

**AGENDA**  
**CITY OF LEXINGTON**  
**REGULAR COUNCIL MEETING**  
**JANUARY 17, 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. LETTERS AND COMMUNICATIONS:**

- A. Lakes Police Department Media Reports
- 12-19-18 - 12 -23-18 pp. 1-2
  - 12-28-18 – 01-01-19 pp. 3-5
- B. Planning & Zoning meeting minutes – January 8, 2019 pp. 6-7
- C. 2019 meeting calendar – Revised pp. 8-11
- D. NorthMetro TV Reports pp. 12-23

**Consent Agenda:**

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

**5. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – January 3, 2019 pp. 24-26
- B. Recommendation to Approve Claims and Bills: pp. 27-36
- Check #'s 13609 - 13610
- Check #'s 44385 - 44438
- Check #'s 12398 - 12414

**Action Items:**

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

**6. ACTION ITEMS:**

- A. Recommendation to approve the 2019 Memorandum of Understanding (MOU) with Centennial Lakes Little League for the use of Memorial Park pp. 37
- B. Recommendation to approve the 2019 Contract for Animal Control Services with Otter Lake Care Center. pp. 38-39
- C. Recommendation to approve Logo 3 (C) as the new City of Lexington's City logo. pp. 40
- D. Recommendation to approve Logo 1(C) - to be used for opacity on the City of Lexington's letterhead pp. 41

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

/mv

**\*\*No Workshop due to lack of items for discussion**



# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
18308219	Dec 19 2018	14:21	MEDICAL	XX PINE DR S	CIRCLE PINES
<b>Summary:</b> MEDICAL. OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF S PINE DR FOR A MEDICAL EMERGENCY. MALE DECLINED MEDICAL ATTENTION.CLEAR.					
18308114	Dec 19 2018	12:15	MEDICAL	69XX TOURVILLE CIR	CENTERVILLE
<b>Summary:</b> MEDICAL: RESPONDED TO THE 6900 BLOCK OF TOURVILLE CIRCLE ON A MEDICAL EMERGENCY CALL INVOLVING AN ADULT FEMALE. ARRIVED WITH CFD AND EMS AND ASSISTED WITH PATIENT CARE. FEMALE WAS TRANSPORTED TO THE HOSPITAL.					
18307900	Dec 19 2018	04:20	MEDICAL	XX OAK RD	CIRCLE PINES
<b>Summary:</b> MEDICAL. POLICE RESPONDED TO THE 10 BLOCK OF OAK ROAD ON A MEDICAL. POLICE PROVIDED MEDICAL ATTENTION TO THE ADULT MALE VICTIM AND GATHERED ALL PERTINENT INFORMATION. PARAMEDICS ARRIVED AND TOOK OVER THE SCENE. PARAMEDICS TRANSPORTED THE VICTIM TO A NEAR BY MEDICAL CENTER FOR FURTHER TREATMENT. CLEAR					
18307842	Dec 19 2018	00:48	MEDICAL	XX NORTH RD	CIRCLE PINES
<b>Summary:</b> OFFICERS RESPONDED TO THE 0 BLOCK OF NORTH RD REGARDING A MEDICAL. THE VICTIM WAS THEN TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.CLEAR.					
18308443	Dec 19 2018	17:35	THEFT	68XX BEAVER POND WAY	CENTERVILLE
<b>Summary:</b> THEFT. OFFICERS WERE DISPATCHED TO THE 6800 BLOCK OF BEAVER POND WAY FOR A THEFT REPORT. ACTIVE CASE.					
18309565	Dec 20 2018	22:42	THEFT	XX CENTRAL ST	CIRCLE PINES
<b>Summary:</b> POLICE WERE DISPATCHED TO THE AREA OF LEXINGTON AVENUE AND CENTRAL STREET ON A REPORT OF A THEFT. POLICE ARE WORKING TO IDENTIFY THE SUSPECT.					
18309381	Dec 20 2018	18:36	LIFT ASSIST	17XX OJIBWAY DR	CENTERVILLE
<b>Summary:</b> LIFT ASSIST. OFFICERS WERE DISPATCHED TO THE 1700 BLOCK OF OJIBWAY DR FOR A LIFT ASSIST. NO INJURIES. CLEAR.					
18309293	Dec 20 2018	16:40	CHECK WELFARE	88XX DUNLAP AVE	LEXINGTON
<b>Summary:</b> . CHECK WELFARE. OFFICERS CONDUCTED A WELFARE CHECK IN THE 8800 BLOCK OF DUNLAP AVE. CLEAR					
18309171	Dec 20 2018	14:39	DOMESTIC-VERBAL	CIVIC HEIGHTS DR / GOLDEN OAK DR	CIRCLE PINES
<b>Summary:</b> DOMESTIC. OFFICERS WERE DISPATCHED TO A VERBAL DOMESTIC IN THE AREA OF CIVIC HEIGHTS DR AND GOLDEN OAK DR.INVOLVED PARTIES GONE BEFORE OFFICERS ARRIVAL. PARTIES WERE EVENTUALLY LOCATED AND NO ISSUES WERE FOUND.CLEAR.					
18308969	Dec 20 2018	10:04	BURGLARY-RESIDENTIAL	38XX LOVELL RD	LEXINGTON
<b>Summary:</b> BURGLARY: RESPONDED TO A DELAYED BURGLARY REPORT IN THE 3800 BLOCK OF LOVELL RD IN LEXINGTON. UPON ARRIVAL SPOKE WITH RESIDENT AND NEIGHBOR AND DETERMINED UNKNOWN SUSPECT KICKED IN A DOOR AND DAMAGED THE FRAME AND THEN FLED THE AREA. NOTHING TAKEN AND DAMAGE ESTIMATED AT \$500.00					
18309093	Dec 20 2018	12:58	INFORMATION	XX NORTH RD	CIRCLE PINES
<b>Summary:</b> INFORMATION.OFFICERS TOOK A WALK IN REPORT OF JUVENILE CONCERNS FROM A PARENT.OFFICERS ADVISED COMPLAINANT OF OPTIONS.INFORMATIONAL REPORT ONLY.CLEAR.					
18309172	Dec 20 2018	14:57	INFORMATION	89XX NAPLES ST	LEXINGTON
<b>Summary:</b> ASSIST TO CITY INSPECTOR. ON 12/20/2018 OFFICERS ASSISTED THE LEXINGTON CITY INSPECTOR IN THE 8900 BLOCK OF NAPLES.CLEAR.					
18309694	Dec 21 2018	02:56	CHECK WELFARE	38XX RESTWOOD RD	LEXINGTON



# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
<b>Summary:</b> WELFARE CHECK. POLICE RESPONDED TO THE 3800 BLOCK OF RESTWOOD ROAD ON A WELFARE CHECK OF AN ADULT DRUNK MALE. POLICE FOUND THE MALE A SHORT DISTANCE AWAY DRIVING HIS VEHICLE. POLICE ARRESTED THE MALE FOR DWI AND WAS LATER BROUGHT TO JAIL.CLEAR					
18309834	Dec 21 2018	13:16	HOUSE/PROPERTY CHECK		CIRCLE PINES
18310126	Dec 21 2018	14:16	HOUSE/PROPERTY CHECK		CIRCLE PINES
18310587	Dec 21 2018	23:44	DWI-3RD DEGREE	LAKE DR / CIVIC HEIGHTS CIR	CIRCLE PINES
<b>Summary:</b> POLICE CONDUCTED A TRAFFIC STOP IN THE AREA OF LAKE DRIVE AND SOUTH PINE DRIVE. THE DRIVER OF THE VEHICLE WAS SUBSEQUENTLY ARRESTED FOR DWI.					
18311294	Dec 22 2018	22:59	DWI-REFUSAL	FLOWERFIELD RD / ALBERT AVE	LEXINGTON
<b>Summary:</b> POLICE CONDUCTED A TRAFFIC STOP IN THE AREA OF FLOWERFIELD ROAD AND ALBERT AVENUE. THE DRIVER WAS SUBSEQUENTLY ARRESTED FOR DWI.					
18310802	Dec 22 2018	10:54	WELFARE CHECK		LEXINGTON
<b>Summary:</b> . WELFARE CHECK. OFFICERS WERE GIVEN INFORMATION OF SUSPECTED CHILD ABUSE/NEGLECT FROM ANOKA COUNTY CHILD PROTECTION SERVICES. OFFICERS MADE CONTACT WITH PARTIES. CASE REFERRED BACK TO CHILD PROTECTION SERVICES. CLEAR.					
18311689	Dec 23 2018	16:34	ACCIDENT-MV PD	LEXINGTON AVE / LOVELL RD	CIRCLE PINES
<b>Summary:</b> PROPERTY DAMAGE ACCIDENT. OFFICERS WERE DISPATCHED TO THE INTERSECTION OF LEXINGTON AVE AT LAKE DR ON A PROPERTY DAMAGE ACCIDENT. OFFICERS VERIFIED THERE WERE NO INJURIES, GATHERED INFORMATION FROM THE INVOLVED DRIVERS AND ASSISTED IN EXCHANGING INFORMATION.CLEAR					



# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
18313407	Dec 26 2018	11:49	LIFT ASSIST	2XX NORTH STAR LN	CIRCLE PINES
<b>Summary:</b> ON 12/26/2018 AT APPROXIMATELY 1150 HOURS, OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF NORTH STAR LANE FOR A MEDICAL LIFT ASSIST.CLEAR.					
18313683	Dec 26 2018	16:42	ACCIDENT-MV PD	FIREBARN RD / LAKE DR	CIRCLE PINES
<b>Summary:</b> PROPERTY DAMAGE ACCIDENT. OFFICERS WERE DISPATCHED TO THE AREA OF FIREBARN RD AND LAKE DR FOR A PROPERTY DAMAGE ACCIDENT.NO INJURIES.CLEAR.					
18313814	Dec 26 2018	19:20	ALARM-BUSINESS	89XX SYNDICATE AVE	LEXINGTON
<b>Summary:</b> POLICE INVESTIGATED AN ALARM IN THE 8900 BLOCK OF SYNDICATE AVENUE. NO PROBLEM WAS FOUND.					
18314852	Dec 27 2018	23:19	CHECK WELFARE	XX NORTH DR	CIRCLE PINES
<b>Summary:</b> WELFARE CHECK. POLICE TOOK A PHONE CALL IN REGARDS TO A WELFARE CHECK OF AN ADULT MALE. POLICE MADE CONTACT WITH ALL PARTIES INVOLVED AND DETERMINED EVERYONE WAS FINE.CLEAR					
18314285	Dec 27 2018	10:31	PUBLIC ASSIST	39XX RESTWOOD RD	LEXINGTON
<b>Summary:</b> A WELFARE CHECK WAS FIELDIED IN THE 3900 BLOCK OF RESTWOOD RD. ACTIVE.					
18314197	Dec 27 2018	08:38	MEDICAL	XX SOUTH DR	CIRCLE PINES
<b>Summary:</b> MEDICAL: RESPONDED TO THE 90 BLOCK OF SOUTH DRIVE ON A MEDICAL EMERGENCY INVOLVING AN ADULT FEMALE. UPON ARRIVAL, OFFICERS RENDERED MEDICAL TREATMENT UNTIL THE PARAMEDICS ARRIVED AND TOOK OVER. FEMALE TRANSPORTED TO THE HOSPITAL.					
18315271	Dec 28 2018	13:03	DOG AT LARGE	7XX CIVIC HEIGHTS DR	CIRCLE PINES
<b>Summary:</b> ON 12/28/2018 AT APPROXIMATELY 1320 HOURS, NEAR THE 700 BLOCK OF CIVIC HEIGHTS, A DOG WAS CONTAINED.DOG WAS REUNITED WITH DOG SITTER.CLEAR.					
18315043	Dec 28 2018	08:35	LIFT ASSIST	18XX PIONEER LN	CENTERVILLE
<b>Summary:</b> OFFICERS WERE CALLED TO A LIFT ASSIST 1800 BLOCK OF PIONEER LANE.					
18315526	Dec 28 2018	17:13	TRAFFIC	RESTWOOD RD / DUWAYNE AVE	LEXINGTON
<b>Summary:</b> TRAFFIC STOP. OFFICERS CONDUCTED A TRAFFIC STOP IN THE AREA OF LAKE DR AND ALBERT AVE.DRIVER ARRESTED.CLEAR.					
18316051	Dec 29 2018	09:10	ACCIDENT-MV HR PD	XX EAST RD	CIRCLE PINES
<b>Summary:</b> PD HIT AND RUN: RESPONDED TO A DELAYED HIT AND RUN PROPERTY DAMAGE ACCIDENT IN THE 10 BLOCK OF EAST RD. UPON ARRIVAL, DETERMINED A VEHICLE STRUCK A MAILBOX AND CAUSED ABOUT \$100 DAMAGE TO IT. EVIDENCE COLLECTED AT THE SCENE. NO SUSPECT INFORMATION.					
18315991	Dec 29 2018	04:19	ACCIDENT-SQUAD INVOLVED		LINO LAKES
<b>Summary:</b> OFFICERS RESPONDED TO THE 600 BLOCK REGARDING LINO LAKES SQUAD VS DEER PD. NO INJURIES OCCURRED AND MINIMAL DAMAGE DONE TO THE SQUAD.CLEAR.					
18315936	Dec 29 2018	01:18	ASSIST OTHER AGENCY		LINO LAKES
18317390	Dec 30 2018	22:54	MEDICAL	71XX PROGRESS RD	CENTERVILLE
<b>Summary:</b> MEDICAL. POLICE RESPONDED TO THE 1700 BLOCK OF PROGRESS ROAD ON A MEDICAL. POLICE PROVIDED MEDICAL ATTENTION TO THE ADULT FEMALE VICTIM UNTIL RELIEVED BY PARAMEDICS. PARAMEDICS TRANSPORTED THE FEMALE TO A NEARBY MEDICAL CENTER FOR FURTHER TREATMENT.CLEAR					



# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
18317039	Dec 30 2018	13:23	LOST ANIMAL	XX NORTH DR	CIRCLE PINES
<b>Summary:</b> CONTAINED DOG. OFFICERS TOOK A REPORT AT BASE OF A CONTAINED DOG FOUND IN LINO LAKES. DOG WAS TRANSPORTED TO OTTER LAKE ANIMAL HOSPITAL.CLEAR.					
18316834	Dec 30 2018	03:12	MEDICAL	38XX RESTWOOD RD	LEXINGTON
<b>Summary:</b> MEDICAL. POLICE RESPONDED TO A MEDICAL ON THE 3800 BLOCK OF RESTWOOD ROAD. POLICE PROVIDED MEDICAL ATTENTION TO THE JUVENILE FEMALE VICTIM UNTIL RELIEVED BY PARAMEDICS. THE JUVENILE FEMALE AND HER MOTHER ELECTED TO NOT BE TRANSPORTED TO A NEAR BY MEDICAL CENTER.CLEAR					
18316810	Dec 30 2018	02:05	DOMESTIC ASSAULT	39XX RESTWOOD RD	LEXINGTON
<b>Summary:</b> POLICE WERE DISPATCHED TO THE 3900 BLOCK OF RESTWOOD ROAD ON A REPORT OF A PHYSICAL DOMESTIC. POLICE ARRIVED, SPOKE WITH ALL PARTIES INVOLVED AND AN ADULT MALE WAS ARRESTED FOR DOMESTIC ASSAULT.					
18317094	Dec 30 2018	14:53	TRAFFIC-DAC IPS	9100 BLOCK LAKE DR	LEXINGTON
<b>Summary:</b> TRAFFIC. OFFICERS OBSERVED A VEHICLE RUN THE RED LIGHT ON GRIGGS AVE AT LEXINGTON AVE. OFFICERS STOPPED THE VEHICLE AND DETERMINED THE DRIVER WAS CANCELED-INIMICAL TO PUBLIC SAFETY. THE DRIVER WAS ALLOWED TO HAVE A LICENSED DRIVER DRIVE FROM THE SCENE AND A REQUEST FOR FORMAL COMPLAINT WAS FILED TO CHARGE THE DRIVER WITH THE VIOLATION.CLEAR.					
18317348	Dec 30 2018	21:51	MEDICAL	17XX MAIN ST	CENTERVILLE
<b>Summary:</b> POLICE RESPONDED TO THE 1700 BLOCK OF MAIN STREET ON A REPORT OF AN ADULT FEMALE EXPERIENCING A MEDICAL EMERGENCY. AN ADULT FEMALE WAS TRANSPORTED TO THE HOSPITAL.					
18317449	Dec 31 2018	01:13	MEDICAL	92XX RYAN PL	LEXINGTON
<b>Summary:</b> POLICE WERE DISPATCHED TO THE 9200 BLOCK OF RYAN PLACE FOR AN ADULT FEMALE EXPERIENCING A MEDICAL EMERGENCY. POLICE WERE CLEARED BY ALLINA PERSONNEL.					
18317520	Dec 31 2018	05:54	NOISE COMPLAINT	70XX 20TH AVE	CENTERVILLE
<b>Summary:</b> NOISE COMPLAINT.OFFICERS WERE DISPATCHED TO THE 7000 BLOCK OF 20TH AVE FOR A NOISE COMPLAINT.OFFICERS CHECKED AREA AND UNABLE TO LOCATE. CASE CLOSED.					
18317627	Dec 31 2018	10:01	MISCELLANEOUS OFFICER	88XX NAPLES ST	LEXINGTON
<b>Summary:</b> MAARC REFERRAL. OFFICER REVIEWED A REFERRAL FROM MAARC. INCIDENT OCCURRED OUT OF OUR JURISDICTION. NO ACTION NEEDED BY OUR DEPARTMENT.CLOSED.					
18317687	Dec 31 2018	11:20	MEDICAL	70XX CENTERVILLE RD	CENTERVILLE
<b>Summary:</b> MEDICAL: RESPONDED TO MEDICAL EMERGENCY CALL INVOLVING AN ADULT FEMALE IN THE 7000 BLOCK OF CENTERVILLE RD. ARRIVED AND ASSISTED EMS WITH PATIENT CARE UNTIL THEY WERE TRANSPORTED TO THE HOSPITAL.					
18317838	Dec 31 2018	14:24	FIRE	XX SHADY WAY	CIRCLE PINES
<b>Summary:</b> FIRE. OFFICERS WERE DISPATCHED TO THE 10 BLOCK OF SHADY WAY ON A REPORT OF AN ATTACHED GARAGE FIRE. OFFICERS ASSISTED IN EVACUATING ATTACHED UNITS. OFFICERS ASSISTED FIRE ON SCENE AS REQUESTED. THE CAUSE OF THE FIRE IS STILL UNDER INVESTIGATION BY CENTENNIAL FIRE DEPARTMENT.CLEAR.					
18318171	Dec 31 2018	21:33	MEDICAL	17XX MAIN ST	CENTERVILLE
<b>Summary:</b> MEDICAL. OFFICERS WERE DISPATCHED TO THE 1700 BLOCK OF MAIN ST FOR A MEDICAL EMERGENCY.FEMALE WAS TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.CLEAR.					
18318102	Dec 31 2018	20:11	CHILD CUSTODY DISPUTE	XX EAST RD	CIRCLE PINES
<b>Summary:</b> CHILD CUSTODY DISPUTE.OFFICERS WERE DISPATCHED TO THE 20 BLOCK OF EAST RD ON A CHILD CUSTODY DISPUTE. OFFICERS RESPONDED AND MEDIATED BETWEEN THE INVOLVED PARTIES DURING A CHILD EXCHANGE.CLEAR.					
19000259	Jan 1 2019	10:56	DOG AT LARGE	93XX SYNDICATE AVE	LEXINGTON



# Centennial Lakes Police Department

## Media Report



Case Number	Incident Date	Time	Description	Location	City
<b>Summary:</b> ON 1/1/2019 AT APPROXIMATELY 1100 HOURS, OFFICERS WERE DISPATCHED TO THE 9300 BLOCK OF SYNDICATE FOR A CONTAINED DOG.DOG REUNITED WITH OWNER.CLEAR.					
19000391	Jan 1 2019	16:00	ACCIDENT-MV PD	LEXINGTON AVE / LOVELL RD	LEXINGTON
<b>Summary:</b> PD ACCIDENT.DISPATCHED TO LOVELL RD AND LEXINGTON AVE ON A PROPERTY DAMAGE ACCIDENT. INFORMATION COLLECTED.					

**MINUTES**  
**REGULAR PLANNING COMMISSION MEETING**  
**January 8, 2019 - 7:00 P.M.**  
**9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER

- A. Roll Call: Chairperson VanderBloomer, Commissioners Bautch, Thorson, Koch and Murphy

*Chairperson Vanderbloomer called to order the Regular Planning Commission meeting on January 8, 2018 at 7:02 p.m. Commissioners Present: John Bautch, Michelle Koch, Gloria Murphy, and Ron Thorson. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Kurt Glaser, City Attorney.*

2. CITIZENS FORUM

*No citizens were present to address the Planning Commission on items not on the agenda*

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

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

4. LETTERS AND COMMUNICATION

- A. Building Permits for December 2018

*No discussion on December building permits.*

5. APPROVAL OF PLANNING COMMISSION MINUTES

- A. December 11, 2018

*Koch made a motion to approve the December 11, 2018 minutes. Thorson seconded the motion. Motion carried 5-0.*

6. DISCUSSION ITEM:

- A. Recreational Camping Vehicle Parking

*Attorney Glaser explained the need to revise the recreational camping vehicle parking ordinance. He stated that our ordinances need to address the "stuff in the yard" that clutter our properties in Lexington. He gave examples of fish houses, snowmobiles, trailers, boats, garbage and debris, etc. Discussion ensued.*

*Glaser suggested to the Commission of condensing the ordinances in the code book that address recreational camping vehicle parking for ease of enforcement. Discussion ensued.*

***Vanderbloomer asked Glaser to draft a condensed version of the recreational camping vehicle parking ordinance and make suggestions based on other cities ordinances, and how they address these issues. Discussion ensued.***

***Petracek stated he would have this item on the next agenda for discussion. No action was taken.***

**7. NOTE COUNCIL MINUTES:**

**A. December 6, 2018**

**B. December 20, 2018**

***Discussion about the City Council addressing snowmobile regulations in Lexington at their December workshop. Petracek stated no changes were suggested for the ordinance, but he was directed to have public works place signs in various locations to state that snowmobiles are only allowed on city streets. Petracek added those signs have been ordered and should be installed in a month or so. Discussion ensued.***

***Bautch asked about the temporary subdivision for the Ephesians Development. Glaser explained the potential need due to the financing issues the Ephesians has been having. Discussion ensued.***

**8. PLANNING COMMISSION INPUT**

***Thorson discussed his neighbor's garage that has junk, mattresses, etc in the front of his property. Discussion ensued.***

***Vanderbloomer asked if "no parking" signs on the east side of the street on Hamline Ave. could be installed. Petracek stated he would have a discussion with staff for consideration.***

***Petracek gave an update on the potential development on Paster Properties. Discussion ensued.***

**9. ADJOURNMENT**

***Koch made a motion to adjourn at 8:05 p.m. Thorson seconded the motion. Motion carried 5-0.***

**CITY OF LEXINGTON**  
**2019**  
**SCHEDULE OF MEETING DATES**  
**revised January 4, 2019**



**REGULAR COUNCIL MEETINGS**

**( \* ) Unless otherwise noted.**

Regular Council Meetings will be held the first and third Thursday of each month in the Council Chambers commencing at **7:00 P.M.**

January 3<sup>rd</sup> & 17<sup>th</sup>  
February 7<sup>th</sup> & 21<sup>st</sup>  
March 7<sup>th</sup> & 21<sup>st</sup>  
April 4<sup>th</sup> & 18<sup>th</sup>  
May 2<sup>nd</sup> & 16<sup>th</sup>  
June 6<sup>th</sup> & 20<sup>th</sup>

July 11<sup>th</sup> & 18<sup>th</sup> (\*)  
August 1<sup>st</sup> & 15<sup>th</sup>  
September 5<sup>th</sup> & 19<sup>th</sup>  
October 3<sup>rd</sup> & 17<sup>th</sup>  
November 7<sup>th</sup> & 21<sup>st</sup>  
December 5<sup>th</sup> & 19<sup>th</sup>



**REGULAR COUNCIL WORKSHOP MEETINGS**

**( \* ) Unless otherwise noted.**

Regular Mayor/Council Workshop Meetings will be held the third Thursday of the month in the Council Chambers immediately following the Regular Council meeting.

January 17<sup>th</sup>  
February 21<sup>st</sup>  
March 21<sup>st</sup>  
April 18<sup>th</sup>  
May 16<sup>th</sup>  
June 20<sup>th</sup>

July 18<sup>th</sup>  
August 15<sup>th</sup>  
September 19<sup>th</sup>  
October 17<sup>th</sup>  
November 21<sup>st</sup>  
December 19<sup>th</sup>



**PLANNING COMMISSION MEETINGS**

**( \* ) Unless otherwise noted.**

Regular Planning Commission Meetings will be held the second Tuesday of each month in the Council Chambers commencing at **7:00 P.M.**

January 8<sup>th</sup>  
February 12<sup>th</sup>  
March 12<sup>th</sup>  
April 9<sup>th</sup>  
May 14<sup>th</sup>  
June 11<sup>th</sup>

July 9<sup>th</sup>  
August 13<sup>th</sup>  
September 10<sup>th</sup>  
October 8<sup>th</sup>  
November 12<sup>th</sup>  
December 10<sup>th</sup>



## **PARK BOARD MEETINGS**

**( \* ) Unless otherwise noted.**

Regular Park Board Meetings will be held on the first Monday of each month in the Council Chambers commencing at **5:30 P.M.**

January 7<sup>th</sup>  
February 4<sup>th</sup>  
March 4<sup>th</sup>  
April 1<sup>st</sup>  
May 6<sup>th</sup>  
June 3<sup>rd</sup>

July 1<sup>st</sup>  
August 5<sup>th</sup>  
September 9<sup>th</sup>  
October 7<sup>th</sup>  
November 4<sup>th</sup>

\* December **(No Meeting)**

THESE MEETINGS WILL COMMENCE AT CITY HALL. A TOUR OF THE FOLLOWING LOCATIONS MAY TAKE PLACE DURING SOME OF THE MEETINGS:  
*LEXINGTON MEMORIAL PARK, LEXINGTON TOT PARK, AND LEXINGTON BERM.*



## **FIRE RELIEF MEETINGS**

**( \* ) Unless otherwise noted.**

Fire Relief Association Meetings will be held on the first Monday after the third Sunday, of each month at the Lexington Fire Hall commencing at **7:00 P.M.**

\*January 28<sup>th</sup>  
\*February 25<sup>th</sup>  
March 18<sup>th</sup>  
April 22<sup>nd</sup>  
May 20<sup>th</sup>  
June 17<sup>th</sup>

July 22<sup>nd</sup>  
August 19<sup>th</sup>  
September 23<sup>rd</sup>  
October 21<sup>st</sup>  
November 18<sup>th</sup>  
December 16<sup>th</sup>

## **NORTH METRO TELECOMMUNICATIONS COMMISSION AND OPERATIONS COMMITTEE**



### **CABLE OPERATIONS COMMITTEE MEETINGS**

Operations Committee meetings will be held the Tuesday, before the first Wednesday of each month, at the North Metro Community Television facility, at 12520 Polk St. NE, Blaine, MN 55434, beginning at 10:30 a.m.

January 1<sup>st</sup> - **canceled**  
February 5<sup>th</sup>  
March 5<sup>th</sup>  
April 2<sup>nd</sup>  
April 30<sup>th</sup>  
June 4<sup>th</sup>

July 2<sup>nd</sup>  
August 6<sup>th</sup>  
September 3<sup>rd</sup>  
October 1<sup>st</sup>  
November 5<sup>th</sup>  
December 3<sup>rd</sup>



## **CABLE COMMISSION MEETINGS**

Full Commission meetings will be held the third Wednesday of every month at Spring Lake Park City Hall, 1301 81<sup>st</sup> Ave. NE, Spring Lake Park, MN 55432, beginning at 6:00 PM.

January 16<sup>th</sup>  
February 20<sup>th</sup>  
March 20<sup>th</sup>  
April 17<sup>th</sup>  
May 15<sup>th</sup>  
June 19<sup>th</sup>

July 17<sup>th</sup>  
August 21<sup>st</sup>  
September 18<sup>th</sup>  
October 16<sup>th</sup>  
November 20<sup>th</sup>  
December 18<sup>th</sup>



## **POLICE GOVERNING BOARD**

( \* ) Unless otherwise noted.

Police Governing Board meetings will be held quarterly on the following dates at the Centennial Lakes Police Department  
54 North Road, Circle Pines, MN 55014  
beginning at 7:00 P.M.

January 14<sup>th</sup>

May 13<sup>th</sup>

August 12<sup>th</sup>

November 18<sup>th</sup>

## **CITY OF LEXINGTON RECYCLING / CLEAN UP**

Regular Recycling & Clean Up Day will be held on the fourth Saturday in April location TBD  
at 8:00 A.M. ending at Noon

April 27<sup>th</sup>












P:\DATA\RESOURCES-LABELS\2019\Lexington meeting dates 2019.docx

Meeting dates in RED have not been determined yet

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

SEPTEMBER						
S	M	T	W	T	F	S
1					6	7
8				12	13	14
15	16	17			20	21
22		24	25	26	27	28
29	30					

DECEMBER						
S	M	T	W	T	F	S
1	2	3 	4	5 	6	7
8	9	10 	11 	12	13	14
15	16 	17	18 	19 	20	21
22	23	24 	25 	26 	27	28
29	30	31 				

## DECEMBER

## 2019 Holidays

11	New Years Day
12	MLK Day
13	President's Day
14	Good Friday
15	Memorial Day
16	Independence Day
17	Day after 4th of July
18	Labor Day
19	Veteran's Day
20	Thanksgiving Day
21	After Thanksgiving
22	Christmas Eve
23	Christmas
24	New Year's Eve

**Councilmembers:**

Centennial Comm Network



Public Works: Jim Fischer &amp; Travis Schmidt

**Municipal Liquor:** Jack Borgen - Karen Larson-Andrew Lyons

## CABLE OPERATIONS

revised January 4, 2019

# North Metro TV

December 2018 Update

## Program Production

In December, a total of 84 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **57:00:00 hours of new programming**.

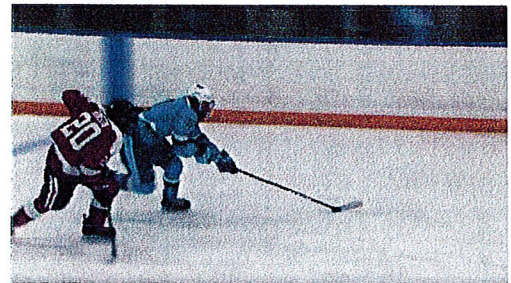
- 31 programs were produced by the public
- 34 programs were produced by NMTV staff
- 19 programs were produced by City staff



## Van Shoots

The HD truck was used for **18:00:00** hours of production. Events produced live and recorded for additional playbacks include:

- Wrestling: Blaine vs. Centennial
- Girls Hockey: Centennial vs. Blaine
- Boys Hockey: Centennial vs. Blaine



## Workshops

Workshop	Instructor	Organization	Students
Lecture Series - The Star Wars Holiday Special	Eric Houston	Anoka County History Center	30
Lecture Series - Dracula, Frankenstein and King Kong: Monster Movies of the '20s and '30s	Eric Houston	Video Club	6
Lecture Series - Wolfman, Creature, and Godzilla: Monster Movies of the '40s and '50s	Eric Houston	Video Club	7
Bad Movie Bros Live Practical	Eric Houston	Video Club	3
<b>4 Workshops</b>			<b>46 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	201.75	57	122	20	409	\$1,159.00
February	120.5	41	53	15	1,164	\$780.00
March	167.5	64	0	74	237	\$381.00
April	128.00	52	53	17	781	\$195.00
May	59.00	29	18	9	0	\$460.00
June	133.75	45	36	31	475	\$354.00
July	166.5	27	54	28	230	\$200.00
August	224.5	64	11	62	649	\$1,157.00
September	138.75	35	0	3	1,112	\$345.00
October	80.75	34	0	14	0	\$577.00
November	247	54	79	26	215	\$829.20
December	462	199	41	75	172	\$1,191.00
<b>TOTAL:</b>	<b>2,002.00</b>	<b>701</b>	<b>467</b>	<b>374</b>	<b>5,444</b>	<b>\$7,628.20</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	111	460
February	112	685.25
March	117	552.25
April	47	295.5
May	103	409.25
June	116	556.75
July	101	513.25
August	106	612.75
September	90	441
October	73	366.75
November	118	604.75
December	126	741
<b>TOTAL PUBLIC USAGE:</b>		<b>6,238.75</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 December highlights include:

- Lino Lakes May Save Oldest Building in City
- Law Enforcement Makes Holidays Brighter
- Hope for the Community
- Anoka County Library First in Nation on New Technology

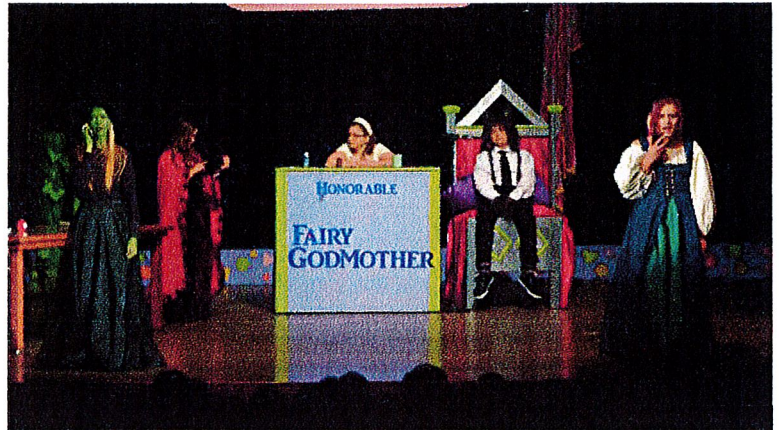


- Anoka County Commissioner Jim Kordiak Says Goodbye
- Ruffridge-Johnson Opens in Centerville
- Blaine Salvation Army Theft
- Heroes and Helpers

In addition to daily playbacks of North Metro TV News on the cable systems, there are 534 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

### Trial of the Wicked Witch

T.J. Tronson recorded Centennial Middle School's production of "The Trial of the Wicked Witch" in December. After capturing the event, he edited the footage with color and audio quality enhancements. He also created a title page and closing credits featuring the names of all of the students and teachers involved in the production. While we can't play the video on our channels because of copyright issues, we make the DVDs available to the school.

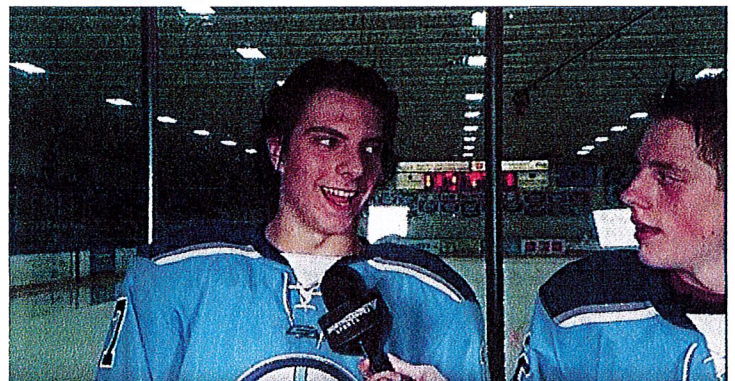


### Home Movie Transfers

2018 was a very busy year for home movie transfers. Studio Manager, Eric Houston, advertised the service in the TidBits paper and the Clip 'n Save coupon circular, along with taking out ads in the Blaine Community Resource Guide, and on Facebook, Instagram, and Google. He also secured ad space on the Target Employees benefits page and researched the cost for promoting the service on the back of grocery store receipt tapes. So far, the TidBits paper brings in the largest number of people. With increased usage we found the need to invest in two more film scanners, which scan each individual frame of film at high resolution, offering the absolute best picture quality possible. While many people choose to transfer their VHS tapes to DVD themselves for free, commercial transfers increased over the previous year, with fees totaling \$7,628. While we don't think this service is going to earn large amounts of money, we do think it is possible to hit the \$20,000 mark.

### Winter Sports Season Starts

After a brief sports hiatus from mid-November to mid-December, sports programming is back! Kenton, Jeremy, and the the whole sports team got back to it with wrestling, hockey, and basketball coverage and the start of the winter Sports Den season. They also produced five episodes of their very popular Coach & Captain's series along with game summaries and Sports Den Highlights posted on our YouTube page.



### Holiday Special Lecture Class

Eric Houston put together a Star Wars Holiday Special for his growing lecture series. The class was offered as part of the Christmas festivities at the Anoka County Historical Center. Thirty people attended the lecture, with many taking literature regarding future classes and our home movie transfer service.

### New Class

In an ongoing effort to keep students engaged, Eric Houston is creating a new class for the general public. The Screenwriting Workshop will make students familiar with screenwriting and screenplays through reading and dissecting an actual screenplay. Students will learn terms and principals of telling a story on television, and then write an actual screenplay for an episode of Gilligan's Island as a team.

## City Productions

Municipal Producer, Trevor Scholl, completed five projects in December including a couple of EDA pieces and an in-depth profile of a new brewery in Spring Lake Park. Projects completed include:

- Centerville Economic Development Authority
- Torg Brewing
- Ham Lake and Santa Partner for NACE
- Blaine Economic Development Review
- Blaine Indoor Market



New and ongoing projects include:

- Shot interviews for Lexington's Mayor's Minutes
- Organizing winter Mayor's Minutes
- Northern Force Dance business profile
- New Blaine app OpenGov
- Winter restoration in Blaine Wetland Sanctuary
- Booked Centerville's Mayor's Minutes
- Ham Lake Snowbowl promo

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**

- No equipment issues were reported.
- **Centerville**
- No equipment issues were reported.

### **Circle Pines**

- 12.3.18: Discussed camera issue with Z Systems and Ross. Exploring whether the gain feature could be involved in their macro button.
- 12.5.18: Went to City Hall to investigate connection issue. Checked all settings at NMTV. Good. Checked all settings at City Hall. Good. Called Jim Ellison at Roseville to check connectivity. Could not see. Matt traced the problem to a faulty connection at the wall outlet. Will make replacement cable in case it is not the wall connector. Reconnected and is now working.
- 12.10.18: Ross figured out a resolution to the camera gain problem. Sent an updated version of Dashboard & LCS that has the ability to save the camera gain feature in the shot list. The problem is a result of Sony changing their protocol and Ross quickly resolved the issue once we reported it.
- 12.27.18: Went to City Hall with Z Systems to review set-up. Checked on mic set-up. Installed a program so changes can be easily made.
- 12.27.18: Investigated hum coming through mic line. Still present even when mics are turned off. Could be a grounding problem. Will check on a power cleanser.

### **Ham Lake**

- 12.5.18: Went to City Hall to help with audio issues. Tested all the mics and reset the audio board settings. Reviewed faders with Nicole.
- 12.18.18: More audio issues. Scheduled a meeting at Ham Lake with Z Systems.
- 12.27.18: Met with Nicole and Z Systems to review audio set-up. Went through all the mics and set the levels. Z Systems reviewed how to turn down the speakers in the control room if feedback starts to happen.

### **Lexington**

- 12.6.18: Took Comcast tech to City Hall to adjust video levels. Since Lexington's power outage the video level looks washed out and dark. Turned down the white clip. Fixed problem. Also tested audio and mic levels. All good.
- 12.10.18: Went to City Hall to trouble shoot audio problem. A power supply for the Sennhieser ASA1 amp stopped working and caused half of the mics to fail. Ordered a new part from B&H.

- 12.17.18: Went to City Hall to install the new power supply. Checked the audio with Michele back in master control and all checked out good.  
**Lino Lakes**
- No equipment issues were reported.  
**Spring Lake Park**
- No equipment issues were reported.

## City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	201	269:23:03
Centerville	57	86:34:17
Circle Pines	192	125:20:26
Ham Lake	84	97:22:21
Lexington	117	71:07:59
Lino Lakes	81	144:08:29
Spring Lake Park	112	117:27:14
<b>Totals:</b>	<b>844 Program Playbacks</b>	<b>911:23:49 Hours of Video Programming on Channels</b>

## Programs Produced by the Public

Title	Producer	Runtime
Off Constantly (2 episodes)	David Bauer	00:51:36
Toastmasters Live!	Jason Sonnek	00:24:17
Tea Time With Susie	Susie Brooks	01:02:56
Every Movie Ever (2 episodes)	Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Brett Wong/Seraiah Brooks/Eric Houston	00:47:52
Bad Movie Bros	Video Club/Eric Houston	00:29:29
A Fresh New Day (2 episodes)	Anita Wardlaw	00:56:56
Christ Lutheran Church (4 episodes)	Jacob Nessman/Chance Amundson	04:04:56
The Power of Love (3 episodes)	Rick Larson	01:30:00
LovePower (3 episodes)	Rick Larson	03:00:00
Rice Creek Watershed District Meeting	Theresa Stasica	01:04:45
Hope Church (4 episodes)	Cindy Hardy	03:04:10
Oak Park Moments (7 episodes)	Dave Turnidge	04:30:00
<b>31 New Programs</b>		<b>21:46:57 New Hours</b>

## Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (12/7/18)	T.J. Tronson	00:23:09
Anoka County Board Meeting (12/18/18)	T.J. Tronson	01:15:28
NMTC Meeting (12/19/18)	T.J. Tronson	00:12:42
Centennial Middle School Presents: Trial of the Wicked Witch	T.J. Tronson	01:38:00
NMTV News (3 episodes)	Danika Peterson/Rusty Ray	00:51:15
Lino Lakes May Save Oldest Building	Danika Peterson/Rusty Ray	00:01:08
Heroes and Helpers	Danika Peterson/Rusty Ray	00:02:43
Lovell Road	Danika Peterson/Rusty Ray	00:03:25
Ruffridge-Johnson Opens in Centerville	Danika Peterson/Rusty Ray	00:01:22

Cub Scouts Explore Science	Danika Peterson/Rusty Ray	00:02:35
Centerville Economic Development Authority	Trevor Scholl	00:03:20
Trog Brewing	Trevor Scholl	00:08:00
Ham Lake and Santa Partner for NACE	Trevor Scholl	00:02:42
Blaine Economic Development Review	Trevor Scholl	00:03:53
Blaine Indoor Market	Trevor Scholl	00:02:12
Boys Hockey: Blaine/Spring Lake Park	Kenton Kipp/J. Millington	01:37:37
Wrestling: Blaine/Centennial	Kenton Kipp/J. Millington	01:09:42
Girls Hockey: Centennial/Blaine	Kenton Kipp/J. Millington	01:45:58
Boys Hockey: Centennial/Blaine	Kenton Kipp/J. Millington	02:16:34
Boys Basketball: Centennial/Blaine	Kenton Kipp/J. Millington	01:19:07
Sports Den (2 episodes)	Kenton Kipp/J. Millington	00:57:19
Coach & Captains (5 episodes)	Kenton Kipp/J. Millington	00:15:55
Game Summaries (2 episodes)	Kenton Kipp/J. Millington	00:01:45
Sports Den Highlights (3 episodes)	Kenton Kipp/J. Millington	00:05:24
<b>34 New Programs</b>		<b>14:21:25 New Hours</b>

### Programs Produced by City Staff

Title	Producer	Runtime
Blaine Traffic Commission Meeting (12/4/18)	Blaine Staff	01:16:00
Blaine City Council Meeting (12/6/18)	Blaine Staff	00:59:05
Blaine Planning Commission Meeting (12/11/18)	Blaine Staff	02:07:56
Blaine Truth in Taxation Meeting (12/13/18)	Blaine Staff	00:44:17
Blaine Natural Resources Conservation Board Meeting (12/18/18)	Blaine Staff	00:47:56
Blaine City Council Meeting (12/20/18)	Blaine Staff	02:19:18
Centerville City Council Meeting (12/12/18)	Centerville Staff	02:43:20
Circle Pines City Council Meeting (12/11/18)	Circle Pines Staff	00:46:40
Circle Pines Utility Commission Meeting (12/19/18)	Circle Pines Staff	00:27:09
Circle Pines City Council Meeting (12/26/18)	Circle Pines Staff	00:54:07
Ham Lake City Council Meeting (12/3/18)	Ham Lake Staff	00:30:50
Ham Lake Planning Commission Meeting (12/10/18)	Ham Lake Staff	01:12:15
Ham Lake City Council Meeting (12/17/18)	Ham Lake Staff	01:34:25
Lexington City Council Meeting (12/6/18)	Lexington Staff	00:26:24
Lexington City Council Meeting (12/20/18)	Lexington Staff	00:37:26
Lino Lakes City Council Meeting (12/10/18)	Lino Lakes Staff	02:39:11
Lino Lakes Planning & Zoning Meeting (12/12/18)	Lino Lakes Staff	00:23:07
Spring Lake Park City Council Meeting (12/3/18)	Spring Lake Park Staff	01:26:14
Spring Lake Park City Council Meeting (12/17/18)	Spring Lake Park Staff	00:46:11
<b>19 New Programs</b>		<b>21:01:56 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.

# CITY REPORT

December 2018

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

## Video Production



Municipal Producer, Trevor Scholl, completed five projects in December, including two economic development stories and a highlight of a new Spring Lake Park business. 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.

### December Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Centerville Economic Development Authority	Trevor Scholl	00:03:20
Trog Brewing	Trevor Scholl	00:08:00
Ham Lake and Santa Partner for NACE	Trevor Scholl	00:02:42
Blaine Economic Development Review	Trevor Scholl	00:03:53
Blaine Indoor Market	Trevor Scholl	00:02:12
Lino Lakes May Save Oldest Building	Danika Peterson/Rusty Ray	00:01:08
Heroes and Helpers	Danika Peterson/Rusty Ray	00:02:30
Lovell Road	Danika Peterson/Rusty Ray	00:03:25
Ruffridge-Johnson Opens in Centerville	Danika Peterson/Rusty Ray	00:01:22
Cub Scouts Explore Science	Danika Peterson/Rusty Ray	00:02:35
NMTC Meeting	T.J. Tronson	00:12:42
Anoka County Board Meeting (12/7/18)	T.J. Tronson	00:23:09
Anoka County Board Meeting ( 12/18/18)	T.J. Tronson	01:15:28

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

- Shot interviews for Lexington's Mayor's Minutes
- Organizing winter Mayor's Minutes
- Northern Force Dance business profile
- New Blaine app OpenGov
- Winter restoration in Blaine Wetland Sanctuary
- Booked Centerville's Mayor's Minutes
- Ham Lake Snowbowl promo

## **Equipment Consulting/Technical Support**



### **Blaine**

- No equipment issues were reported.

### **Centerville**

- No equipment issues were reported.

### **Circle Pines**

- 12.3.18: Discussed camera issue with Z Systems and Ross. Exploring whether the gain feature could be involved in their macro button.
- 12.5.18: Went to City Hall to investigate connection issue. Checked all settings at NMTV. Good. Checked all settings at City Hall. Good. Called Jim Ellison at Roseville to check connectivity. Could not see. Matt traced the problem to a faulty connection at the wall outlet. Will make replacement cable in case it is not the wall connector. Reconnected and is now working.
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- 12.17.18: Went to City Hall to install the new power supply. Checked the audio with Michele back in master control and all checked out good.

### **Lino Lakes**

- No equipment issues were reported.

### **Spring Lake Park**

- No equipment issues were reported.

## Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston, Tarkor Zehn, 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 December:

Title	Producer	Runtime
Blaine Traffic Commission Meeting (12/4/18)	Blaine Staff	01:16:00
Blaine City Council Meeting (12/6/18)	Blaine Staff	00:59:05
Blaine Planning Commission Meeting (12/11/18)	Blaine Staff	02:07:56
Blaine Truth in Taxation Meeting (12/13/18)	Blaine Staff	00:44:17
Blaine Natural Resources Conservation Board Meeting (12/18/18)	Blaine Staff	00:47:56
Blaine City Council Meeting (12/20/18)	Blaine Staff	02:19:18
Centerville City Council Meeting (12/12/18)	Centerville Staff	02:43:20
Circle Pines City Council Meeting (12/11/18)	Circle Pines Staff	00:46:40
Circle Pines Utility Commission Meeting (12/19/18)	Circle Pines Staff	00:27:09
Circle Pines City Council Meeting (12/26/18)	Circle Pines Staff	00:54:07
Ham Lake City Council Meeting (12/3/18)	Ham Lake Staff	00:30:50
Ham Lake Planning Commission Meeting (12/10/18)	Ham Lake Staff	01:12:15
Ham Lake City Council Meeting (12/17/18)	Ham Lake Staff	01:34:25
Lexington City Council Meeting (12/6/18)	Lexington Staff	00:26:24
Lexington City Council Meeting (12/20/18)	Lexington Staff	00:37:26
Lino Lakes City Council Meeting (12/10/18)	Lino Lakes Staff	02:39:11
Lino Lakes Planning & Zoning Meeting (12/12/18)	Lino Lakes Staff	00:23:07
Spring Lake Park City Council Meeting (12/3/18)	Spring Lake Park Staff	01:26:14
Spring Lake Park City Council Meeting (12/17/18)	Spring Lake Park Staff	00:46:11
<b>19 New Programs</b>		<b>21:01:56 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	201	269:23:03
Centerville	57	86:34:17
Circle Pines	192	125:20:26
Ham Lake	84	97:22:21
Lexington	117	71:07:59
Lino Lakes	81	144:08:29
Spring Lake Park	112	117:27:14
<b>Totals:</b>	<b>844 Program Playbacks</b>	<b>911:23:49 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 December:

- Blaine**
  - Transcoded and uploaded 3 videos to Carousel.
- Centerville**
  - Transcoded and uploaded 3 videos to Carousel.
- Circle Pines**
  - Transcoded and uploaded 1 video to Carousel.
- Ham Lake**
  - Transcoded and uploaded 1 video to Carousel.
- Lexington**
  - Transcoded and uploaded 1 video to Carousel.
- Lino Lakes**
  - Transcoded and uploaded 3 videos to Carousel.
- Spring Lake Park**
  - Transcoded and uploaded 1 video to Carousel.
  - Created 1 graphic page for Carousel

## City Channel Signal Monitoring

### **Blaine**

- No channel signal problems.

### **Centerville**

- No channel signal problems.

### **Circle Pines**

- Problems with 12/4 Park Board meeting. Recorded a freeze frame.

### **Ham Lake**

- HD channel on CenturyLink not working. Contacted CenturyLink technicians regarding issue. Working to resolve.

### **Lexington**

- Bad audio for 12/6 City Council meeting recording. Balanced the audio coming through system with Comcast. Also discovered mic system problem.

### **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 line-item bookmarking, for our Cities meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting 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 December:

### **Blaine**

- 6 meetings bookmarked and placed on VOD.

### **Centerville**

- 1 meeting placed on VOD.

### **Circle Pines**

- 3 meetings bookmarked and placed on VOD.

### **Ham Lake**

- 3 meetings bookmarked and placed on VOD.

### **Lexington**

- 2 meetings placed on VOD.

### **Lino Lakes**

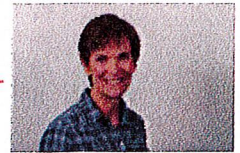
- 2 meetings bookmarked and placed on VOD.

### **Spring Lake Park**

- 2 meetings bookmarked and placed on VOD

## Administrative

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The issues dealt with in December include Legal Counsel's reply to the draft of a settlement agreement from CenturyLink to plan an exit strategy for Prism TV, reading and responding to Mike Bradley's reply comments regarding original comments filed with the FCC regarding the FNPRM, and resolving a couple of Comcast franchise related issues.

### **CenturyLink Franchise Compliance Issues**

- Reviewed settlement agreement reply authored by Commission Attorney, Mike Bradley. The reply included many edits to the original draft agreement authored by CenturyLink.
- Relayed comments to Mike Bradley.
- Reply sent to CenturyLink.
- Updated the Operations Committee and Cable Commission on status.

### **FCC FNPRM**

- Reviewed Mike Bradley's draft reply comments to the FCC regarding the original comments received by the FCC regarding the FNPRM.
- Relayed comments to Mike Bradley.
- Read final reply comments sent to the FCC regarding the comments on the FNPRM.
- Updated the Operations Committee and Cable Commission on the filing of the reply comments and the main points.

### **Miscellaneous**

- Coordinated resolution of Circle Pines fire station free TV service issues. Comcast investigated, consulted with me, and restored the service.
- Worked with Lino Lakes resident to try to find high speed internet service for his address. Outside of Comcast build-out area. Comcast reexamined original bid and suggested waiting till spring for new bid. CenturyLink does not provide high-speed service at address. Looking into satellite internet. Resident grateful for attention to matter and assistance provided, even though unable to obtain high speed internet at address at this time.
- Provided 2019 meeting schedule to Operations Committee and Cable Commission. Posted schedule on NMTV website.
- Reviewed third quarter PEG and franchise fee data with Operations Committee and Cable Commission.
- Presented budget adjustment to cover roof and building maintenance expenses to Operations Committee and Cable Commission. Adjustment approved.
- Read industry articles.

**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JANUARY 3, 2019 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. SWEARING IN CEREMONY**

- A. Mayor Kurth
- B. Councilmember Hughes
- C. Councilmember DeVries

*City Administrator Petracek swore in Mayor Kurth, Councilmember Hughes, and Councilmember Devries.*

**2. 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 January 3, 2019 at 7:10 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy.*

*Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; and Chris Galiov, Finance Director; Quad Press Reporter.*

**3. CITIZENS FORUM**

*No citizens were present to address the council on items not on the agenda*

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

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

**5. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Harris) – *No report given. Meeting in the spring. No report.*
- B. Cable Commission (Councilmember Murphy) – *No report given. No meeting in December*
- C. City Administrator (Bill Petracek) – *Petracek explained that Roseville IT will be cutting over the City's phone system to their system on January 21st, which is Martin Luther King Day. Discussion ensued.*

**6. LETTERS AND COMMUNICATIONS:**

- A. Lakes Police Department Media Reports
  - 12-12-18 – 12-18-18
- B. Council Workshop meeting minutes – December 20, 2018
- C. Anoka County – January, National Radon Month

*No discussion on letters and communications.*

**7. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – December 20, 2018
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13608 through 13608  
Check #'s 44319 through 44367  
Check #'s 44368 through 44384  
Check #'s 12358 through 12374  
Check #'s 12375 through 12383

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

**8. ACTION ITEMS:**

- A. Recommendation to approve Resolution NO. 19-01 A Resolution Naming  
Appointees for 2019

*Councilmember Devries made a motion to approve Resolution NO. 19-01 A Resolution Naming Appointees for 2019 with corrections to the Planning & Zoning section and Airport Commission section. Councilmember Harris seconded the motion. Motion carried 5-0.*

- B. Recommendation to approve Resolution NO. 19-02 A Resolution Adopting  
Fee Schedule

*Petracek explained the addition of a fee for a Planned Unit Development and the increased fees to the Sewer and Water Connections for new residential and commercial construction. Discussion ensued.*

*Councilmember Harris made a motion to approve Resolution NO. 19-02 A Resolution Adopting Fee Schedule. Councilmember Murphy seconded the motion. Motion carried 5-0.*

- C. Recommendation to approve Resolution NO. 19-03 A Resolution Establishing  
Procedures Relating To Compliance With Reimbursement Bond Regulations  
Under The Internal Revenue Code

***Councilmember Harris made a motion to approve Resolution NO. 19-03 A Resolution Establishing Procedures Relating To Compliance With Reimbursement Bond Regulations Under The Internal Revenue Code. Councilmember Hughes seconded the motion. Motion carried 5-0.***

- D. Recommendation to approve Resolution NO. 19-04 A Resolution Authorizing Signatories For The City Of Lexington Financial Accounts And Checks And Granting Finance Director Access To The City's Financial Account For The Year 2019

***Councilmember Harris made a motion to approve Resolution NO. 19-04 A Resolution Authorizing Signatories For The City Of Lexington Financial Accounts And Checks And Granting Finance Director Access To The City's Financial Account For The Year 2019. Councilmember Devries seconded the motion. Motion carried 5-0.***

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

***Hughes asked about the 2019 meeting calendar. Mayor Kurth stated that the fire department meeting schedule was wrong. Discussion ensued. Petracek stated he would talk to Mary Vinzant and have the schedule revised.***

***Mayor Kurth gave an overview of the "Santa Around Town" event. Discussion ensued.***

## **10. ADJOURNMENT**

***Councilmember Hughes made motion to adjourn the meeting at 7:21 p.m. Councilmember Devries seconded the motion. Motion carried 5-0.***

**CITY OF LEXINGTON**

**RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS**

<p align="center"><b>The following claims and bills have been presented to the Council for approval at the Council Meeting of January 17, 2019.</b></p>
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**(1) Payroll**

Checks	13609 through	13610	\$	1,339.20
Vouchers	501682 through	501710	\$	9,390.70
Vouchers	501665 through	501680	\$	20,112.93
Payroll Taxes				
	Federal Tax	\$3,330.95		
	Social Security	\$5,091.24		
	Medicare	\$1,190.84		
				\$9,613.03
	State Tax	\$1,713.84	\$1,713.84	
	Total			\$11,326.87

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

Checks	44385 through	44438	\$	146,051.59
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**(3) ACH and Credit Card Payments for:**

ACH Checks:	through	\$	-
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Total Payments and Withdrawals Approval	\$	<u>188,221.29</u>
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**Centennial Lakes Police Payment Recommendations:**

Checks	12384 through	12396	\$	11,325.59
	12398 through	12414	\$	17,400.67
ACH	201835 through	201900	\$	<u>21,079.05</u>
Total Payments			\$	<u>49,805.31</u>

**\*Check Detail Register©**

January 2019

		Check Amt	Invoice	Comment
<b>10100 4M FUND</b>				
Paid Chk#	044385	1/17/2019	<b>ABDO, EICK &amp; MEYERS, LLP</b>	
E 101-41500-301	Auditing/Acctg Services	\$1,800.00	408843	PROGRESS BILL 2018 AUDIT
E 220-41500-301	Auditing/Acctg Services	\$300.00	408843	PROGRESS BILL 2018 AUDIT
E 609-00000-301	Auditing/Acctg Services	\$900.00	408843	PROGRESS BILL 2018 AUDIT
E 651-00000-301	Auditing/Acctg Services	\$600.00	408843	PROGRESS BILL 2018 AUDIT
E 730-00000-301	Auditing/Acctg Services	\$1,200.00	408843	PROGRESS BILL 2018 AUDIT
E 770-00000-301	Auditing/Acctg Services	\$1,200.00	408843	PROGRESS BILL 2018 AUDIT
<b>Total ABDO, EICK &amp; MEYERS, LLP</b>		\$6,000.00		
Paid Chk#	044386	1/17/2019	<b>AMAZON</b>	
G 101-20200	Accounts Payable	\$1,241.13	14N1-PYXD-X	EQUIPMENT AND SUPPLIES - FIRE DEPT
G 101-20200	Accounts Payable	\$69.35	1YMR-YC1R-T	2018 W2 AND 1099 FORMS
<b>Total AMAZON</b>		\$1,310.48		
Paid Chk#	044387	1/17/2019	<b>ANOKA COUNTY TREASURY</b>	
E 101-41900-329	Cable/Internet	\$75.00	B190103W	JAN 2019 BROADBAND
<b>Total ANOKA COUNTY TREASURY</b>		\$75.00		
Paid Chk#	044388	1/17/2019	<b>ARTISAN BEER COMPANY</b>	
G 609-20202	Accounts Payable - Resale	\$231.00	3314594	
E 609-00000-252	Beer Purchase	\$531.70	3317959	
G 609-20202	Accounts Payable - Resale	(\$30.16)	443807	
G 609-20202	Accounts Payable - Resale	(\$74.54)	444322	
<b>Total ARTISAN BEER COMPANY</b>		\$658.00		
Paid Chk#	044389	1/17/2019	<b>AUTOPLUS AUTO PARTS</b>	
E 101-43100-404	Repair Machinery/Equipment	\$18.99	038886831	PARTS - STREETS
<b>Total AUTOPLUS AUTO PARTS</b>		\$18.99		
Paid Chk#	044390	1/17/2019	<b>BADGER METER INC</b>	
E 730-00000-309	EDP, Software and Design	\$54.00	80027749	Q1 2019 CELLULAR BACKHAUL
<b>Total BADGER METER INC</b>		\$54.00		
Paid Chk#	044391	1/17/2019	<b>BENT BREWSTILLERY</b>	
G 609-20202	Accounts Payable - Resale	\$79.92	INV-006582	
<b>Total BENT BREWSTILLERY</b>		\$79.92		
Paid Chk#	044392	1/17/2019	<b>BERNICKS BEVERAGES</b>	
G 609-20202	Accounts Payable - Resale	\$16.40	472761	
G 609-20202	Accounts Payable - Resale	\$381.90	472762	
E 609-00000-252	Beer Purchase	\$70.40	474035	
E 609-00000-252	Beer Purchase	\$1,513.95	474036	
<b>Total BERNICKS BEVERAGES</b>		\$1,982.65		
Paid Chk#	044393	1/17/2019	<b>BREAKTHRU BEVERAGE MN</b>	
G 609-20202	Accounts Payable - Resale	\$2,365.14	1080907728	
G 609-20202	Accounts Payable - Resale	\$83.10	1080907729	
E 609-00000-251	Liquor Purchase	\$1,009.45	1080910998	
E 609-00000-251	Liquor Purchase	\$3,394.13	1080914041	
E 609-00000-254	Miscellaneous Purchase	\$55.40	1080914042	
<b>Total BREAKTHRU BEVERAGE MN</b>		\$6,907.22		
Paid Chk#	044394	1/17/2019	<b>CAPITOL BEVERAGE SALES</b>	
G 609-20202	Accounts Payable - Resale	\$2,487.45	2204278	
G 609-20202	Accounts Payable - Resale	\$384.00	2206445	
E 609-00000-252	Beer Purchase	\$5,537.25	2206752	

**\*Check Detail Register©**

January 2019

			Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase		\$2,539.55	2209947	
<b>Total CAPITOL BEVERAGE SALES</b>			<b>\$10,948.25</b>		
Paid Chk# 044395	1/17/2019	CINTAS			
G 609-20200	Accounts Payable		\$124.65	4014287297	MAT SERVICE
<b>Total CINTAS</b>			<b>\$124.65</b>		
Paid Chk# 044396	1/17/2019	CLEAR RIVER BEVERAGE COMPANY			
E 609-00000-252	Beer Purchase		\$288.00	101-6478	
<b>Total CLEAR RIVER BEVERAGE COMPANY</b>			<b>\$288.00</b>		
Paid Chk# 044397	1/17/2019	COMCAST			
E 609-00000-329	Cable/Internet		\$129.65		JAN 219 SERVICE
<b>Total COMCAST</b>			<b>\$129.65</b>		
Paid Chk# 044398	1/17/2019	CULLIGAN BOTTLED WATER			
G 101-20200	Accounts Payable		\$44.67	114X68558507	DEC 2018 SERVICE
E 609-00000-411	Culligan		\$14.30	114X68730403	JAN 2019 SERVICE
<b>Total CULLIGAN BOTTLED WATER</b>			<b>\$58.97</b>		
Paid Chk# 044399	1/17/2019	DAHLHEIMER DISTRIBUTING			
G 609-20202	Accounts Payable - Resale		\$2,599.20	1390174	
E 609-00000-252	Beer Purchase		\$4,035.47	196812	
E 609-00000-252	Beer Purchase		\$2,454.45	197618	
<b>Total DAHLHEIMER DISTRIBUTING</b>			<b>\$9,089.12</b>		
Paid Chk# 044400	1/17/2019	DEPUTY REGISTRAR #150			
E 101-43100-430	Miscellaneous		\$38.00		TABS FOR 9111CMT
<b>Total DEPUTY REGISTRAR #150</b>			<b>\$38.00</b>		
Paid Chk# 044401	1/17/2019	EHLERS & ASSOC.			
E 101-41500-208	Training and Instruction		\$295.00		SEMINAR REGISTRATION
<b>Total EHLERS &amp; ASSOC.</b>			<b>\$295.00</b>		
Paid Chk# 044402	1/17/2019	FEDEX / KINKOS			
G 609-20200	Accounts Payable		\$1.39	061700007789	
G 609-20200	Accounts Payable		\$52.90	061700007835	SALES POSTERS - MLS
G 609-20200	Accounts Payable		\$52.90	061700007867	SALES POSTERS - MLS
<b>Total FEDEX / KINKOS</b>			<b>\$107.19</b>		
Paid Chk# 044403	1/17/2019	FRATTALLONE S HARDWARE			
E 101-43100-210	Operating Supplies		\$9.98	066522/G	FUEL BUTANE
<b>Total FRATTALLONE S HARDWARE</b>			<b>\$9.98</b>		
Paid Chk# 044404	1/17/2019	GOPHER STATE ONE CALL			
G 730-20200	Accounts Payable		\$8.77	8120523	DEC 2018 LOCATES
G 770-20200	Accounts Payable		\$8.78	8120523	DEC 2018 LOCATES
<b>Total GOPHER STATE ONE CALL</b>			<b>\$17.55</b>		
Paid Chk# 044405	1/17/2019	HAWKINS INC			
G 730-20200	Accounts Payable		\$10.00	4421548	
<b>Total HAWKINS INC</b>			<b>\$10.00</b>		
Paid Chk# 044406	1/17/2019	HOHENSTEINS INC			
G 609-20202	Accounts Payable - Resale		\$713.95	113129	
E 609-00000-252	Beer Purchase		\$1,197.50	115389	
<b>Total HOHENSTEINS INC</b>			<b>\$1,911.45</b>		

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January 2019

		Check Amt	Invoice	Comment
<b>Paid Chk# 044407 1/17/2019 HOLIDAY STATIONSTORES</b>				
G 101-20200	Accounts Payable	\$373.95		ACCT #012-558-511
G 651-20200	Accounts Payable	\$40.10		ACCT #012-558-511
G 730-20200	Accounts Payable	\$100.26		ACCT #012-558-511
G 770-20200	Accounts Payable	\$100.28		ACCT #012-558-511
<b>Total HOLIDAY STATIONSTORES</b>		<b>\$614.59</b>		
<b>Paid Chk# 044408 1/17/2019 HOME DEPOT</b>				
G 101-20200	Accounts Payable	(\$41.59)	6053496	SHOP SUPPLIES
G 101-20200	Accounts Payable	\$159.21	7022540	SHOP SUPPLIES
<b>Total HOME DEPOT</b>		<b>\$117.62</b>		
<b>Paid Chk# 044409 1/17/2019 IMAGE PRINTING &amp; GRAPHICS</b>				
G 101-20200	Accounts Payable	\$636.60	153106	WINTER 2018 NEWSLETTER
E 101-41500-350	Print/Binding	\$446.67	153273	Q1 2019 NEWSLETTER
E 101-43500-203	Printing	\$191.43	153273	Q1 2019 NEWSLETTER
<b>Total IMAGE PRINTING &amp; GRAPHICS</b>		<b>\$1,274.70</b>		
<b>Paid Chk# 044410 1/17/2019 JJ TAYLOR</b>				
G 609-20202	Accounts Payable - Resale	\$11.21	2886578	
G 609-20202	Accounts Payable - Resale	\$5,075.09	2913913	
E 609-00000-252	Beer Purchase	\$5,672.58	2913940	
<b>Total JJ TAYLOR</b>		<b>\$10,758.88</b>		
<b>Paid Chk# 044411 1/17/2019 JOHNSON BROTHERS LIQUOR</b>				
G 609-20202	Accounts Payable - Resale	\$908.57	1184462	
G 609-20202	Accounts Payable - Resale	\$831.59	1184463	
G 609-20202	Accounts Payable - Resale	\$890.83	1184464	
G 609-20202	Accounts Payable - Resale	\$813.96	1187439	
G 609-20202	Accounts Payable - Resale	\$615.91	1187440	
G 609-20202	Accounts Payable - Resale	\$22.99	1187441	
E 609-00000-251	Liquor Purchase	\$1,166.02	1188876	
E 609-00000-253	Wine Purchase	\$1,584.07	1188877	
E 609-00000-251	Liquor Purchase	\$1,111.95	1188878	
E 609-00000-251	Liquor Purchase	\$113.21	1192494	
E 609-00000-253	Wine Purchase	\$320.58	1192495	
E 609-00000-251	Liquor Purchase	\$502.21	1192496	
E 609-00000-251	Liquor Purchase	\$491.04	1194458	
E 609-00000-253	Wine Purchase	\$358.80	1194459	
G 609-20202	Accounts Payable - Resale	(\$203.81)	519822	
<b>Total JOHNSON BROTHERS LIQUOR</b>		<b>\$9,527.92</b>		
<b>Paid Chk# 044412 1/17/2019 LEAGUE OF MN CITIES-INSURANCE</b>				
E 101-41500-150	Worker s Comp	\$1,580.39	40002676	2019 WORKERS' COMP
E 101-42260-150	Worker s Comp	\$2,935.01	40002676	2019 WORKERS' COMP
E 101-43100-150	Worker s Comp	\$5,870.02	40002676	2019 WORKERS' COMP
E 101-45200-150	Worker s Comp	\$2,257.70	40002676	2019 WORKERS' COMP
E 609-00000-150	Worker s Comp	\$9,030.80	40002676	2019 WORKERS' COMP
E 730-00000-150	Worker s Comp	\$451.54	40002676	2019 WORKERS' COMP
E 770-00000-150	Worker s Comp	\$451.54	40002676	2019 WORKERS' COMP
<b>Total LEAGUE OF MN CITIES-INSURANCE</b>		<b>\$22,577.00</b>		
<b>Paid Chk# 044413 1/17/2019 LEASE FINANCE GROUP INC</b>				
G 609-20200	Accounts Payable	\$31,051.70	22869	
<b>Total LEASE FINANCE GROUP INC</b>		<b>\$31,051.70</b>		

**\*Check Detail Register©**

January 2019

		Check Amt	Invoice	Comment
Paid Chk#	044414 1/17/2019	LEXINGTON, CITY OF		
G 101-20200	Accounts Payable	\$368.73		Q4 2018 WATER/SEWER
G 651-20200	Accounts Payable	\$4.01		Q4 2018 WATER/SEWER
G 730-20200	Accounts Payable	\$18.02		Q4 2018 WATER/SEWER
G 770-20200	Accounts Payable	\$18.02		Q4 2018 WATER/SEWER
G 220-20200	Accounts Payable	\$352.99		Q4 2018 WATER/SEWER
G 609-20200	Accounts Payable	\$126.42		Q4 2018 WATER/SEWER
Total LEXINGTON, CITY OF		\$888.19		
Paid Chk#	044415 1/17/2019	LUPULIN BREWING		
E 609-00000-252	Beer Purchase	\$65.00	18039	
Total LUPULIN BREWING		\$65.00		
Paid Chk#	044416 1/17/2019	M AMUNDSON LLP		
G 609-20202	Accounts Payable - Resale	\$1,335.68	271945	
E 609-00000-256	Tobacco Products For Resale	\$2,581.79	272204	
E 609-00000-256	Tobacco Products For Resale	\$2,120.69	272645	
Total M AMUNDSON LLP		\$6,038.16		
Paid Chk#	044417 1/17/2019	MET COUNCIL - WASTEWATER		
E 770-00000-389	MWCC Charges	\$9,111.17	0001090839	FEB 2019 SEWER CHARGES
Total MET COUNCIL - WASTEWATER		\$9,111.17		
Paid Chk#	044418 1/17/2019	MKL SERVICES, LLC		
E 101-41500-400	General Maintenance	\$100.00	01172019	WEEK ENDING 01/05/19
E 101-41500-400	General Maintenance	\$100.00	01172019	WEEK ENDING 01/12/19
Total MKL SERVICES, LLC		\$200.00		
Paid Chk#	044419 1/17/2019	MORRISON, JOE		
G 101-20200	Accounts Payable	\$109.55		CHRISMAS LIGHTS - SANTA TRUCK
Total MORRISON, JOE		\$109.55		
Paid Chk#	044420 1/17/2019	OREILLY AUTO PARTS		
G 101-20200	Accounts Payable	\$25.99	3472-360286	PARTS
Total OREILLY AUTO PARTS		\$25.99		
Paid Chk#	044421 1/17/2019	OXYGEN SERVICE COMPANY		
G 101-20200	Accounts Payable	\$142.60	03424475	DEC 2018 SUPPLIES
Total OXYGEN SERVICE COMPANY		\$142.60		
Paid Chk#	044422 1/17/2019	PACE ANALYTICAL		
G 730-20200	Accounts Payable	\$50.00	18100242364	WATER TEST FEE
Total PACE ANALYTICAL		\$50.00		
Paid Chk#	044423 1/17/2019	PAUSTIS & SONS		
G 609-20202	Accounts Payable - Resale	\$140.25	36305	
E 609-00000-253	Wine Purchase	\$677.92	36894	
E 609-00000-253	Wine Purchase	\$430.00	37422	
Total PAUSTIS & SONS		\$1,248.17		
Paid Chk#	044424 1/17/2019	PHILLIPS WINE AND SPIRITS INC		
G 609-20202	Accounts Payable - Resale	\$244.83	2479756	
G 609-20202	Accounts Payable - Resale	\$318.80	2479757	
G 609-20202	Accounts Payable - Resale	\$20.10	2479758	
E 609-00000-253	Wine Purchase	\$191.42	2482363	
E 609-00000-253	Wine Purchase	\$518.39	2482364	
E 609-00000-251	Liquor Purchase	\$1,049.34	2485064	

**\*Check Detail Register©**

January 2019

			Check Amt	Invoice	Comment
E 609-00000-253	Wine Purchase		\$476.72	2485065	
E 609-00000-253	Wine Purchase		\$63.31	2485066	
G 609-20202	Accounts Payable - Resale		(\$33.48)	316999	
<b>Total PHILLIPS WINE AND SPIRITS INC</b>			<b>\$2,849.43</b>		
Paid Chk# 044425	1/17/2019	<b>PITNEY BOWES</b>			
E 101-43500-322	Postage		\$351.75		POSTAGE REFILL
E 101-41500-322	Postage		\$80.40		POSTAGE REFILL
E 101-42260-322	Postage		\$30.15		POSTAGE REFILL
E 220-41500-322	Postage		\$50.25		POSTAGE REFILL
E 609-00000-322	Postage		\$150.75		POSTAGE REFILL
E 651-00000-322	Postage		\$40.20		POSTAGE REFILL
E 730-00000-322	Postage		\$150.75		POSTAGE REFILL
E 770-00000-322	Postage		\$150.75		POSTAGE REFILL
G 101-20200	Accounts Payable		\$464.79		BULK MAILING
<b>Total PITNEY BOWES</b>			<b>\$1,469.79</b>		
Paid Chk# 044426	1/17/2019	<b>POPP COMMUNICATIONS</b>			
E 101-43100-321	Telephone		\$5.96	992529629	TELEPHONE SERVICE
E 101-45200-321	Telephone		\$5.96	992529629	TELEPHONE SERVICE
E 651-00000-321	Telephone		\$1.81	992529629	TELEPHONE SERVICE
E 730-00000-321	Telephone		\$8.04	992529629	TELEPHONE SERVICE
E 770-00000-321	Telephone		\$8.04	992529629	TELEPHONE SERVICE
E 101-41500-321	Telephone		\$342.58	992529629	TELEPHONE SERVICE
E 609-00000-321	Telephone		\$31.80	992529629	TELEPHONE SERVICE
<b>Total POPP COMMUNICATIONS</b>			<b>\$404.19</b>		
Paid Chk# 044427	1/17/2019	<b>PRESS PUBLICATIONS</b>			
E 101-41500-351	Legal Notices Publishing		\$45.60	616201	SUMMARY BUDGET PUBLICATION
<b>Total PRESS PUBLICATIONS</b>			<b>\$45.60</b>		
Paid Chk# 044428	1/17/2019	<b>RITE</b>			
E 609-00000-327	Annual Technology Maintenance		\$915.71	6757	2019 RMS SUPPORT
<b>Total RITE</b>			<b>\$915.71</b>		
Paid Chk# 044429	1/17/2019	<b>SCHNEIDER CUSTOM WOODWORKS</b>			
E 609-00000-400	General Maintenance		\$1,976.00		COUNTERTOPS LAMINATE - MLS
<b>Total SCHNEIDER CUSTOM WOODWORKS</b>			<b>\$1,976.00</b>		
Paid Chk# 044430	1/17/2019	<b>SHAMROCK GROUP, INC.</b>			
G 609-20202	Accounts Payable - Resale		\$149.20	2316377	
E 609-00000-257	Ice For Resale		\$218.24	2322444	
<b>Total SHAMROCK GROUP, INC.</b>			<b>\$367.44</b>		
Paid Chk# 044431	1/17/2019	<b>SILENT KNIGHT</b>			
E 101-41500-385	Building Security		\$299.40	00108660	2019 BLDG MONITORING
<b>Total SILENT KNIGHT</b>			<b>\$299.40</b>		
Paid Chk# 044432	1/17/2019	<b>SOUTHERN GLAZERS OF MN</b>			
G 609-20202	Accounts Payable - Resale		\$1,052.54	1769569	
G 609-20202	Accounts Payable - Resale		\$237.34	1769570	
E 609-00000-251	Liquor Purchase		\$935.17	1770996	
E 609-00000-254	Miscellaneous Purchase		\$30.28	1770997	
E 609-00000-251	Liquor Purchase		\$568.19	1770998	
<b>Total SOUTHERN GLAZERS OF MN</b>			<b>\$2,823.52</b>		
Paid Chk# 044433	1/17/2019	<b>ST. PAUL S FLAT EARTH</b>			

**\*Check Detail Register©**

January 2019

			Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase		\$54.00	25089	
	<b>Total ST. PAUL S FLAT EARTH</b>		<b>\$54.00</b>		
<hr/>					
Paid Chk# 044434	1/17/2019	TOTAL COMPLIANCE SOLUTIONS			
G 609-20200	Accounts Payable		\$45.80	58802	PRE-EMP. SCREENING
	<b>Total TOTAL COMPLIANCE SOLUTIONS</b>		<b>\$45.80</b>		
<hr/>					
Paid Chk# 044435	1/17/2019	TWIN CITY LOW VOLTAGE			
G 609-20200	Accounts Payable		\$64.09	3508	Q4 2018 MONITORING - MLS
	<b>Total TWIN CITY LOW VOLTAGE</b>		<b>\$64.09</b>		
<hr/>					
Paid Chk# 044436	1/17/2019	WINE MERCHANTS			
G 609-20202	Accounts Payable - Resale		\$821.31	7216015	
	<b>Total WINE MERCHANTS</b>		<b>\$821.31</b>		
	<b>10100 4M FUND</b>		<b>\$146,051.59</b>		

**Fund Summary**

<b>10100 4M FUND</b>	
101 GENERAL FUND	\$20,474.97
220 LOVELL BUILDING	\$703.24
609 MUNICIPAL LIQUOR FUND	\$111,087.30
651 STORM WATER FUND	\$686.12
730 WATER FUND	\$2,051.38
770 SEWER FUND	\$11,048.58
	<hr/>
	<b>\$146,051.59</b>

Report Criteria:  
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
01/19	01/02/2019	12384	ANOKA COUNTY	800 MHZ RADIO ANTENNA	21.75
01/19	01/02/2019	12385	ASPEN MILLS, INC	2019 UNIFORM ALLOWANCE	5,900.00
01/19	01/02/2019	12386	DON'S CIRCLE SERVICE, INC	VEHICLE REPAIRS & MTC	56.00
01/19	01/02/2019	12387	EMERGENCY AUTO TECH ,INC	VEH SET UP TRAFFIC CAR	1,715.37
01/19	01/02/2019	12388	FRATTALLONES HARDWARE, INC.	EVIDENCE BAGS	19.06
01/19	01/02/2019	12389	IMAGE PRINTING & GRAPHICS, INC	BUSINESS CARDS HL	57.75
01/19	01/02/2019	12390	MN CHIEFS OF POLICE ASSOC	2019 MEMBERSHIP DUES	351.00
01/19	01/02/2019	12391	NEAL A. NOREN	DEC BLDG MTC HOURS	255.00
01/19	01/02/2019	12392	CITY OF ROSEVILLE	DEC PHONE SERVICES	357.80
01/19	01/02/2019	12393	SIGNS NOW	REMOVAL OF GRAPHICS	187.50
01/19	01/02/2019	12394	DENNIS SPRENG	DETECTIVE UNIFORM ALLOWANCE 2	500.00
01/19	01/02/2019	12395	TELECIDE PRODUCTIONS, INC	DEC COMPUTER MTC/SUPPORT	810.00
01/19	01/02/2019	12396	VERIZON WIRELESS	SQUAD LAPTOP ACCESS 11/24-12/23	1,094.36
Grand Totals:					11,325.59

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
12/18	12/31/2018	201835	U S BANK	VISA EFT-BCA JAN TRAINING RH	954.91
Grand Totals:					954.91

M = Manual Check, V = Void Check

Report Criteria:  
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
01/19	01/09/2019	12398	ABRAMS & SCHMIDT LLC	DEC LEGAL FEES	391.50
01/19	01/09/2019	12399	ANOKA CO CHIEFS OF POLICE ASSN	2018 MEETING EXPENSES DA/KH/RB/	47.00
01/19	01/09/2019	12400	ARROWHEAD EMS ASSOCIATION	AEMSA TRAINING 3 DAYS BS	345.00
01/19	01/09/2019	12401	ASPEN MILLS, INC	UNIFORMS	72.80
01/19	01/09/2019	12402	BCA/MNJIS SECTION	CJDN ACCESS 4TH QTR 2018	390.00
01/19	01/09/2019	12403	BLAINE LOCK & SAFE, INC	REPLACE FROZEN LOCK	126.45
01/19	01/09/2019	12404	CITY OF CIRCLE PINES	VEH CLEANING SUPPLIES/CHGD CIT	38.74
01/19	01/09/2019	12405	COVERALL OF THE TWIN CITIES INC	JAN CLEANING SERVICE	780.00
01/19	01/09/2019	12406	EMERGENCY CONTRACTORS	SNOW REMOVAL SERVICE JAN	815.00
01/19	01/09/2019	12407	GARY L FISCHLER & ASSOCIATES, PA	PSYCHOLOGICAL TESTING HL	625.00
01/19	01/09/2019	12408	HEALTH PARTNERS	FEB HEALTH INS-ADD HL & JT ADJ	12,540.13
01/19	01/09/2019	12409	METRO SALES, INC	COPIER CONTRACT DEC USAGE CHG	59.46
01/19	01/09/2019	12410	MN CHIEFS OF POLICE ASSOC	PERMIT TO ACQUIRE FORMS	109.90
01/19	01/09/2019	12411	RMA ARMAMENT, INC	LEVEL III ARMOR PLATE	451.75
01/19	01/09/2019	12412	SIGNS NOW	GRAPHICS RESERVE CAR	577.64
01/19	01/09/2019	12413	TRANS UNION LLC	PRE-EMP INFO HL	5.30
01/19	01/09/2019	12414	TRANSUNION RISK & ALTERNATIVE	INVESTIGATION EXPENSES DEC	25.00
01/19	01/07/2019	201900	OPTUM	EFT-1ST QTR HSA EMPLOYER CONTR	21,079.05
Grand Totals:					<u>38,479.72</u>

## MEMORANDUM OF UNDERSTANDING

For 2019, the following charges will be the responsibility of the Centennial Lakes Little League Association:

- Water and Sewer Bill: A beginning meter reading will be taken April 1, 2019 and a final reading on September 30, 2019. Billing will be issued for gallons used at the commercial rate and sent directly to CLLLA for payment to the City of Lexington.
- Electricity for Concession and Field Lights (excludes security lights): A beginning meter reading will be taken from the Connexus April billing statement and a final reading will be taken from the Connexus October billing statement. Billing will be issued for electricity used at the current rates and summary billing will be sent in November for payment to the City of Lexington.
- Garbage: CLLLA will contract directly with a garbage company and will pay the vendor directly.
- Fertilizer Cost: CLLLA will pay for 1/2 the total fertilizer costs. Summary billing will be sent in November 2019 for payment to the City of Lexington.
- Ag-lime: CLLLA will pay for ag-lime needed for field repair.
- CLLLA will not be charged for water/sewer and electric usage during the Minnesota State High School League (MSHSL) Section 4AAA Softball Tournament (May 2019 – June 2019). The usage by MSHSL will be calculated on a pro-rata basis and shown as a credit on the billing sent in November 2019 for payment to the City of Lexington.
- The summary billing will be due 45 days from the date of the invoice. After 45 days it will be considered delinquent and subject to late fees, as per City Code Section 3.04, Subd. 1.

Agreed this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

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City of Lexington

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Centennial Lakes Little League

## CONTRACT FOR ANIMAL CONTROL SERVICES

This agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2019 by and between the City of Lexington, Minnesota, hereinafter referred to as the "Municipality" and Otter Lake Animal Care Center, 6848 Otter Lake Road, Hugo, Minnesota 55038. Hereinafter referred to as "Otter Lake" regarding the provision of animal control services in the City of

The parties hereto agree as follows:

### TERM

The term of this contract shall be from 1-1-2019 through 1-1-2020

### BASIC SERVICES

Otter Lake agrees to provide the following services:

1. Shelter for animals on a 24 hour basis.
2. Animal examinations and veterinary care as required whenever staff is available.
3. Boarding for up to seven (7) days.
4. Euthanasia and disposal of animals if required.
5. Assist in handling animal abuse/neglect cases in cooperation with Municipal officials when necessary.
6. Vaccinate all boarders with Bordetella up arrival at \$8.00 per dog.

### COMPENSATION

Charges due from City of Lexington Unclaimed Animal:

\$19.00	Daily boarding fee, up to 5 days
\$150.00	Maximum statutory veterinary services
\$30.00	Euthanasia
\$55.00	Cremation
\$50.00	Disposal of animal not euthanized

### CHARGES DUE FROM OWNER, CLAIMED ANIMAL

\$22.00	Daily boarding fee
Actual Cost	Veterinary services
Actual Cost	City of <u>Lexington</u> (per city ordinance)
\$90.00	Impound Fee

TO WHOM IT MAY CONCERN:

We are revising the city contracts to all coordinate to be the same charges. I am sending a revised city contract of the new charges. Please review and sign.

City of Lexington

Otter Lake Animal Care Center

By: \_\_\_\_\_

By: Dr. Wayne L. L.

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

Title: Pres.

By: \_\_\_\_\_

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



