

****AMENDED AGENDA****
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
JULY 2, 2020 – 7:00 P.M.
9180 LEXINGTON AVENUE

**This meeting will be held electronically and televised on
Channel 16**

For Citizen Forum comments please call 763-784-2792

1. CALL TO ORDER: – Mayor Murphy

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

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. INFORMATIONAL REPORTS:

- A. Airport (Councilmember DeVries)
B. Cable Commission (Councilmember Winge)
C. City Administrator (Bill Petracek)

5. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports – 6-3 through 6-16, 2020 **pp. 1-7**
B. City Report – May 2020 **pp. 8-13**
C. North Metro TV – May 2020 Update **pp. 14-19**

Consent Agenda:

The Consent Agenda covers routine administrative matters. These items are not discussed, and are approved in their entirety pursuant to the recommendations on the staff reports. A Council Member or citizen may ask that an item be moved from the Consent Agenda to the end of 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 – June 18, 2020

pp. 20-23

B. Recommendation to Approve Claims and Bills:

pp. 24-34

Check #'s 13681 through 13683
Check #'s 46419 through 46477
Check #'s 13243 through 13256
Check #'s 13256 through 13266
Check #'s 13267 through 13270

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 2021 North Metro Telecommunications Commission Budget pp. 35-49
- B. Recommendation to approve Business License Renewals pp. 50
- C. Recommendation to approve Resolution 20-15 – A Resolution Approving the Installation of “NO Parking On This Side of the Street” Signs on North Dunlap Avenue Between Lake Drive and Edgewood Road in the City of Lexington
- D. Recommendation to approve Resolution 20-16 A Resolution Approving the Installation of “No Parking From Here to the Corner” Signs on Dunlap Ave. at the Intersection of Lovell Road and Dunlap Ave. within the City of Lexington.

8. MAYOR AND COUNCIL INPUT

9. ADJOURNMENT

/mv



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20131305	Jun 3 2020	10:20	HOUSE/PROPERTY CHECK		CIRCLE PINES
20131352	Jun 3 2020	10:59	ORDINANCE VIOLATION	94XX DUNLAP AVE	LEXINGTON
Summary: AN ORDINANCE VIOLATION WAS OBSERVED ON THE 9400 BLOCK OF DUNLAP.CLEAR.					
20131150	Jun 3 2020	06:12	DOMESTIC ASSAULT	93XX GRIGGS AVE	LEXINGTON
Summary: DOMESTIC: OFFICERS RESPONDED TO THE 9300 BLOCK OF GRIGGS AVE IN LEXINGTON ON A DELAYED DOMESTIC ASSAULT REPORT. UPON ARRIVAL, OFFICERS CHECKED AREA AND DID NOT FIND THE SUSPECT OR ANY SIGNS HE HAD LEFT THE AREA. VICTIM REFUSED MEDICAL TREATMENT AND WAS PICKED UP BY A FAMILY MEMBER. INVESTIGATION CONTINUES.					
20131385	Jun 3 2020	11:18	INFORMATION	2XX GALAXY DR	CIRCLE PINES
Summary: INFORMATION WAS COLLECTED IN THE 200 BLOCK OF GALAXY DR.					
20131797	Jun 3 2020	16:59	INFORMATION	OLD MILL RD / 73RD ST	CENTERVILLE
Summary: OFFICERS OBSERVED A MISSING STOP SIGN.CLEAR.					
20131965	Jun 3 2020	19:36	FOLLOW UP	94XX DUNLAP AVE	LEXINGTON
Summary: OFFICERS CONDUCTED FOLLOW UP IN THE 9400 BLOCK OF DUNLAP AVE.CLEAR.					
20132405	Jun 4 2020	09:00	MISCELLANEOUS OFFICER	93XX HAMLINE AVE	LEXINGTON
Summary: MISC OFFICER: RESPONDED TO THE 9300 BLOCK OF HAMLINE AVE IN LEXINGTON ON A CHILD WANDERING IN THE AREA. UPON ARRIVAL THE MOTHER WAS LOCATED AND CHILD WAS FOUND TO BE SAFE.					
20133081	Jun 4 2020	19:54	MEDICAL	90XX SOUTH HIGHWAY DR	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO 9000 BLOCK OF SOUTH HIGHWAY DRIVE FOR A MEDICAL. CLEAR.					
20133132	Jun 4 2020	21:07	THEFT	18XX MAIN ST	CENTERVILLE
Summary: OFFICER WERE DISPATCHED TO A THEFT THAT TOOK PLACE IN THE 1800 BLOCK OF MAIN ST. KOPS ALERT ENTERED.CLEAR.					
20133012	Jun 4 2020	18:41	DISTURBING THE PEACE	XX W GOLDEN LAKE RD	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 00 BLOCK OF GOLDEN LAKE ROAD FOR A DISTURBANCE.CLEAR.					
20133372	Jun 5 2020	07:19	FOUND PERSON	39XX RESTWOOD RD	LEXINGTON
Summary: FOUND CHILD: RESPONDED TO A FOUND CHILD IN THE 3900 BLOCK OF RESTWOOD RD IN LEXINGTON. CALLER ADVISED OUT WITH A THREE YEAR OLD MALE WITHOUT A PARENT. UPON ARRIVAL, MOTHER WAS LOCATED AND CHILD WAS FINE.					
20133518	Jun 5 2020	11:20	FRAUD	8XX CIVIC HEIGHTS DR	CIRCLE PINES
Summary: FRAUD: RESPONDED TO PHONE CALL DELAYED FRAUD REPORT IN THE 800 BLOCK OF CIVIC HEIGHTS DRIVE. CALLER ADVISED UNKNOWN SUSPECT USED HER VISA DEBIT CARD ONLINE FOR UNAUTHORIZED PURCHASE. BANK WAS CONTACTED AND ACCOUNT CLOSED.					
20133586	Jun 5 2020	12:32	INFORMATION	89XX SYNDICATE AVE	LEXINGTON
Summary: INFORMATION WAS RECEIVED IN THE 8900 BLOCK OF SYNDICATE AVE.					
20133806	Jun 5 2020	16:11	ASSIST OTHER AGENCY		LINO LAKES



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20133811	Jun 5 2020	16:16	MEDICAL	19XX CARDINAL DR	CENTERVILLE
Summary: OFFICERS WERE DISPATCHED TO THE 1900 BLOCK OF CARDINAL DRIVE FOR A MEDICAL.CLEAR.					
20134006	Jun 5 2020	19:53	MEDICAL	91XX DUNLAP AVE	LEXINGTON
Summary: ON THE ABOVE DATE AND TIME OFFICERS WERE DISPATCHED TO A MEDICAL SITUATION.LEXINGTON FIRE AND ALINA AMBULANCE ASSISTED.					
20134168	Jun 5 2020	23:06	DWI-4TH DEGREE	MAIN ST / 21ST AVE	CENTERVILLE
Summary: DWI.OFFICERS CONDUCTED A TRAFFIC STOP ON A VEHICLE IN THE AREA OF MAIN ST/21ST AVE.DRIVER SUBSEQUENTLY ARRESTED FOR DWI.CLEARED BY ARREST.					
20122311	Jun 6 2020	20:14	DANGEROUS ANIMAL	LOVELL RD / HAMLINE AVE	LEXINGTON
Summary: DOG ATTACK THAT CAUSED HAND INJURY WITHIN THE AREA OF HAMLINE AND LOVELL.DOG QUARANTINED.VICTIM OF DOG BITE WAS ADVISED TO GO TO THE ER.PENDING.					
20134290	Jun 6 2020	03:20	ASSIST OTHER AGENCY		LINO LAKES
20134436	Jun 6 2020	10:47	MEDICAL	17XX MAIN ST	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1700 BLOCK OF MAIN ST FOR A MEDICAL EMERGENCY. ONE INDIVIDUAL TRANSPORTED TO THE HOSPITAL.					
20134549	Jun 6 2020	12:58	TRAFFIC COMPLAINT	93XX DUNLAP AVE	LEXINGTON
Summary: MULTIPLE TRAFFIC AND LITTERING COMPLAINTS WITHIN THE 9300 BLOCK OF DUNLAP.RELATED TO LEXINGTON LANDING TRAFFIC.ACTIVE.					
20134575	Jun 6 2020	13:19	ALARM-MEDICAL	XX W GOLDEN LAKE RD	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 00 BLOCK OF WEST GOLDEN LAKE RD FOR A MEDICAL ALARM. CONTACT WAS MADE WITH THE RESIDENT AND THERE WAS NO ISSUE.					
20134600	Jun 6 2020	13:50	INFORMATION	1XX SOUTH DR	CIRCLE PINES
Summary: OFFICER DISPATCHED A PHONE CALL TO THE 100 BLOCK OF SOUTH DRIVE. INFORMATIONAL REPORT ONLY. CLEAR.					
20134737	Jun 6 2020	16:46	ASSIST OTHER AGENCY		BLAINE
20134691	Jun 6 2020	16:00	ASSIST OTHER AGENCY		LINO LAKES
20135311	Jun 7 2020	11:34	DAMAGE TO PROPERTY	94XX DUNLAP AVE	LEXINGTON
Summary: DAMAGE TO PROPERTY.DISPATCHED TO 9400 BLOCK OF DUNLAP AVE ON A DAMAGE TO PROPERTY REPORT. INFORMATION COLLECTED.					
20135508	Jun 7 2020	16:44	MEDICAL	70XX COTTONWOOD CT	CENTERVILLE
Summary: POLICE RESPONDED TO THE 7000 BLOCK OF COTTONWOOD CT FOR A MEDICAL EMERGENCY.					
20135091	Jun 7 2020	01:18	MEDICAL	XX INDIAN HILLS DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 00 BLK OF INDIAN HILLS REGARDING A MEDICAL. THE VICTIM WAS THEN TRANSPORTED TO HOSPITAL.CLEAR.					
20135704	Jun 7 2020	20:56	TRAFFIC	CLEAR RDG / GRANGEVIEW	CENTERVILLE



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: OFFICER DISPATCHED TO CLEAR RIDGE / GRANGEVIEW ON A TRAFFIC COMPLAINT. ADVISED SUSPECTS TO DISCONTINUE ACTIVITY. BWC. CLEAR.					
20135457	Jun 7 2020	15:32	INFORMATION	69XX LAMOTTE DR	CENTERVILLE
Summary: POLICE RESPONDED TO 6900 BLOCK OF LAMOTTE DR FOR A DISORDERLY INDIVIDUAL.					
20136258	Jun 8 2020	13:34	HARASSMENT	69XX DUPRE RD	CENTERVILLE
Summary: HARASSMENT: RESPONDED TO PHONE CALL REPORT IN THE 6900 BLOCK OF DUPRE RD IN CENTERVILLE. CALLER ADVISED HER BOYFRIEND WAS SENDING HER TEXT MESSAGES. CALLER ADVISED SHE WAS SEEKING A RESTRAINING ORDER AGAINST HIM.					
20136335	Jun 8 2020	14:40	CHECK WELFARE	70XX CENTERVILLE RD	CENTERVILLE
Summary: POLICE RESPONDED TO 7000 BLOCK OF CENTERVILLE RD ON A REPORT TO CHECK THE WELFARE OF A RESIDENT.					
20136340	Jun 8 2020	14:45	DOMESTIC-VERBAL	38XX MINUTEMAN LN	LEXINGTON
Summary: OFFICERS DISPATCHED TO THE 3800 BLOCK OF MINUTEMAN ON THE REPORT OF A VERBAL DOMESTIC. UPON ARRIVAL MALE HAD LEFT, AND NO ISSUES. ADVISED TO CALL BACK SHOULD ISSUES CONTINUE. BWC. CLEAR.					
20136367	Jun 8 2020	15:01	INFORMATION	1XX SOUTH DR	CIRCLE PINES
Summary: POLICE FIELDLED AN INFORMATIONAL REPORT IN CIRCLE PINES.					
20136568	Jun 8 2020	18:09	PARKING COMPLAINT	9400-BLK DUNLAP AVE	LEXINGTON
Summary: POLICE FIELDLED A TRAFFIC COMPLAINT IN LEXINGTON.					
20136669	Jun 8 2020	20:02	TRAFFIC	19XX MAIN ST	CENTERVILLE
Summary: OFFICER NOTED A VEHICLE BLOCKING TRAFFIC. VEHICLE ABANDONED IN ROADWAY. VEHICLE IMPOUNDED.					
20136420	Jun 8 2020	15:42	ACCIDENT-MV PD	95XX HAMLINE AVE	LEXINGTON
Summary: OFFICER DISPATCHED TO THE 9500 BLOCK OF HAMLINE AVE FOR A PROPERTY DAMAGE REPORT. HANDLED BY BLAINE POLICE DEPARTMENT. BWC. CLEAR.					
20137070	Jun 9 2020	09:27	PARKING COMPLAINT	LAKE DR / LEXINGTON AVE	LEXINGTON
Summary: AN OFFICER WAS NOTIFIED OF MULTIPLE PARKING VIOLATIONS ON THE 9400 BLOCK OF LEXINGTON AVE.VERBAL WARNING.					
20137127	Jun 9 2020	10:38	ORDINANCE VIOLATION	18XX 73RD ST	CENTERVILLE
Summary: AN ORDINANCE VIOLATION WAS OBSERVED ON THE 1800 BLOCK OF 73RD ST.VERBAL WARNING.ACTIVE.					



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20138140	Jun 10 2020	13:06	ORDINANCE VIOLATION	XX PARK DR	CIRCLE PINES
Summary: AN ORDINANCE VIOLATION WAS OBSERVED ON THE 0 BLOCK OF PARK DR.ACTIVE.					
20138598	Jun 10 2020	21:26	DOMESTIC	XX VILLAGE PKWY	CIRCLE PINES
Summary: OFFICERS DISPATCHED TO THE 30 BLOCK OF VILLAGE PARKWAY ON THE REPORT OF A DOMESTIC / OFP VIOLATION. BWC. CLEAR.					
20138243	Jun 10 2020	15:01	DOMESTIC	XX VILLAGE PKWY	CIRCLE PINES
Summary: POLICE HANDLED A DOMESTIC REPORT.					
20138152	Jun 10 2020	13:25	VEHICLE- LOCKOUT		CIRCLE PINES
20138201	Jun 10 2020	14:16	INFORMATION	92XX LEXINGTON AVE NE	CIRCLE PINES
Summary: POLICE FIELDIED A SEXUAL HARASSMENT REPORT.					
20138178	Jun 10 2020	13:52	FRAUD	XX PINE DR	CIRCLE PINES
Summary: POLICE RESPONDED TO 00 BLOCK OF PINE DR FOR A FRAUD/IDENTIFY THEFT REPORT.					
20138715	Jun 11 2020	00:44	DOMESTIC	72XX BRIAN DR	CENTERVILLE
Summary: OFFICERS DISPATCHED TO THE 7200 BLOCK OF BRIAN DRIVE ON THE REPORT OF A DOMESTIC. BWC. CLEAR.					
20138810	Jun 11 2020	07:06	SUSPICIOUS ACTIVITY	38XX LIBERTY LN	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE 3800 BLOCK OF LIBERTY LANE FOR A SUSPICIOUS SITUATION.EXCEPTIONALLY CLEAR					
20139058	Jun 11 2020	11:57	CIVIL DISPUTE	88XX SYNDICATE AVE	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO A PHONE CALL REGARDING QUESTIONS ON EVICTIONS.CLEAR.					
20139209	Jun 11 2020	14:36	DOMESTIC-VERBAL	XX HILLCREST LN	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 10 BLOCK OF HILLCREST LN FOR A VERBAL DOMESTIC. ONE INDIVIDUAL WAS SENT TO THE HOSPITAL ON A HOLD.					
20139585	Jun 11 2020	22:19	FOUND PROPERTY	XX NORTH DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO BASE REGARDING FOUND PROPERTY. PROPERTY WAS PLACED INTO THE PROPERTY CAGE AT BASE.CLEAR.					
20139562	Jun 11 2020	21:51	MEDICAL	XX PINE DR	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 10 BLOCK OF PINE DR. FOR A MEDICAL EMERGENCY.					
20138743	Jun 11 2020	01:57	MEDICAL	3XX FOREST DR	CIRCLE PINES
Summary: POLICE WERE DISPATCHED TO THE 300 BLOCK OF FOREST DRIVE ON A REPORT OF AN ADULT FEMALE EXPERIENCING A MEDICAL EMERGENCY. AN ADULT FEMALE WAS TRANSPORTED TO THE HOSPITAL.					



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20139105	Jun 11 2020	12:35	ACCIDENT-MV PD	XX VILLAGE PKWY	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE AREA OF 1 VILLAGE PARKWAY FOR A MOTOR VEHICLE ACCIDENT.CLEAR.					
20139119	Jun 11 2020	12:49	ORDINANCE VIOLATION	XX WEST RD	CIRCLE PINES
Summary: MULTIPLE ORDINANCE VIOLATIONS WERE OBSERVED ON THE 30 BLOCK OF WEST RD.ACTIVE.					
20139518	Jun 11 2020	20:53	TRAFFIC	MAIN ST / MOUND TRL	CENTERVILLE
Summary: TRAFFIC STOP. OFFICERS CONDUCTED A TRAFFIC STOP IN THE AREA OF MAIN ST AND MOUND TRAIL.DRIVER AND PASSENGER TAKEN INTO CUSTODY.CHARGES PENDING					
20139833	Jun 12 2020	08:18	THEFT FROM MOTOR VEHICLE	1XX CANTERBURY RD	CIRCLE PINES
Summary: THEFT FROM MV: RESPONDED TO A PHONE CALL THEFT REPORT IN THE 100 BLOCK OF CANTERBURY RD IN CIRCLE PINES. ADVISED THAT UNKNOWN SUSPECT STOLE SEVERAL ITEMS FROM A VEHICLE IN THE DRIVEWAY. ESTIMATED LOSS \$600.00.					
20139995	Jun 12 2020	11:17	ACCIDENT-MV PD	LEXINGTON AVE / LOVELL RD	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE AREA OF LEXINGTON AVE AND LOVELL ROAD FOR A PROPERTY DAMAGE ACCIDENT.CLEAR.					
20140011	Jun 12 2020	11:40	THEFT FROM MOTOR VEHICLE	3XX SHERWOOD CT	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 300 BLOCK OF SHERWOOD COURT FOR A THEFT.CLEAR.					
20140223	Jun 12 2020	15:06	INFORMATION	16XX LAMOTTE DR	CENTERVILLE
Summary: INFORMATION WAS COLLECTED IN THE 1600 BLOCK OF LAMOTTE DR.					
20140443	Jun 12 2020	18:39	THEFT FROM MOTOR VEHICLE	90XX JACKSON AVE	LEXINGTON
Summary: THEFT FROM MV.OFFICERS TOOK A THEFT FROM MV REPORT IN THE 9000 BLK OF JACKSON AVE.NO SUSPECTS AT THIS TIME.CASE CLOSED UNLESS ADDITIONAL INFO BECOMES AVAILABLE.					
20140733	Jun 12 2020	23:15	DISORDERLY CONDUCT	74XX MAIN ST	CENTERVILLE
Summary: POLICE WERE DISPATCHED TO RICE CREEK CAMPGROUND ON A REPORT OR A DISORDERLY MALE. POLICE LOCATED A MALE BELIEVED TO BE INVOLVED. THE MALE WAS UNCOOPERATIVE AND ARGUMENTATIVE. THE MALE WAS ADVISED OF THE PARK RULES AND ENCOURAGED TO GO TO SLEEP FOR THE NIGHT.					
20140640	Jun 12 2020	21:54	DOMESTIC ASSAULT	XX INNER DR	CIRCLE PINES
Summary: DOMESTIC ASSAULT.OFFICERS WERE DISPATCHED TO THE 0 BLK OF INNER DR FOR A REPORT OF A PHYSICAL DOMESTIC.AN ADULT FEMALE WAS TAKEN INTO CUSTODY.CASE CLEARED BY ARREST.					
20140627	Jun 12 2020	21:47	ASSIST OTHER AGENCY		BLAINE
20140290	Jun 12 2020	19:59	ASSIST OTHER AGENCY		BLAINE
20141026	Jun 13 2020	11:51	MEDICAL	88XX GRIGGS AVE	LEXINGTON
Summary: MEDICAL EMERGENCY. POLICE WERE DISPATCHED TO THE 8800 BLOCK OF GRIGGS AVE ON A MEDICAL EMERGENCY. POLICE ARRIVED AND SPOKE WITH A MALE COMPLAINING OF CHEST PAINS. POLICE PROVIDED CARE AND GATHERED HIS INFORMATION UNTIL RESCUE AND AMBULANCE ARRIVED. MALE WAS TRANSPORTED TO A NEARBY HOSPITAL FOR FURTHER REVIEW.CLEARED.					
20141296	Jun 13 2020	17:17	ORDINANCE VIOLATION	19XX ROBIN LN S	CENTERVILLE



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: MULTIPLE NUISANCES AND ORDINANCE VIOLATIONS WITHIN THE 1970 BLOCK OF SOUTH ROBIN.LETTER SENT.COMPLIANCE PERIOD ENDING 6/27/2020.					
20141302	Jun 13 2020	18:51	ORDINANCE COMPLAINT	XX W GOLDEN LAKE RD	CIRCLE PINES
Summary: NOISE COMPLIANT REGARDING LOUD VEHICLES AND POTENTIAL RUNNING OF BUSINESS FROM HOME WITHIN THE 90 BLOCK OF WEST GOLDEN LAKE ROAD.UNFOUNDED.					
20141616	Jun 13 2020	22:36	SUSPICIOUS ACTIVITY	73XX PELTIER CIR	CENTERVILLE
Summary: POLICE WERE DISPATCHED TO THE 7300 BLOCK OF PELTIER CIRCLE ON A REPORT OF SUSPICIOUS ACTIVITY. POLICE CHECKED THE AREA BUT WERE NOT ABLE TO LOCATE AN ISSUES.					
20142491	Jun 14 2020	23:41	SUSPICIOUS ACTIVITY	4XX KEITH RD	CIRCLE PINES
Summary: POLICE OBSERVED A SUSPICIOUS VEHICLE IN THE 400 BLOCK OF KEITH ROAD. THE OCCUPANT WAS EMOTIONALLY UPSET OVER PERSONAL ISSUES. FAMILY MEMBERS ASSISTED IN RESOLVING THE SITUATION.					
20142272	Jun 14 2020	18:32	VEHICLE- LOCKOUT		LEXINGTON
20142023	Jun 14 2020	13:04	CIVIL DISPUTE	2XX KEITH RD	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 200 BLK OF KEITH RD REGARDING A CIVIL ISSUE. RP ADVISED HE JUST WANTED THE INCIDENT DOCUMENTED.CLEAR.					
20143410	Jun 15 2020	22:49	CHECK WELFARE	38XX RESTWOOD RD	LEXINGTON
Summary: OFFICERS DISPATCHED A PHONE CALL WELFARE CHECK TO AN UNKNOWN ADDRESS IN LEXINGTON. PHONE CONTACT MADE WITH FEMALE WHO RESIDES IN THE 3800 BLOCK OF RESTWOOD. FEMALE STATED DOMESTIC ASSAULT OCCURRED MULTIPLE TIMES.BWC. PHOTOS. CLEAR.					
20143261	Jun 15 2020	19:34	RUNAWAY JUVENILE	39XX LOVELL RD	LEXINGTON
Summary: OFFICERS RESPONDED 3900 BLK OF LOVELL RD REGARDING A RUNAWAY JUVENILE. OFFICERS SEARCHED THE AREA AND LOCATED THE JUVENILE. JUVENILE WAS RETURNED HOME.CLEAR.					
20143522	Jun 16 2020	03:45	OPEN GARAGE DOOR		CENTERVILLE
20143912	Jun 16 2020	14:37	MISCELLANEOUS OFFICER	18XX MAIN ST	CENTERVILLE
Summary: MISCELLANEOUS INFORMATION.CLEAR.					
20143930	Jun 16 2020	15:08	PUBLIC ASSIST	91XX SOUTH HIGHWAY DR	LEXINGTON
Summary: POLICE MEDIATED A BUSINESS ASSIST IN LEXINGTON.					
20143965	Jun 16 2020	15:40	PUBLIC ASSIST	GRIGGS AVE / RESTWOOD RD	LEXINGTON
Summary: POLICE HANDLED A PUBLIC ASSIST MATTER.					
20143994	Jun 16 2020	16:06	INFORMATION	2XX COBBLER CT	CIRCLE PINES
Summary: POLICE TOOK A PHONE CALL DOMESTIC REPORT IN THE 200 BLOCK OF COBBLER CT.					
20144030	Jun 16 2020	16:35	INFORMATION	1XX KEITH RD	CIRCLE PINES
Summary: POLICE FIELDIED AN INFORMATIONAL REPORT.					



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20144206	Jun 16 2020	20:14	UNWANTED PERSON	38XX RESTWOOD RD	LEXINGTON

Summary: OFFICERS DISPATCHED TO THE 3800 BLOCK OF RESTWOOD ON THE REPORT OF A DISORDERLY / UNWANTED PARTY. PARTY TRESPASSED FROM LOCATION. BWC. CLEAR.

CITY REPORT

May 2020

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

Video Production



Municipal Producer, Trevor Scholl, completed five productions in May, including one Spring Mayor's Minutes, three local business profiles, and a Beyond the Yellow Ribbon benefit. Programs were also produced T.J. Tronson, Eric Houston, Rusty Ray, and Danika Peterson for the city channels. 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.

May Completed Videos/Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Lexington Mayor's Minutes: Spring 2020	Trevor Scholl	00:04:43
Beyond the Yellow Ribbon Benefit	Trevor Scholl	00:21:05
Business Profile: Wiseguys Pizza	Trevor Scholl	00:01:30
Business Profile: Christa's Paw Spa	Trevor Scholl	00:01:30
Business Profile: Corner Express	Trevor Scholl	00:01:30
High School Graduations During a Pandemic	Danika Peterson/Rusty Ray	00:04:15
SBM Fire Creates A Quick Way to Clean	Danika Peterson/Rusty Ray	00:01:42
Lexington Family Creates Food Pantry	Danika Peterson/Rusty Ray	00:01:52
Blaine Truck Driver Recognized at White House	Danika Peterson/Rusty Ray	00:01:51
COVID19 PSA: Stay Safe	Eric Houston	00:00:31
COVID19 PSA: Hand Washing	Eric Houston	00:00:45
COVID19 PSA: Hand Sanitizer	Eric Houston	00:01:00
COVID19 PSA: Medical Attention	Eric Houston	00:01:00
COVID19 PSA: Masks	Eric Houston	00:02:00
Blaine PD PSA: Theft From Auto	T.J. Tronson	00:00:45
Blaine PD PSA: Email/Text Scam	T.J. Tronson	00:00:54
Blaine PD PSA: Neighborhood Watch	T.J. Tronson	00:00:51
Blaine PD PSA: Close Garage Doors	T.J. Tronson	00:00:54
Blaine PD PSA: Bike Theft	T.J. Tronson	00:00:51

Anoka County Board Meeting (5/12/20)	T.J. Tronson	00:37:09
Anoka County Board Meeting (5/26/20)	T.J. Tronson	01:57:18

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

- Continuing Centerville business profiles
- Car seat videos with the SBM
- Blaine COVID19 updates
- Small business impacts from the Corona Virus
- Grandma's House non-profit profile
- Summer Mayor's Minutes

Equipment Consulting/Technical Support



- Blaine**
 - No assistance required.
- Centerville**
 - No assistance required.
- Circle Pines**
 - No assistance required.
- Ham Lake**
 - No assistance required.
- Lexington**
 - No assistance required.
- Lino Lakes**
 - 5.27.20: Went to City Hall to check on a power issue. The Tripp Lite UPS battery back-up unit had bulging and leaking batteries. Removed. Called Tripp Lite for new batteries. Installed temporary power strip.
 - 5.27.20: Received call that zoom broadcast not working. Checked all settings and did test. Found no problem. Could be glitch in zoom program or possibly an invisible space at end of code entry.
- Spring Lake Park**
 - No assistance required.
- All Cities**
 - No assistance required.

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston, Trevor Scholl and John Schoolmeesters, 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 May:

Title	Producer	Runtime
Blaine City Council Meeting (5/4/20)	Blaine Staff	01:55:06
Blaine Planning Commission Meeting (5/12/20)	Blaine Staff	01:26:32
Blaine City Council Meeting (5/18/20)	Blaine Staff	00:29:52
Blaine City Council Emergency Meeting (5/26/20)	Blaine Staff	01:38:46
Centerville Planning & Zoning Meeting (5/5/20)	Centerville Staff	02:19:04
Centerville Park & Rec Meeting (5/6/20)	Centerville Staff	01:23:33
Centerville City Council Meeting (5/13/20)	Centerville Staff	02:17:27
Centerville EDA Meeting (5/20/20)	Centerville Staff	01:52:39
Centerville City Council Meeting (5/27/20)	Centerville Staff	02:20:25
Circle Pines City Council Meeting (5/13/20)	Circle Pines Staff	01:01:05
Circle Pines Utility Commission Meeting (5/20/20)	Circle Pines Staff	00:45:15
Circle Pines City Council Meeting (5/26/20)	Circle Pines Staff	00:30:48
Ham Lake City Council Meeting (5/4/20)	Ham Lake Staff	00:55:37
Ham Lake City Council Meeting (5/18/20)	Ham Lake Staff	00:52:51
Ham Lake Park & Tree Meeting (5/20/20)	Ham Lake Staff	00:45:06
Ham Lake Planning Commission Meeting (5/26/20)	Ham Lake Staff	00:06:58
Lexington City Council Meeting (5/7/20)	Lexington Staff	00:48:26
Lexington City Council Meeting (5/21/20)	Lexington Staff	00:09:04
Lino Lakes City Council Meeting (5/11/20)	Lino Lakes Staff	02:44:08
Lino Lakes City Council Meeting (5/26/20)	Lino Lakes Staff	01:18:39
Lino Lakes Environmental Board Meeting (5/27/20)	Lino Lakes Staff	00:54:19
Spring Lake Park City Council Meeting (5/4/20)	Spring Lake Park Staff	01:10:11
Spring Lake Park City Council Meeting (5/18/20)	Spring Lake Park Staff	01:23:57
Spring Lake Park Planning Commission Meeting (5/26/20)	Spring Lake Park Staff	00:45:27
24 New Programs		29:49:15 New Hours

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.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	187	265:07:29
Centerville	67	154:09:54
Circle Pines	150	154:43:42
Ham Lake	81	74:29:48
Lexington	103	89:34:18
Lino Lakes	77	145:35:29
Spring Lake Park	157	147:48:41
Totals:	822 Program Playbacks	1,031:39:11 Hours of Video Programming on Channels

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 Carousel units, 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 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 May:

Blaine

- Transcoded and uploaded 15 videos to Carousel.
- Uploaded all MN COVID PSAs to Carousel

Centerville

- Transcoded and uploaded 6 videos to Carousel.
- Created 1 graphics page for Carousel
- Uploaded 3 MN COVID PSAs to Carousel

Circle Pines

- Transcoded and uploaded 7 videos to Carousel.
- Removed Carousel page
- Uploaded all MN COVID PSAs to Carousel

Ham Lake

- Transcoded and uploaded 4 videos to Carousel.

Lexington

- Transcoded and uploaded 9 videos to Carousel.
- Created 3 graphics pages for Carousel
- Uploaded all MN COVID PSAs to Carousel

Lino Lakes

- Transcoded and uploaded 7 videos to Carousel.
- Uploaded all MN COVID PSAs to Carousel

Spring Lake Park

- Transcoded and uploaded 7 videos to Carousel.
- Created 4 graphics pages for Carousel
- Uploaded all MN COVID PSAs to Carousel

City Channel Signal Monitoring

- Blaine**
 - No channel signal problems.
- Centerville**
 - No channel signal problems.
- Circle Pines**
 - No channel signal problems.
- Ham Lake**
 - No channel signal problems.
- 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 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 enter 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 May:

- Blaine**
 - 4 meetings bookmarked and placed on VOD.
- Centerville**
 - 5 meeting bookmarked and placed on VOD. 3 meetings 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



The issues dealt with in May included final resolution to the CenturyLink settlement and Joint Powers Agreement updates, creating the 2021 NMTC draft budget, and staying in touch with Columbia Heights.

CenturyLink Settlement and Release

- Received the signed Settlement and Release.
- Received the check for \$7,000.00.

Joint Powers Agreement

- All seven city councils approved the updates to the Joint Powers Agreement.

Miscellaneous

- Talk with Mark Statz regarding recording additional Centerville meetings and other services.
- Talked with Jeff Karlson regarding freelancer reimbursement.
- Facilitated solution to cable service issue for Blaine PD.
- Completed 2021 draft budget.
- Talked with Spring Lake Park City Council person regarding meetings on VOD.
- Emailed Columbia Heights with updates and to keep channel of communication open.
- Read industry articles.

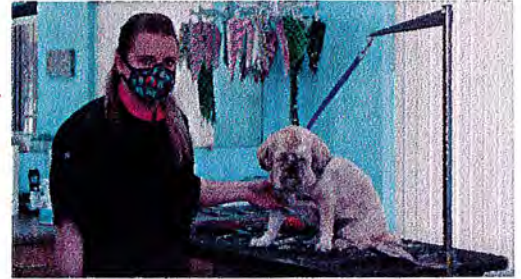
North Metro TV

May 2020 Update

Program Production

In May, a total of 65 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **48:15:00 hours of new programming**.

- 9 programs were produced by the public
- 32 programs were produced by NMTV staff
- 24 programs were produced by City staff



Van Shoots

Due to the cancellation of all public events, the HD truck was not used during the month of May. The interior and exterior of the truck were cleaned and the generator was serviced.



Workshops

Workshop	Instructor	Organization	Students
Lecture Series – LIVE-The Three Stooges: Comedy's Heavy Hitters	Eric Houston	General Public via Youtube Live	51 Live, 31 VOD
Lecture Series – VOD Hollywood Goes to the Dogs	Eric Houston	General Public via Youtube	8 VOD
Lecture Series – VOD Mary Pickford: The World's First Movie Star	Eric Houston	General Public via Youtube	11 VOD
Lecture Series – VOD The Marx Brothers: Groucho, Chico, Harpo, and Sometimes Zeppo	Eric Houston	General Public via Youtube	74 VOD
1 Live Workshop			51 Live Students, 93 Students w/VOD

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	192.75	69	4	13	415	\$639.00
February	286	69	86	18	1,020	\$3,595.00
March	343.25	58	107	0	3,587	\$627.00
April	0	0	0	0	341	\$0.00
May	0	0	0	0	495	\$0.00
TOTAL:	822.00	196	197	31	5,858	\$4,861.00

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	131	504.75
February	155	636.5
March	59	466.75
April	0	0
May	0	0
TOTAL PUBLIC USAGE:		1,608.00

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 May highlights include:

- Blaine Park Leaders Encourage Virtual Tours From Home
- Self-Employed Say They're Slow to Receive Unemployment Benefits
- State Fishing Opener Figures to be Busier Than Ever
- Organizers of Cruises for Causes Hope to Continue As Long As Social Distance is Necessary
- Blaine Business Owner Honored at White House Ceremony
- Distance Learning With Community Ed Helps Keep Everyone Connected
- Elections Could be Impacted by COVID19
- COVID19 Affecting Pork Processing: Farmers Feeling Pinch
- Ham Lake City Council Passes Resolutions In Response to COVID19 Shutdown\
- Lexington Family Provides For Community With Front Yard Food Pantry
- Memorial Day Observances Vastly Different in COVID19 Pandemic
- SBM Firefighters Innovate Ways to Clean During COVID19 Pandemic
- Anoka County Slowly Reopens Person to Person Business for Residents



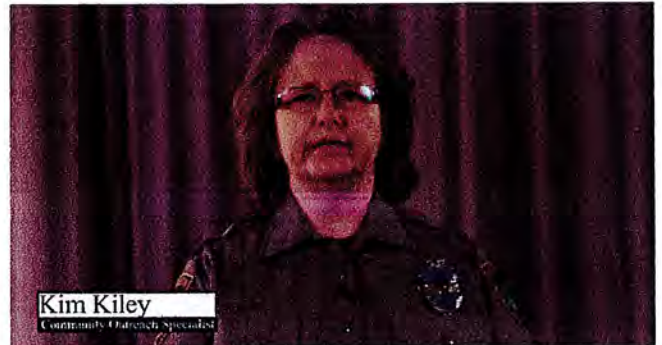
- School Leaders Discuss Plans for Graduations During COVID19 Pandemic and Shutdown
- USA Cup Cancelled
- Blaine City Council Gives Business Some Breaks
- USA Cup Business Critical Loss In North Metro
- Anoka County Commission Passes Resolution in Defiance of Governor Walz
- Anoka County Fair Cancelled

In addition to daily playbacks of North Metro TV News on the cable systems, there are 672 local stories archived for viewers on the NMTV YouTube channel. The channel can be accessed through the northmetrotv.com website.

Blaine PD Projects

T.J. worked with Blaine Police Department Community Outreach Specialist, Kim Kiley, to produce a series of PSAs. Topics include Bike Theft, Theft from Auto, Close Garage Doors, Neighborhood Watch, and Tex/Email Scams.

T.J. and Kim also collaborated on another project for the department. It is a presentation of "Oh The Places You'll Go" by Dr. Suess. Several officers were recorded reading pages from the book. T.J. will edit the readings together into a congratulatory presentation to the graduating class of 2020 from the Blaine Police Department. The project should be completed in early June.



Lecture Series

Instructor, Eric Houston continues to provide his lecture series remotely. In May, he presented one class, The Three Stooges: Comedy's Heavy-Hitters. One of the lecture participants, Tom Kiscaden of Blaine, said, "Love your presentations! I have attended a couple of your classes in studio, and am now enjoying your on-line stuff. Your narration and knowledge of movies and theater is always fabulous. You are a true credit to the NMTV operation. Thank you so much for the hard work you put in to putting these together, and hope that they will continue." Eric is indeed continuing. He is working on two new lectures. The first is The Quiz Show Scandals and Other Game Shows of the 50s and 60s, and Come On Down! Game shows of the 70s and 80s. After a lecture is presented live, it remains available to watch on demand. In May, previously taught classes were viewed 93 times.



Classic Games

Because everyone misses sports so much, Kenton and Jeremy continue to re-master and produce some of our classic high school sporting events. This month, in honor of the graduating class of 2020, they focused on youth football games from 2009 to 2015 that feature current graduates. For example, in 2009 the current seniors would have played in the 2nd/3rd grade championship game. In May, they got to relive the glory.



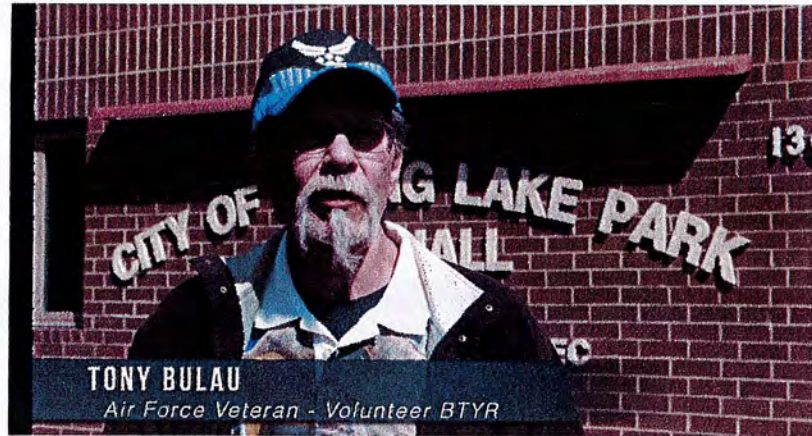
Preparing to ReOpen NMTV

In May, staff worked to create a plan for reopening NMTV to the public. Rules were established for designating parts of the building open to the public, number of people allowed in the facility at a time, distancing rules, limited hours of operation to allow for thorough sanitizing between uses, curbside drop-off and pick-up of equipment and tape transfers, and requiring masks and gloves while in the facility. Masks, gloves, and hand sanitizer will be available at the door for those who arrive without them.

City Productions

In May, Municipal Producer, Trevor Scholl, completed five productions, including several business profiles in a series for Centerville, coverage of a Beyond the Yellow Ribbon benefit, and the last of the spring Mayor's Minutes. Programs completed include:

- Lexington Mayor's Minutes: Spring 2020
- Beyond the Yellow Ribbon Benefit
- Business Profile: Wiseguys Pizza
- Business Profile: Christa's Paw Spa
- Business Profile: Corner Express



New and ongoing projects include:

- Continuing Centerville business profiles
- Car seat videos with the SBM
- Blaine COVID19 updates
- Small business impacts from the Corona Virus
- Grandma's House non-profit profile
- Summer Mayor's Minutes

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 assistance required.

Centerville

- No assistance required.

Circle Pines

- No assistance required.

Ham Lake

- No assistance required.

Lexington

- No assistance required.

Lino Lakes

- 5.27.20: Went to City Hall to check on a power issue. The Tripp Lite UPS battery back-up unit had bulging and leaking batteries. Removed. Called Tripp Lite for new batteries. Installed temporary power strip.

- 5.27.20: Received call that zoom broadcast not working. Checked all settings and did test. Found no problem. Could be glitch in zoom program or possibly an invisible space at end of code entry.

Spring Lake Park

- No assistance required.

All Cities

- No assistance required.

City Channel 16 Playback Stats

City	Number of Times Long-Form Programs Played	Hours Programmed on Channel
Blaine	187	265:07:29
Centerville	67	154:09:54
Circle Pines	150	154:43:42
Ham Lake	81	74:29:48
Lexington	103	89:34:18
Lino Lakes	77	145:35:29

Spring Lake Park	157	147:48:41
Totals:	822 Program Playbacks	1,031:39:11 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	04:07:19
Christ Lutheran Church (3 episodes)	Chance Amundson	02:38:25
Oak Park Community Church (4 episodes)	David Turnidge	02:36:32
9 New Programs		09:22:16 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (5/12/20)	T.J. Tronson	00:37:09
Anoka County Board Meeting (5/26/20)	T.J. Tronson	01:57:18
Blaine PD PSA: Theft From Auto	T.J. Tronson	00:00:45
Blaine PD PSA: Email/Text Scam	T.J. Tronson	00:00:54
Blaine PD PSA: Neighborhood Watch	T.J. Tronson	00:00:51
Blaine PD PSA: Close Garage Doors	T.J. Tronson	00:00:54
Blaine PD PSA: Bike Theft	T.J. Tronson	00:00:51
Blaine Community Scholarship Program	T.J. Tronson	00:12:36
NMTV News (4 episodes)	Danika Peterson/Rusty Ray	01:43:34
High School Graduations During a Pandemic	Danika Peterson/Rusty Ray	00:04:15
SBM Fire Creates A Quick Way to Clean	Danika Peterson/Rusty Ray	00:01:42
Lexington Family Creates Food Pantry	Danika Peterson/Rusty Ray	00:01:52
Blaine Truck Driver Recognized at White House	Danika Peterson/Rusty Ray	00:01:51
Lexington Mayor's Minutes: Spring 2020	Trevor Scholl	00:04:43
Beyond the Yellow Ribbon Benefit	Trevor Scholl	00:21:05
Business Profile: Wiseguys Pizza	Trevor Scholl	00:01:30
Business Profile: Christa's Paw Spa	Trevor Scholl	00:01:30
Business Profile: Corner Express	Trevor Scholl	00:01:30
COVID19 PSA: Stay Safe	Eric Houston	00:00:31
COVID19 PSA: Hand Washing	Eric Houston	00:00:45
COVID19 PSA: Hand Sanitizer	Eric Houston	00:01:00
COVID19 PSA: Medical Attention	Eric Houston	00:01:00
COVID19 PSA: Masks	Eric Houston	00:02:00
Bad Movie Brothers (2 episodes)	Eric Houston	00:57:19
Sports Den Quarantine: Winter Wrap-Up	Kenton Kipp/J. Millington	00:29:28
Sports Den Quarantine: Spring Sports	Kenton Kipp/J. Millington	00:20:15
Blaine High School National Honor Society Induction Ceremony	Kenton Kipp/J. Millington	00:52:04
Sports Den Top 100 Plays of the Year	Kenton Kipp/J. Millington	01:03:11
32 New Programs		09:02:23 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (5/4/20)	Blaine Staff	01:55:06
Blaine Planning Commission Meeting (5/12/20)	Blaine Staff	01:26:32
Blaine City Council Meeting (5/18/20)	Blaine Staff	00:29:52
Blaine City Council Emergency Meeting (5/26/20)	Blaine Staff	01:38:46
Centerville Planning & Zoning Meeting (5/5/20)	Centerville Staff	02:19:04
Centerville Park & Rec Meeting (5/6/20)	Centerville Staff	01:23:33
Centerville City Council Meeting (5/13/20)	Centerville Staff	02:17:27
Centerville EDA Meeting (5/20/20)	Centerville Staff	01:52:39
Centerville City Council Meeting (5/27/20)	Centerville Staff	02:20:25
Circle Pines City Council Meeting (5/13/20)	Circle Pines Staff	01:01:05
Circle Pines Utility Commission Meeting (5/20/20)	Circle Pines Staff	00:45:15
Circle Pines City Council Meeting (5/26/20)	Circle Pines Staff	00:30:48
Ham Lake City Council Meeting (5/4/20)	Ham Lake Staff	00:55:37
Ham Lake City Council Meeting (5/18/20)	Ham Lake Staff	00:52:51
Ham Lake Park & Tree Meeting (5/20/20)	Ham Lake Staff	00:45:06
Ham Lake Planning Commission Meeting (5/26/20)	Ham Lake Staff	00:06:58
Lexington City Council Meeting (5/7/20)	Lexington Staff	00:48:26
Lexington City Council Meeting (5/21/20)	Lexington Staff	00:09:04
Lino Lakes City Council Meeting (5/11/20)	Lino Lakes Staff	02:44:08
Lino Lakes City Council Meeting (5/26/20)	Lino Lakes Staff	01:18:39
Lino Lakes Environmental Board Meeting (5/27/20)	Lino Lakes Staff	00:54:19
Spring Lake Park City Council Meeting (5/4/20)	Spring Lake Park Staff	01:10:11
Spring Lake Park City Council Meeting (5/18/20)	Spring Lake Park Staff	01:23:57
Spring Lake Park Planning Commission Meeting (5/26/20)	Spring Lake Park Staff	00:45:27
24 New Programs		29:49:15 New Hours

If you have any questions or comments regarding this monthly report please contact Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.

**MINUTES
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
JUNE 18, 2020– 7:00 P.M.
9180 LEXINGTON AVENUE
THIS MEETING WAS HELD ELECTRONICALLY VIA
ZOOM**

1. CALL TO ORDER: – Mayor Murphy

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

Mayor Murphy called to order the Regular City Council meeting for June 18, 2020 at 7:00 p.m. Councilmember's present: Devries, Hughes, Winge. Excused Absence: Harris. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director.

2. CITIZENS FORUM

No citizens inquired about attending the Zoom meeting to address the Council on items not on the agenda.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Devries made a motion to approve the agenda as typewritten. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

4. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports – 5-27 thru 6-2-2020

No discussion on Letters and Communications

5. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – June 4, 2020
- B. Recommendation to Approve Claims and Bills:
Check #'s 13678 through 13680
Check #'s 46360 through 46418
Check #'s 13238 through 13242
- C. Financial Reports
- Cash Balances
 - Fund Summary – Budget to Actual

Councilmember Hughes made a motion to approve the consent agenda items. Councilmember Devries seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

6. ACTION ITEMS:

- A. Recommendation to approve reestablishing in person City Council meetings
July 2, 2020.

Petracek asked if there were any questions on his memo providing the recommendation to reopen. Councilmember Hughes asked if there was going to be plexi-glass dividers installed between each Councilmember. Discussion ensued.

Councilmember Winge stated he was fine returning without plexi-glass dividers, but he doesn't want to make Councilmember Hughes uncomfortable. Petracek also stated city staff would arrange the City Council chambers so that citizens attending the meetings will be adhering to the 6' social distancing rule. Discussion ensued.

Councilmember Devries made a motion to continue conducting virtual Zoom for the July 2nd Regular meeting, and reconvene to live meetings on July 16th following the installation of plexi-glass dividers at the Council Dias. Councilmember Hughes seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

- B. Recommendation to approve reestablishing in person Planning & Zoning
and Park Board meetings in July 2020

Petracek stated with the City Council reconvening to live meetings on July 16th following the installation of plexi-glass partitions at the Council Dias, it would make sense to reopen Park Board and Planning Commission meetings in August to give public works time to install the partitions. He added that there are not any pressing issues either Board will need to address at this time. Discussion ensued.

Councilmember Devries made a motion to reconvene live Planning Commission and Park Board meetings in August. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

- C. Recommendation to approve Liquor License Renewals

- Cowboy's Saloon

Attorney Glaser recommended a condition placed on Cowboy's Saloon liquor license that they must repair their surveillance cameras so that the police department are able to review video footage of issues that occur at the bar. He added that these cameras have been out-of-service for some time. Discussion ensued.

Councilmember Devries made a motion to approve Cowboy's Saloon liquor license with a condition that the camera operations must be maintained to the satisfaction of the police department. Councilmember Winge seconded the motion. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

- Carbone's Pizza
- El Loro
- Boulevard

Councilmember Devries made a motion to approve liquor licenses for Carbone's Pizza, El Loro, and Boulevard Bar and Grille. Councilmember Hughes seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

Councilmember Hughes asked if we are giving any relief to the businesses on their liquor license fees. Petrcek explained that the Council approved payment of the liquor license fees 90 days after Governor Walz reopens bars and restaurants to give the liquor license holders time to recuperate.

D. Recommendation to approve Business License Renewals

Councilmember Hughes made a motion to approve Business License Renewals. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

7. MAYOR AND COUNCIL INPUT

Councilmember Devries asked about the broken watermain in front of Boulevard Bar and Grille. Petrcek stated that John Barstow, owner, reported the leaking water main. The southwest portion of the city was out of water for approximately 5 hours while crews repaired the main. Discussion ensued.

8. ADMINISTRATOR INPUT

Petrcek updated the council on the police chief search. He explained that the governing board has made an offer to a candidate, but it hasn't been made public yet as the headhunter is negotiating an employment contract with the candidate. Discussion ensued.

9. ADJOURNMENT

Councilmember Devries made a motion to adjourn the meeting at 7:32 p.m. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 4-0.

No Council Workshop

CITY OF LEXINGTON

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

**The following claims and bills have been presented to the Council for approval
at the Council Meeting of July 02, 2020.**

(1) Payroll

Checks	13681 through	13683	\$	1,582.87
Vouchers	502861 through	502880	\$	19,782.89
Payroll Taxes				
	Federal Tax	\$2,675.80		
	Social Security	\$3,656.10		
	Medicare	\$855.08		
				<u>\$7,186.98</u>
	State Tax	\$1,265.08		<u>\$1,265.08</u>
	Total			\$8,452.06

(2) General and Liquor Payment Recommendations:

Checks	46419 through	46477	\$	322,706.73
--------	---------------	-------	----	------------

(3) ACH and Credit Card Payments for:

ACH Checks:	through	\$	-
-------------	---------	----	---

Total Payments and Withdrawals Approval	<u>\$</u>	<u>352,524.55</u>
-----------------------------------------	-----------	-------------------

Centennial Lakes Police Payment Recommendations:

Checks	13243 through	13252	\$	7,129.63
	13256 through	13266	\$	8,525.75
	13267 through	13270	\$	4,132.90
ACH	2020020 through	2020023	\$	<u>11,820.58</u>
Total Payments			\$	<u>31,608.86</u>

***Check Detail Register©**

July 2020

		Check Amt	Invoice	Comment
10100 4M FUND				
Paid Chk#	046419	7/2/2020	ABDO, EICK & MEYERS, LLP	
E 609-00000-301	Auditing/Acctg Services	\$116.25	431227	2019 OSA REPORTING
E 651-00000-301	Auditing/Acctg Services	\$77.50	431227	2019 OSA REPORTING
E 730-00000-301	Auditing/Acctg Services	\$155.00	431227	2019 OSA REPORTING
E 770-00000-301	Auditing/Acctg Services	\$155.00	431227	2019 OSA REPORTING
E 101-41500-301	Auditing/Acctg Services	\$271.25	431227	2019 OSA REPORTING
Total ABDO, EICK & MEYERS, LLP		\$775.00		
Paid Chk#	046420	7/2/2020	ABLE SEEDHOUSE AND BREWERY	
E 609-00000-252	Beer Purchase	\$170.00	E-12152	
Total ABLE SEEDHOUSE AND BREWERY		\$170.00		
Paid Chk#	046421	7/2/2020	AMAZON	
E 101-42260-210	Operating Supplies	\$31.31	14HD-VCPV-C	BATTERIES - FIRE DEPT
E 101-41500-200	Office Supplies	\$34.94	14HD-VCPV-C	OFFICE SUPPLIES
E 101-43100-400	General Maintenance	\$111.98	1JLQ-XQQC-4	FURNACE FILTERS
E 101-42260-210	Operating Supplies	\$62.08	1XHV-DXFH-R	BATTERIES - FIRE DEPT
Total AMAZON		\$240.31		
Paid Chk#	046422	7/2/2020	AMERICAN BOTTLING	
E 609-00000-254	Miscellaneous Purchase	\$594.90	3562818755	
Total AMERICAN BOTTLING		\$594.90		
Paid Chk#	046423	7/2/2020	ANCOM COMMUNICATIONS	
E 101-42260-404	Repair Machinery/Equipment	\$644.75	95825	PAGER REPAIRS - FIRE DEPT
Total ANCOM COMMUNICATIONS		\$644.75		
Paid Chk#	046424	7/2/2020	ANOKA COUNTY TREASURY	
E 101-42260-329	Cable/Internet	\$75.00	B200615W	JULY 2020 BRAODBAND
E 101-43100-329	Cable/Internet	\$45.00	B200615W	JULY 2020 BRAODBAND
E 101-45200-329	Cable/Internet	\$30.00	B200615W	JULY 2020 BRAODBAND
E 101-41900-329	Cable/Internet	\$75.00	B200615W	JULY 2020 BRAODBAND
Total ANOKA COUNTY TREASURY		\$225.00		
Paid Chk#	046425	7/2/2020	ARTISAN BEER COMPANY	
E 609-00000-252	Beer Purchase	\$614.80	3421700	
E 609-00000-252	Beer Purchase	\$44.50	3421701	
E 609-00000-252	Beer Purchase	\$354.10	3423015	
Total ARTISAN BEER COMPANY		\$1,013.40		
Paid Chk#	046426	7/2/2020	ASPEN MILLS	
E 101-42260-214	Fire Uniforms	\$39.95	257714	UNIFORMS - FIRE DEPT
Total ASPEN MILLS		\$39.95		
Paid Chk#	046427	7/2/2020	AVESIS VISION PLAN	
E 609-00000-160	Health/Dental Insurance	\$28.66	2515536	JULY 2020 PREMIUM
E 101-45200-160	Health/Dental Insurance	\$5.58	2515536	JULY 2020 PREMIUM
E 101-43100-160	Health/Dental Insurance	\$8.36	2515536	JULY 2020 PREMIUM
E 101-41500-160	Health/Dental Insurance	\$22.08	2515536	JULY 2020 PREMIUM
Total AVESIS VISION PLAN		\$64.68		
Paid Chk#	046428	7/2/2020	BELLBOY CORPORATION	
E 609-00000-251	Liquor Purchase	\$887.10	0084345800	
E 609-00000-251	Liquor Purchase	\$974.64	0084346600	
E 609-00000-254	Miscellaneous Purchase	\$270.23	0101457901	

***Check Detail Register©**

July 2020

			Check Amt	Invoice	Comment
<hr/>					
Total	BELLBOY CORPORATION		\$2,131.97		
<hr/>					
Paid Chk#	046429	7/2/2020	BLACK STACK BREWING, INC.		
E 609-00000-252	Beer Purchase		\$81.00	8565	
Total	BLACK STACK BREWING, INC.		\$81.00		
<hr/>					
Paid Chk#	046430	7/2/2020	BOND TRUST SERVICES CORP		
E 730-00000-611	Bond Interest		\$2,975.00	57458	GO UR BONDS, SERIES 2010A
E 770-00000-611	Bond Interest		\$5,420.00	57458	GO UR BONDS, SERIES 2010A
E 591-60000-611	Bond Interest		\$6,648.52	57459	GO IMP BONDS, SERIES 2014A
E 651-00000-611	Bond Interest		\$1,437.73	57459	GO IMP BONDS, SERIES 2014A
E 592-60000-611	Bond Interest		\$16,875.00	57460	GO IMP BONDS, SERIES 2017A
E 592-60000-620	Fiscal Agent s Fees		\$475.00	58504	GO IMP BONDS, SERIES 2017A
Total	BOND TRUST SERVICES CORP		\$33,831.25		
<hr/>					
Paid Chk#	046431	7/2/2020	BREAKTHRU BEVERAGE MN		
E 609-00000-251	Liquor Purchase		\$2,808.84	1081142419	
E 609-00000-251	Liquor Purchase		\$3,785.39	1081144779	
E 609-00000-251	Liquor Purchase		\$417.40	1081144780	
Total	BREAKTHRU BEVERAGE MN		\$7,011.63		
<hr/>					
Paid Chk#	046432	7/2/2020	BROKEN CLOCK BREWING		
E 609-00000-252	Beer Purchase		\$108.00	3788	
Total	BROKEN CLOCK BREWING		\$108.00		
<hr/>					
Paid Chk#	046433	7/2/2020	CAPITOL BEVERAGE SALES		
E 609-00000-252	Beer Purchase		(\$92.25)	2423669	
E 609-00000-252	Beer Purchase		(\$25.00)	2423672	
E 609-00000-252	Beer Purchase		\$13,711.29	2423675	
E 609-00000-252	Beer Purchase		\$7,406.35	2426839	
E 609-00000-252	Beer Purchase		(\$13.84)	2426840	
Total	CAPITOL BEVERAGE SALES		\$20,986.55		
<hr/>					
Paid Chk#	046434	7/2/2020	CENTENNIAL LAKES PD		
E 101-42110-230	Contracted Services		\$57,814.83		JULY 2020 MONTHLY POLICE SERVICES
Total	CENTENNIAL LAKES PD		\$57,814.83		
<hr/>					
Paid Chk#	046435	7/2/2020	CINTAS		
E 609-00000-255	Linen		\$88.46	4053025670	MAT SERVICE
Total	CINTAS		\$88.46		
<hr/>					
Paid Chk#	046436	7/2/2020	CIRCLE PINES, CITY OF		
E 599-42110-601	Bond Principal		\$5,000.00		JULY 2020 POLICE BLDG PAYMENT
E 599-42110-611	Bond Interest		\$122.50		JULY 2020 POLICE BLDG PAYMENT
Total	CIRCLE PINES, CITY OF		\$5,122.50		
<hr/>					
Paid Chk#	046437	7/2/2020	CLEAR RIVER BEVERAGE COMPANY		
E 609-00000-252	Beer Purchase		\$758.00	537963	
E 609-00000-252	Beer Purchase		\$348.00	539015	
E 609-00000-252	Beer Purchase		\$76.00	539282	
Total	CLEAR RIVER BEVERAGE COMPANY		\$1,182.00		
<hr/>					
Paid Chk#	046438	7/2/2020	COCA-COLA BOTTLING CO		
E 609-00000-254	Miscellaneous Purchase		\$1,166.48	3642209119	
Total	COCA-COLA BOTTLING CO		\$1,166.48		

***Check Detail Register©**

July 2020

			Check Amt	Invoice	Comment
Paid Chk#	046439	7/2/2020	COMMERCIAL ASPHALT CO		
E 101-43100-224	Street Maint Materials		\$491.47	200615	ASPHALT MIX
Total COMMERCIAL ASPHALT CO			\$491.47		
Paid Chk#	046440	7/2/2020	DAHLHEIMER DISTRIBUTING		
E 609-00000-252	Beer Purchase		\$11,193.86	111-03520	
E 609-00000-252	Beer Purchase		\$710.10	111-03555	
E 609-00000-252	Beer Purchase		\$109.00	111-03562	
E 609-00000-252	Beer Purchase		\$17,841.95	111-03605	
Total DAHLHEIMER DISTRIBUTING			\$29,854.91		
Paid Chk#	046441	7/2/2020	DELTA DENTAL		
E 101-41500-160	Health/Dental Insurance		\$186.10	CNS00004861	JULY 2020 PREMIUM
E 609-00000-160	Health/Dental Insurance		\$188.45	CNS00004861	JULY 2020 PREMIUM
E 101-43100-160	Health/Dental Insurance		\$91.02	CNS00004861	JULY 2020 PREMIUM
E 101-45200-160	Health/Dental Insurance		\$60.68	CNS00004861	JULY 2020 PREMIUM
Total DELTA DENTAL			\$526.25		
Paid Chk#	046442	7/2/2020	EMERGENCY APPARATUS		
E 101-42260-404	Repair Machinery/Equipment		\$1,633.14	112303	REPAIRS - UTILITY-2
Total EMERGENCY APPARATUS			\$1,633.14		
Paid Chk#	046443	7/2/2020	EMERGENCY RESPONSE SOLUTIONS		
E 101-42260-229	Turn Out Gear		\$1,183.59	15433	PROTECTIVE GEAR - FIRE DEPT
otal EMERGENCY RESPONSE SOLUTIONS			\$1,183.59		
Paid Chk#	046444	7/2/2020	FERGUSON WATERWORKS		
E 730-00000-401	Repair Buildings		\$202.16	0455754	REPAIR SUPPLIES - WATER
Total FERGUSON WATERWORKS			\$202.16		
Paid Chk#	046445	7/2/2020	FRATTALLONE S HARDWARE		
E 310-41500-520	Buildings and Structures		\$14.90	072021/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$30.40	072023/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$32.96	072096/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$45.98	072099/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$25.99	072102/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$44.94	072110/G	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures		\$17.88	072113/G	NEW CITY SIGN MATERIALS
Total FRATTALLONE S HARDWARE			\$213.05		
Paid Chk#	046446	7/2/2020	GALLS		
E 101-42260-214	Fire Uniforms		\$48.06	015765880	UNIFORMS - FIRE
Total GALLS			\$48.06		
Paid Chk#	046447	7/2/2020	HAMMERHEART BREWING CO.		
E 609-00000-252	Beer Purchase		\$284.00	2020-190	
Total HAMMERHEART BREWING CO.			\$284.00		
Paid Chk#	046448	7/2/2020	HAWKINS INC		
E 730-00000-216	Chemicals		\$826.95	4732320	CHEMICALS - WATER
Total HAWKINS INC			\$826.95		
Paid Chk#	046449	7/2/2020	HOHENSTEINS INC		
E 609-00000-252	Beer Purchase		\$2,320.00	204825	
E 609-00000-252	Beer Purchase		\$66.00	205015	
E 609-00000-252	Beer Purchase		\$240.00	205526	

***Check Detail Register©**

July 2020

		Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase	\$1,977.10	206038	
E 609-00000-252	Beer Purchase	\$99.00	206055	
Total HOHENSTEINS INC		\$4,702.10		
<hr/>				
Paid Chk# 046450	7/2/2020	HSA BANK		
E 101-45200-160	Health/Dental Insurance	\$840.00		2020 EMPLOYER CONTRIBUTIONS
E 609-00000-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 101-41500-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 101-45200-160	Health/Dental Insurance	\$1,680.00		2020 EMPLOYER CONTRIBUTIONS
E 101-43100-160	Health/Dental Insurance	\$2,520.00		2020 EMPLOYER CONTRIBUTIONS
E 101-41500-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 101-41500-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 609-00000-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 101-43100-160	Health/Dental Insurance	\$1,260.00		2020 EMPLOYER CONTRIBUTIONS
E 609-00000-160	Health/Dental Insurance	\$2,100.00		2020 EMPLOYER CONTRIBUTIONS
E 101-41500-160	Health/Dental Insurance	\$4,200.00		2020 EMPLOYER CONTRIBUTIONS
Total HSA BANK		\$23,100.00		
<hr/>				
Paid Chk# 046451	7/2/2020	IMAGE PRINTING & GRAPHICS		
E 101-41500-350	Print/Binding	\$585.76	156869	JULY-SEP 2020 NEWSLETTER
E 101-43500-203	Printing	\$251.04	156869	JULY-SEP 2020 NEWSLETTER
Total IMAGE PRINTING & GRAPHICS		\$836.80		
<hr/>				
Paid Chk# 046452	7/2/2020	INVICTUS BREWING CO.		
E 609-00000-252	Beer Purchase	\$285.00	1463	
Total INVICTUS BREWING CO.		\$285.00		
<hr/>				
Paid Chk# 046453	7/2/2020	JACK PINE BREWERY		
E 609-00000-252	Beer Purchase	\$336.00	3399	
Total JACK PINE BREWERY		\$336.00		
<hr/>				
Paid Chk# 046454	7/2/2020	JJ TAYLOR		
E 609-00000-252	Beer Purchase	\$8,648.64	3097580	
E 609-00000-252	Beer Purchase	\$8,856.83	3103405	
Total JJ TAYLOR		\$17,505.47		
<hr/>				
Paid Chk# 046455	7/2/2020	JOHNSON BROTHERS LIQUOR		
E 609-00000-251	Liquor Purchase	(\$439.26)	103876	
E 609-00000-251	Liquor Purchase	(\$167.01)	103877	
E 609-00000-251	Liquor Purchase	\$1,808.74	1572983	
E 609-00000-253	Wine Purchase	\$1,246.43	1572984	
E 609-00000-251	Liquor Purchase	\$144.00	1572985	
E 609-00000-254	Miscellaneous Purchase	\$38.21	1572986	
E 609-00000-251	Liquor Purchase	\$271.21	1572987	
E 609-00000-251	Liquor Purchase	\$4,697.31	1576246	
E 609-00000-253	Wine Purchase	\$861.64	1576247	
E 609-00000-251	Liquor Purchase	\$2,640.94	1576248	
E 609-00000-251	Liquor Purchase	\$3,182.07	1577821	
E 609-00000-253	Wine Purchase	\$2,726.40	1577822	
E 609-00000-251	Liquor Purchase	\$1,096.70	1577823	
E 609-00000-251	Liquor Purchase	\$2,188.52	1581348	
E 609-00000-253	Wine Purchase	\$759.63	1581349	
E 609-00000-251	Liquor Purchase	\$3,298.17	1581350	
E 609-00000-251	Liquor Purchase	\$4,613.16	1582609	
E 609-00000-253	Wine Purchase	\$6,057.83	1582610	
E 609-00000-254	Miscellaneous Purchase	\$117.63	1582611	

***Check Detail Register©**

July 2020

			Check Amt	Invoice	Comment
E 609-00000-251	Liquor Purchase		\$875.04	1582612	
E 609-00000-251	Liquor Purchase		\$67.69	601549.	
E 609-00000-253	Wine Purchase		\$57.73	601550.	
Total	JOHNSON BROTHERS LIQUOR		\$36,142.78		
Paid Chk#	046456	7/2/2020	M AMUNDSON LLP		
E 609-00000-256	Tobacco Products For Resale		\$4,673.38	302308	
E 609-00000-256	Tobacco Products For Resale		\$3,703.79	302777	
E 609-00000-256	Tobacco Products For Resale		\$3,313.39	303112	
Total	M AMUNDSON LLP		\$11,690.56		
Paid Chk#	046457	7/2/2020	MENARDS - BLAINE		
E 310-41500-520	Buildings and Structures		\$395.28	97518	NEW CITY SIGN MATERIALS
Total	MENARDS - BLAINE		\$395.28		
Paid Chk#	046458	7/2/2020	MIDAMERICA ADMINISTRATIVE		
G 101-21716	Other Retirement		\$150.00		JUNE 2020 CONTRIBUTIONS
Total	MIDAMERICA ADMINISTRATIVE		\$150.00		
Paid Chk#	046459	7/2/2020	MKL SERVICES, LLC		
E 101-41500-400	General Maintenance		\$100.00	07022020	WEEK ENDING 06/20/2020
E 101-41500-400	General Maintenance		\$100.00	07022020	WEEK ENDING 06/27/2020
Total	MKL SERVICES, LLC		\$200.00		
Paid Chk#	046460	7/2/2020	MODIST BREWING COMPANY		
E 609-00000-252	Beer Purchase		\$201.00	E-14149	
E 609-00000-252	Beer Purchase		\$676.00	E-14379	
Total	MODIST BREWING COMPANY		\$877.00		
Paid Chk#	046461	7/2/2020	MSA PROFESSIONAL SERVICES		
E 419-00000-303	Engineering Fees		\$3,716.75	10-R10481037.	2019 JACKSON AVE IMPROVEMENTS
G 101-22047	Norhart Development		\$16,251.30	12-R10481036.	NORHART DEVELOPMENT
G 101-22046	O'Reilly Escrow		\$945.00	14-R10481027.	O'REILLY AUTO PARTS
G 220-22040	Dominium Escrow - Lovell Bldg		\$1,936.03	18R10481030.	LANDINGS OF LEXINGTON PROJECT
E 101-41500-308	Consultant Fees		\$2,178.75	24-R10481025.	2040 COMPREHENSIVE PLAN
G 101-22042	Dinkytown Rentals Escrow		\$749.75	25-R10481028.	THE EPHESIANS PROJECT
E 417-00000-303	Engineering Fees		\$145.00	39-R10481024.	2017 STREET IMPROVEMENTS
E 310-45200-530	Improvements Other Than Bldgs		\$288.50	5-R10481039.0	MEMORIAL PARK IMPROVEMENTS
E 651-00000-303	Engineering Fees		\$1,827.00	76-R10481002.	NPDES PHASE II MS4
E 101-41500-303	Engineering Fees		\$2,208.00	80-R10481000.	GENERAL SERVICES
E 730-00000-303	Engineering Fees		\$3,016.00	80-R10481000.	BLAINE WATER INTERCONNECT
E 101-43100-303	Engineering Fees		\$4,230.50	9-R10481034.0	SALT SHED
Total	MSA PROFESSIONAL SERVICES		\$37,492.58		
Paid Chk#	046462	7/2/2020	NCPERS GROUP LIFE INSURANCE		
G 101-21724	Life Insurance		\$80.00	586800072020	JULY 2020 PREMIUM
Total	NCPERS GROUP LIFE INSURANCE		\$80.00		
Paid Chk#	046463	7/2/2020	NORTH COUNTRY GARAGE DOOR		
E 101-42260-401	Repair Buildings		\$700.00	3782	MAINTENANCE - FIRE DEPT DOORS
Total	NORTH COUNTRY GARAGE DOOR		\$700.00		
Paid Chk#	046464	7/2/2020	OMNI BREWING CO.		
E 609-00000-252	Beer Purchase		\$170.00	E-7334	
Total	OMNI BREWING CO.		\$170.00		

***Check Detail Register©**

July 2020

		Check Amt	Invoice	Comment
Paid Chk# 046465 7/2/2020 PAUSTIS & SONS				
E 609-00000-253	Wine Purchase	\$1,398.90	92385	
Total PAUSTIS & SONS		\$1,398.90		
Paid Chk# 046466 7/2/2020 PHILLIPS WINE AND SPIRITS INC				
E 609-00000-251	Liquor Purchase	\$513.70	6043473	
E 609-00000-253	Wine Purchase	\$432.49	6043474	
E 609-00000-251	Liquor Purchase	\$625.72	6046917	
E 609-00000-253	Wine Purchase	\$902.69	6046918	
E 609-00000-254	Miscellaneous Purchase	\$60.01	6046919	
E 609-00000-253	Wine Purchase	\$991.10	6049437	
E 609-00000-251	Liquor Purchase	\$574.59	6050222	
E 609-00000-253	Wine Purchase	\$471.64	6050223	
E 609-00000-253	Wine Purchase	\$123.92	6050224	
Total PHILLIPS WINE AND SPIRITS INC		\$4,695.86		
Paid Chk# 046467 7/2/2020 PRESS PUBLICATIONS				
E 101-41500-353	Ordinance Publication	\$167.79	671198	ORDINANCE 20-06
E 730-00000-351	Legal Notices Publishing	\$856.95	671314	2019 CCR PUBLICATION
Total PRESS PUBLICATIONS		\$1,024.74		
Paid Chk# 046468 7/2/2020 ROCK GARDENS				
E 730-00000-404	Repair Machinery/Equipment	\$207.80	114433	WATER MAIN BREAK REPAIR MATERIALS
E 730-00000-404	Repair Machinery/Equipment	\$207.80	114438	WATER MAIN BREAK REPAIR MATERIALS
E 730-00000-404	Repair Machinery/Equipment	\$209.65	114452	WATER MAIN BREAK REPAIR MATERIALS
E 730-00000-404	Repair Machinery/Equipment	\$209.65	114482	WATER MAIN BREAK REPAIR MATERIALS
E 730-00000-404	Repair Machinery/Equipment	\$179.70	114498	WATER MAIN BREAK REPAIR MATERIALS
E 310-41500-520	Buildings and Structures	\$119.80	114982	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures	\$119.80	115076	NEW CITY SIGN MATERIALS
E 310-41500-520	Buildings and Structures	\$119.80	115106	NEW CITY SIGN MATERIALS
Total ROCK GARDENS		\$1,374.00		
Paid Chk# 046469 7/2/2020 SHAMROCK GROUP, INC.				
E 609-00000-257	Ice For Resale	\$223.91	2507026	
E 609-00000-257	Ice For Resale	\$293.52	2509494	
E 609-00000-257	Ice For Resale	\$159.93	2509752	
Total SHAMROCK GROUP, INC.		\$677.36		
Paid Chk# 046470 7/2/2020 SOUTH CENTRAL TECH. COLLEGE				
E 609-00000-251	Liquor Purchase	\$1,613.59	1961695	
E 609-00000-254	Miscellaneous Purchase	\$232.80	1961696	
E 609-00000-253	Wine Purchase	\$494.96	1961697	
E 609-00000-251	Liquor Purchase	\$4,430.31	1964073	
E 609-00000-253	Wine Purchase	\$746.24	1964074	
Total SOUTH CENTRAL TECH. COLLEGE		\$7,517.90		
Paid Chk# 046471 7/2/2020 SPRINT				
E 770-00000-321	Telephone	\$47.49	495076029-21	MAY-JUNE 2020 CELL SERVICE
E 101-43100-321	Telephone	\$37.97	495076029-21	MAY-JUNE 2020 CELL SERVICE
E 101-45200-321	Telephone	\$37.97	495076029-21	MAY-JUNE 2020 CELL SERVICE
E 651-00000-321	Telephone	\$18.98	495076029-21	MAY-JUNE 2020 CELL SERVICE
E 730-00000-321	Telephone	\$47.47	495076029-21	MAY-JUNE 2020 CELL SERVICE
Total SPRINT		\$189.88		
Paid Chk# 046472 7/2/2020 TWIST OFFICE PRODUCTS				

***Check Detail Register©**

July 2020

			Check Amt	Invoice	Comment
E 101-41500-200	Office Supplies		\$241.14	909540-0	OFFICE SUPPLIES
Total TWIST OFFICE PRODUCTS			\$241.14		
<hr/>					
Paid Chk# 046473	7/2/2020	URBAN GROWLER BREWING CO.			
E 609-00000-252	Beer Purchase		\$198.00	E-26656	
Total URBAN GROWLER BREWING CO.			\$198.00		
<hr/>					
Paid Chk# 046474	7/2/2020	VINOCOPIA			
E 609-00000-253	Wine Purchase		\$367.50	0258368-IN	
Total VINOCOPIA			\$367.50		
<hr/>					
Paid Chk# 046475	7/2/2020	WALTERS RUBBISH INC			
E 101-41500-384	Refuse/Garbage Disposal		\$66.95	4632760	JUNE 2020 SERVICE
E 101-43100-384	Refuse/Garbage Disposal		\$38.76	4632760	JUNE 2020 SERVICE
E 101-45200-384	Refuse/Garbage Disposal		\$38.76	4632760	JUNE 2020 SERVICE
E 651-00000-384	Refuse/Garbage Disposal		\$11.65	4632760	JUNE 2020 SERVICE
E 730-00000-384	Refuse/Garbage Disposal		\$52.32	4632760	JUNE 2020 SERVICE
E 770-00000-384	Refuse/Garbage Disposal		\$52.32	4632760	JUNE 2020 SERVICE
E 609-00000-384	Refuse/Garbage Disposal		\$108.39	4632760	JUNE 2020 SERVICE
Total WALTERS RUBBISH INC			\$369.15		
<hr/>					
Paid Chk# 046476	7/2/2020	WINE COMPANY			
E 609-00000-253	Wine Purchase		\$543.55	144582	
Total WINE COMPANY			\$543.55		
<hr/>					
Paid Chk# 046477	7/2/2020	WINE MERCHANTS			
E 609-00000-253	Wine Purchase		\$888.94	7286764	
Total WINE MERCHANTS			\$888.94		
10100 4M FUND			\$322,706.73		

Fund Summary

10100 4M FUND	
101 GENERAL FUND	\$108,925.61
220 LOVELL BUILDING	\$1,936.03
310 CAPITAL PROJECTS	\$1,256.23
417 17 STREET IMPROVEMENTS	\$145.00
419 19 JACKSON AVE	\$3,716.75
591 14 STREET-VARIOUS	\$6,648.52
592 15 STREET-VARIOUS	\$17,350.00
599 POLICE BUILDING	\$5,122.50
609 MUNICIPAL LIQUOR FUND	\$159,411.97
651 STORM WATER FUND	\$3,372.86
730 WATER FUND	\$9,146.45
770 SEWER FUND	\$5,674.81
	\$322,706.73

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
06/20	06/12/2020	13243	ASPEN MILLS, INC	LIFESAVING AWARD BARS	1,161.75
06/20	06/12/2020	13244	CENTURY LINK	COMMUNICATIONS JUNE	119.66
06/20	06/12/2020	13245	COVERALL OF THE TWIN CITIES INC	CLEANING SERVICE JUNE	780.00
06/20	06/12/2020	13246	DON'S CIRCLE SERVICE	VEHICLE REPAIRS & MTC	604.99
06/20	06/12/2020	13247	METRO SALES, INC	COPIER CONTRACT USAGE CHG	182.31
06/20	06/12/2020	13248	PITNEY BOWES GLOBAL FINANCIAL	2ND QTR POSTAGE METER LEASE	61.59
06/20	06/12/2020	13249	CITY OF ROSEVILLE	IT SUPPORT SERVICES JUNE	3,816.00
06/20	06/12/2020	13250	SHRED-N-GO, INC	SHREDDING SERVICE MAY	54.73
06/20	06/12/2020	13251	STREICHER'S, INC	DRAG STABILIZED BEAN BAG	298.60
06/20	06/12/2020	13252	TRANSUNION RISK & ALTERNATIVE	INVESTIGATION EXPENSES MAY	50.00
Grand Totals:					7,129.63

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
06/20	06/19/2020	13256	AMAZON	12 TIRES	1,784.17
06/20	06/19/2020	13257	CONNEXUS ENERGY	ELECTRIC MAY	2,069.79
06/20	06/19/2020	13258	E C S I, LLC	SEMI ANNUAL FIRE ALARM INSPECTI	295.98
06/20	06/19/2020	13259	HOLIDAY COMPANIES	FUEL MAY	2,193.93
06/20	06/19/2020	13260	PETTY CASH/ELENA DADDARIO	COVID HAND SANITIZER & SPRAY BO	108.28
06/20	06/19/2020	13261	PURCHASE POWER INC	POSTAGE REFILL	108.99
06/20	06/19/2020	13262	ANOKA COUNTY ATTORNEY	FOREFEITURE DISTRIBUTION DL	1,021.00
06/20	06/19/2020	13263	CENTENNIAL UTILITIES	UTILITIES MAY	216.21
06/20	06/19/2020	13264	MY HOLDINGS INC	TREATMENT VIRUSES/BACTERIA/ETC	130.00
06/20	06/19/2020	13265	OFFICE OF MN IT SERVICES	WAN SERVICES MAY	86.40
06/20	06/19/2020	13266	STATE OF MINNESOTA	FORFEITURE DISTRIBUTION DL	511.00
Grand Totals:					8,525.75

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
06/20	06/23/2020	13267	ANOKA CO TREASURY OFFICE	JULY BROADBAND	75.00
06/20	06/23/2020	13268	AXON ENTERPRISE, INC	2 X26P TASERS/BATTERY PACKS/WA	3,127.00
06/20	06/23/2020	13269	KENNEDY & GRAVEN, CHARTERED	MAY LEGAL	860.00
06/20	06/23/2020	13270	POPP COMUNICATIONS	DSL LINE FOR WIFI	70.90
06/20	06/23/2020	2020020	CONSOLIDATED COMMUNICATIONS	EFT PHONES JUNE	393.32
06/20	06/23/2020	2020021	DEARBORN NATIONAL	ACH JULY LIFE/DISABILITY	1,530.67
06/20	06/23/2020	2020022	HEALTH PARTNERS	ACH HEALTH INS JULY	9,634.09
06/20	06/23/2020	2020023	OPTUM	ACH EMPLOYEE CONTRIBUTION DA	262.50
Grand Totals:					15,953.48

M = Manual Check, V = Void Check



June 18, 2020

TO: NMTC OPERATIONS COMMITTEE

**RE: APPROVAL OF 2021 NORTH METRO TELECOMMUNICATIONS
COMMISSION BUDGET**

Enclosed, please find for the council's review and approval the 2021 North Metro Telecommunications Commission Budget and support materials.

The Commission's operating budget for 2021 is proposed at \$1,337,676. This number represents a \$26,892 increase over last year's operating budget. The increase is due entirely to an up to 3% COLA increase. Any actual increase will be determined later in 2020, and will be dependent upon whether franchise fee income meets or exceeds expectations.

Budgeted capital costs for 2021 are \$355,430. This is \$69,200 less than last year's capital budget. The majority of this amount is dedicated to the HD bond payment of \$227,430. The remainder is for a tripod system for the truck, office computers, software, software licenses, music licenses and annual system maintenance contracts. The total 2021 NMTC budget is \$42,306 less than the 2020 budget.

Franchise fees paid back to the Member Cities are budgeted at \$400,000. This is the same as last year's franchise fee payment.

Recommendation: That the Member Cities approve the 2021 Commission Budget as recommended by the Telecommunications Commission and the Operations Committee.

The Joint Powers Agreement states, "submitted budgets shall be deemed approved by a Member City unless, prior to October 15 preceding the effective date of the proposed budget, the Member City gives notice in writing to the Commission that it is withdrawing from the Commission."

I want to thank the Commission directors, staff, and the Operations Committee for their efforts in preparing these budgets. If you have any questions about either budget please consult with your Commission director or City Administrator.

Page 2

I look forward to working with all parties, throughout the remainder of 2020, toward reaching the full potential of North Metro TV and to increase both the quality and quantity of community programming and services in 2021.

Sincerely,

A handwritten signature in black ink, appearing to read "Dale Stoesz", with a stylized flourish at the end.

Dale Stoesz
Chair, North Metro Telecommunications Commission

Enc.

2021 North Metro Telecommunications Commission

Budget

Talking Points

Overall Organizational Goals

- Assume responsibility for recording city meetings.
- Establish income parameters, for organization's future, based on the outcome of the appeal of the FCC's Third Order and Report, level of cable consumer change, and economic impact of the COVID19 pandemic.
- Hire a consultant to assist with an organizational assessment and re-org strategy.
- Investigate cost effective ways to provide closed captioning services for both live and post production insertion. Implement if possible.
- Develop strategy for commercial remote productions service.
- Continue with franchise renewal negotiations. Conduct any necessary needs assessments.
- Continue to be responsive to cities communications needs.
- Maintain accessibility of all channels through live streaming, OTT channels, and video on demand services, 24-hours-a-day, on any device.
- Provide program playback, video transport, channel management services, video equipment maintenance and consulting services, internet streaming services for city channels, VOD libraries for meetings, meeting management software licenses and bookmarking services, program production and event coverage services, and public access to television production for our cities, schools and general public.

Estimated Fund Balance/Revenues/Expenses

- The beginning fund balances for 2021 are estimates based on previous allocations, planned spending for 2020, and estimated income.
- Estimated revenues include: Franchise fees, including the actual first quarter franchise fee payment, with anticipated reductions across quarters two through four. PEG fees based on estimated number of subscribers, throughout 2021, multiplied by the PEG fee. Other income includes dub fees, home movie transfers, drone, and production services. Interest income is estimated based on the first quarter interest earnings of this year.
- Estimated expenditures include the operating expenses, capital expenses, the bond payment and the franchise fee payment to the cities.
- The year end fund balances include:
 - The **Operating reserve** traditionally at 25% of the operating budget. Temporarily includes additional allocations for possible 2021 budgetary support.
 - **Accrued vacation, sick and comp time.** The total value of owed vacation, sick, and comp time to employees.

- The **capital equipment fund** is intended for emergency replacement of unplanned equipment failures. Could also be used for closed captioning equipment.
- The **vehicle replacement fund** is to cover the cost of a new fleet vehicle.
- The **building repair fund** is to cover major costs related to the building such as windows, roof, furnace, parking lot, AC replacement and painting, carpet replacement etc.
- The **franchise renewal fund** is a reserve fund for the NMTC's franchise renewal process. Franchise renewal can be very expensive, with the informal negotiation process historically costing around \$200,000 across the renewal period. Moving to a formal negotiation process is more expensive. These costs include needs assessments, consulting, and legal fees.

Budget

- The recommended operating budget for the organization totals \$1,337,676. This number is a \$26,892 increase over last year's operating budget. If income does not meet expectations, COLA increases will be reexamined.
- Budgeted capital purchases for 2021 are set at \$355,430. A majority of this amount is dedicated to the HD bond payment of \$227,430. Budgeted capital items for 2021 include a tripod system for the truck, microphones, and support and maintenance contracts for Tightrope, Haivision, Carousel and Ross equipment. The capital budget also includes routine computer/software upgrades, and software licenses. The total amount budgeted for video equipment replacement/support is \$128,000. The 2021 capital budget is \$69,200 less than last year.
- Franchise fees paid to the cities are budgeted at \$400,000. This is the same amount as last year, but represents a higher percentage of total franchise fees.
- The total 2021 NMTC budget is \$42,306 less than the total 2020 budget.

Closing Points

- We have worked together to create a thriving and dynamic service for our cities, schools, producers, and viewers. Through program playback and channel management, internet streaming of city meetings including an agenda bookmarking tool, channel live streaming, Roku and AppleTV channels, video equipment consulting, drone services, and video production services, our cities are seeing real benefits from their investment of franchise fees and PEG fees. Our cable subscribers are benefiting from this investment with educational opportunities, tape and film transfer services, and varied, informative and interesting programming regarding their communities.
- While financial circumstances may dictate modifications, North Metro TV will continue to serve as a vital, responsive, and economical local communication resource.

- 2021 will be a busy year for the Commission. Franchise renewal will move forward, questions regarding funding will be answered, and new services of producing city meetings and introducing closed captioning will be provided...all under a backdrop of self-examination and responsive change.

North Metro Telecommunications Commission
2021 FINANCIAL SUMMARY
Estimated Fund Balances/Revenues/Expenditures.

BEGINNING FUND BALANCES

Operating Reserve	\$353,327
Accrued Vac, Sick, Comp	\$120,000
Capital Equip. Fund	\$253,323
Vehicle Replacement Fund	\$45,000
Bldg Repair Reserve	\$200,000
Franchise Renewal Fund	\$200,000
Bond Reserve	\$0

TOTAL: \$1,171,650

ESTIMATED REVENUES

Franchise Fees	\$1,150,000
PEG Fees	\$712,800
Other Income	\$25,000
Interest Income	\$35,000
Income From Reserve Funds (franchise renewal/equipment)	\$170,306

TOTAL: \$2,093,106

ESTIMATED EXPENDITURES

Operating Expenses	\$1,337,676
Capital Expenses: Equipment	\$128,000
Capital Expenses: Bond Payment	\$227,430
Fees Back to Cities	\$400,000

TOTAL: \$2,093,106

YEAR END FUND BALANCES

		Increase(Decrease)
Operating Reserve	\$183,021	-\$170,306
Accrued Vac, Sick, Comp	\$120,000	\$0
Capital Equip. Fund	\$253,323	\$0
Truck Replacement Fund	\$45,000	\$0
Bldg Repair Reserve	\$200,000	\$0
Franchise Renewal Fund	\$200,000	\$0
Bond Reserve	\$0	\$0

TOTAL: \$1,001,344 -\$170,306

North Metro Telecommunications Commission Budget Line Item Supporting Information

Personnel

- The personnel total could increase by \$31,505. The possible increase would cover step increases for three employees, an up to 3% COLA increase, and an additional \$5,000 for freelancers to tape city meetings. In the first draft of the budget, no increase was included for COLA. The original plan had been to add a COLA increase in November, after having a better indication of income for 2021. However, the Executive Committee recommended including a COLA increase so that cities would be able to approve it. To comply, a line item was added for a contingency COLA increase of up to 3%, should income surpass expectations. Final salary determinations can be made when a clearer understanding of income for 2021 is known.
- Part-time staff are divided into two groups; freelancers and 20 hour-per-week staff. Employees in the freelancer group are contracted when needed for a sports shoot or to cover a city meeting and generally do not work enough to qualify for PERA. The second part-time designation is for two 20 hours per week positions that do qualify for PERA. Neither category is eligible for health benefits. Payroll taxes apply.
- It is being recommended that the monthly stipend for cable commissioners be eliminated.

Benefits

- The NMTC employee benefits package budget is typically based on the values of the benefits packages offered by the Member Cities to their employees. It is budgeted at \$1,195.00 per person/per month. This is the same as last year. This amount is less than the average of Member City package values for 2020. (average = \$1,223)
- All indications are that the NMTC's contribution to PERA will remain at 7.5% in 2021.

Administrative Expenses

- Budgeted administrative expenses are the same as 2020. While there were some reductions overall to Administrative expenses, the inclusion of \$20,000 for a re-org consultant erased the reductions. It is anticipated that there will be no need to conduct a technical audit or additional franchise or PEG fee audits of Comcast in 2021.

Production Expenses

- Budgeted production expenses are \$13,000 less than 2020. The advertising, equipment maintenance/parts, intern, and media supply budgets were reduced, and the awards ceremony/entry-fees line item was eliminated. The vehicle maintenance line-item was increased in anticipation of more problems with the fleet vehicle, as it is aging.

- All other production expenses remain near the 2020 level.

Office Expenses

- Office expenses are budgeted \$3,800 more than the 2020 level.
- The building maintenance line-item remains at \$30,000. Building maintenance includes the furnace/AC maintenance contract, lawn care, snow removal, carpet and window cleaning, fire inspection, and landscaping and building mechanical services.
- The building utilities line item remains at \$30,000. Building utilities include sewer, water, gas, and electric.
- Insurance includes all property, liability, crime, volunteer, vehicle, and monument sign coverage.
- Office supply line item includes all office supplies, and maintenance contracts on printers and copiers.
- The Telephone/Internet/Web Hosting line-item was increased by \$3,000 over the 2020 budget. The increase will cover probable cost increases for bandwidth. Bandwidth is required to transport signals from city hall. NMTV continues to pay a fee to house video-on-demand and streaming content on a remote server. This allows for unlimited simultaneous viewing, without a reduction in speed, or an inordinate amount of bandwidth for that purpose. The line-item also covers the wireless live transmission of sporting events and other field productions. The website maintenance contract, web hosting, telephone costs, license fees for our Roku and AppleTV apps, and the annual phone software upgrade are also included.
- Postage covers the cost of mailing dubs and equipment for contract maintenance, and other postage for the NMTC.
- Property tax is for the recycling assessment.
- Building cleaning, trash, recycling, and hazardous material disposal/recycling.

Capital Expenditures

- The 2021 capital budget is set at \$355,430. This is \$69,200 less than last year. The majority of this amount is dedicated to the HD bond payment of \$227,430. Capital items for 2021 have been kept to a bare minimum and include a tripod system for the production truck, microphone replacements, and the annual maintenance/support/insurance contracts for city and NMTV Tightrope, Ross, Haivision and Carousel equipment. Monthly music licensing costs are also included.
- Office equipment includes routine computer and software upgrades, and software licenses for office and editing computers

Summary

- Depending on income and COLA decisions to be made at the end of the year, operating expenses could be \$4,920 less than in 2020, or up to \$26,892 more than was budgeted in 2020.
- Capital costs are \$69,200 less than last year. The majority of the capital budget is for the bond payment. Other expenditures include one tripod system for the truck and

maintenance contracts. The office computer and software line-item remains at \$28,000. The bond payment is set at \$227,430.

- Franchise fees back to Cities are budgeted at \$400,000. This is the same as last year, but as the NMTC budget shrinks for the second year and the amount of franchise fees decreases, the percentage of franchise fees returned to cities continues to increase.
- The overall 2021 budget is at least \$42,306 less than the 2020 budget. If no COLA increases are included it will be \$74,120 less. The decrease is primarily in capital expenditures.

<p align="center">2021</p> <p align="center">North Metro Telecommunications Commission Budget</p>	
-----------------------------------------------------------------------------------------------------------------	--

	2019 ACTUAL	2020 BUDGET		2021 BUDGET	NOTES
		Budget	April Act.		
PERSONNEL					
Director Meeting Per Diem	3,510	3,780	945	0	7 per month @ \$45
Executive Director (1) FT	89,440	92,122	31,889	92,122	Heidi Arnson
IT Engineer/ Administrative Asst.	66,893	68,900	23,854	68,900	Rose Valez
Video Engineer (1) FT	66,036	68,900	23,854	68,900	Matt Waldron
Sports Director (1) FT	60,133	61,940	21,442	61,940	Kenton Kipp
News Director (1) FT	58,283	61,940	21,442	61,940	Danika Peterson
Programming Coord. (1) FT	54,954	56,606	19,591	56,606	Michele Silvester
Ed./Special Projects Coord. (1) FT	54,954	56,606	19,591	56,606	T.J. Tronson
Municipal Producer (1) FT	43,213	47,351	15,784	49,722	Trevor Scholl
Sports Producer (1) FT	42,968	47,351	15,697	49,722	Jeremy Millington
News Producer (1) FT	40,415	45,092	14,861	47,351	Rusty Ray
Studio Manager (1) FT	54,954	56,606	19,591	56,606	Eric Houston
Freelancers/Sports/Meetings	76,317	67,304	26,260	72,304	Freelancers
20 Hour per Week Assistants (2)	12,847	33,383	516	33,383	News/City Mtgs/MC/Transfers
Contingency Up to 3% COLA	0		0	23,284	
PERSONNEL TOTAL:	724,917	767,881	255,317	799,386	COLA increase dependent on Income 3 staff w/ step increases
BENEFITS					
FICA	53,509	47,375	18,801	47,808	6.2% of gross wages
Medicare		11,080		11,181	1.45% of gross wages
PERA	60,403	57,308	17,901	57,833	7.50% of FT gross wages
Benefits Package	163,371	157,740	65,483	157,740	Health/Dental/STD, LTD, ADD
Workers Compensation	0	2,000	0	2,000	
Electronic Filing Charges	1,566	2,000	505	2,000	
Contingency COLA Tax Increase				3,528	Dependent on any COLA increase
BENEFITS TOTAL:	278,849	277,503	102,690	282,090	
					*Benefits package = based on citlies \$1,195 per employee/per month No increase over 2020

2021 North Metro Telecommunications Commission Budget

	2019 ACTUAL	2020		2021	NOTES
		Budget	April Act.		
ADMINISTRATIVE EXPENSES					
Audit: Commission	16,425	16,500	13,575	16,500	Annual audit of Commission finances
Audit: Company	0	0	0	0	
Conferences	0	1,000	0	500	MACTA conference
Consultants	20	15,000	0	20,000	Reorg Consultant
General/Special Meeting Expenses	1,707	3,000	452	1,000	
Government/Legislative Affairs	0	0	0	0	
Legal Fees	33,895	50,000	23,750	50,000	Franchise renewal/FCC Issues
Membership Dues	5,149	5,500	5,221	5,500	NATOA, MACTA, Arts Alliance, Cof C
Mileage Reimbursement	994	2,000	782	1,500	
Personnel Recruitment	0	0	0	0	
Tuition and Training	30	2,000	140	0	
Contingency Expenses	0	0	0	0	
ADMINISTRATIVE EX. TOTAL:	58,220	95,000	43,920	95,000	
PRODUCTION EXPENSES					
Advertising/Marketing	5,638	4,000	300	1,500	Printed materials, Ads/billboards
Awards Ceremony/ Entry Fees	3,916	1,500	65	0	
Bulbs/Batteries/Other Prod. Costs	2,384	5,000	1,086	4,000	Bulbs, Camera Batt. Duct tape
Interns	4,169	9,000	1,800	5,500	\$500 stipend for 100 hours of work for 18
Truck/Fleet Vehicle Gas/Oil	3,062	2,500	875	2,500	Prod. Van & fleet vehicles
Truck/Fleet Vehicle Maint/Lic.	5,690	4,000	203	6,000	Prod. Van & fleet vehicles
Video Equipment/Parts/Maint.	1,353	8,500	55	5,000	Parts and Maintenance for video equip.
DVDs/Flash Drives/Cases	3,489	8,000	515	5,000	Blank media for masters/copies
PRODUCTION EX. TOTAL:	29,701	42,500	4,899	29,500	
OFFICE EXPENSES					
Building Maintenance	56,682	30,000	9,035	30,000	Bldg & Prop./Fire Insp./Furn. Contract
Building Security	673	500	269	800	
Building Utilities	26,947	30,000	9,353	30,000	Sewer, Water, Gas & Electric
Insurance	10,833	12,000	1,828	12,500	Liability/property/vehicle/volunteer
Office Supp./Office Equip. Maint.	15,027	16,500	2,446	16,500	Copier & Fax maint. contracts, Supplies
Phone/Internet Service/Web Hosting	28,542	30,000	11,836	33,000	VOD, Live Streaming, web maint., bandwidth
Postage/Shipping	1,858	2,000	300	2,000	equipment/dub/packet postage
Property Tax	389	400	389	400	Recycling assessment
Trash/Recycling/Janitorial	6,256	6,500	2,098	6,500	
OFFICE EXPENSES TOTAL:	147,207	127,900	37,554	131,700	
OPERATIONS TOTAL:	1,091,687	1,310,784	444,380	1,337,676	
	</				

2021
North Metro Telecommunications Commission Budget

	2019 ACTUAL	2020		2021	NOTES
		Budget	April Act.		
CAPITAL EXPENDITURES					
Video Equipment	79,545	165,000	57,166	100,000	Equipment contracts, tripod system, Mics
Computer/Office Equipment/Sftwre	16,735	28,000	4,991	28,000	office systems, software licenses
Vehicles	0	0	0		
Building Expenditures	0	0	0		
Bond Payment	230,475	231,630	231,630	227,430	HD Upgrade
CAPITAL EXP. TOTAL:	326,755	424,630	293,787	355,430	
GRAND TOTAL:	1,418,442	1,735,414	738,167	1,693,108	

North Metro TV 2020 Equipment Budget

Master Control Service & Subscriptions

ID No.	Model No.	Make	Description	Qty	Cost	Total
2021-1	CBL-CG330-SDI-HA	Tightrope	(25% Discount) Tightrope Hardware Assurance for Flex 4 16TB (SN: 0055767, 768, 769, 7	1	11000	11000
2021-2	CBL-SAS-CH-1YR	Tightrope	Cablecast Software Assurance per Channel (17 Channels billed as 12) 1-Year	1	7500	7500
2021-3	CBL-VOD-PRO-BOX	Tightrope	VOD / PRO Tightrope Hardware & Service Contract	1	750	750
2021-4	Ross Equipment Support	Ross	Ross Service Contract Quote 30330 - Studio Xpression, Studio Carbolintes, Blackstorm, Tr	1	18000	18000
2021-5	Imagine Equipment Support	Imagine Communicat	Imagine Contract for MC Router, Encoder	1	12000	5982.52
2021-6	K2-ESA-1YR	Grass Valley	Dyno Service Contract -Renew in March-	1	9500	9500
						52732.52

Master Control Equipment

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-10	M-PREM-SUPP-1	Halvision	Premium Maintenance & Support 1-Year -Renew in November-	1	4000	3500
2021-11	CBL-REFLECT-BND	Tightrope	Cablecast Live Stream Server Subscription - 3 Channels	1	7500	7500
						11000.00

Control Room/Studio A

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-20						0

Control Room/Studio B

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-30						0

Production Truck

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-40	VB250-CP2M	Vinten	Vinten VISION 250 Carbon Fiber Tripod System with Mid-Spreader (Black)	1	13000	13000
2021-41	MFR #AG-CX10	Panasonic	Panasonic AG-CX10 4K Camcorder with ND/HX	1	3000	3000
2021-42	IMVKN12TWINGCUS	Manfrotto	Manfrotto Nitrotech N12 Head & Carbon Fiber Twin Leg Video Tripod Kit	1	1000	1000
2021-43	LEHMAA1K2	Lectrosonic	Lectrosonics L Series Camera-Mount Wireless Plug-On Microphone System with RE50B H	1	3000	3000
						20000

Sports Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-47						0

Public Access

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-50						0

News Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
						0

Special Events

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-70						0

Municipal Services

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-70						0

Tech Shop Equipment						0
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-90			Cable Reels, Cable Ends, Small Tools, etc.....	AMOUNT LEFT		5000
						0
						5000
Various Small Items						
ID No.	Model No.	Make	Description			Total
2021-100	-	-	Microphones, Headsets, Monitors, Speakers, Windscreens, etc.....			10000
2021-101						0
						10000
Grand Total						98732.52

NORTH METRO FRANCHISE FEE HISTORY

[illegible]

BUSINESS LICENSE - COUNCIL APPROVAL - July 2, 2020

NAME OF BUSINESS	BUSINESS ADDRESS	CITY	ST	ZIP	DESCRIPTION OF BUSINESS
Cook's Autobody	9073 South Highway Drive	Lexington	MN	55014	Autobody & Mechanical
Muffler Doctor	9340 North Highway Drive	Lexington	MN	55014	Auto Repair
Lexington Car Wash	9020 North Highway Drive	Lexington	MN	55014	Car Wash
Dunn Brothers Coffee	9390 Lexington Avenue	Lexington	MN	55014	Coffe Shop
Creative Kids	9100 North Highway Drive	Lexington	MN	55014	Child Care
H&R Block	9350 Lexington Avenue	Lexington	MN	55014	Tax Services
Annie's Wok	9123 South Highway Drive	Lexington	MN	55014	Restaurant
D & E Driving School	4135 Woodland Road	Lexington	MN	55014	Driving School
Papa Murphy's	9310 Lexington Avenue	Lexington	MN	55014	Take Out Pizza
Dairy Queen	4131 Woodland Road	Lexington	MN	55014	Dairy Queen
IEH Auto Parts	9040 North Highway Drive	Lexington	MN	55014	Retail Automotive Parts
Maytag Laundry	9010 Griggs Avenue	Lexington	MN	55014	Laundomat
Circle Pines Sausage Haus	9075 South Highway Drive	Lexington	MN	55014	Meat Manufacturing
LePage & Sons	23602 University Avenue	Bethel	MN	55005	Commercial Trash Hauler



Chief James Coan
Centennial Lakes Police Department
54 North Road
Circle Pines, MN 55014
(763) 235-2560

TO: City Administrator Petracek
FROM: Chief Coan
RE: Parking Problem/Ordinance Change Request
DATE: June 30, 2020

Bill,

It seems that tenants from the Landings of Lexington are parking their vehicles along Dunlap Avenue. This is causing congestion in the neighborhood and restricting the free flow of traffic on Dunlap. In addition, vehicles parked on both sides considerably narrows the street which creates a hazard for any responding emergency vehicles.

Therefore, we are requesting that the City Council please adopt Resolutions 20-15 and 20-16 that would restrict parking to only one side of the street on Dunlap and to ensure that vehicles not park too close to the intersection with Lovell Road. If the Resolutions are enacted and the associated signage is posted then we will begin a two-week warning period prior to taking any enforcement action.

Thank you for your consideration in this matter.

Chief Coan

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

RESOLUTION NO. 20-15

**A RESOLUTION APPROVING THE INSTALLATION OF “NO PARKING
ON THIS SIDE OF THE STREET” SIGNS ON NORTH DUNLAP AVENUE
BETWEEN LAKE DRIVE AND EDGEWOOD ROAD IN THE CITY OF
LEXINGTON**

WHEREAS, the opening of Landings of Lexington has created parking and traffic issues on Dunlap Ave. that has impeded the flow of traffic and potential problems with passage of emergency apparatus through vehicles parked on both sides of the street; and,

WHEREAS, Ordinance Section 7.04 (Subdiv. 1) requires Council Action: No devices, sign or signal shall be erected or maintained for traffic or parking control unless the Council shall first have approved and directed the same, except as otherwise provided in this Section; provided, that when traffic and parking control is marked or sign-posted, such marking or sign-posting shall attest to Council action thereon; and,

WHEREAS, city staff has determined that “No Parking On This Side Of The Street” signs installed on the Westside of North Dunlap Ave between Lake Drive and Edgewood Road would alleviate the bottleneck that occurs when there are cars parked on both sides of the street; and,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL
OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF
MINNESOTA**, that city staff shall install these approved signs as shown on the enclosed map.

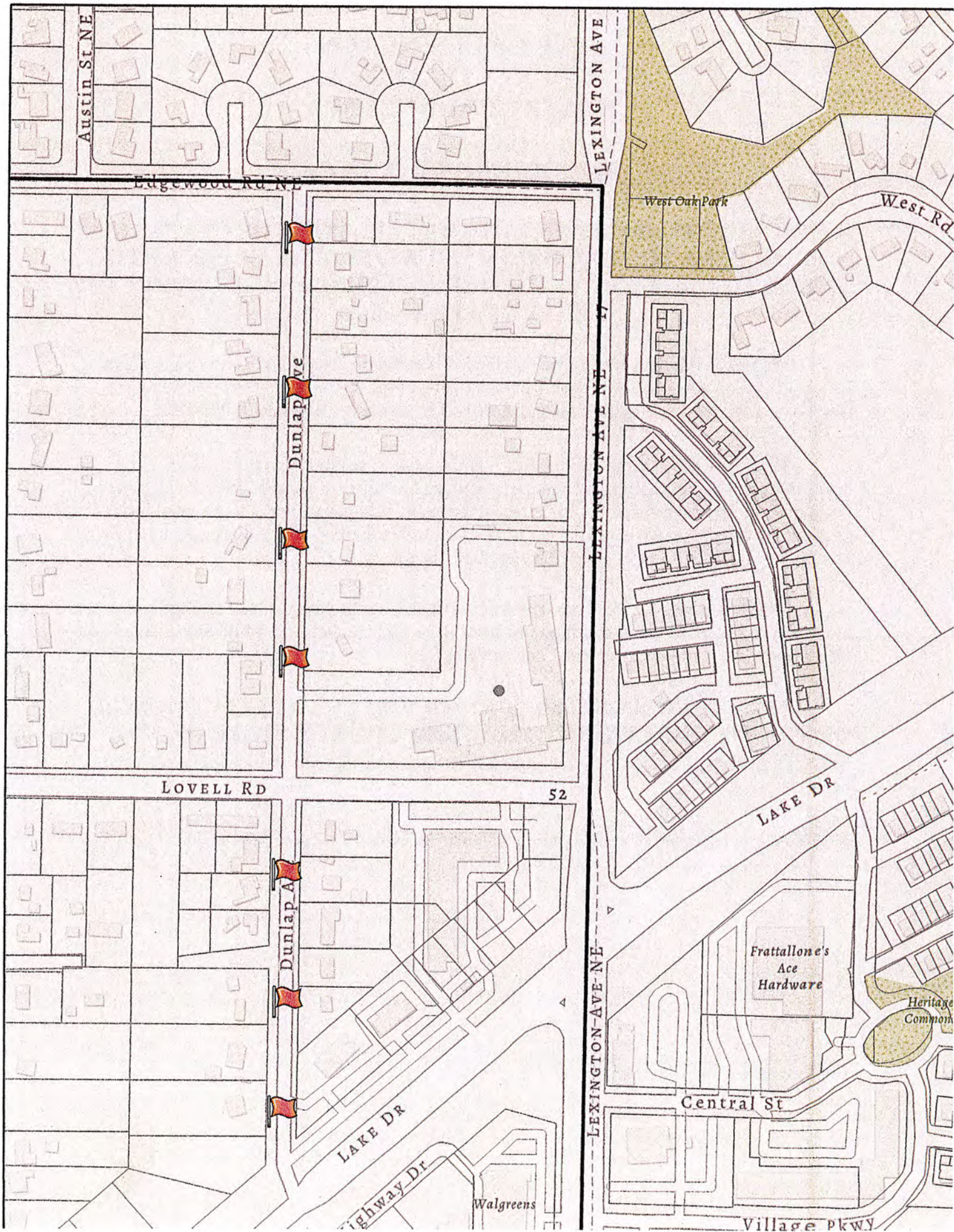
PASSED and adopted by the Lexington City Council this 16th day of July, 2020.

Mike Murphy, Mayor

ATTEST:

Bill Petracek, City Administrator

ArcGIS Web Map



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

RESOLUTION NO. 20-16

**A RESOLUTION APPROVING THE INSTALLATION OF “NO PARKING
FROM HERE TO THE CORNER” SIGNS ON DUNLAP AVE AT THE
INTERSECTION OF LOVELL ROAD AND DUNLAP AVE WITHIN THE
CITY OF LEXINGTON**

WHEREAS, the opening of Landings of Lexington has created parking and traffic issues on Dunlap Ave. that has created an obstruction at the intersection of Lovell Road and Dunlap Ave. due to vehicles parking on Dunlap Ave. too close to the intersection; and,

WHEREAS, Ordinance Section 7.04 (Subdiv. 1) requires Council Action: No devices, sign or signal shall be erected or maintained for traffic or parking control unless the Council shall first have approved and directed the same, except as otherwise provided in this Section; provided, that when traffic and parking control is marked or sign-posted, such marking or sign-posting shall attest to Council action thereon; and,

WHEREAS, city staff has determined that the installation of “No Parking From Here to the Corner” signs at the intersection of Lovell Road and Dunlap Ave would help alleviate the visual obstruction at the Lovell Road intersection; and,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL
OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF
MINNESOTA**, that city staff shall install these approved signs as shown on the enclosed map.

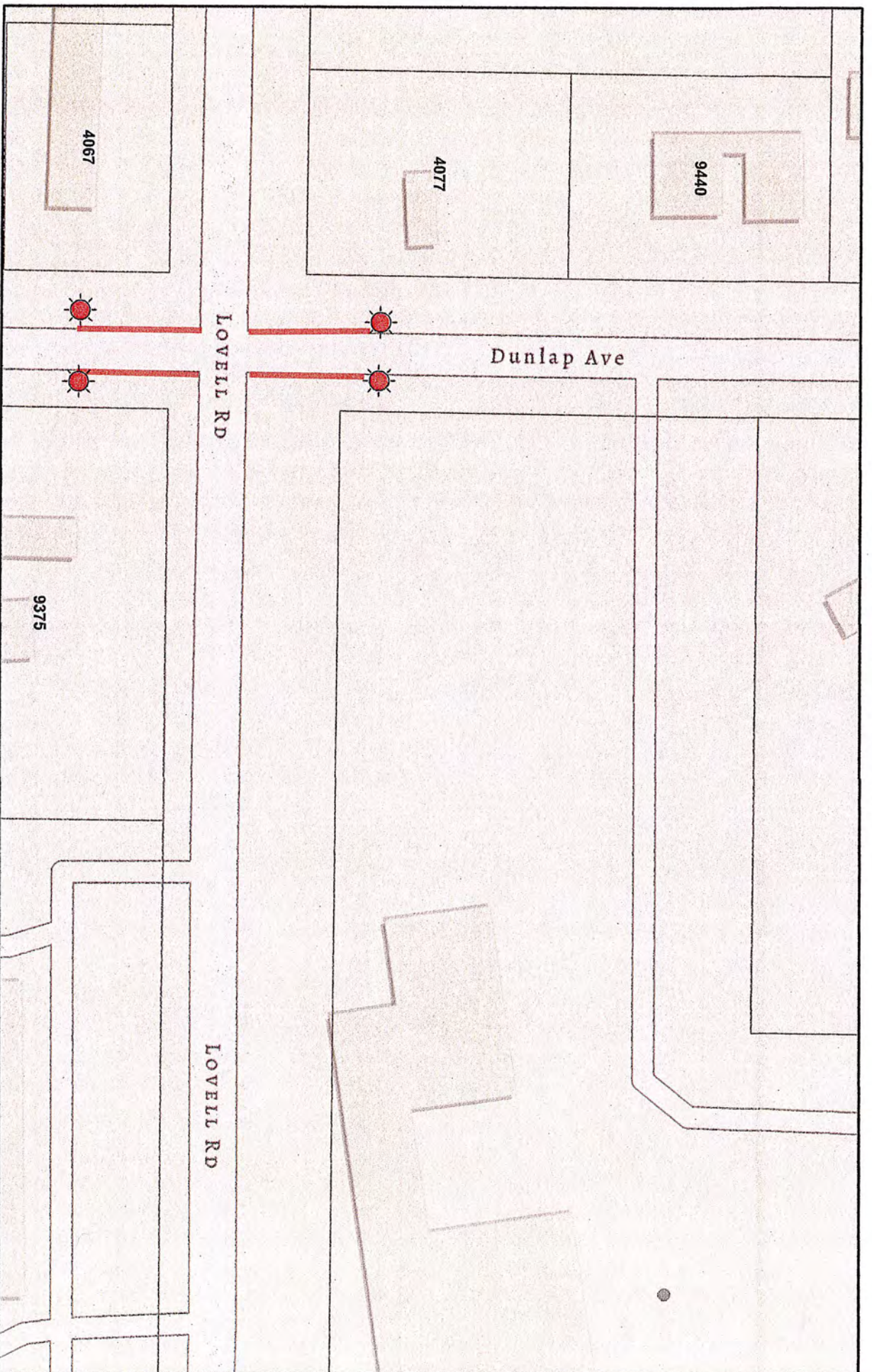
PASSED and adopted by the Lexington City Council this 16th day of July, 2020.

Mike Murphy, Mayor

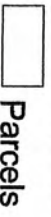
ATTEST:

Bill Petracek, City Administrator

ArcGIS Web Map



6/30/2020, 9:08:40 AM



Parcels



Municipal Boundary

Public Buildings

