	00:36:25

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

- Blaine Police Department training series
- Summer features for Anoka County parks
- Mayor's Minutes – summer editions
- Feature on new Ham Lake City Administrator
- Feature on new Spring Lake Park Mayor
- Lino Lakes community gardens
- Night to Unite
- Features of remodeled Circle Pines library
- Blue Heron Days



## Equipment Consulting/Technical Support



### Blaine

- 7.22.19: Blaine purchased a monitor for the overflow room next to the council chamber and need to have the live feed run to it. Will need to purchase an AJA Hi5-Plus SDI to HDMI converter to make it work.
- 7:2019: Creation of new Brightsign video for city channel. Incorporates full video clips which will aid in monitoring the video signal over the Makitos

### Centerville

- No assistance required.

### Circle Pines

- No assistance required.

### Ham Lake

- No assistance required.

### Lexington

- 7.1.19: The main chamber TV would not switch to regular programming. Went to city hall. Found a dead cable box. Contacted Comcast to have it replaced.
- 7.2.19: Comcast replaced the cable box.

### Lino Lakes

- 7.12.19: Replaced VOD city council meeting that had transmission issues with a clean version.

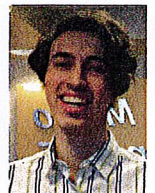
### Spring Lake Park

- 7.15.19: Replaced city council meeting recording that had transmission issues with a clean version.

### All Cities

- No assistance required.

## Master Control



Programming Coordinator,

Michele Silvester, along with help from Eric Houston and Trevor Scholl, 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 or entered into the Carousel video files. 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 live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in July:

Title	Producer	Runtime
Blaine Traffic Commission Meeting (7/2/19)	Blaine Staff	00:36:36
Blaine City Council Meeting (7/8/19)	Blaine Staff	01:31:01
Blaine Planning Commission Meeting (7/9/19)	Blaine Staff	00:21:06
Blaine Park Board Meeting (7/23/19)	Blaine Staff	00:36:34
Centerville City Council Meeting (7/10/19)	Blaine Staff	01:17:37
Centerville City Council Meeting (7/24/19)	Centerville Staff	01:25:20



Circle Pines City Council Meeting (7/9/19)	Circle Pines Staff	00:54:45
Circle Pines Utility Commission Meeting (7/17/19)	Circle Pines Staff	00:34:07
Circle Pines City Council Meeting (7/23/19)	Circle Pines Staff	00:36:54
Ham Lake City Council Meeting (7/1/19)	Ham Lake Staff	00:21:33
Ham Lake Planning Commission Meeting (7/8/19)	Ham Lake Staff	00:36:27
Ham Lake Park & Tree Meeting (7/17/19)	Ham Lake Staff	01:06:13
Ham Lake City Council Meeting (7/22/19)	Ham Lake Staff	00:26:15
Lexington City Council Meeting (7/11/19)	Lexington Staff	00:15:03
Lexington City Council Meeting (7/18/19)	Lexington Staff	00:06:10
Lino Lakes City Council Meeting (7/8/19)	Lino Lakes Staff	01:48:02
Lino Lakes Planning & Zoning Meeting (7/10/19)	Lino Lakes Staff	00:22:12
Lino Lakes City Council Meeting (7/22/19)	Lino Lakes Staff	00:22:07
Spring Lake Park City Council Meeting (7/1/19)	Spring Lake Park Staff	00:29:58
Spring Lake Park City Council Meeting (7/15/19)	Spring Lake Park Staff	00:56:28
Spring Lake Park Planning Commission Meeting (7/22/19)	Spring Lake Park Staff	00:50:13
<b>21 New Programs</b>		<b>15:35:41 New Hours</b>

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming produced by NMTV staff is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length 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	208	210:58:17
Centerville	55	58:46:22
Circle Pines	161	134:25:55
Ham Lake	93	73:17:50
Lexington	109	77:35:32
Lino Lakes	91	89:09:39
Spring Lake Park	140	115:12:28
<b>Totals:</b>	<b>857 Program Playbacks</b>	<b>759:26:03 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. With the installation of the new Carousel units complete, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities will always maintain editorial control. In addition to the graphics pages, the new Carousel units play video. Trevor Scholl is responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in July:

**Blaine**

- Transcoded and uploaded 3 videos to Carousel.

**Centerville**

- Transcoded and uploaded 2 videos to Carousel.

**Circle Pines**

- Transcoded and uploaded 3 videos to Carousel.

**Ham Lake**

- Transcoded and uploaded 1 video to Carousel.

**Lexington**

- Transcoded and uploaded 2 videos to Carousel.
- Met with new city staff to review current bulletins running on channel. Made changes to 3 bulletins.

**Lino Lakes**

- Transcoded and uploaded 3 videos to Carousel.

**Spring Lake Park**

- Created 2 graphics pages for Carousel

## City Channel Signal Monitoring

**Blaine**

- Continued to work on Brightsign updates with City staff.

**Centerville**

- No channel signal problems.

**Circle Pines**

- No channel signal problems.

**Ham Lake**

- Storm outage at city hall resulted in no recording of council meeting.

**Lexington**

- No channel signal problems.

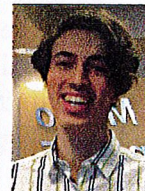
**Lino Lakes**

- No channel signal problems.

**Spring Lake Park**

- No channel signal problems

## Meetings on Demand



NMTV has created a video on demand service, with 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 line-



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 and whether it is recorded in SD or HD. 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 the 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 July:

- **Blaine**  
4 meetings bookmarked and placed on VOD.
- **Centerville**  
2 meetings bookmarked and placed on VOD.
- **Circle Pines**  
3 meetings bookmarked and placed on VOD.
- **Ham Lake**  
4 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 meetings bookmarked and placed on VOD

## Administrative

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The issues dealt with in July include processing and analyzing the second quarter franchise and PEG fee reports, moving forward with a draft Comcast franchise document, analyzing and meeting with legal counsel regarding the anticipated FCC ruling on the FNPRM, and working toward a customized app for our OTT channels.

### **2<sup>nd</sup> Quarter Franchise and PEG Fees**

- Received 2nd quarter franchise and PEG fee reports and payments from Comcast and CenturyLink.
- Checked with Comcast on missing Blaine report. Report had been missed and was sent after inquiry.
- Two CenturyLink franchise fee reports were incorrect. Requested corrected reports and totals. Have not yet received correct reports. Included data from mistake-riddled reports. Will correct when new reports arrive.
- Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.
- Comcast franchise fees, overall, were up \$2,530 over the previous quarter. PEG fees were down \$3,347 over the previous quarter.
- While it is true that subscriber numbers have dropped some, the PEG fees remain close to the highest ever paid.
- Every Member City experienced increased Comcast franchise fees over the previous quarter, except Lino Lakes which experienced a \$659 decrease.
- All cities experienced PEG fee losses, except Ham Lake and Spring Lake Park which saw slight increases.

- CenturyLink franchise fees were down \$826 over the previous quarter. PEG fees were \$730 less than the previous quarter.
- CenturyLink continues to steadily lose customers.

### **Franchise Fee FNPRM**

- Read summaries of FCC's draft decision regarding the franchise fee FNPRM.
- Discussed draft decision with Mike Bradley. Some positive things for Cities. Still not a good deal for Cities.
- Most in-kind contributions must be included in the definition of franchise fees. This includes things like free service to buildings, non-capital costs to support PEG and the I-Net.
- No decision yet on how settlement agreements will be handled. This is crucial for us, as a settlement agreement allows us to use PEG fees for operating costs.
- The description of what is excluded from the FNPRM has changed from whether the provision benefits LFAs, to whether the provision is an essential part of the provision of cable service to subscribers. If it is considered essential to subscribers, then it can't be subtracted from franchise fees. This change eliminated build-out and customer service obligations from being subtracted.
- Proposed new definition of capital costs that is beneficial to Cities. Used to be just the cost of building a facility. Now encompasses ordinary meaning of capital costs.
- The ruling would not be retroactive. A big sigh of relief for Cities.
- Comcast can't just start subtracting the fair market value if the ruling is approved and a stay is not granted. Would have to go through franchise modification procedures.
- Mike Bradley traveled to Washington D.C. to meet with staff members of the FCC and submitted a very thorough response to NCTA ex parte letters.
- Read Mike Bradley's response to NCTA ex parte letters.
- The FCC voted to approve the order at its August 1, 2019 meeting. The vote was 3-2.
- The final order has yet to be released.
- When the order is released, Mike Bradley will prepare a summary of it and appeal options for the Commission and Cities to consider.

### **Franchise Renewal**

- Reviewed draft franchise. Drafted questions for Mike Bradley.
- Met with Mike Bradley to review draft franchise and discuss related issues.
- Agreed on draft franchise contents.

### **Miscellaneous**

- Did not receive a response from Representative Tom Emmer regarding the franchise fee FNPRM.
- Assembled subscriber reports from 2015-Q1 2018, scanned, and emailed to Garth Ashpough for Comcast franchise fee audit.
- Talked with Mike Bradley for update on CenturyLink and Comcast audits. Still in progress.
- Received final signature pages for CenturyLink Settlement Agreement. Scanned and sent to Mike Bradley.
- Instructed staff to develop graphics necessary for custom OTT app. NMTV channels are currently available on Roku and Apple TV via the Screenweave app. Without instruction most people would not look in the Screenweave app to find NMTV. Once the custom app is ready, people will just need to look for the NMTV app, which is intuitively what one would expect to search for.
- Sent city council meeting link to Bill Petracek.
- Filed subscriber complaint with Kirstin at CenturyLink.



- Talked with Mike Bradley regarding PEG fee capital expenditure verification procedures if it becomes necessary to subtract from franchise fees.
- Talked with Patrick Antonen regarding CenturyLink install issues through his yard. Provided Kirstin's contact info.
- Submitted a Blaine subscriber complaint to Comcast's elevated complaint department.
- Read industry articles.

# North Metro TV

July 2019 Update

## Program Production

In July, a total of 87 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **74:45:00 hours of new programming**.

- 31 programs were produced by the public
- 35 programs were produced by NMTV staff
- 21 programs were produced by City staff



## Van Shoots

The HD truck was used for **64:15:00** hours of production. Events produced live and recorded for additional playbacks include:

- USA Cup Soccer: 7/12/2019: 3 Games
- USA Cup Soccer: 7/13/2019: 3 Games
- USA Cup Soccer: 7/14/2019: 5 Games
- USA Cup Soccer Opening Ceremonies
- USA Cup Soccer: 7/17/2019: 3 Games
- USA Cup Soccer: 7/18/2019: 3 Games
- USA Cup Soccer: 7/19/2019: 4 Games



## Workshops

Workshop	Instructor	Organization	Students
Open Studio Night	Eric Houston	General Public	3
Lecture Series – We Love Lucy: The Life and Career of Lucille Ball	Eric Houston	At NMTV, General Public	27
Lecture Series – Mary Pickford: The World's First Movie Star	Eric Houston	Mary Ann Young Senior Center	14
Camera	Eric Houston	General Public	2
Editing Demo	Eric Houston	General Public	5
Lecture Series – Dracula, Frankenstein, and King Kong: Movie Monsters of the '20s and 30's	Eric Houston	Northtown Branch of the Anoka County Library	8
<b>6 Workshops</b>			<b>59 Students</b>



## Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	226	64	47	2	702	\$1,305.00
February	302.75	71	91	2	1,277	\$914.00
March	248.75	128	26	38	700	\$906.00
April	208.75	88	17	17	1,830	\$1,014.00
May	355.25	112	24	14	1,002	\$960.00
June	503.5	140	92	58	1,047	\$1,925.00
July	281.75	60	29	45	1,686	\$1,563.00
<b>TOTAL:</b>	<b>2,126.75</b>	<b>663</b>	<b>326</b>	<b>176</b>	<b>8,244</b>	<b>\$8,587.00</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, municipal, or educational.

Month	Unique Individuals	Total Usage Hours
January	144	677.5
February	94	606.5
March	76	572.75
April	108	591.75
May	163	773.5
June	84	737.25
July	97	543.00
<b>TOTAL PUBLIC USAGE:</b>		<b>4,502.25</b>

## Production Highlights

### NMTV News Highlights

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

- 3M Open Brings Big Time Golf, Thousands of Fans to North Metro for Holiday Weekend
- Historic Airplanes Take to the Sky
- Target USA Cup is Coming to Blaine
- Father and Son From Blaine Ride Bicycles to Pennsylvania
- North Metro Students Shine On Stage in Production of Aladdin Jr.
- Shawn Silvera Run to Include Hot Dog Mile to Draw in More Participants
- MN Drivers, Police Officers Prepare for New Hands-Free Cell Phone Law
- Lino Lakes Mayor to Run for Open County Board of Commissioners Seat
- Anoka Hennepin Summer Program Students Get Visit From Medical Helicopter
- Green Step Cities

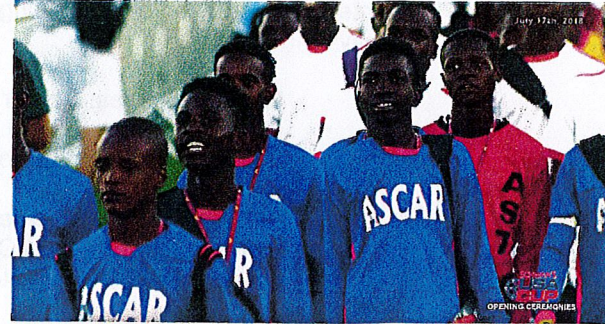




In addition to daily playbacks of North Metro TV News on the cable systems, there are 578 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the [northmetrotv.com](http://northmetrotv.com) website.

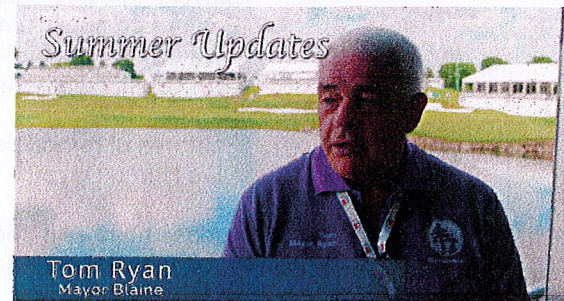
### USA Cup Soccer

As always, July is a busy soccer month for North Metro TV. Staff, interns, and volunteers rallied their forces to cover the Opening Ceremonies and 21 USA Cup games, including the pre-USA Cup weekend games. All of the games were live on TV, the OTT channels and via the North Metro TV website. It was a very well coordinated and time intensive production schedule but everyone worked together to make the week very successful. For the last three years, DVD or Blu-Ray sales of games have been available via the NMTV website store only, rather than taking orders at the fields and trying to deliver them to teams the next day. This has really streamlined the disc production process. This year was a pretty good year for Blu-Ray sales, which, to date, have totaled \$2,300.



### Mayor's Minutes

Municipal Producer, Trevor Scholl, continued with production of summer episodes of Mayor's Minutes. He completed episodes for Blaine and Centerville in July. The Mayor's Minutes program is a great way for city leaders to share updates regarding construction projects, community events, and other issues of importance to residents. The program repeats frequently on the corresponding city channel.



### Blaine PD Training Series

Trevor Scholl completed production on episodes three and four of the Blaine PD training series. Episode three deals with DWI enforcement. New officers often work the night shift and need to be comfortable working DWI cases. The show highlights every aspect of the charge from detection of alcohol, field testing, paperwork, and possible court appearances. Episode four reviews the training process for body camera use. The primary concerns for the trainers are that new officers understand how to use the cameras, the importance of turning them on when they are supposed to be on, and how to classify the video for proper retention.



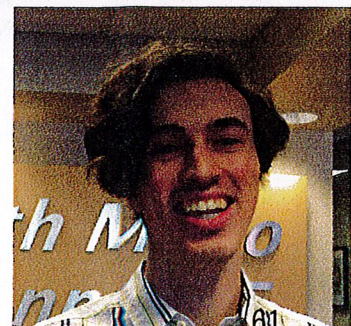
### Safety Camp

T.J. Tronson completed his 23rd Blaine Safety Camp production in July. He recorded the presentations and activities and then put together a short highlight program. He always puts together the video presentation for campers and their parents for the second night of camp. The highlight version of the event is used for playback on channel 15, the Blaine City Channel and is also posted on the North Metro TV Youtube page. As always, a link was provided for the Blaine website as well.



### Meet Gunnar

There is a new face at North Metro TV! Gunnar Morkri started as our part-time studio assistant on July 9<sup>th</sup>. He is a University of Wisconsin-Whitewater graduate with a degree in Media Arts. He has a strong foundation in video production and editing and was up-to speed and able to assist public users right away. Fun fact: Gunnar used to be a tour guide at Cave of the Mounds. When asked, during his interview, to clarify whether it is a stalactite or stalagmite that drops down from the ceiling he was able to teach us a sure fire way to keep it straight. Gunnar replaces Tarkor Zehn who left for a position with MN Public Radio.



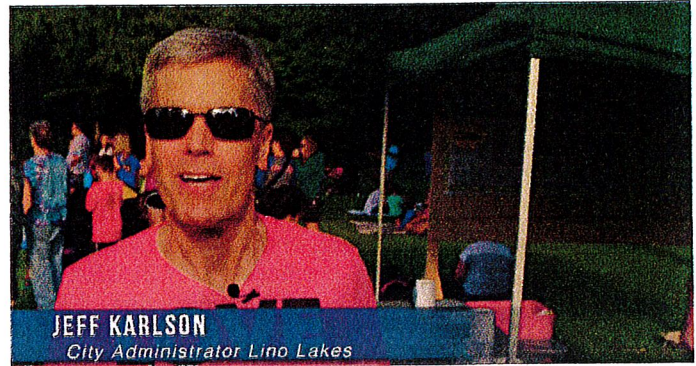
Gunnar >



## City Productions

Municipal Producer, Trevor Scholl, completed the third and fourth episodes of the Blaine PD Training series and two more episodes of Mayor's Minutes. He covered the Lino Lakes corn roast and did an interesting story on bison helping to restore an oak savanna.

- Mayor's Minutes: Centerville Summer 2019
- Mayor's Minutes: Blaine Summer 2019
- Blaine PD Training Series: DWI Enforcement
- Blaine PD Training Series: Body Cameras
- Bison Helping Restore Oak Savanna
- Lino Lakes 2019 Corn Roast



New and ongoing projects include:

- Blaine Police Department training series
- Summer features for Anoka County parks
- Mayor's Minutes – summer editions
- Feature on new Ham Lake City Administrator
- Feature on new Spring Lake Park Mayor
- Lino Lakes community gardens
- Night to Unite
- Features of remodeled Circle Pines library
- Blue Heron Days

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**

- 7.22.19: Blaine purchased a monitor for the overflow room next to the council chamber and need to have the live feed run to it. Will need to purchase an AJA Hi5-Plus SDI to HDMI converter to make it work.
- 7:2019: Creation of new Brightsign video for city channel. Incorporates full video clips which will aid in monitoring the video signal over the Makitos

### **Centerville**

- No assistance required.

### **Circle Pines**

- No assistance required.

### **Ham Lake**

- No assistance required.

### **Lexington**

- 7.1.19: The main chamber TV would not switch to regular programming. Went to city hall. Found a dead cable box. Contacted Comcast to have it replaced.
- 7.2.19: Comcast replaced the cable box.

### **Lino Lakes**

- 7.12.19: Replaced VOD city council meeting that had transmission issues with a clean version.

### **Spring Lake Park**

- 7.15.19: Replaced city council meeting recording that had transmission issues with a clean version.

### **All Cities**

- No assistance required.



## City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	208	210:58:17
Centerville	55	58:46:22
Circle Pines	161	134:25:55
Ham Lake	93	73:17:50
Lexington	109	77:35:32
Lino Lakes	91	89:09:39
Spring Lake Park	140	115:12:28
<b>Totals:</b>	<b>857 Program Playbacks</b>	<b>759:26:03 Hours of Video Programming on Channels</b>

## Programs Produced by the Public

Title	Producer	Runtime
Off Constantly (2 episodes)	B.W. Bauer	00:48:59
Exploding Reality	Michele Kurak	03:44:07
Every Movie Ever (4 episodes)	Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Brett Wong/Seraiah Brooks/Eric Houston	01:25:35
Bad Movie Bros	Eric Houston/Video Club	00:45:05
Meringue Lollipops for Kid Bakers	Tiffany Cagegh/Eric Houston	00:10:00
A Fresh New Day	Anita Wardlaw	00:46:25
Cornerstone Church (2 episodes)	Rick Bostrom	01:03:39
Christ Lutheran Church (4 episodes)	Jacob Nessman	04:08:30
The Power of Love (4 episodes)	Rick Larson	02:00:00
LovePower (4 episodes)	Rick Larson	04:00:00
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	03:32:15
Oak Park Moments (5 episodes)	Dave Turnidge	03:04:43
<b>31 New Programs</b>		<b>23:21:48 New Hours</b>

## Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (7/9/19)	T.J. Tronson	00:32:02
Anoka County Board Meeting (7/23/19)	T.J. Tronson	00:36:25
NMTV News (3 episodes)	Danika Peterson/Rusty Ray	00:58:27
Green Step Cities	Danika Peterson/Rusty Ray	00:03:22
Shawn Silvera Run to Include Hot Dog Mile	Danika Peterson/Rusty Ray	00:01:35
Centerville Summer Mayor's Minutes	Trevor Scholl	00:04:39
Blaine Summer Mayor's Minutes	Trevor Scholl	00:04:29
Blaine PD Training: DWI	Trevor Scholl	00:07:08
Blaine PD Training: Body Cameras	Trevor Scholl	00:06:56
Bison Helping Restore Oak Savanna	Trevor Scholl	00:04:48
Lino Lakes 2019 Corn Roast	Trevor Scholl	00:02:21
USA Cup Soccer: 7/12/19: MN/Ontario	Kenton Kipp/J. Millington	01:24:17
USA Cup Soccer: 7/12/19: MN/Japan	Kenton Kipp/J. Millington	01:20:09
USA Cup Soccer: 7/12/19: Iowa/MN	Kenton Kipp/J. Millington	01:19:24
USA Cup Soccer: 7/13/19: Illinois/WI	Kenton Kipp/J. Millington	01:23:21



USA Cup Soccer: 7/13/19: Illinois/Ontario	Kenton Kipp/J. Millington	01:01:48
USA Cup Soccer: 7/13/19: Illinois/WI	Kenton Kipp/J. Millington	01:17:24
USA Cup Soccer: 7/14/19: MN/MN	Kenton Kipp/J. Millington	01:18:52
USA Cup Soccer: 7/14/19: Sweden/MN	Kenton Kipp/J. Millington	01:43:05
USA Cup Soccer: 7/14/19: MN/S. Dakota	Kenton Kipp/J. Millington	01:29:28
USA Cup Soccer: 7/14/19: MN/Illinois	Kenton Kipp/J. Millington	01:38:09
USA Cup Soccer: 7/14/19: MN/S. Dakota	Kenton Kipp/J. Millington	01:28:15
USA Cup Soccer Opening Ceremonies	Kenton Kipp/J. Millington	01:15:209
USA Cup Soccer: 7/17/19: MN/MN	Kenton Kipp/J. Millington	01:28:34
USA Cup Soccer: 7/17/19: Trinidad/MN	Kenton Kipp/J. Millington	01:27:40
USA Cup Soccer: 7/17/19: Costa Rica/WI	Kenton Kipp/J. Millington	01:26:49
USA Cup Soccer: 7/18/19: Mexico/MN	Kenton Kipp/J. Millington	01:30:29
USA Cup Soccer: 7/18/19: CA/Illinois	Kenton Kipp/J. Millington	01:31:55
USA Cup Soccer: 7/18/19: Canada/WY	Kenton Kipp/J. Millington	01:27:59
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:41:11
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:44:27
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:39:31
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:27:52
<b>35 New Programs</b>		<b>35:47:11 New Hours</b>

### Programs Produced by City Staff

Title	Producer	Runtime
Blaine Traffic Commission Meeting (7/2/19)	Blaine Staff	00:36:36
Blaine City Council Meeting (7/8/19)	Blaine Staff	01:31:01
Blaine Planning Commission Meeting (7/9/19)	Blaine Staff	00:21:06
Blaine Park Board Meeting (7/23/19)	Blaine Staff	00:36:34
Centerville City Council Meeting (7/10/19)	Blaine Staff	01:17:37
Centerville City Council Meeting (7/24/19)	Centerville Staff	01:25:20
Circle Pines City Council Meeting (7/9/19)	Circle Pines Staff	00:54:45
Circle Pines Utility Commission Meeting (7/17/19)	Circle Pines Staff	00:34:07
Circle Pines City Council Meeting (7/23/19)	Circle Pines Staff	00:36:54
Ham Lake City Council Meeting (7/1/19)	Ham Lake Staff	00:21:33
Ham Lake Planning Commission Meeting (7/8/19)	Ham Lake Staff	00:36:27
Ham Lake Park & Tree Meeting (7/17/19)	Ham Lake Staff	01:06:13
Ham Lake City Council Meeting (7/22/19)	Ham Lake Staff	00:26:15
Lexington City Council Meeting (7/11/19)	Lexington Staff	00:15:03
Lexington City Council Meeting (7/18/19)	Lexington Staff	00:06:10
Lino Lakes City Council Meeting (7/8/19)	Lino Lakes Staff	01:48:02
Lino Lakes Planning & Zoning Meeting (7/10/19)	Lino Lakes Staff	00:22:12
Lino Lakes City Council Meeting (7/22/19)	Lino Lakes Staff	00:22:07
Spring Lake Park City Council Meeting (7/1/19)	Spring Lake Park Staff	00:29:58
Spring Lake Park City Council Meeting (7/15/19)	Spring Lake Park Staff	00:56:28
Spring Lake Park Planning Commission Meeting (7/22/19)	Spring Lake Park Staff	00:50:13
<b>21 New Programs</b>		<b>15:35:41 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.

**Unapproved Minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
AUGUST 1, 2019 – 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 August 1, 2019 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Chris Galiov, Finance Director.*

**2. CITIZENS FORUM**

*No citizens were present to discuss items not on the agenda*

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

*Councilmember Murphy made a motion to approve the amended agenda as typewritten. Councilmember Hughes seconded the motion. Motion carried 5-0.*

**4. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Murphy) – *Nothing to report.*
- B. Cable Commission (Councilmember Murphy) – *Nothing to report.*
- C. City Administrator (Bill Petracek) – *Petracek informed the Council that the police operations committee has begun negotiations with the police patrol and sergeants unions. He added that Norhart, the developer that is purchasing the land behind Northway Mall, will be having an open house on their proposed development behind Northway Mall on August 20, 2019 at 6:00 p.m. in city hall. He stated that the City Council, Planning Commission, and Park Board will be receiving invitations to the event.*

Choose a building block.

**5. LETTERS AND COMMUNICATIONS:**

- A. Centennial Lakes Police Department Media Reports
- July 10 – July 23, 2019
- B. Council Workshop meeting minutes – July 18, 2019

*No discussion on Letters and Communications*



**6. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – July 11, 2019  
Council Meeting – July 18, 2019
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13622 through 13624  
Check #'s 45152 through 45205  
Check #'s 12727 through 12748  
VOID #45150 - 45151
- C. Financial Reports
  - Cash Balances
  - Fund Summary – Budget to Actual

*Councilmember Devries 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 Centennial Lakes Police Department 2020 Budget

*Councilmember Hughes made a motion to approve Centennial Lakes Police Department 2020 Budget. Councilmember Devries seconded the motion. Motion carried 5-0.*

- B. Recommendation to approve Lexington Fire Department 2020 Pay Schedule

*Councilmember Devries made a motion to approve Lexington Fire Department 2020 Pay Schedule. Councilmember Murphy seconded the motion. Motion carried 5-0.*

- C. Recommendation to approve Business License Renewal

*Councilmember Harris made a motion to approve Business License Renewal. Councilmember Murphy seconded the motion. Motion carried 5-0*

- D. Recommendation to approve Solicitors/Peddlers License for American Dream Home Improvements – Bryce Hane & Daniel Clipperton

*Councilmember Harris made a motion to approve Solicitors/Peddlers License for American Dream Home Improvements – Bryce Hane & Daniel Clipperton. Councilmember Murphy seconded the motion. Motion carried 5-0.*

**8. MAYOR AND COUNCIL INPUT**

*Councilmember Harris discussed the street sweeping and the sign in memorial park.*

## **9. ADJOURNMENT**

***Councilmember Hughes made motion to adjourn the meeting at 7:16 p.m. Councilmember Murphy seconded the motion. Motion carried 5-0.***



**CITY OF LEXINGTON**

**RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS**

**The following claims and bills have been presented to the Council for approval  
at the Council Meeting of August 15, 2019.**

**(1) Payroll**

Checks	13625 through	13628	\$	1,449.08
Vouchers	502105 through	502121	\$	19,386.60
Payroll Taxes				
	Federal Tax	\$2,704.93		
	Social Security	\$3,598.08		
	Medicare	\$841.46		
				<u>\$7,144.47</u>
	State Tax	\$1,359.61		<u>\$1,359.61</u>
	Total			\$8,504.08

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

Checks	45206 through	45255	\$	132,748.69
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**(3) ACH and Credit Card Payments for: JULY 2019**

ACH Checks:	2527E through	2543E	\$	26,235.24
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Total Payments and Withdrawals Approval	<u>\$</u>	<u>188,323.69</u>
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**Centennial Lakes Police Payment Recommendations:**

Checks	12749 through	12757	\$	5,717.35
Total Payments			<u>\$</u>	<u>5,717.35</u>

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**10100 4M FUND**

Paid Chk# 045206 8/15/2019 AMAZON

E 101-41500-200	Office Supplies	\$62.30	16LY-LQ41-HC OFFICE SUPPLIES
E 101-43100-226	Street Signs	\$48.78	1H1Q-FF3V-9 STREET SIGNS
E 101-43100-240	Small Tools and Minor Equip	\$342.99	1H1Q-FF3V-9 TOOLS - PW
E 101-41500-200	Office Supplies	(\$62.30)	1PMK-3KFL-C OFFICE SUPPLIES-CREDIT
E 101-41500-400	General Maintenance	\$44.14	1WLM-P3VJ-6 CLEANING & MAINT. SUPPLIES
<b>Total AMAZON</b>		<b>\$435.91</b>	

Paid Chk# 045207 8/15/2019 ARTISAN BEER COMPANY

E 609-00000-252	Beer Purchase	\$188.55	3361266
E 609-00000-252	Beer Purchase	\$608.50	3362834
E 609-00000-252	Beer Purchase	(\$201.38)	465024
<b>Total ARTISAN BEER COMPANY</b>		<b>\$595.67</b>	

Paid Chk# 045208 8/15/2019 ATHLETIC OUTFITTERS

E 609-00000-213	Uniforms	\$43.80	58652	UNIFORMS - MLS
<b>Total ATHLETIC OUTFITTERS</b>		<b>\$43.80</b>		

Paid Chk# 045209 8/15/2019 BENT BREWSTILLERY

E 609-00000-252	Beer Purchase	\$39.96	INV-007710
E 609-00000-252	Beer Purchase	\$44.40	INV007751
<b>Total BENT BREWSTILLERY</b>		<b>\$84.36</b>	

Paid Chk# 045210 8/15/2019 BERNICKS BEVERAGES

E 609-00000-252	Beer Purchase	\$102.00	520815
E 609-00000-252	Beer Purchase	\$342.30	520816
E 609-00000-252	Beer Purchase	\$630.38	522453
<b>Total BERNICKS BEVERAGES</b>		<b>\$1,074.68</b>	

Paid Chk# 045211 8/15/2019 BLACK STACK BREWING, INC.

E 609-00000-252	Beer Purchase	\$152.00	4902
<b>Total BLACK STACK BREWING, INC.</b>		<b>\$152.00</b>	

Paid Chk# 045212 8/15/2019 BREAKTHRU BEVERAGE MN

E 609-00000-251	Liquor Purchase	\$6,658.32	1081004623
E 609-00000-251	Liquor Purchase	\$101.45	1081004694
E 609-00000-254	Miscellaneous Purchase	\$142.80	1081004937
E 609-00000-251	Liquor Purchase	\$1,291.82	1081008241
E 609-00000-253	Wine Purchase	(\$256.00)	2080240460
E 609-00000-254	Miscellaneous Purchase	(\$22.00)	2080241841
E 609-00000-251	Liquor Purchase	(\$50.00)	2080241846
E 609-00000-254	Miscellaneous Purchase	(\$19.98)	2080243147
<b>Total BREAKTHRU BEVERAGE MN</b>		<b>\$7,846.41</b>	

Paid Chk# 045213 8/15/2019 BROKEN CLOCK BREWING

E 609-00000-252	Beer Purchase	\$216.00	2565
<b>Total BROKEN CLOCK BREWING</b>		<b>\$216.00</b>	

Paid Chk# 045214 8/15/2019 CAPITOL BEVERAGE SALES

E 609-00000-252	Beer Purchase	(\$6.20)	2292423
E 609-00000-252	Beer Purchase	\$6,195.85	2295427
E 609-00000-252	Beer Purchase	\$301.50	2298178
E 609-00000-252	Beer Purchase	\$10,256.45	2298648
E 609-00000-252	Beer Purchase	\$3,225.40	2301796
E 609-00000-252	Beer Purchase	(\$53.90)	2302367



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		Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase	(\$32.60)	254-1076	
E 609-00000-252	Beer Purchase	(\$16.00)	254-1091	
<b>Total CAPITOL BEVERAGE SALES</b>		<b>\$19,870.50</b>		
Paid Chk#	045215	8/15/2019	<b>CLEAR RIVER BEVERAGE COMPANY</b>	
E 609-00000-252	Beer Purchase	\$256.00	235-0829	
E 609-00000-252	Beer Purchase	(\$26.42)	500901	
E 609-00000-252	Beer Purchase	\$695.50	84720802	
<b>Total CLEAR RIVER BEVERAGE COMPANY</b>		<b>\$925.08</b>		
Paid Chk#	045216	8/15/2019	<b>COCA-COLA BOTTLING CO</b>	
E 609-00000-254	Miscellaneous Purchase	\$741.40	3642207317	
<b>Total COCA-COLA BOTTLING CO</b>		<b>\$741.40</b>		
Paid Chk#	045217	8/15/2019	<b>COMCAST</b>	
E 609-00000-329	Cable/Internet	\$134.71		AUG 2019 SERVICE
<b>Total COMCAST</b>		<b>\$134.71</b>		
Paid Chk#	045218	8/15/2019	<b>CULLIGAN BOTTLED WATER</b>	
E 101-41500-411	Culligan	\$21.54	114X71650101	JULY-AUG 2019 SERVICE
E 101-42260-411	Culligan	\$21.54	114X71650101	JULY-AUG 2019 SERVICE
E 609-00000-411	Culligan	\$14.30	114X71815605	JULY-AUG 2019 SERVICE
<b>Total CULLIGAN BOTTLED WATER</b>		<b>\$57.38</b>		
Paid Chk#	045219	8/15/2019	<b>DAHLHEIMER DISTRIBUTING</b>	
E 609-00000-252	Beer Purchase	\$7,812.33	111-0938	
E 609-00000-252	Beer Purchase	\$11,861.95	111-1015	
E 609-00000-252	Beer Purchase	\$51.95	111-1021	
<b>Total DAHLHEIMER DISTRIBUTING</b>		<b>\$19,726.23</b>		
Paid Chk#	045220	8/15/2019	<b>ELECTRIC PUMP</b>	
E 770-00000-403	Lift Station Maintenance	\$474.33	0066074-IN	LIFT STATION REPAIRS
<b>Total ELECTRIC PUMP</b>		<b>\$474.33</b>		
Paid Chk#	045221	8/15/2019	<b>ENERGY MECHANICAL SERVICES INC</b>	
E 101-42260-401	Repair Buildings	\$150.00	6209	HVAC REPAIRS - FIRE DEPT
<b>otal ENERGY MECHANICAL SERVICES INC</b>		<b>\$150.00</b>		
Paid Chk#	045222	8/15/2019	<b>FEDEX / KINKOS</b>	
E 609-00000-340	Advertising	\$52.90	061700008107	SALES POSTERS - MLS
E 609-00000-340	Advertising	\$52.90	061700008155	SALES POSTERS - MLS
<b>Total FEDEX / KINKOS</b>		<b>\$105.80</b>		
Paid Chk#	045223	8/15/2019	<b>FESTIVAL FOODS</b>	
E 101-42260-430	Miscellaneous	\$67.50		SUPPLIES - FIRE DEPT
E 101-43100-430	Miscellaneous	\$77.01		SUPPLIES - PW
<b>Total FESTIVAL FOODS</b>		<b>\$144.51</b>		
Paid Chk#	045224	8/15/2019	<b>FRATTALLONE S HARDWARE</b>	
E 101-43100-224	Street Maint Materials	\$16.99	068845/G	BLACKTOP REPAIR
E 101-45200-400	General Maintenance	\$15.94	068936/G	AIR FILTERS - PARKS
<b>Total FRATTALLONE S HARDWARE</b>		<b>\$32.93</b>		
Paid Chk#	045225	8/15/2019	<b>GOPHER STATE ONE CALL</b>	
E 730-00000-228	Gopher State One Call	\$40.50	9070534	JULY 2019 LOCATES
E 770-00000-228	Gopher State One Call	\$40.50	9070534	JULY 2019 LOCATES
<b>Total GOPHER STATE ONE CALL</b>		<b>\$81.00</b>		

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			Check Amt	Invoice	Comment
Paid Chk#	045226	8/15/2019	<b>HOHENSTEINS INC</b>		
E 609-00000-252	Beer Purchase		\$1,132.00	152706	
E 609-00000-252	Beer Purchase		\$1,585.00	154104	
	<b>Total HOHENSTEINS INC</b>		<b>\$2,717.00</b>		
Paid Chk#	045227	8/15/2019	<b>HOLIDAY STATIONSTORES</b>		
E 101-43100-212	Gas & Oil		\$142.53		ACCT #012-558-511
E 101-45200-212	Gas & Oil		\$142.53		ACCT #012-558-511
E 651-00000-212	Gas & Oil		\$71.26		ACCT #012-558-511
E 730-00000-212	Gas & Oil		\$178.16		ACCT #012-558-511
E 770-00000-212	Gas & Oil		\$178.19		ACCT #012-558-511
E 101-45200-212	Gas & Oil		\$218.10		
G 101-11700	Accounts Receivable		(\$53.01)		
	<b>Total HOLIDAY STATIONSTORES</b>		<b>\$877.76</b>		
Paid Chk#	045228	8/15/2019	<b>HUNYUCK BREWING CO.</b>		
E 609-00000-252	Beer Purchase		\$45.00	441632	
	<b>Total HUNYUCK BREWING CO.</b>		<b>\$45.00</b>		
Paid Chk#	045229	8/15/2019	<b>JJ TAYLOR</b>		
E 609-00000-252	Beer Purchase		\$67.00	2956753	
E 609-00000-252	Beer Purchase		\$7,602.15	3000825	
E 609-00000-252	Beer Purchase		\$3,129.35	3000860	
	<b>Total JJ TAYLOR</b>		<b>\$10,798.50</b>		
Paid Chk#	045230	8/15/2019	<b>JOHNSON BROTHERS LIQUOR</b>		
E 609-00000-251	Liquor Purchase		\$1,655.00	1341546	
E 609-00000-253	Wine Purchase		\$138.98	1341547	
E 609-00000-251	Liquor Purchase		\$676.90	1342643	
E 609-00000-251	Liquor Purchase		\$1,741.00	1347965	
E 609-00000-253	Wine Purchase		\$2,303.90	1347966	
E 609-00000-254	Miscellaneous Purchase		\$233.68	1347967	
E 609-00000-251	Liquor Purchase		\$629.98	1347968	
E 609-00000-251	Liquor Purchase		\$839.22	1351122	
E 609-00000-253	Wine Purchase		\$289.56	1351123	
E 609-00000-251	Liquor Purchase		\$3,530.06	1351124	
E 609-00000-251	Liquor Purchase		\$722.22	1352699	
E 609-00000-253	Wine Purchase		\$546.39	1352700	
E 609-00000-253	Wine Purchase		\$1,127.11	1352701	
E 609-00000-253	Wine Purchase		(\$33.21)	548919	
	<b>Total JOHNSON BROTHERS LIQUOR</b>		<b>\$14,400.79</b>		
Paid Chk#	045231	8/15/2019	<b>LUPULIN BREWING</b>		
E 609-00000-252	Beer Purchase		\$72.00	22653	
	<b>Total LUPULIN BREWING</b>		<b>\$72.00</b>		
Paid Chk#	045232	8/15/2019	<b>M AMUNDSON LLP</b>		
E 609-00000-256	Tobacco Products For Resale		\$2,460.70	284676	
E 609-00000-256	Tobacco Products For Resale		\$3,321.38	285085	
	<b>Total M AMUNDSON LLP</b>		<b>\$5,782.08</b>		
Paid Chk#	045233	8/15/2019	<b>MET COUNCIL - WASTEWATER</b>		
E 770-00000-389	MWCC Charges		\$9,111.17	0001099201	SEP 2019 SEWER CHARGES
	<b>Total MET COUNCIL - WASTEWATER</b>		<b>\$9,111.17</b>		
Paid Chk#	045234	8/15/2019	<b>METERING &amp; TECH SOLUTIONS</b>		
E 730-00000-404	Repair Machinery/Equipment		\$2,718.31	14853	WATER METER - LANDINGS OF LEX



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			Check Amt	Invoice	Comment
E 730-00000-404	Repair Machinery/Equipment		\$157.92	14912	METER READER - LANDINGS OF LEX
<b>Total</b>	<b>METERING &amp; TECH SOLUTIONS</b>		<b>\$2,876.23</b>		
Paid Chk# 045235	8/15/2019	MIDAMERICA ADMINISTRATIVE			
G 101-21716	Other Retirement		\$150.00		AUG 2019 CONTRIBUTIONS
<b>Total</b>	<b>MIDAMERICA ADMINISTRATIVE</b>		<b>\$150.00</b>		
Paid Chk# 045236	8/15/2019	MKL SERVICES, LLC			
E 101-41500-400	General Maintenance		\$100.00	08152019	WEEK ENDING 08/03/2019
E 101-41500-400	General Maintenance		\$100.00	08152019	WEEK ENDING 08/10/2019
<b>Total</b>	<b>MKL SERVICES, LLC</b>		<b>\$200.00</b>		
Paid Chk# 045237	8/15/2019	OXYGEN SERVICE COMPANY			
E 101-42260-210	Operating Supplies		\$145.08	03442663	JULY 2019 SERVICE
<b>Total</b>	<b>OXYGEN SERVICE COMPANY</b>		<b>\$145.08</b>		
Paid Chk# 045238	8/15/2019	PACE ANALYTICAL			
E 730-00000-306	Water Testing		\$50.00	19100263544	WATER TEST FEE
E 730-00000-306	Water Testing		\$50.00	19100263687	WATER TEST FEE
<b>Total</b>	<b>PACE ANALYTICAL</b>		<b>\$100.00</b>		
Paid Chk# 045239	8/15/2019	PAUSTIS & SONS			
E 609-00000-253	Wine Purchase		\$252.00	59115	
<b>Total</b>	<b>PAUSTIS &amp; SONS</b>		<b>\$252.00</b>		
Paid Chk# 045240	8/15/2019	PERFORMANCE PLUS			
E 101-42260-207	Physical & Fit Training		\$74.00	5707	FIT TEST - FD
<b>Total</b>	<b>PERFORMANCE PLUS</b>		<b>\$74.00</b>		
Paid Chk# 045241	8/15/2019	PETRACEK, BILL			
E 101-41500-205	Mileage Reimbursement		\$200.00		SEP 2019
E 101-41500-321	Telephone		\$100.00		SEP 2019
<b>Total</b>	<b>PETRACEK, BILL</b>		<b>\$300.00</b>		
Paid Chk# 045242	8/15/2019	PHILLIPS WINE AND SPIRITS INC			
E 609-00000-251	Liquor Purchase		\$212.53	2595388	
E 609-00000-253	Wine Purchase		\$679.77	2595389	
E 609-00000-251	Liquor Purchase		\$276.07	2597633	
E 609-00000-253	Wine Purchase		\$1,793.83	2597634	
E 609-00000-251	Liquor Purchase		\$601.02	2598648	
E 609-00000-253	Wine Purchase		\$296.47	2598649	
E 609-00000-254	Miscellaneous Purchase		\$360.09	2598650	
E 609-00000-251	Liquor Purchase		(\$1.21)	333215	
<b>Total</b>	<b>PHILLIPS WINE AND SPIRITS INC</b>		<b>\$4,218.57</b>		
Paid Chk# 045243	8/15/2019	PRESS PUBLICATIONS			
E 609-00000-340	Advertising		\$249.00	634447	ADVERTISING - MLS
E 101-41500-351	Legal Notices Publishing		\$196.98	637472	BID PUBLICATIONS
<b>Total</b>	<b>PRESS PUBLICATIONS</b>		<b>\$445.98</b>		
Paid Chk# 045244	8/15/2019	PRO-TEC DESIGN, INC.			
E 101-45200-404	Repair Machinery/Equipment		\$1,212.25	89661	CAMERA REPAIRS
<b>Total</b>	<b>PRO-TEC DESIGN, INC.</b>		<b>\$1,212.25</b>		
Paid Chk# 045245	8/15/2019	RED BULL DISTRIBUTION CO.			
E 609-00000-254	Miscellaneous Purchase		\$395.25	K-75290340	
<b>Total</b>	<b>RED BULL DISTRIBUTION CO.</b>		<b>\$395.25</b>		

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		Check Amt	Invoice	Comment
Paid Chk# 045246	8/15/2019 ROSEVILLE, CITY OF			
E 101-41900-230	Contracted Services	\$571.90	0226503	IT SERVICES - AUG 2019
E 101-42260-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
E 101-43100-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
E 101-45200-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
E 609-41900-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
E 651-41900-230	Contracted Services	\$81.70	0226503	IT SERVICES - AUG 2019
E 730-41900-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
E 770-41900-230	Contracted Services	\$163.40	0226503	IT SERVICES - AUG 2019
Total ROSEVILLE, CITY OF		\$1,634.00		
Paid Chk# 045247	8/15/2019 SHAMROCK GROUP, INC.			
E 609-00000-257	Ice For Resale	\$122.00	2397541	
E 609-00000-257	Ice For Resale	\$295.57	2400215	
E 609-00000-257	Ice For Resale	\$54.08	2400490	
Total SHAMROCK GROUP, INC.		\$471.65		
Paid Chk# 045248	8/15/2019 SHERWIN WILLIAMS			
E 101-45200-400	General Maintenance	\$211.45	6530-3	STRIPING PAINT
Total SHERWIN WILLIAMS		\$211.45		
Paid Chk# 045249	8/15/2019 SMITH & GLASER, L.L.C.			
E 101-42110-304	Legal Fees	\$8,410.00	201646	JUNE 2019 PROSECUTIONS
E 101-42110-304	Legal Fees	\$7,505.00	201646	JULY 2019 PROSECUTIONS
Total SMITH & GLASER, L.L.C.		\$15,915.00		
Paid Chk# 045250	8/15/2019 SOUTHERN GLAZERS OF MN			
E 609-00000-251	Liquor Purchase	\$2,157.50	1846858	
E 609-00000-253	Wine Purchase	\$991.60	1846859	
E 609-00000-251	Liquor Purchase	\$1.28	1849494	
E 609-00000-251	Liquor Purchase	\$1,660.62	1849495	
E 609-00000-254	Miscellaneous Purchase	\$60.56	1849496	
E 609-00000-253	Wine Purchase	\$311.68	1849497	
Total SOUTHERN GLAZERS OF MN		\$5,183.24		
Paid Chk# 045251	8/15/2019 SUMMIT COMPANIES			
E 609-00000-400	General Maintenance	\$346.88	1407296	ANNUAL FIRE EXT. MAINT. - MLS
E 101-41500-400	General Maintenance	\$51.00	1407876	ANNUAL FIRE EXT. MAINT. - CITY HALL
E 101-43100-400	General Maintenance	\$582.00	1407948	ANNUAL FIRE EXT. MAINT. - PW
E 101-42260-400	General Maintenance	\$206.00	1412498	ANNUAL FIRE EXT. MAINT. - FD
Total SUMMIT COMPANIES		\$1,185.88		
Paid Chk# 045252	8/15/2019 TOSHIBA BUSINESS SOLUTIONS			
E 101-41500-350	Print/Binding	\$38.82	5008116	COPIER MAINTENANCE
E 101-41500-350	Print/Binding	\$133.68	5027677	COPIER MAINTENANCE
Total TOSHIBA BUSINESS SOLUTIONS		\$172.50		
Paid Chk# 045253	8/15/2019 TWIST OFFICE PRODUCTS			
E 101-41500-200	Office Supplies	\$14.72	880871-0	OFFICE SUPPLIES
Total TWIST OFFICE PRODUCTS		\$14.72		
Paid Chk# 045254	8/15/2019 URBAN GROWLER BREWING CO.			
E 609-00000-252	Beer Purchase	\$104.00	E-24355	
Total URBAN GROWLER BREWING CO.		\$104.00		
Paid Chk# 045255	8/15/2019 WINE MERCHANTS			
E 609-00000-253	Wine Purchase	\$576.84	7245432	



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E 609-00000-253	Wine Purchase	\$213.05	7246257	
	<b>Total WINE MERCHANTS</b>	<b>\$789.89</b>		
	<b>10100 4M FUND</b>	<b>\$132,748.69</b>		

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

101 GENERAL FUND	\$21,749.66
609 MUNICIPAL LIQUOR FUND	\$97,520.19
651 STORM WATER FUND	\$152.96
730 WATER FUND	\$3,358.29
770 SEWER FUND	\$9,967.59
	<b>\$132,748.69</b>

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			Check Amt	Invoice	Comment
<b>10100 4M FUND</b>					
Paid Chk#	002527E	7/1/2019	<b>CONNEXUS ENERGY</b>		
E 101-45200-381	Electric Utilities		\$495.07		MAY 2019 UTILITIES
E 101-43100-386	Street Lights		\$246.90		MAY 2019 UTILITIES
E 770-00000-381	Electric Utilities		\$128.30		MAY 2019 UTILITIES
E 770-00000-381	Electric Utilities		\$32.83		MAY 2019 UTILITIES
<b>Total CONNEXUS ENERGY</b>			<b>\$903.10</b>		
Paid Chk#	002528E	7/1/2019	<b>LINCOLN NATIONAL LIFE</b>		
E 101-41500-134	ST/LT Disability Insurance		\$280.61	3899283141	JULY 2019 PREMIUM
E 101-43100-134	ST/LT Disability Insurance		\$106.94	3899283141	JULY 2019 PREMIUM
E 101-45200-134	ST/LT Disability Insurance		\$71.30	3899283141	JULY 2019 PREMIUM
E 609-00000-134	ST/LT Disability Insurance		\$220.64	3899283141	JULY 2019 PREMIUM
<b>Total LINCOLN NATIONAL LIFE</b>			<b>\$679.49</b>		
Paid Chk#	002529E	7/1/2019	<b>HEALTHPARTNERS</b>		
E 609-00000-160	Health/Dental Insurance		\$1,157.76	90272233	JULY 2019 PREMIUM
E 101-43100-160	Health/Dental Insurance		\$589.99	90272233	JULY 2019 PREMIUM
E 101-45200-160	Health/Dental Insurance		\$393.33	90272233	JULY 2019 PREMIUM
E 101-41500-160	Health/Dental Insurance		\$1,921.11	90272233	JULY 2019 PREMIUM
E 609-00000-160	Health/Dental Insurance		\$468.51	90272233	JULY 2019 PREMIUM
E 101-41500-160	Health/Dental Insurance		\$719.74	90272233	JULY 2019 PREMIUM
E 101-43100-160	Health/Dental Insurance		\$1,184.15	90272233	JULY 2019 PREMIUM
E 101-45200-160	Health/Dental Insurance		\$789.44	90272233	JULY 2019 PREMIUM
E 101-41500-160	Health/Dental Insurance		\$1,004.55	90272233	JULY 2019 PREMIUM
E 609-00000-160	Health/Dental Insurance		\$1,157.76	90272233	JULY 2019 PREMIUM
<b>Total HEALTHPARTNERS</b>			<b>\$9,386.34</b>		
Paid Chk#	002530E	7/25/2019	<b>AFLAC</b>		
G 101-21725	Supplemental Insurance		\$143.68	735200	JULY 2019 PREMIUM
<b>Total AFLAC</b>			<b>\$143.68</b>		
Paid Chk#	002531E	7/15/2019	<b>XCEL ENERGY</b>		
E 101-43100-381	Electric Utilities		\$352.18	642263865	MAY 2019 UTILITIES
E 101-45200-381	Electric Utilities		\$352.18	642263865	MAY 2019 UTILITIES
E 651-00000-381	Electric Utilities		\$176.08	642263865	MAY 2019 UTILITIES
E 730-00000-381	Electric Utilities		\$440.22	642263865	MAY 2019 UTILITIES
E 770-00000-381	Electric Utilities		\$440.22	642263865	MAY 2019 UTILITIES
E 609-00000-381	Electric Utilities		\$1,223.17	642263865	MAY 2019 UTILITIES
E 101-45200-381	Electric Utilities		\$20.07	642263865	MAY 2019 UTILITIES
E 770-00000-381	Electric Utilities		\$223.32	642263865	MAY 2019 UTILITIES
E 101-43100-381	Electric Utilities		\$48.41	642263865	MAY 2019 UTILITIES
E 101-42260-381	Electric Utilities		\$123.40	642263865	MAY 2019 UTILITIES
E 101-41500-381	Electric Utilities		\$229.73	642263865	MAY 2019 UTILITIES
E 101-43100-386	Street Lights		\$558.64	642263865	MAY 2019 UTILITIES
<b>Total XCEL ENERGY</b>			<b>\$4,187.62</b>		
Paid Chk#	002532E	7/19/2019	<b>CENTERPOINT ENERGY PO BOX 4671</b>		
E 101-42260-383	Gas Utilities		\$93.88		MAY 2019 UTILITIES
E 101-43100-383	Gas Utilities		\$5.21		MAY 2019 UTILITIES
E 101-45200-383	Gas Utilities		\$5.21		MAY 2019 UTILITIES
E 651-00000-383	Gas Utilities		\$2.61		MAY 2019 UTILITIES
E 730-00000-383	Gas Utilities		\$6.52		MAY 2019 UTILITIES
E 770-00000-383	Gas Utilities		\$6.52		MAY 2019 UTILITIES
E 101-41500-383	Gas Utilities		\$97.22		MAY 2019 UTILITIES



**\*Check Detail Register©**

June 2019 to July 2019

		Check Amt	Invoice	Comment
<b>total CENTERPOINT ENERGY PO BOX 4671</b>		<b>\$217.17</b>		
<b>Paid Chk# 002533E 7/24/2019 PERA</b>				
G 101-21704	PERA	\$1,792.16		7/10/2019 PAYROLL
G 101-21717	PERA	\$2,067.87		7/10/2019 PAYROLL
G 101-21704	PERA	\$1,808.54		7/24/2019 PAYROLL
G 101-21717	PERA	\$2,086.78		7/24/2019 PAYROLL
<b>Total PERA</b>		<b>\$7,755.35</b>		
<b>Paid Chk# 002534E 7/8/2019 HSA BANK</b>				
G 101-21726	HSA Additional Withholding	\$550.00		EMPLOYEE CONTRIBUTIONS
E 101-41500-160	Health/Dental Insurance	\$15.75		HSA SERVICE FEE
<b>Total HSA BANK</b>		<b>\$565.75</b>		
<b>Paid Chk# 002535E 7/16/2019 HOME DEPOT</b>				
E 310-42260-500	Capital Expenditures	(\$220.78)	7973046	FIRE STATION UPGRADES
E 310-42260-500	Capital Expenditures	\$111.81	8716904	FIRE STATION UPGRADES
E 310-42260-500	Capital Expenditures	\$1,183.88	9900397	FIRE STATION UPGRADES
E 310-42260-500	Capital Expenditures	\$240.63	9902947	FIRE STATION UPGRADES
<b>Total HOME DEPOT</b>		<b>\$1,315.54</b>		
<b>Paid Chk# 002536E 7/15/2019 MILLS FLEET FARM</b>				
E 730-00000-400	General Maintenance	\$79.99	6870	WATER MAIN REPAIRS
<b>Total MILLS FLEET FARM</b>		<b>\$79.99</b>		
<b>Paid Chk# 002537E 7/15/2019 FRATTALLONE S HARDWARE</b>				
E 609-00000-401	Repair Buildings	\$2.19	092964/G	BLDG REPAIR SUPPLIES
E 609-00000-401	Repair Buildings	\$50.64	093688/G	BLDG REPAIR SUPPLIES
<b>Total FRATTALLONE S HARDWARE</b>		<b>\$52.83</b>		
<b>Paid Chk# 002538E 7/15/2019 BATTERIES PLUS</b>				
E 609-00000-404	Repair Machinery/Equipment	\$96.39	P15613361	BATTERIES - MLS
<b>Total BATTERIES PLUS</b>		<b>\$96.39</b>		
<b>Paid Chk# 002539E 7/15/2019 DOLLAR TREE STORES</b>				
E 609-00000-200	Office Supplies	\$3.21		OFFICE SUPPLIES
<b>Total DOLLAR TREE STORES</b>		<b>\$3.21</b>		
<b>Paid Chk# 002540E 7/15/2019 MISC CUSTOMERS</b>				
E 101-42260-430	Miscellaneous	\$150.00	WB FLORAL	FLORAL - FIRE DEPT
<b>Total MISC CUSTOMERS</b>		<b>\$150.00</b>		
<b>Paid Chk# 002541E 7/15/2019 MN FIRE CERTIFICATION BOARD</b>				
E 101-42260-208	Training and Instruction	\$400.00	41397867980	BULK RECERTIFICATION - FIRE DEPT
<b>Total MN FIRE CERTIFICATION BOARD</b>		<b>\$400.00</b>		
<b>Paid Chk# 002542E 7/15/2019 MISC CUSTOMERS</b>				
E 310-42260-500	Capital Expenditures	\$277.87		FIRE STATION UPGRADES
<b>Total MISC CUSTOMERS</b>		<b>\$277.87</b>		
<b>Paid Chk# 002543E 7/15/2019 FACEBOOK</b>				
E 101-41500-300	Professional Svcs	\$20.91		CITY PAGE
<b>Total FACEBOOK</b>		<b>\$20.91</b>		
<b>10100 4M FUND</b>		<b>\$26,235.24</b>		

**\*Check Detail Register©**

June 2019 to July 2019

Check Amt Invoice Comment

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

101 GENERAL FUND	\$18,724.95
310 CAPITAL PROJECTS	\$1,593.41
609 MUNICIPAL LIQUOR FUND	\$4,380.27
651 STORM WATER FUND	\$178.69
730 WATER FUND	\$526.73
770 SEWER FUND	\$831.19
	<hr/>
	\$26,235.24



Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
07/19	07/31/2019	12749	ANOKA CO TREASURY OFFICE	AUG BROADBAND	75.00
07/19	07/31/2019	12750	DON'S CIRCLE SERVICE	VEHICLE REPAIRS & MTC	471.25
07/19	07/31/2019	12751	KENNEDY & GRAVEN, CHARTERED	JUNE LEGAL	2,456.11
07/19	07/31/2019	12752	POPP COMUNICATIONS	DSL LINE FOR WIFI JULY	70.90
07/19	07/31/2019	12753	QUILL CORPORATION	USB 2.0 DATA STICK PRO 4 PACK	932.92
07/19	07/31/2019	12754	SHRED-N-GO, INC	SHREDDING SERVICE THRU 7/16	49.73
07/19	07/31/2019	12755	TITAN ENERGY SYSTEMS, INC	GENERATOR SPARK PLUGS REPLAC	1,206.44
07/19	07/31/2019	12756	TWIN CITIES TRANSPORT & RECOVE	'12 FORD TOWING CHGS FORFEITUR	450.00
07/19	07/31/2019	12757	WHITE BEAR LK POLICE DEPT	ONE ID CARD	5.00
Grand Totals:					5,717.35

M = Manual Check, V = Void Check

# CITY OF LEXINGTON

## \*Cash Balances

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Current Period July 2019

Fund	2019 Begin Balance	Receipts	Disbursements	Transfers			JE Payroll	Balance
				Rec/Disb	Journal Entries			
<b>10100 4M FUND</b>								
101 GENERAL FUND	\$1,170,724.03	\$1,076,710.94	\$1,069,292.80	\$0.00	(\$88,923.18)		(\$31,928.41)	\$1,057,290.58
220 LOVELL BUILDING	\$832,196.11	\$67,344.99	\$65,719.43	\$0.00	\$0.00		(\$16,472.70)	\$817,348.97
310 CAPITAL PROJEC	\$600,043.93	\$168,021.20	\$120,210.24	\$0.00	\$0.00		\$0.00	\$647,854.89
320 TIF #3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
330 WATER CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
360 05 STREET-EDGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
370 SEWER CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
405 PARK DEDICATIO	\$132,350.46	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$132,350.46
417 17 STREET IMPRO	\$36,215.07	\$0.00	\$3,887.53	\$0.00	\$0.00		\$0.00	\$32,327.54
418 LAKE DRIVE PROJ	\$156,811.33	\$0.00	\$277.50	\$0.00	\$0.00		\$0.00	\$156,533.83
419 19 JACKSON AVE	\$0.00	\$0.00	\$11,152.01	\$0.00	\$0.00		\$0.00	(\$11,152.01)
430 12 HAMLINE AVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
435 13 STREET IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
440 15 STREET IMPRO	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$16,500.00
445 16 STREET IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
551 16 NORTH METRO	\$4,102.96	\$4,125.51	\$4,102.96	\$0.00	\$0.00		\$0.00	\$4,125.51
585 04 STREET-OAK L	\$26,853.56	\$5.20	\$21,637.50	\$0.00	\$0.00		\$0.00	\$5,221.26
591 14 STREET-VARIO	\$96,368.47	\$16,890.68	\$22,152.12	\$0.00	\$0.00		\$0.00	\$91,107.03
592 15 STREET-VARIO	\$149,365.11	\$46,302.66	\$107,225.00	\$0.00	\$0.00		\$0.00	\$88,442.77
599 POLICE BUILDING	\$24,556.13	\$35,220.54	\$33,411.84	\$0.00	\$0.00		\$0.00	\$26,364.83
609 MUNICIPAL LIQUO	\$630,674.69	\$71.55	\$1,678,813.89	\$0.00	\$1,734,902.76		(\$207,652.90)	\$479,182.21
625 FARMERS MARKE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
650 PROPERTY MAINT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
651 STORM WATER F	(\$76,223.11)	\$13,372.12	\$35,048.17	\$0.00	\$0.00		(\$7,628.51)	(\$105,527.67)
730 WATER FUND	(\$118,158.55)	\$85,880.71	\$72,315.58	\$0.00	(\$2,078.00)		(\$42,597.28)	(\$149,268.70)
770 SEWER FUND	\$1,017,993.58	\$130,874.62	\$185,124.26	\$0.00	\$0.00		(\$35,074.02)	\$928,669.92
	\$4,700,373.77	\$1,644,820.72	\$3,430,370.83	\$0.00	\$1,643,901.58		(\$341,353.82)	\$4,217,371.42



## CITY OF LEXINGTON

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**\*Fund Summary -  
Budget to Actual©**

July 2019

	2019 YTD Budget	July MTD Amount	2019 YTD Amount	2019 YTD Balance	2019 % YTD Budget
<b>FUND 101 GENERAL FUND</b>					
Revenue	\$1,817,270.58	\$741,222.10	\$1,056,743.40	\$760,527.18	58.15%
Expenditure	\$1,817,270.56	\$158,128.89	\$1,000,354.86	\$816,915.70	55.05%
		\$583,093.21	\$56,388.54		
<b>FUND 220 LOVELL BUILDING</b>					
Revenue	\$85,816.00	\$0.00	\$0.00	\$85,816.00	0.00%
Expenditure	\$85,815.95	\$2,417.89	\$23,100.03	\$62,715.92	26.92%
		-\$2,417.89	-\$23,100.03		
<b>FUND 310 CAPITAL PROJECTS</b>					
Revenue	\$352,500.00	\$44,116.45	\$117,404.70	\$235,095.30	33.31%
Expenditure	\$316,000.00	\$27,110.69	\$119,637.24	\$196,362.76	37.86%
		\$17,005.76	-\$2,232.54		
<b>FUND 320 TIF #3</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 405 PARK DEDICATION FEE FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 417 17 STREET IMPROVEMENTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$1,794.15	\$3,887.53	-\$3,887.53	0.00%
		-\$1,794.15	-\$3,887.53		
<b>FUND 418 LAKE DRIVE PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$141.25	\$277.50	-\$277.50	0.00%
		-\$141.25	-\$277.50		
<b>FUND 419 19 JACKSON AVE</b>					
Expenditure	\$36,500.00	\$4,685.36	\$11,152.01	\$25,347.99	30.55%
		-\$4,685.36	-\$11,152.01		
<b>FUND 551 16 NORTH METRO GO</b>					
Revenue	\$4,125.51	\$0.00	\$4,125.51	\$0.00	100.00%
Expenditure	\$4,125.51	\$0.00	\$0.00	\$4,125.51	0.00%
		\$0.00	\$4,125.51		
<b>FUND 585 04 STREET-OAK LANE</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$21,875.00	\$707.50	\$21,637.50	\$237.50	98.91%
		-\$707.50	-\$21,637.50		
<b>FUND 591 14 STREET-VARIOUS</b>					
Revenue	\$29,606.69	\$15,130.67	\$16,658.78	\$12,947.91	56.27%
Expenditure	\$22,152.13	\$6,701.96	\$22,152.12	\$0.01	100.00%

## CITY OF LEXINGTON

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\*Fund Summary -  
Budget to Actual©

July 2019

	2019 YTD Budget	July MTD Amount	2019 YTD Amount	2019 YTD Balance	2019 % YTD Budget
		\$8,428.71	-\$5,493.34		
<b>FUND 592 15 STREET-VARIOUS</b>					
Revenue	\$98,824.47	\$39,548.20	\$45,671.85	\$53,152.62	46.22%
Expenditure	\$107,225.00	\$18,325.00	\$107,225.00	\$0.00	100.00%
		\$21,223.20	-\$61,553.15		
<b>FUND 599 POLICE BUILDING</b>					
Revenue	\$65,016.00	\$34,770.66	\$34,770.66	\$30,245.34	53.48%
Expenditure	\$57,277.50	\$4,773.12	\$33,411.84	\$23,865.66	58.33%
		\$29,997.54	\$1,358.82		
<b>FUND 609 MUNICIPAL LIQUOR FUND</b>					
Revenue	\$3,367,000.00	\$294,022.93	\$1,757,210.46	\$1,609,789.54	52.19%
Expenditure	\$3,366,999.80	\$303,992.66	\$1,682,781.45	\$1,684,218.35	49.98%
		-\$9,969.73	\$74,429.01		
<b>FUND 651 STORM WATER FUND</b>					
Revenue	\$28,607.16	\$2,271.33	\$12,459.69	\$16,147.47	43.55%
Expenditure	\$51,014.90	\$11,689.73	\$42,077.15	\$8,937.75	82.48%
		-\$9,418.40	-\$29,617.46		
<b>FUND 730 WATER FUND</b>					
Revenue	\$138,000.00	\$12,321.97	\$77,885.71	\$60,114.29	56.44%
Expenditure	\$196,046.05	\$12,022.56	\$110,537.92	\$85,508.13	56.38%
		\$299.41	-\$32,652.21		
<b>FUND 770 SEWER FUND</b>					
Revenue	\$199,000.00	\$5,708.77	\$112,823.09	\$86,176.91	56.70%
Expenditure	\$338,660.34	\$22,336.10	\$214,982.71	\$123,677.63	63.48%
		-\$16,627.33	-\$102,159.62		
<b>Report Total</b>		\$614,286.22	-\$157,461.01		



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

**RESOLUTION NO. 19-16**

**ADOPTION OF THE  
ANOKA COUNTY 2019 MULTI-JURISDICTIONAL ALL-HAZARD  
MITIGATION PLAN**

WHEREAS, the City of Lexington has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and,

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and,

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and,

WHEREAS, the Anoka County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and,

WHEREAS, the Anoka County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Anoka County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Anoka County will maintain public participation and coordination; and,

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and,

WHEREAS, the Anoka County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and,

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Lexington supports the hazard mitigation planning effort and wishes to adopt the Anoka County 2019 Multi-Jurisdictional All-Hazard Mitigation Plan.

Adopted by the City Council Lexington on August 15, 2019.

---

Mark Kurth, Mayor

Attest:

---

Bill Petracek, City Administrator



**FEMA**

July 26, 2019

Ms. Jennifer Nelson  
Homeland Security and Emergency Management  
Minnesota Department of Public Safety  
444 Cedar Street, Suite 223  
Saint Paul, MN 55101

Dear Ms. Nelson:

Thank you for submitting the Anoka County Multi-Jurisdictional All Hazards Mitigation Plan for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The Anoka County plan met the required criteria for a multi-jurisdiction hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the participating jurisdictions of this plan. Once FEMA Region V receives documentation of adoption from the participating jurisdictions, we will send a letter of official approval to your office.

We look forward to receiving the adoption documentation and completing the approval process for Anoka County.

If there are any questions from either you or the communities, please contact Cadence Peterson at [cadence.peterson@fema.dhs.gov](mailto:cadence.peterson@fema.dhs.gov) or at 312-408-5260.

Sincerely,

A handwritten signature in black ink, appearing to read "Julia McCarthy", is written over the typed name.

Julia McCarthy  
Chief, Risk Analysis Branch  
Mitigation Division

Attachment: Local Mitigation Plan Review



## APPENDIX A:

### LOCAL MITIGATION PLAN REVIEW TOOL

---

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- The Regulation Checklist provides a summary of FEMA's evaluation of whether the Plan has addressed all requirements.
- The Plan Assessment identifies the plan's strengths as well as documents areas for future improvement.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of the each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

<b>Jurisdiction:</b> Anoka County, MN	<b>Title of Plan:</b> Anoka County Multi-Jurisdictional All Hazards Mitigation Plan	<b>Date of Plan:</b> April 9, 2019
<b>Local Point of Contact:</b> Ryan Kelzenberg	<b>Address:</b> 2100 3 <sup>rd</sup> Ave Suite 700 Anoka MN 55303	
<b>Title:</b> Emergency Management Coordinator		
<b>Agency:</b> Anoka County Emergency Management		
<b>Phone Number:</b> 763.324.4763	<b>E-Mail:</b> Ryan.kelzenberg@co.anoka.mn.us	

<b>State Reviewer:</b>	<b>Title:</b>	<b>Date:</b>
------------------------	---------------	--------------

<b>FEMA Reviewer:</b> Cadence Peterson	<b>Title:</b> Mitigation Planning Specialist	<b>Date:</b> 7/26/2019
<b>Date Received in FEMA Region (insert #)</b>	7/15/2019	
<b>Plan Not Approved</b>		
<b>Plan Approvable Pending Adoption</b>		
<b>Plan Approved</b>		



**SECTION 1:  
REGULATION CHECKLIST**

<b>1. REGULATION CHECKLIST</b>		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
<b>ELEMENT A. PLANNING PROCESS</b>				
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	Sec. 1, pp. 7-9; Sec. 2, pp. 11-25; References and Acknowledgements, pp. 273-294; Appendix C	✓		
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	Sec. 2, pp. 11-25; References and Acknowledgements, pp. 273-294; Appendix C	✓		
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	Sec. 2, pp. 21-25; Appendix C	✓		
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	References and Acknowledgements, pp. 271-272	✓		
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	Sec. 5, p. 270	✓		
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	Sec. 5, pp. 267-269	✓		
<b>ELEMENT A: REQUIRED REVISIONS</b>				

<b>1. REGULATION CHECKLIST</b>		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b>				
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	Sec. 4, pp. 73-104	✓		
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))	Sec. 4, pp. 73-104	✓		
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	Sec. 4, pp. 73-127	✓		



1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	Sec. 4, p. 113	✓		
<b>ELEMENT B: REQUIRED REVISIONS</b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	Sec. 5, pp. 153-166; Appendix D	✓		
C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))	Sec. 5, p. 156	✓		
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	Sec. 5, pp. 167-168	✓		
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	Sec. 5, pp. 179-241	✓		
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	Sec. 5, pp. 177-266	✓		
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	Sec. 5, pp. 267-268	✓		
<b>ELEMENT C: REQUIRED REVISIONS</b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (applicable to plan updates only)				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Sec. 4, pp. 128-152	✓		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Sec. 5, pp. 163-164	✓		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Sec. 5, pp. 178-179	✓		
<b>ELEMENT D: REQUIRED REVISIONS</b>				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
<b>ELEMENT E. PLAN ADOPTION</b>				
E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))				
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))				
<b>ELEMENT E: REQUIRED REVISIONS</b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)</b>				
F1.				
F2.				
<b>ELEMENT F: REQUIRED REVISIONS</b>				



## SECTION 2: PLAN ASSESSMENT

### A. Plan Strengths and Opportunities for Improvement

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

#### *Strengths & Opportunities for Improvement*

- The plan omits several hazards that are included in the 2019 Minnesota State Hazard Mitigation Plan including earthquake, landslides/mudslides, land subsidence/sinkholes, drought, and extreme temperatures. On page 90 the plan states that the Planning Team evaluated and ranked the natural hazards in terms of their potential risk to Anoka County, but it does not describe the Planning Team's methodology for doing so. In the next plan update, the planning team must provide a rationale for omission of any natural hazards that are commonly recognized to affect the planning area. It is not sufficient to say that a hazard is not included because it was not profiled in the last plan update. The risks associated with natural hazards can change, especially in growing areas with changing land use like Anoka County.
- Section 2.4 has a date of January 24, 2018. The appendices have the correct date of January 24, 2019.
- The plan could more-specifically identify which neighboring communities and additional stakeholders were invited to the planning process.
- There are several references to Appendix A throughout the Risk Assessment, where it says that detailed lists of hazards events can be found in this location. However, it seems this information has been moved to Appendix E.
- Probability: This seems to be defined as low, moderate, and high throughout the plan but then on pages 106-109 there is a different method of used to describe probability for the identified hazards. Next plan update should provide consistency when discussing probability.
- Mitigation Action Status: Most of the actions highlighted in Section 5.2.5 provide a status of ongoing/continued with no indication as to how ongoing/continued is defined. Stating the status of the action as ongoing/continued does not convey to the reader what progress has been made for implementing the action. For the next plan update, there should be discussion included as to what progress has been made for the actions highlighted in the plan.

## B. Resources for Implementing Your Approved Plan

### **HMGP**

The Hazard Mitigation Grant Program (HMGP) is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Act, as amended. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available, when authorized under the Presidential major disaster declaration, in areas of the State requested by the Governor.

### **PDM**

The Pre-Disaster Mitigation (PDM) program is authorized by Section 203 of the Stafford Act, 42 USC 5133. The PDM program is designed to assist States and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.

### **FMA**

The Flood Mitigation Assistance (FMA) program is authorized by Section 1366 of the National Flood Insurance Act (NFIA) of 1968, as amended with the goal of reducing or eliminating claims under the National Flood Insurance Program (NFIP).

### **National Climatic Data Center (NCDC) Storm Events Database**

The National Climatic Data Center (NCDC) Storm Events Database contains information at a countywide level for past hazard events. Property damage, crop damage, death, and injury records are available for each hazard. Where available, a narrative also accompanies many events, particularly those where there was an exceptional toll on the County.

<https://www.ncdc.noaa.gov/stormevents/>

### **Tornado History Project**

The Tornado History Project is a free, searchable database of all reported US tornadoes.

<http://www.tornadohistoryproject.com>

### **Technical Assistance**

Technical assistance is available through Risk MAP to assist communities in identifying, selecting, and implementing activities to support mitigation planning and risk reduction; Attend any Risk MAP's discovery meetings that may be scheduled in the State (or neighboring communities with shared watersheds boundaries) in the future.

### **Publications**

Mitigation Ideas: A Resource for Reducing Risk to Natural Hazards

<http://www.fema.gov/media-library/assets/documents/30627?id=6938>



**SECTION 3:**  
**MULTI-JURISDICTION SUMMARY SHEET (OPTIONAL)**

**INSTRUCTIONS:** For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were 'Met' or 'Not Met,' and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET										
#	Jurisdiction Name	Jurisdiction Type (city/borough/township/village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)			
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation
1	Anoka County	County								
2	Andover	City								
3	Anoka	City								
4	Bethel	City								
5	Blaine	City								
6	Nowthen	City								
7	Centerville	City								
8	Circle Pines	City								
9	Lexington	City								

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Require- ments
10	Columbia Heights	City										
11	Columbus	City										
12	Coon Rapids	City										
13	East Bethel	City										
14	Fridley	City										
15	Ham Lake	City										
16	Hill Top	City										
17	Linwood	Township										
18	Oak Grove	City										
19	Ramsey	City										
20	St. Francis	City										
21	Spring Lake Park	City										



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

**RESOLUTION NO. 19-17  
NORTH METRO I-35W CORRIDOR COALITION  
DISSOLUTION RESOLUTION**

**WHEREAS:** The North Metro I-35W Corridor Coalition (the Coalition) was established as a Joint Powers Authority to advocate for improvements to Interstate Highway 35W in the northern Metro Area suburbs, and,

**WHEREAS:** The Coalition successfully sponsored and conducted studies including future traffic demands, land use plans, the possible benefit of additional transit service, safety and capacity improvements, and,

**WHEREAS:** MnDOT secured funding for implementation of the planned improvement and has awarded contracts for construction and for community outreach and communication to keep residents and businesses aware of pending traffic conditions, detours and closures, and,

**WHEREAS:** The Board of Directors met on July 18, 2019 at the Mounds View Community Center, and,

**WHEREAS:** The Board of Directors discussed and adopted a motion to dissolve the Coalition pursuant to laws and regulations governing Joint Powers Authorities, and,

**WHERE AS:** Pursuant to Joint Powers Authority regulations, that any remaining funds will be returned to the member Cities and Counties, including Ramsey County, Blaine, Circle Pines, Lexington, Mounds View and New Brighton, in proportion to their share of the dues received to support Coalition activities.

**NOW THEREFORE BE IT RESOLVED:** That current member City Councils and County Boards must consider the recommendations of the Coalition Board of Directors and adopt a resolution confirming or opposing the Coalition Board of Director's recommendation to dissolve the North Metro I-35W Corridor Coalition Joint Powers Authority, and, forward an official copy to Coalition President Gunn at the Mounds View City Hall.

Adopted by the City Council Lexington on August 15, 2019.

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Mark Kurth, Mayor

Attest:

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Bill Petracek, City Administrator



August 8, 2019

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

Re: 2019 Street Improvements  
City of Lexington

Dear Bill:

We received three bids for the 2019 Street Improvements. The bids were \$65,469.00, \$70,050.00, \$79,172.50. Our Engineer's estimate for construction was \$40,545.00. Many factors can increase the bidder's pricing for a project. This is a small project, which brings the unit prices higher for the contractor. There is a general very large increased construction cost for 2019 season. A few contractors pulled the plans for the project, but did not bid on this because they have enough work for the year.

We feel the best option is to combine this project with a Woodland Road project and rebid the projects early in 2020. This will increase the total project size and get the projects out there early in the bidding season.

We will be at the next council meeting to discuss options.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink that reads "Steve McWinter".

Steven Winter  
Project Engineer

smw

60 Plato Boulevard E.  
Suite 140  
St. Paul, MN 55107

**P** (612) 548-3132  
**TF** (866) 452-9454  
**F** (763) 786-4574

[www.msa-ps.com](http://www.msa-ps.com)



2019 Street Improvements (#6424172)  
Owner: City of Lexington  
Solicitor: MSA Professional Services - St Paul  
08/07/2019 11:00 AM CDT

						Engineer's Est		C.S. McCrossan Construction, Inc.		Valley Paving, Inc		Bituminous Roadways Inc.		
Section	TI	Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Schedule 1.0 -2019 Overlay Project									\$65,469.00		\$70,050.00		\$79,172.50	
		1	2104.505	Bituminous Pavement Removal	SY	60	\$4.00	\$240.00	\$40.00	\$2,400.00	\$50.00	\$3,000.00	\$25.00	\$1,500.00
		2	2232.501	Mill Bituminous Surface (1")	SY	2030	\$1.00	\$2,030.00	\$6.30	\$12,789.00	\$4.00	\$8,120.00	\$6.75	\$13,702.50
		3	2232.618	Mill Bituminous Surface (2" Driveways)	SY	120	\$20.00	\$2,400.00	\$20.00	\$2,400.00	\$20.00	\$2,400.00	\$40.00	\$4,800.00
		4	2360.501	Type SP 9.5 Wearing Course Mixture (3, B)	TN	390	\$80.00	\$31,200.00	\$96.00	\$37,440.00	\$123.00	\$47,970.00	\$125.00	\$48,750.00
		5	2360.503	Type SP 9.5 Wearing Course Mixture (3, B), 3" Patch	SY	60	\$55.00	\$3,300.00	\$55.00	\$3,300.00	\$66.00	\$3,960.00	\$55.00	\$3,300.00
		6	2357.501	Bituminous Material for Tack Coat	GAL	240	\$4.00	\$960.00	\$6.00	\$1,440.00	\$5.00	\$1,200.00	\$8.00	\$1,920.00
		7	2504.602	Adjust Valve Box - Water	EA	2	\$100.00	\$200.00	\$750.00	\$1,500.00	\$600.00	\$1,200.00	\$400.00	\$800.00
		8	2506.602	Adjust Frame and Ring Casting (Riser Rings)	EA	3	\$150.00	\$450.00	\$900.00	\$2,700.00	\$400.00	\$1,200.00	\$500.00	\$1,500.00
		9	2506.602	Adjust Frame and Ring Casting (Catch Basin Hood)	EA	2	\$150.00	\$300.00	\$750.00	\$1,500.00	\$500.00	\$1,000.00	\$1,450.00	\$2,900.00
Base Bid Total:								\$41,080.00		\$65,469.00		\$70,050.00		\$79,172.50

# MSA Memo

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**To:** Bill Petracek, City Administrator  
**From:** Steven M. Winter, P.E.  
**Subject:** Partial Payment City Hall  
**Date:** July 31, 2019

---

Please find the attached Partial Payment Application #1 for \$10,913.75. The project timeline is very short time and the Contractor as requested a payment at the beginning of the project. The Contractor has ordered the materials for the project, but has not delivered them to the City Hall yet.

Attached is a copy of the Application for Payment #1 for your review and consideration. We recommend that the Council approve this payment request at the upcoming council meeting and direct the City Staff to hold payment until the materials have been delivered to City Hall. The payment amount is to Broadview Builders Inc. for \$10,913.75.

If you have any questions, please feel free to contact us at (612) 548-3132. Thank you very much.

SMW



# APPLICATION AND CERTIFICATION FOR PAYMENT

## TO OWNER:

City Of Lexington  
9180 Lexington Ave  
Lexington, MN 55014

## PROJECT:

Secured Entrance  
Lexington MN

## FROM CONTRACTOR:

Broadview Builders Inc  
5382 Lexington Ave N  
Shoreview MN 55126

## ARCHITECT:

MCA

# CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

1. ORIGINAL CONTRACT SUM \$ 27,415.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 27,415.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 10,913.75

## 5. RETAINAGE:

- a. 0 % of Completed Work \$0  
(Column D + E on G703)
- b. 0 % of Stored Material \$0  
(Column F on G703)

Total Retainage (Lines 5a + 5b or

6. TOTAL EARNED LESS RETAINAGE \$ 0.00  
(Line 4 Less Line 5 Total)

## 7. LESS PREVIOUS CERTIFICATES FOR

PAYMENT (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$ 0

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 16,501.25

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$0.00	\$0.00
Total approved this Month		\$0.00	
TOTALS		\$0.00	\$0.00
NET CHANGES by Change Order			\$0.00

PAGES 1

PAGE ONE OF 1

APPLICATION

Distribution to:

X	OWNER
X	ARCHITECT
	CONTRACTOR

PERIOD TC July 24/2019

PROJECT NOS:

CONTRACT 7/24/2019

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

By:

Date:

7/25/19

# ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED .....

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

<div> <div>CONTINUATION SHEET</div> <div>Schedule of Values</div> <div>PAGE 1 OF PAGES 1</div> </div>									
<div> <div>AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT,</div> <div>Contractor's signed certification is attached.</div> <div>Use Column I on Contracts where variable retainage for line items may apply.</div> </div>									
OWNER		City Of Lexington		PROJECT		Secured Entrance		BUILDER Broadview Builders Inc	
APPLICATION NO:		1.00		APPLICATION DATE: 7/26/19		PERIOD TO: August		ARCHITECT MSA	
A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
1	General Conditions	\$3,700.00	\$0.00	\$1,850.00		\$1,850.00	50.00%	\$1,850.00	\$0.00
2	Demolition/Dust control	\$620.00	\$0.00	\$0.00		\$0.00	0.00%	\$620.00	\$0.00
3	Carpentry	\$7,850.00	\$0.00	\$0.00		\$0.00	0.00%	\$7,850.00	\$0.00
4	Wood door/Counter/Wood Trim	\$6,020.00	\$0.00	\$6,020.00		\$6,020.00	100.00%	\$0.00	\$0.00
5	Glass	\$2,600.00	\$0.00	\$1,300.00		\$1,300.00	50.00%	\$1,300.00	\$0.00
6	Patch and paint	\$1,050.00	\$0.00	\$0.00		\$0.00	0.00%	\$1,050.00	\$0.00
7	Electrical	\$2,200.00	\$0.00	\$900.00		\$900.00	40.91%	\$1,300.00	\$0.00
26	Fees, Overhead and Profit	\$3,375.00	\$0.00	\$843.75		\$843.75	25.00%	\$2,531.25	\$0.00
27		\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
28						\$0.00	\$0.00	\$0.00	\$0.00
GRAND TOTALS		\$27,415.00	\$0.00	\$10,913.75	\$0.00	\$10,913.75	39.81%	\$16,501.25	\$0.00



BUSINESS LICENSE - COUNCIL APPROVAL - August 15, 2019

NAME OF BUSINESS					BUSINESS ADDRESS		CITY	ST.	ZIP	DESCRIPTION OF BUSINESS	
Nail Care					9340 Lexington Avenue		Lexington	MN	55014	Nail Salon	

# Certificate of Ins on File



## 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  
\_\_\_\_\_ 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: Lexington Fall Fest Title: Heidi - Chairpers

Mailing Address: 9005 South Highway Drive Lexington

Affiliation: Cowboy's Saloon

Heidi

Day Phone: 612-408-0242 Evening/Cell phone: Same

Emergency Phone: Larry Ranallo 651-894-4488

Email Address: Manager@CowboysSaloon.co

**Is applicant 18 years of age or older** Yes ☒ No ☐

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

Name: Heidi Zurewski/Cowboys Saloon Title: Chair

Mailing Address: 9005 South Highway Dr. Lexington

Day Phone: 612 408-0242 Evening/Cell phone: Same

Emergency Phone: Larry Ranallo 651-894-4488

Email Address: Manager@CowboysSaloon.co

Saloon 612-784-6560



## 2. TITLE, PURPOSE AND DESCRIPTION OF EVENT:

Lexington Fall Fest - 3 Day Celebration of Lexington  
an event to bring together local businesses & citizens of  
ages to encourage a spirit of pride, a sense of community  
and an atmosphere of celebration for all.

## 3. EVENT PRINCIPALS

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

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization / Business / Agency / Affiliation: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization / Business / Agency / Affiliation: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization / Business / Agency / Affiliation: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization / Business / Agency / Affiliation: \_\_\_\_\_

## 4. EVENT COMPONENTS

Friday Sept 20th to Sunday Sept 22nd.  
Date requested: \_\_\_\_\_ Alternate date: \_\_\_\_\_

Requested hours of operation: from: \_\_\_\_\_ AM/PM to: \_\_\_\_\_ AM/PM

Set-up beginning date and time: Friday 9/20 9am

Complete dismantle date and time: Sunday 9/22 6pm

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

Anticipated number of participants: 50 Spectators: 500

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

Identify streets and times/dates of closure or restrictions: South Highway Drive

from Restwood to Griggs

Friday 4pm to 9<sup>30</sup>pm

Saturday 7am to 11<sup>00</sup>pm

## 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 *Stage*
- S) ☐ Other – Please describe: \_\_\_\_\_



## 6. FOOD, BEVERAGES AND ENTERTAINMENT

Will food and/or non-alcoholic beverages be served? Yes X 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): See enclosed food

permit application (Attachment D)

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

Cowboy's Saloon as needed.

**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 X 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: ID's will be

checked. Wristband will be distributed to 21 and over. Must have specific wristband to buy alcohol.

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

Saturday till 11pm Outdoors. Staff who have been  
trained Liquor awareness training.

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

Friday Evening

Saturday all day 11<sup>AM</sup>-11pm

Indoor Sat & Sunday

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: Please see Festival Flyer. Friday 5pm-10pm  
Sat 7am to 11pm outdoors

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

Friday Starting 4pm-9pm  
Saturday 12 noon to 11pm

#### 7. VENDORS OR CONCESSIONAIRES

Describe what vendors or concessionaires you will allow in conjunction with the event

and the purpose of these concessions: Festival will have concession stand, Food Truck for 2 will be allowed.  
Flons Booya

Cowboys will manage any non-profit business.  
Lexington Area will be given 1st chance.

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: Screening process to provide variety & opportunity

Only Festival Stand will be allowed to sell pop or water. 100% of pop/water goes to support Festival.

#### 8. SECURITY AND SAFETY PROCEDURES

Describe your proposed procedures for set-up, operation, internal security and crowd

control: Minimum of 2 security staff (trained in liquor laws) in area where liquor is being served as well as Festival perimeter

Road blocks, fencing (on west end) - see note below  
both ends Fri & Sat

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: Saturday evening will be lit by stage lights

& Cowboys perimeter building lighting.

\* Road blocks will be removed on Friday eve  
by Cowboys Staff

\* Road blocks will be removed on Friday & Sat  
at 6:30pm & moved between Fine Arts & Cowboys  
Saloon till 11pm.



Describe plans to provide first aid, if needed: Lexington Fire will provide  
First Aid Stations at both ends of Saturdays  
Fun Fest 12 noon to 6pm. First Aid Kit on Sight W.  
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. Conboys

Name of agency: Lexington Fire Relief

Name of Representative: Eric + Chief Grote

Address: \_\_\_\_\_

Day phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_

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

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

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

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

Same Vendor as previous 3 years Env Hammond  
Res Pyrotechnics  
612-418-7280

#### 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 Trash Receptacles will be placed  
around Fest. Recycling/Organics by Anoka Count

#### 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.

Requesting - No parking signs along So Hwy Dr  
Friday 4pm to 9pm  
Sat 7am to 11pm Road Blocks Both ends

#### 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: \$5.00 Puppy Parade

Wrist bands \$20 ea; Tickets \$1.00

Car Show \$5.00 per

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

#### 12. OTHER PERTINENT INFORMATION

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

#### 13. INSURANCE

See Attachment F On file already

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.)





# Community Health and Environmental Services

Respectful, Innovative, Fiscally Responsible

Environmental Services  
2100 3<sup>rd</sup> Ave, STE 600  
Anoka, MN 55303-5042  
FAX 763-422-7063  
Phone: 763-324-4260

## Application for Temporary Food Stand License

This application must be accompanied with the license fee.  
Please submit application 14 days prior to the event.

☐

Profit

☒

Non-Profit

City of Lexington Fall Fest.

Please print legibly and avoid acronyms

### Applicant Information

Licensee Name:	City of Lexington Fall Fest	
Mailing Address:	9180 Lexington Ave Lexington, MN 55104	
Contact Person:	Chris Galloway	Heidi Zaworski
Telephone Number:	763-784-2792	612-408-0742
Email Address:	Manager@CowboysSaloon.co	

### Event and Location Information

Name of Event:	Lexington Fall Festival
Address and City of Event:	4005 South Highway Drive Lexington
Date of Event:	Saturday, Sept 21st, 2019
Food Service Times:	12 noon to 8:00 pm
Event Hours:	7 am to 11 pm
Location of Stand (be specific):	Cowboys Saloon Exterior next to FD
Person in Charge of Food Operation:	Larry Ranallo / Heidi Zaworski
Cell Phone # of Person in Charge of Food:	612-784-6560 / 612-408-0742
Email of Person in Charge of Food:	Manager@CowboysSaloon.co

### Food and Beverage Items on the Menu

List all items on the menu (food, beverages, ice). Identify the source; for example, the name of the grocery store or vendor. Home prepared foods are NOT permitted. Attach an additional sheet if more space is necessary.	
Pulled Pork, Brats, hot dogs,	Source: Cub Foods, Sams Club
Polish, Chips, Candy, Pie	Source: Festival Foods, Costco
Condiments, Water, Soda	Source: Restaurant Depot
Coleslaw, Burgers	Source:
	Source:
	Source:
	Source:

## Equipment

### Cooling/ Cold Holding

Foods that require refrigeration must be cooled to 41°F as quickly as possible and held at that or a lower temperature until food is served. Mechanical refrigeration must be available for potentially hazardous foods held for four hours or longer. Dry ice or cold packs may be used to keep foods cold in coolers. You should layer ice packs and food to ensure food items are kept at 41°F or lower.

### Cooking/Hot Holding

Foods that will be served hot must be cooked to proper temperature. Hamburger presents a special case because of the dangers of *E. coli* contamination. Hamburgers and other ground beef products must be cooked to 155°F for 15 seconds or more. Poultry products must be cooked to 165 °F, ground meat, gyros and pork to 155°F and eggs to 145°F or hotter for 15 seconds or more. Rapidly reheat previously prepared foods to 165°F or higher. They must then be maintained at 140°F or higher. **Crock pots/slow cookers are prohibited.**

### Thermometers

You must have an accurate probe-type thermometer to check food temperatures. It must have both a hot and cold scale (0° to 220° F) for the widest use. Be sure to clean and sanitize before each use. (Alcohol swabs are appropriate)

List all equipment and indicate if used for storage, preparation, or holding. For events lasting longer than 4 hours, mechanical refrigeration is required for keeping cold foods at 41° F or colder.			
Mark an X next to the applicable item category	Storage	Prep	Holding
Cowboys Saloon Cooler	X		X
Cowboys Saloon Freezer	X		X
Portable Coolers - non-electric > than 30 minutes		X	
Grills + Roasters		X	

Only food grade utensils are allowed. No paint brushes, wooden spoons, canoe paddles, enamelware or household electrical drills allowed. No crock pots allowed.

## Food Preparation, Storage and Transportation

You must do all preparation, cooking, storage, and clean-up at the temporary event site location, as long as there is compliance with the regulations. With owner permission in writing, the use of restaurants, commissaries, or other approved sites for additional food preparation is allowed.

**A private home may not be used for storage, preparation, or cooking of food intended for the public.**

### Transportation

Vehicles used for food transport must be kept clean. When foods are taken from one location to another, they must be covered for protection and kept at appropriate temperatures at all times. Hot or cold holding containers must be able to maintain temperatures. Storage and service equipment in the booth should already be at proper temperatures to receive food.

### Storage

Opened bulk food containers such as rice or flour sacks must be stored in covered containers. All food (even if in boxes or cans) and food-contact items (sleeves of paper plates, cups, cooking equipment, etc.) must be stored at least 6" above the ground. Use tables, pallets, milk crates, or turn over empty boxes and place items on top. You must still be able to keep floors clean.



Describe when and where food will be prepared (Foods prepared the day before the event? List time and place). Will there be pre-cooking and cooling of any food?
Most food will be purchased pre-cooked, commercially purchased / Roaster / Serve Pulled Pork Cowboys Saloon Owens overnight.

Describe how food will be stored.
Coolers / Freezer in Cowboys Garage; until ready for use. Portable coolers to grill/roaster

Describe how food will be transported to the event:
Carried from fridge to booth in coolers by volunteers

### Booth Set-up/ Safety

☐ Indoor ☒ Outdoor

Operators must vend from a site that meets the following minimum structural requirements;

#### Overhead Protection

A roof, awning or other top covering, impermeable to weather, must be over the entire food preparation, service, clean-up and storage area.

#### Flooring

The floor must be a surface of vinyl, sealed wood, concrete, asphalt or other acceptable material. Flooring must be supplied if the vending site is on dirt, grass or poorly drained surfaces.

#### Adverse Weather

The stand must be able to provide protection during adverse weather conditions. All operations must cease if protection fails.

#### Safety

Place hot equipment in your booth so there will be no dangerous exposed areas. The back and sides of this type of equipment can cause burns. Grills should be placed outside of the overhead protection for fire safety. Have fire extinguishers present if you are using equipment with open flames. Propane tanks for grills or any other pressurized tanks, such as those used for fountain soft drinks, must be secured so they cannot fall and damage valves.

#### Toxic Chemicals

Toxic chemicals such as sanitizers and pesticides must be stored entirely separate and below food and equipment. Read labels carefully and use only as directed. "The label is the law."

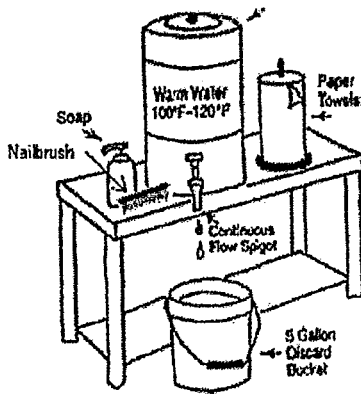
#### Describe the following:

Overhead Protection	Covered tents
Flooring Surface	Asphalt
Side Protection (adverse weather)	Tent Sides / Building
Fire Extinguisher	on site within reach.
Toxic Chemical Storage	

## Handwashing/ Employee Hygiene

Each establishment must provide adequate water and waste water containers for hand washing during the course of business. On site water sources must be of culinary quality. Water lines must be constructed with "food grade" pipes or hoses. The vendor is responsible for the disposal of waste water to the sanitary sewer system. Waste water cannot be dumped into storm drains, gutters, parking lots, on the ground or on grass.

### HANDWASHING



- A container with spigot is permitted.
- Provide soap, running water, nailbrush, and paper towels.
- Wash hands with warm running water, nailbrush, and soap.
- Dry hands with paper towels.
- Discharge the water into a holding vessel or a waste line.

### WASH HANDS FREQUENTLY

Wash hands before handling food; before putting on disposable gloves, after handling raw meat; or after eating, drinking, smoking, or using the restroom.

**Note:** Toilet room hand sinks are NOT considered acceptable hand washing facilities. A dedicated hand sink, or temporary station is required.

### Temporary Handwashing Station

You should have enough water available for the day's needs without running out. An establishment cannot be open for business or prepare food unless the hand wash station is functional.

Describe the following:

Handwashing (Handwash station must be set up in the stand)	(Describe set-up)	Catch Bu Soap, Nail
Water Supply	Warm water container with spigots	
Wastewater Disposal	Restaurant Provided	
Hair Restraints	Restaurant Wasteline	
Uniforms	Hair will be pulled back	
Bare- Hand Contact Elimination	Aprons	
Money Handling	Gloves/ Tongas will be provided/used.	
	Separate Table Area Separate Volunteer	

### Bare- Hand Contact

Bare-hand contact with ready-to-eat foods is prohibited. Suitable utensils for handling ready-to-eat foods include: tongs, spatulas, deli tissues, or single-use gloves. The use of disposable gloves can provide an additional barrier to contamination, but gloves do not replace hand washing. When gloves are worn, they must be used for only one task such as working with ready-to-eat food or with raw animal food, and discarded when damaged or soiled, or when interruptions occur in the operation.

### Money Handling

Cashiers and other workers handling money must not handle food. If a money handler must temporarily work with food, he or she must wash hands adequately first. Employee assignments should be made so that money handlers will not work directly with food.

### Hair Restraints

Do not touch hair or skin when working with food. Everyone involved in the preparation and service of food, including management, must use effective hair control. This can be accomplished with hats, hairnets, or by tying back long hair. The use of hair spray alone is not sufficient. Even workers with short hair must use hair control. Hair must be restrained in such a way that it is unlikely to fall on and contaminate food, and does not need to be touched or brushed out of the way by hands.



## Uniforms

Food workers must wear clean aprons or clothes. These must be changed and laundered frequently to avoid contamination.

## Ware Washing/ Waste Control

### Waste Control

All food garbage should be placed in trash bags. Put garbage and paper waste in a refuse container with a tight-fitting lid. Do not allow boxes or sacks of garbage to accumulate in food preparation areas or outside the booth.

### Wiping Cloths

Wet, in-use wiping cloths must be stored in a bucket with sanitizer. Check the concentration with your test strips and use no more than 100 ppm chlorine or 200 ppm quaternary ammonia. Change the solution frequently. Wiping cloths that are used to clean-up food spills cannot be used for anything else.

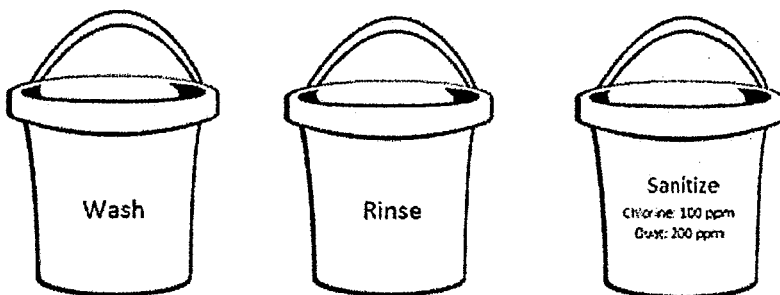
### Ware washing

All food contact items such as cooking equipment, storage containers, utensils, cutting boards, and service items must be washed, rinsed, sanitized, and air dried, in such a way to effectively kill germs. This must be done on site, or at another approved location.

A permanently plumbed three-compartment sink is not required at temporary events. Bus tubs, dishpans or a temporarily plumbed three-compartment sink may be used. Each vendor is responsible for their own clean-up arrangements, including hot water, the presence of test strips and an approved sanitizer.

Wash equipment and utensils using this four-step process:

1. Wash in hot, soapy water.
2. Rinse in hot water.
3. Rinse with a chemical sanitizer, leave in sink at least ten seconds for a chlorine solution and thirty seconds for a quaternary ammonia solution.
4. Air dry. Towel drying is prohibited.



Describe the following:

Dishwashing Set-Up	Wash & Rinse Buckets - Restaurant
Sanitizer (bleach, quat)	Bleach & Water 100 ppm
Test Strips	Chlorine Test Strips
Wiping Cloths	Clean cloth towels Disposable Paper Towels

You must have test strips in order to determine the correct concentration of sanitizer. Be sure the strips you purchase are appropriate for the type of sanitizer you are using;

**Chlorine** to a concentration of **100 ppm (parts per million)**

**Quaternary Ammonia** to a concentration of **200 ppm**

Single-use articles such as plastic utensils, paper plates and cups are required. Never wash and reuse disposable ware.

## Enforcement

The following enforcement actions may be taken by the Anoka County Community Health and Environmental Services Department to protect the public:

Citations may be issued for violations or further legal actions may be taken by the Anoka County Community Health and Environmental Services Department.

License suspensions will occur for the following violations:

1. Licensees without appropriate license will be issued a "Cease and Desist" order, and the establishment will be closed immediately.
2. Booths that do not have an operational hand sink.
3. Foods from unapproved sources (i.e. food from home, illegal vendors or other unapproved sources).
4. Conditions presenting an imminent health hazard.
5. Critical violations or an accumulation of non-critical violations that are not corrected.

Food unfit for human consumption may be reconditioned, impounded, destroyed or denatured. A Temporary Food Stand License may be revoked at the discretion of the Anoka County Community Health and Environmental Services Department. The regulatory authority may restrict the type of food served or the method of food preparation based on equipment limitations, the unavailability of a permanent establishment for utensil and ware washing, adverse climatic conditions, or any other condition that poses a hazard to public health.

### For County Use Only:

License Fee: \_\_\_\_\_ Check #: \_\_\_\_\_

Date Received: \_\_\_\_\_ Risk: \_\_\_\_\_

Accepted By: \_\_\_\_\_ EHS: \_\_\_\_\_

Mail: Yes No Comments: \_\_\_\_\_

By making this application for a license to operate a temporary food stand, I agree to comply with the Anoka County Ordinance and Temporary Food Stand Guidelines.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Invoice City of Lexington  
9180 Lexington Ave.  
Lexington, MN 55014



SATURDAY Sept 21, 2019

Fireworks in the Park

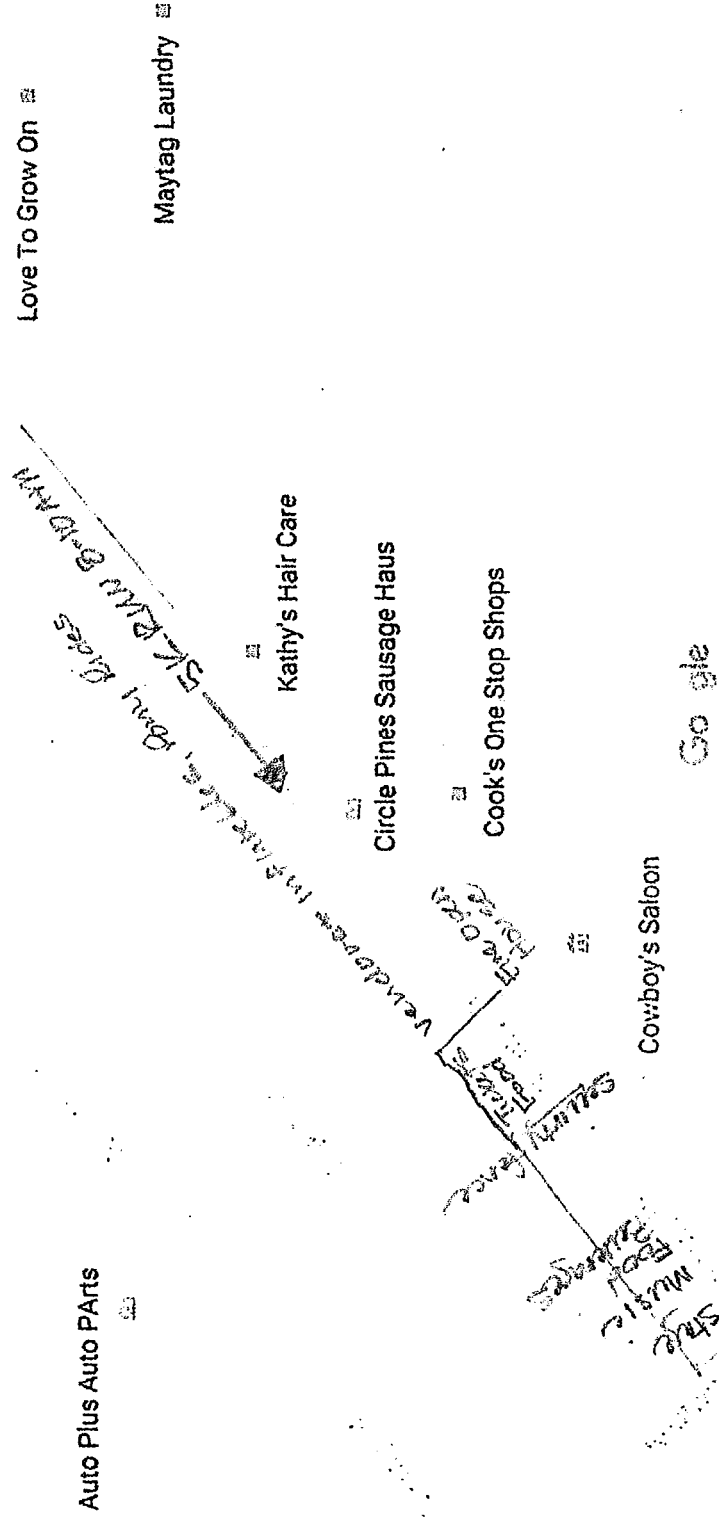
Activities  
Fri 9-11 PM

Creative Kids  
Academy Lexington

23

555  
555  
555

Fest



Map data ©2016 Google Terms Send feedback 100 ft

Will provide a more detailed map of vendors 9/11/19

Attachment C

Sunday

Creative Kids  
Academy Lexington

123

0000  
0000  
0000

W. Fest

Love To Grow On

Auto Plus Auto Parts

Maytag Laundry

Kathy's Hair Care

Circle Pines Sausage Haus

Cook's One Stop Shops

Cowboy's Saloon

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