

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING**

**September 8, 2020
7:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call

*Dave Bartholomay, Mayor
Matt Percy, Council Member
Jennifer Rauner, Council Member
Dean Goldberg, Council Member
Steve McChesney, Council Member
Patrick Antonen, City Administrator*

3. Setting of Agenda **Note:** Consent Agenda items will be acted on with one motion unless a council member requests their placement on the regular agenda -
4.
 - a. Taxpayer Comments
 - b. Council Member Comments
 - c. Mayor Comments
 - d. COVID-19 Update

5. COMMITTEE REPORTS

- a. Cable Commission
- b. Fire Steering Committee
- c.

6. COUNCIL BUSINESS

- a. Consent Agenda

<u>Item</u>	<u>Action</u>
1. Minutes - 08/25/20 Regular Council Meeting (Enclosed)	Approve
2. General Fund Disbursements (Enclosed)	Approve
3. Police Disbursements (Enclosed)	Approve
4. Fire Disbursements (Enclosed)	Approve
5. Resolution No. 2020-18 Calling Delinquent Utilities Accounts Hearing	Approve
6. Resolution No. 2020-19 Calling Delinquent City Accounts Hearing	Approve

Council Action _____

- b. Introduction of Centennial Lakes Police Chief Jim Mork (Verbal)
Council Action_____
- c. Presentation of 2021 Centennial Lakes Police Department Budget (Enclosed)
Council Action_____
- d. Presentation of 2021 Centennial Fire District Budget (Enclosed)
Council Action_____
- e. Approval of North Metro Telecommunications Commission 2021 Budget (Enclosed)
Council Action_____
- f. Pay Voucher No. 5 – 2020 Street and Utility Reconstruction Project (Enclosed)
Council Action_____
- g. Resolution No. 2020-20 Ordering Preparation of Assessment Roll for 2020 Full Street Reconstruction Project (Enclosed)
Council Action_____
- h. Resolution No. 2020-21 Ordering Preparation of Assessment Roll for 2020 Partial Street Reconstruction Project (Enclosed)
Council Action_____
- i. Resolution No. 2020-22 Calling Hearing on Proposed Assessments 2020 Full Street Improvement Project
Council Action_____
- j. Resolution No. 2020-23 Calling Hearing on Proposed Assessments 2020 Partial Street Improvement Project
Council Action_____
- k. Resolution No. 2020-17 Proclaiming October Domestic Violence Awareness Month (Enclosed)
Council Action_____

7. ADJOURNMENT

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING**

**Tuesday, August 25, 2020
7:00 p.m.**

1. CALL TO ORDER

Mayor Bartholomay called the meeting to order at 7:00 p.m. It was noted the meeting is live and is also being conducted for two council members via online video means pursuant to Minnesota Statutes Section 13D.021.

2. ROLL CALL

Present in Council chambers were Mayor Bartholomay, Council Members Percy and McChesney and City Administrator Antonen. Council Members Goldberg and Rauner were present via video conferencing.

3. SETTING OF AGENDA

It was noted that Item 5.b. will be on the next Council agenda.

4. COMMENTS

a. Taxpayer Comments

There were no taxpayer comments.

b. Council Member Comments

There were no Council Member comments.

c. Mayor Comments

Mayor Bartholomay commented on the following:

- Work session held regarding garbage and recycling
- Utilities Commission meeting held August 19
- Reminder of Recycling/Cleanup Day September 19
- New fishing pier at Golden Lake

City Administrator Antonen gave an update on the 2020 street and utility reconstruction project. He said last Thursday half the asphalt was placed on

sections of Aurora Lane and North Star Lane; concrete work is also being completed on those streets; grading and sodding will start following completion of curbs. He added that the final lift of asphalt is projected to be done late in September.

d. COVID-19 Update

City Administrator Antonen reported there have been four or five meetings with architects and contractors will visit city hall next week. He said plans and specifications for final designs will be provided to the contractors who will quote the work. He said the project will last six to eight weeks and may require city hall to be closed at various times for regular business, but we are required to be open for absentee voting so options are being considered for building use. Antonen added that staff is also estimating expenses through the end of the year for police and fire departments so that all CARES Act funding will be utilized.

Antonen said Anoka County is offering grants to businesses impacted by COVID-19 and to date, no Circle Pines businesses have applied. He said the county projects there will not be enough applications to utilize all the funding which is about \$5 million in business grants, or up to \$10,000 for 500 businesses.

Council Member Goldberg asked how businesses are notified about the grants. Antonen said the contact person at the county has reached out to all businesses in the county and has met with business owners. Council members directed staff to mail a notice from the city to local business owners notifying them of the program.

5. COMMITTEE REPORTS

a. Utilities Commission

Mayor Bartholomay reported the commission met August 19 and business included approval of Pay Voucher No. 4 for the street project and approval of the 2021 vendor agreement for the Minnesota Energy Assistance Program. He said the commission also conducted a work session to discuss a potential solar project.

b. Fire Steering Committee

This report will be on the next council agenda.

6. COUNCIL BUSINESS

a. Consent Agenda

Items included:

1. Minutes – 08/12/20 Regular Council Meeting
2. General Fund Disbursements
3. Police Disbursements
4. Fire Disbursements

MOTION: Percy moved, seconded by Goldberg, to approve the Consent Agenda as presented.

Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.

b. Mayor's Award – Jim Coan, former CLPD Police Chief

Mayor Bartholomay presented a Mayor's Award for Community Leadership to recently-retired Centennial Lakes Police Chief Jim Coan. Bartholomay thanked Coan for his service to the department over the past 10 years and praised improvements made by Coan during that time as well as his professionalism and ability to get people to work together. He added that Coan is the type of public servant you'd want as he always has your best interests at heart.

City Administrator Antonen commented it was always a pleasure to work with Chief Coan as he was always a steady and calm influence.

Council Member Goldberg commented he has served on the Police Governing Board and observed Coan to be "nothing but a class act in every way, notably in the way he led people and processes." Goldberg said as a result of that, Coan helped keep peace in the cities of Circle Pines, Lexington and Centerville and for that he is owed a huge debt of gratitude. He said he believes Coan developed the model for community-oriented policing and has lived his life with pride, integrity and professionalism.

Council Member Percy mentioned he personally experienced Coan's response to an incident a few years ago and added how calm and professional he was in an effort to make sure everyone was safe. He thanked Coan for being an advocate for the community.

Coan thanked the council for their kind words and support and commented that together we kept Circle Pines a safe community and enhanced the quality of life for its citizens. He said that quality of life is the reason he and his wife have decided to remain in the city as residents. He thanked his wife for her patience, love and support during many years of police work and also thanked his son.

Mayor Bartholomay asked Coan what he believes is the key to having a successful department. Coan said the guiding principle for him as chief of

police has been that if you hire the right people, provide them with the right policies, training, equipment and leadership, then the right things are going to happen. He said that is a simple principle that has served the department well.

Council Member McChesney thanked Coan for his service to the department and commented that he has done a great job with policing and has left it in great hands. Coan said it has been a cooperative, collaborative effort.

c. Resolution No. 2020-15 Proclaiming September 17-23 Constitution Week

Mayor Bartholomay mentioned this proclamation is done by cities across the country and Circle Pines has approved it for a number of years. He read the proclamation aloud.

MOTION: McChesney moved, seconded by Goldberg, to approve **Resolution No. 2020-15**, a Resolution Proclaiming September 17-23 as Constitution Week.

City Administrator Antonen pointed out that the Constitution refers to the importance of the census. Council Member Goldberg said the census is mentioned in the beginning of the Constitution and he urged residents of Circle Pines do their Constitutional duty to complete the 2020 census.

Council Member Percy stressed the importance of completing the census and understanding why it is important to understand rights and responsibilities as they come from the Constitution originally. He said this document is the reason why we can have elections and transition of power in a way that is not violent or revolutionary, but peaceful, and allows people's voices to be heard. He added this is a good time for people to reacquaint themselves with the Constitution.

Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.

d. Resolution No. 2020-16 Accepting CARES Act Grant Funding for Elections

Mayor Bartholomay commented this money is from the Federal government, given to cities based on population. City Administrator Antonen explained the Office of Secretary of State received the CARES Act funding "to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle." He said \$272,000 of that funding was allocated toward Anoka County who will distribute to municipalities based on default OSS allocations. He said this resolution makes it possible for the city receive funding from the county and staff recommends approval of the resolution. It was noted

Circle Pines will use the CARES Act funding in the amount of \$2,990.83 for the 2020 Federal election cycle.

MOTION: Percy moved, seconded by Rauner, to approve **Resolution No. 2020-16**, a Resolution Accepting CARES Act Grant Funding.

Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.

e. Approval to Negotiate Contract for Garbage and Recycling

Mayor Bartholomay mentioned there were three responses to the request for proposals for this contract. He thanked staff for their efforts on comparing details in this challenging process. He explained the action tonight is for approval to negotiate a contract, not approval of a contract.

City Administrator Antonen said this is not for approval of a contract, but the ability to negotiate a contract with one of the three vendors. He said there are sticking points staff needs to consider that must be clearly spelled out in the contract. He noted the bids were very close in dollar amounts.

Bartholomay clarified the motion would be for approval to negotiate with one of the vendors and if that doesn't work out, then another route would be taken. He explained that acting now allows time before the first of the year to finalize a contract.

MOTION: Goldberg moved, seconded by McChesney, to authorize the city administrator to negotiate a city contract for garbage and recycling with Republic Services.

Bartholomay commented this is not an easy decision and it has been a lot of work. Council Member McChesney said for him, it comes down to cost and the city doesn't necessarily need to go with the lowest bid, but Republic offers the same service as the other two vendors and at a cost that is significantly less. He said in comparing the lowest bid to the highest, the lowest provides a savings to residents of \$66,000 a year if the city retains billing and more than \$330,000 over the course of the contract.

Bartholomay noted that all three vendors offer organics pickup as a subscription. He said the city has attempted to specify the same level of service as is currently provided, with organics as an option. He also noted that customer service is a factor as city staff currently handles that.

McChesney said it's \$2.76 more per resident, per month if the city does billing and the vendor does customer service. He said if the vendor does billing and customer service, it's \$3.46 more per month. McChesney said the city would be charging about \$5,500 per month with the high bidder.

Antonen said he thinks the customer service piece needs to be decided during contract negotiations as final city costs are still being determined.

Goldberg commented that citizens are not surveyed on garbage service, so it is not known how happy they are with the service. He said his sense is that most people like the current level of service and it makes the most sense to him to choose the same level of service for the lowest cost.

Council Member Percy commented that if the difference weren't so great, a decision to go with Walters would be easier. He said Republic is a big national firm with customer service out of state and Walters has local customer service that would be appreciated by citizens and city staff. He expressed that his initial reaction would be to go with Walters, but he understands why others would want to go with the lowest price option.

Percy added that the reason we're doing this is the city does not want to go through incidents like what happened last year and if people are not getting good service or their garbage is sitting at the end of the driveway for several days, they're probably not going to care that they're saving \$3.00 a month at that point. He said if there is confidence that Republic will provide service and be able to come through for us and our citizens, then that's a reason to go that way, but he is more confident that we will get that from Walters because they are a more local company.

Council Member Rauner pointed out that Council Member McChesney's noted dollar amount of \$5,500 per month is total for the city, not per household, so citizens understand we are not looking at a vendor with such an extreme price hike. So it would be about \$30 to \$40 per year per household.

Council Member McChesney acknowledged the monthly cost is fairly small and mentioned the council is representing the entire city and has a responsibility to look at the collective amounts as well. He said it might only be \$40 per resident per year, but he thinks charging residents collectively over \$60,000 more a year needs discussion. He said he wants to be sensitive to citizens' struggles and what is anticipated over the next couple years.

Goldberg pointed out that garbage is but one piece of what citizens pay to the city and there is yet to be discussion on the annual budget. He said he also believes we need to be sensitive with the decision.

Percy reminded the council that the reason we are here now is not because citizens were coming to city hall and claiming to pay too much for garbage. He said they weren't unhappy with what they were paying so we weren't trying to save cost. He said we started this in response to an issue with

service and that's been his focus going forward – service versus trying to save a buck or two.

Bartholomay noted the city has had Waste Management for over 25 years and with last year's exception, they've done tremendous work. He said this is a good example of democracy at work.

Goldberg commented that when the contract is negotiated, he hopes there is something in it to prevent a week without garbage pickup from happening. Percy agreed with the comment.

Motion carried by Roll Call Vote of 4 Ayes and 1 Nay, with Percy opposed.

7. ADJOURNMENT

MOTION: McChesney moved, seconded by Percy, to adjourn the meeting at 8:03 p.m.

Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.

Mayor

Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
09/01/2020						
31008 COMCAST						
90820	1	Invoice	Sept. Internet	09/08/2020	33.48	09/20
Total 90820:					33.48	
Total 31008 COMCAST:					33.48	
31320 COVERALL NORTH AMERICA, INC.						
1590001409	1	Invoice	Sept. CH Cleaning	09/08/2020	293.40	09/20
Total 1590001409:					293.40	
Total 31320 COVERALL NORTH AMERICA, INC.:					293.40	
90200 INNOVATIVE OFFICE SOLUTION,LLC						
IN3079348	1	Invoice	Markers/Pens	09/08/2020	.42	09/20
IN3079348	2	Invoice	Markers/Pens	09/08/2020	10.01	09/20
Total IN3079348:					10.43	
Total 90200 INNOVATIVE OFFICE SOLUTION,LLC:					10.43	
140890 NYSTROM PUBLISHING CO., INC.						
43422	1	Invoice	Sept City Newsletter	09/08/2020	687.10	09/20
43422	2	Invoice	Postage	09/08/2020	369.48	09/20
Total 43422:					1,056.58	
Total 140890 NYSTROM PUBLISHING CO., INC.:					1,056.58	
160520 PRESS PUBLICATIONS INC						
4059186104	1	Invoice	Accting Clerk Ad	09/08/2020	63.80	09/20
4059186104	2	Invoice	Accting Clerk Ad	09/08/2020	382.80	09/20
Total 4059186104:					446.60	
Total 160520 PRESS PUBLICATIONS INC:					446.60	
230105 WH SECURITY						
90820	1	Invoice	July Monitoring	09/08/2020	21.54	09/20
Total 90820:					21.54	
Total 230105 WH SECURITY:					21.54	
Total 09/01/2020:					1,862.03	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
09/02/2020						
10230 AID ELECTRIC CORP., INC						
63139	1	Invoice	VILLAGE STREET LIGHT REPAIR	09/08/2020	311.50	09/20
Total 63139:					311.50	
63140	1	Invoice	CARL ECK ELECTRICAL BOX & CONDUIT T	09/08/2020	593.83	09/20
Total 63140:					593.83	
Total 10230 AID ELECTRIC CORP., INC:					905.33	
10905 ANOKA COUNTY TREASURY DEPT						
ELEC082520	1	Invoice	POLLING PLACE CHG NOTIFICATION	09/08/2020	197.78	09/20
Total ELEC08252003:					197.78	
Total 10905 ANOKA COUNTY TREASURY DEPT:					197.78	
30540 CENTURY LINK						
090820	1	Invoice	GL PHONE SEPT	09/08/2020	28.48	09/20
Total 090820:					28.48	
Total 30540 CENTURY LINK:					28.48	
30870 CIVIC SYSTEMS, LLC						
090820	1	Invoice	CIVIC SYMPOSIUM KM/KS	09/08/2020	42.00	09/20
Total 090820:					42.00	
Total 30870 CIVIC SYSTEMS, LLC:					42.00	
60650 FRATTALLONES HARDWARE STORES						
090820	1	Invoice	PK MTC TORCH RCIP BLD/WIRE	09/08/2020	65.36	09/20
090820	2	Invoice	PHONE CORD/ELEC TAPE	09/08/2020	6.64	09/20
090820	3	Invoice	PHONE CORD/ELEC TAPE	09/08/2020	4.42	09/20
Total 090820:					76.42	
Total 60650 FRATTALLONES HARDWARE STORES:					76.42	
80520 HOFF BARRY, P.A.						
16069	1	Invoice	AUGUST LEGAL DOWN UNDER	09/08/2020	603.00	09/20
16069	2	Invoice	AUGUST LEGAL GENERAL	09/08/2020	270.00	09/20
Total 16069:					873.00	
16070	1	Invoice	AUGUST RCWD LEGAL	09/08/2020	924.00	09/20
Total 16070:					924.00	
Total 80520 HOFF BARRY, P.A.:					1,797.00	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
120325 LEAGUE OF MN CITIES						
090820	1	Invoice	2020-21 MN MAYORS ASSOC. MEMBERSHI	09/08/2020	30.00	09/20
Total 090820:					30.00	
327045	1	Invoice	2020-21 LMC MEMBERSHIP	09/08/2020	5,580.00	09/20
Total 327045:					5,580.00	
Total 120325 LEAGUE OF MN CITIES:					5,610.00	
130870 MN DEPT OF TRANSPORTATION						
0000062259	1	Invoice	GREEN STEP CITY SIGN	09/08/2020	52.00	09/20
Total 0000062259:					52.00	
Total 130870 MN DEPT OF TRANSPORTATION:					52.00	
140020 NAC, INC						
175279	1	Invoice	SHOP INSP.& MTC EXH. FAN & AIR EXCHA	09/08/2020	306.60	09/20
Total 175279:					306.60	
Total 140020 NAC, INC:					306.60	
230100 W S B & ASSOCIATES, INC						
R-013714-00	1	Invoice	JULY 2020 STREET PROJ ENG	09/08/2020	77,701.50	09/20
Total R-013714-000-18:					77,701.50	
R-014227-00	1	Invoice	JULY TRAIL IMP VLG TO GL RD	09/08/2020	2,342.00	09/20
Total R-014227-000-7:					2,342.00	
R-015235-00	1	Invoice	JULY RCWD ENGINEERING	09/08/2020	913.50	09/20
Total R-015235-000-7:					913.50	
Total 230100 W S B & ASSOCIATES, INC:					80,957.00	
Total 09/02/2020:					89,972.61	
Grand Totals:					91,834.64	

Report GL Period Summary

Vendor number hash: 0
 Vendor number hash - split: 0
 Total number of invoices: 0
 Total number of transactions: 0

Report Criteria:

Invoice Detail.GL Account = 10110100-506477506710,70210100-702499702730

Report Criteria:
 Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
09/20	09/02/2020	13379	ASPEN MILLS, INC	UNIFORM STARS CHIEF	734.20
09/20	09/02/2020	13380	AXON ENTERPRISE, INC	TASER X26P BASIC YEAR 4 PMT	1,320.00
09/20	09/02/2020	13381	BCA TRAINING	DMT-G RECERTIFICATION KM	75.00
09/20	09/02/2020	13382	BARNUM GATE SERVICES, INC	GATE ISSUE DUE TO RECIEVER PRO	410.52
09/20	09/02/2020	13383	EMERGENCY CONTRACTORS	SEPT MONTHLY LANDSCAPE SERVIC	815.00
09/20	09/02/2020	13384	GARY L FISCHLER & ASSOCIATES, PA	PRE-EMP TESTING LL	650.00
09/20	09/02/2020	13385	HOLIDAY COMPANIES	VEHICLE WASHES	181.50
09/20	09/02/2020	13386	MN CHIEFS OF POLICE ASSOC	PERMIT TO ACQUIRE FORMS	37.50
09/20	09/02/2020	13387	MHSRC/RANGE	PIT HYBRID TS/HL	1,190.00
09/20	09/02/2020	13388	MY HOLDINGS INC	TREATMENT FOR VIRUSES/BACTERI	576.00
09/20	09/02/2020	13389	NAC	INSTALL GPS FC 48 UNITS	2,020.00
09/20	09/02/2020	13390	PITNEY BOWES GLOBAL FINANCIAL	3RD QTR POSTAGE METER LEASE	61.59
09/20	09/02/2020	13391	VERIZON WIRELESS	SQUAD LAPTOP CHGS AUGUST	1,738.49
09/20	09/02/2020	2020033	DELTA DENTAL	ACH SEPT DENTAL	1,232.80
08/20	08/31/2020	2020034	U S BANK	VISA ACH-VEH MATS	447.53
Grand Totals:					<u>11,490.13</u>

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
08/31/2020											
210040 U S BANK											
U S BANK	210040	083120	1	Invoi	VISA ACH-BCA TRAINING CREDIT MG	08/31/2020	08/31/2020	250.00-	901-42-2100-331	08/20	0
U S BANK	210040	083120	2	Invoi	VISA ACH-BCA TRAINING CREDIT DS	08/31/2020	08/31/2020	25.00-	901-42-2100-331	08/20	0
U S BANK	210040	083120	3	Invoi	VISA ACH-OFFICER INTERVIEWS ME	08/31/2020	08/31/2020	30.53	901-42-2100-495	08/20	0
U S BANK	210040	083120	4	Invoi	VISA ACH-DOMAIN RENEWAL	08/31/2020	08/31/2020	60.68	901-42-2100-403	08/20	0
U S BANK	210040	083120	5	Invoi	VISA ACH-OFFICER INTERVIEWS ME	08/31/2020	08/31/2020	29.89	901-42-2100-495	08/20	0
U S BANK	210040	083120	6	Invoi	VISA ACH-OFFICER INTERVIEWS ME	08/31/2020	08/31/2020	15.32	901-42-2100-495	08/20	0
U S BANK	210040	083120	7	Invoi	VISA ACH-TRAINING STORM COMATIV	08/31/2020	08/31/2020	204.97	901-42-2100-331	08/20	0
U S BANK	210040	083120	8	Invoi	VISA ACH-4 POST LICENSES	08/31/2020	08/31/2020	362.24	901-42-2100-433	08/20	0
U S BANK	210040	083120	9	Invoi	VISA ACH-VEH MATS	08/31/2020	08/31/2020	18.90	901-42-2100-404	08/20	0
Total 210040 U S BANK:								<u>447.53</u>			
Total 08/31/2020:								<u>447.53</u>			

8/31/2020 GL Period Summary

GL Period	Amount
08/20	<u>447.53</u>
Grand Totals:	<u><u>447.53</u></u>

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
09/01/2020											
11565 ASPEN MILLS, INC											
ASPEN MIL	11565	260479	1	Invoi	UNIFORM PANTS/SHIRTS/BOOTS LL	09/01/2020	09/01/2020	712.50	901-42-2100-218	09/20	0
ASPEN MIL	11565	260773	1	Invoi	UNIFORM STARS CHIEF	09/01/2020	09/01/2020	21.70	901-42-2100-218	09/20	0
Total 11565 ASPEN MILLS, INC:								734.20			
11685 AXON ENTERPRISE, INC											
AXON ENT	11685	SI-1676	1	Invoi	TASER X26P BASIC YEAR 4 PMT	09/01/2020	09/01/2020	1,320.00	901-42-2100-215	09/20	0
Total 11685 AXON ENTERPRISE, INC:								1,320.00			
20115 BCA TRAINING											
BCA TRAIN	20115	14580	1	Invoi	DMT-G RECERTIFICATION KM	09/01/2020	09/01/2020	75.00	901-42-2100-331	09/20	0
Total 20115 BCA TRAINING:								75.00			
20140 BARNUM GATE SERVICES, INC											
BARNUM G	20140	27823	1	Invoi	GATE ISSUE DUE TO RECIEVER PRO	09/01/2020	09/01/2020	410.52	901-42-2100-401	09/20	0
Total 20140 BARNUM GATE SERVICES, INC:								410.52			
40300 DELTA DENTAL											
DELTA DEN	40300	090120	1	Invoi	ACH DENTAL AUG ADJ JM	09/01/2020	09/01/2020	115.70	901-42-2100-130	09/20	0
DELTA DEN	40300	090120	2	Invoi	ACH SEPT DENTAL COBRA CL	09/01/2020	09/01/2020	84.60	901-11600	09/20	0
DELTA DEN	40300	090120	3	Invoi	ACH SEPT DENTAL	09/01/2020	09/01/2020	1,032.50	901-42-2100-130	09/20	0
Total 40300 DELTA DENTAL:								1,232.80			
50160 EMERGENCY CONTRACTORS											
EMERGEN	50160	1098	1	Invoi	SEPT MONTHLY LANDSCAPE SERVIC	09/01/2020	09/01/2020	815.00	901-42-2100-401	09/20	0
Total 50160 EMERGENCY CONTRACTORS:								815.00			
70335 GARY L FISCHLER & ASSOCIATES, PA											
GARY L FIS	70335	318438	1	Invoi	PRE-EMP TESTING LL	09/01/2020	09/01/2020	650.00	901-42-2100-306	09/20	0
Total 70335 GARY L FISCHLER & ASSOCIATES, PA:								650.00			
80441 HOLIDAY COMPANIES											
HOLIDAY C	80441	023801	1	Invoi	VEHICLE WASHES	09/01/2020	09/01/2020	181.50	901-42-2100-404	09/20	0
Total 80441 HOLIDAY COMPANIES:								181.50			
130764 MN CHIEFS OF POLICE ASSOC											
MN CHIEFS	130764	10938	1	Invoi	PERMIT TO ACQUIRE FORMS	09/01/2020	09/01/2020	37.50	901-42-2100-203	09/20	0
Total 130764 MN CHIEFS OF POLICE ASSOC:								37.50			
130860 MHSRC/RANGE											
MHSRC/RA	130860	629430	1	Invoi	PIT HYBRID TS/HL	09/01/2020	09/01/2020	1,190.00	901-42-2100-331	09/20	0
Total 130860 MHSRC/RANGE:								1,190.00			
131265 MY HOLDINGS INC											
MY HOLDI	131265	3885	1	Invoi	INT/EXT WINDOW WASHING	09/01/2020	09/01/2020	240.00	901-42-2100-401	09/20	0
MY HOLDI	131265	3886	1	Invoi	TREATMENT FOR VIRUSES/BACTERI	09/01/2020	09/01/2020	168.00	901-42-2100-401	09/20	2020
MY HOLDI	131265	3901	1	Invoi	TREATMENT FOR VIRUSES/BACTERI	09/01/2020	09/01/2020	168.00	901-42-2100-401	09/20	2020

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
Total 131265 MY HOLDINGS INC:								576.00			
140483 NAC											
NAC	140483	175278	1	Invoi	INSTALL GPS FC 48 UNITS	09/01/2020	09/01/2020	2,020.00	901-42-2100-401	09/20	0
Total 140483 NAC:								2,020.00			
160420 PITNEY BOWES GLOBAL FINANCIAL											
PITNEY BO	160420	310415	1	Invoi	3RD QTR POSTAGE METER LEASE	09/01/2020	09/01/2020	61.59	901-42-2100-322	09/20	0
Total 160420 PITNEY BOWES GLOBAL FINANCIAL:								61.59			
220190 VERIZON WIRELESS											
VERIZON	220190	986140	1	Invoi	CELL PHONES AUGUST & CASES	09/01/2020	09/01/2020	1,283.36	901-42-2100-321	09/20	0
VERIZON	220190	986140	2	Invoi	SQUAD LAPTOP CHGS AUGUST	09/01/2020	09/01/2020	455.13	901-42-2100-386	09/20	0
Total 220190 VERIZON WIRELESS:								1,738.49			
Total 09/01/2020:								11,042.60			

9/1/2020 GL Period Summary

GL Period	Amount
09/20	11,042.60
Grand Totals:	11,042.60
Grand Totals:	11,490.13

Report GL Period Summary

GL Period	Amount
09/20	11,042.60
08/20	447.53
Grand Totals:	11,490.13

Vendor number hash: 1702858
 Vendor number hash - split: 3683968
 Total number of invoices: 18
 Total number of transactions: 29

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	11,490.13	.00	11,490.13
Grand Totals:	11,490.13	.00	11,490.13

Name	Vendor Number	Invoice	Seq	Type	Description	Invoice Date	Payment Due Date	Total Cost	GL Account	GL Period
08/31/2020										
60290 FIRE RELIEF ASSOCIATION										
FIRE RELIE	60290	8 31 20	1	Invoi	2020 Annual Pension Payment	08/31/2020	08/31/2020	25,500.00	801-42-2210-160	08/20
Total 60290 FIRE RELIEF ASSOCIATION:								<u>25,500.00</u>		
Total 08/31/2020:								<u>25,500.00</u>		

8/31/2020 GL Period Summary

GL Period	Amount
08/20	<u>25,500.00</u>
Grand Totals:	<u><u>25,500.00</u></u>

Name	Vendor Number	Invoice	Seq	Type	Description	Invoice Date	Payment Due Date	Total Cost	GL Account	GL Period
09/02/2020										
10850 ANOKA COUNTY TREASURY DEPT.										
ANOKA CO	10850	B200817C	1	Invoi	Sept Broadband (CAC Fiber)	09/02/2020	09/02/2020	112.50	801-42-2210-321	09/20
Total 10850 ANOKA COUNTY TREASURY DEPT.:								112.50		
40045 DELTA DENTAL										
DELTA DEN	40045	9 2 2020	1	Invoi	Sept EMS Coord. Dental Ins Prem	09/02/2020	09/02/2020	42.15	801-21650	09/20
Total 40045 DELTA DENTAL:								42.15		
60650 FRATTALLONE'S HARDWARE STORE										
FRATTALL	60650	72605/G	1	Invoi	Sckt Ext, Cord Starter, Mechanic	09/02/2020	09/02/2020	20.03	801-42-2210-204	09/20
Total 60650 FRATTALLONE'S HARDWARE STORE:								20.03		
160150 PEARSON EDUCATION, INC										
PEARSON	160150	10171940	1	Invoi	6 "MyLab BRADY" etexts	09/02/2020	09/02/2020	521.16	801-42-2240-201	09/20
Total 160150 PEARSON EDUCATION, INC:								521.16		
200150 THOMAS MOTORS, INC										
THOMAS M	200150	32348	1	Invoi	'13 F250 SD Resc 31 Service	09/02/2020	09/02/2020	85.00	801-42-2210-404	09/20
THOMAS M	200150	32349	1	Invoi	'13 F250 SD Resc 11 Service	09/02/2020	09/02/2020	85.00	801-42-2210-404	09/20
Total 200150 THOMAS MOTORS, INC:								170.00		
210300 US BANK										
US BANK	210300	9 2 2020	1	Invoi	Carbones Food	09/02/2020	09/02/2020	63.31	801-42-2210-495	09/20
US BANK	210300	9 2 2020	2	Invoi	Galls Med Twin Pocket Glove Pou	09/02/2020	09/02/2020	734.28	801-42-2210-570	09/20
US BANK	210300	9 2 2020	3	Invoi	Active 911 - 10 subscriptions	09/02/2020	09/02/2020	9.30	801-42-2210-435	09/20
US BANK	210300	9 2 2020	4	Invoi	Camp ripley-4 Night Room Chrg	09/02/2020	09/02/2020	108.00	801-42-2210-331	09/20
US BANK	210300	9 2 2020	5	Invoi	Henry Schein-thermometers	09/02/2020	09/02/2020	201.05	801-42-2210-216	09/20
US BANK	210300	9 2 2020	6	Invoi	Active 911-14 Family SMS	09/02/2020	09/02/2020	14.28	801-42-2210-433	09/20
US BANK	210300	9 2 2020	7	Invoi	Fleet Farm-degreaser	09/02/2020	09/02/2020	14.43	801-42-2210-404	09/20
US BANK	210300	9 2 2020	8	Invoi	Fleet Farm-water	09/02/2020	09/02/2020	42.00	801-42-2210-219	09/20
US BANK	210300	9 2 2020	9	Invoi	Facebook-Vol FF ad	09/02/2020	09/02/2020	60.31	801-42-2210-308	09/20
US BANK	210300	9 2 2020	10	Invoi	Facebook	09/02/2020	09/02/2020	175.00	801-42-2210-308	09/20
US BANK	210300	9 2 2020	11	Invoi	Dominos	09/02/2020	09/02/2020	73.06	801-42-2210-495	09/20
Total 210300 US BANK:								1,495.02		
220200 VERIZON WIRELESS										
VERIZON	220200	98608470	1	Invoi	7/16-8/15 Mobile Broadband & Mo	09/02/2020	09/02/2020	210.08	801-42-2210-321	09/20
Total 220200 VERIZON WIRELESS:								210.08		
Total 09/02/2020:								2,570.94		

9/2/2020 GL Period Summary

GL Period	Amount
09/20	2,570.94
Grand Totals:	2,570.94

GL Period	Amount
Grand Totals:	<u>28,070.94</u>

Report GL Period Summary

GL Period	Amount
09/20	2,570.94
08/20	25,500.00
Grand Totals:	<u>28,070.94</u>

Vendor number hash: 1162785
Vendor number hash - split: 3265785
Total number of invoices: 9
Total number of transactions: 19

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	28,070.94	.00	28,070.94
Grand Totals:	<u>28,070.94</u>	<u>.00</u>	<u>28,070.94</u>

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
09/20	09/02/2020	8891	10850	ANOKA COUNTY TREASURY DE	Sept Broadband (CAC Fiber)	112.50
09/20	09/02/2020	8892	60650	FRATTALLONE'S HARDWARE S	Sckt Ext, Cord Starter, Mechanic	20.03
09/20	09/02/2020	8893	160150	PEARSON EDUCATION, INC	6 "MyLab BRADY" etexts	521.16
09/20	09/02/2020	8894	200150	THOMAS MOTORS, INC	'13 F250 SD Resc 11 Service	170.00
09/20	09/02/2020	8895	220200	VERIZON WIRELESS	7/16-8/15 Mobile Broadband & Mo	210.08
08/20	08/31/2020	2020022	60290	FIRE RELIEF ASSOCIATION	2020 Annual Pension Payment	25,500.00
09/20	09/02/2020	2020023	40045	DELTA DENTAL	Sept EMS Coord. Dental Ins Prem	42.15
09/20	09/02/2020	2020024	210300	US BANK	Dominos	1,495.02
Grand Totals:						28,070.94

RESOLUTION NO. 2020-18

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

A RESOLUTION CALLING DELINQUENT UTILITY ACCOUNTS HEARING.

WHEREAS, the City is authorized by Ordinance to certify to the County Auditor for collection with other taxes, unpaid charges for storm sewer, sanitary sewer, water, and garbage, refuse and recycling charges; and

WHEREAS, the City intends to consider, and possibly approve, certification of the unpaid charges to the County Auditor; and

WHEREAS, the City is required to give notice of such hearing as set forth in Ordinance No. 98 of the City Code;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Circle Pines, Minnesota, as follows;

1. That the City Administrator is directed to provide the required notice of hearing to be held at 7:00 p.m. on Tuesday, the 13th of October, 2020.
2. That the City Administrator shall provide the Council a copy of the list of unpaid charges.

Adopted this 8th day of September, 2020.

Dave Bartholomay, Mayor

Attest:

Patrick Antonen, City Administrator

RESOLUTION NO. 2020-19

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

A RESOLUTION CALLING DELINQUENT CITY ACCOUNTS HEARING

WHEREAS, the City is allowed by the Improvement Code (MS 429.101) to collect certain delinquent special charges as a special assessment against the property benefited; and

WHEREAS, the City intends to recover these unpaid charges through the special assessment process; and

WHEREAS, it is necessary to give notice of such hearing, and it is also necessary to prepare an assessment roll;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Circle Pines, Minnesota, as follows;

1. That the City Administrator is directed to provide notice of the special assessment hearing for delinquent accounts and other unpaid bills to be held at 7 p.m. on Tuesday, the 13th of October, 2020.
2. That the City Administrator is hereby directed to prepare the assessment roll for such delinquent accounts and to provide the Council a copy of the proposed assessment roll.

Adopted this 8th day of September, 2020.

Dave Bartholomay, Mayor

ATTEST:

Patrick Antonen, City Administrator



CENTENNIAL LAKES POLICE DEPARTMENT

2021 PROPOSED BUDGET

		2020					12/31/2021	2021 APPROVED vs	
		12/31/2017	12/31/2018	12/31/2019	12/31/2020	6/30/2020	PROPOSED	2020 ADOPTED	
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
REVENUES:									
Contract Revenues									
901-31-1210-000	Circle Pines Contract	980,270	978,528	1,005,043	1,072,072	536,036	1,101,620	29,548	2.8%
901-31-1220-000	Lexington Contract	736,697	720,831	698,862	693,778	346,889	746,258	52,480	7.6%
901-31-1230-000	Centerville Contract	875,154	875,001	867,428	861,589	430,794	849,994	(11,595)	-1.3%
Amount to be Provided by Cities		2,592,121	2,574,360	2,571,333	2,627,439	1,313,719	2,697,872	70,433	2.7%
Intergovernmental									
901-33-3105-000	Grants - Federal	-	-	1,712	2,500	959	2,500	-	0.0%
		<i>DOJ Vest Reimbursement</i>							
901-33-3120-000	State Grants / Equipment / Other	-	-	-	-	-	-	-	-
901-33-3125-000	Anoka County Grants	14,475	2,494	6,651	7,500	350	7,500	-	0.0%
		<i>TZD</i>							
901-33-3133-000	State Grants/Reimbursements	-	1,942	2,191	-	-	-	-	-
901-33-3130-000	State Training Reimbursement	-	15,312	14,913	5,500	-	5,500	-	0.0%
901-33-3140-000	State Emergency Management (CERT)	-	-	-	-	-	-	-	-
901-33-3145-000	Other Local Govt Grants	-	-	3,750	2,000	-	3,500	1,500	75.0%
		<i>NARCANA</i>							
Total Intergovernmental		14,475	19,748	29,217	17,500	1,309	19,000	1,500	8.6%
Miscellaneous									
901-36-6210-000	Interest on Investments	4,427	13,326	17,460	15,000	3,854	15,000	-	0.0%
901-36-6235-000	Miscellaneous	14,602	6,414	1,076	7,500	107	7,500	-	0.0%
		<i>Detox Transportation</i>							
901-36-6240-000	Vehicle and Equipment Sales	5,128	8,517	-	10,000	7,332	10,000	-	0.0%
901-36-6250-000	Donations	2,500	1,000	500	-	-	-	-	-
Total Miscellaneous		26,656	31,580	20,102	32,500	11,293	32,500	-	0.0%
TOTAL REVENUE		2,633,251	2,625,688	2,620,652	2,677,439	1,326,321	2,749,372	71,933	2.7%
TOTAL EXPENDITURES		2,433,970	2,495,290	2,530,151	2,677,439	1,380,912	2,749,372	71,933	2.7%
REVENUES OVER (UNDER) EXPENDITURES		199,281	130,397	90,501	(0)	(54,590)	-	0	
EXPENDITURES:									
Personnel									
901-42-2100-101	Salaries-Full Time	1,307,226	1,329,144	1,356,151	1,418,956	687,073	1,475,453	56,497	4.0%
901-42-2100-102	Salaries-Overtime	42,087	38,630	42,401	45,000	11,523	45,000	-	0.0%
901-42-2100-103	Salaries-Part Time	79,411	96,660	93,143	103,564	56,597	82,062	(21,502)	-20.8%
901-42-2100-104	Salaries - Holiday/Performance Pay/Corporal	73,917	78,086	72,538	60,355	18,685	63,693	3,338	5.5%
901-42-2100-121	PERA	224,853	228,306	240,049	265,439	128,704	274,053	8,614	3.2%



CENTENNIAL LAKES POLICE DEPARTMENT

2021 PROPOSED BUDGET

		2020					12/31/2021	2021 APPROVED vs	
		12/31/2017	12/31/2018	12/31/2019	12/31/2020	6/30/2020	PROPOSED	2020 ADOPTED	
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
901-42-2100-122	Social Security	10,561	13,052	13,076	13,795	7,149	12,683	(1,112)	-8.1%
901-42-2100-123	Medicare	21,465	22,148	21,819	23,605	10,922	24,160	555	2.4%
901-42-2100-130	Health/Life/Disability/Dental Insurance/EAP	189,078	197,385	199,604	201,853	123,582	213,714	11,861	5.9%
901-42-2100-150	Workers' Compensation Insurance	55,035	53,041	75,281	75,000	103,517	106,623	31,623	42.2%
Total Personnel Costs		2,003,631	2,056,451	2,114,063	2,207,567	1,147,753	2,297,441	89,874	4.1%
Supplies									
901-42-2100-201	Office/Copying/Computer Supplies <i>Photo copier supplies, paper, drums, toner Computer supplies, postage meter supplies Ticket writer supplies</i>	14,280	6,918	5,838	7,800	2,265	7,800	-	0.0%
901-42-2100-202	Cleaning Supplies <i>Cleaning supplies and equipment paper products, bulbs, trash bags</i>	2,283	1,762	2,302	2,500	1,465	2,500	-	0.0%
901-42-2100-203	Printed Forms <i>Checks, envelopes, letterhead, business cards</i>	761	1,702	799	1,500	408	1,000	(500)	-33.3%
901-42-2100-211	Intoxilyzer Supplies	93	224	80	300	-	300	-	0.0%
901-42-2100-212	Fuel - Vehicle fuel	28,918	35,930	33,918	40,000	11,572	35,000	(5,000)	-12.5%
901-42-2100-213	Vehicle Supplies <i>Oil and lubes, anti-freeze and fluids, Windshield wipers, fuses, connectors</i>	-	35	69	500	-	-	(500)	-100.0%
901-42-2100-215	Ammunition, Tasers, Firearms <i>Cleaning supplies, targets, protective equipment, duty cartridges, batteries, simuntions, training equipment, magazines</i>	16,161	13,181	8,089	9,000	5,758	9,000	-	0.0%
901-42-2100-216	Medical/Fire Supplies <i>Fire extinguishers, vaccinations Defib. batteries, airways, face masks</i>	6,018	6,027	5,598	6,000	596	6,000	-	0.0%
901-42-2100-217	Investigative Supplies <i>Digital processing, cameras</i>	2,450	1,675	1,048	1,000	579	1,000	-	0.0%
901-42-2100-218	Uniforms (all employees)	17,822	20,832	17,723	20,000	12,174	20,000	-	0.0%
901-42-2100-219	Crime Prevention Supplies <i>Supplies, School Safety, NTU</i>	749	1,163	1,275	2,000	1,017	2,000	-	0.0%
Total Supplies		89,536	89,448	76,738	90,600	35,833	84,600	(6,000)	-6.6%
Contracted Services									
901-42-2100-301	Auditing and Accounting Services	14,560	15,435	15,695	16,500	11,735	16,016	(484)	-2.9%



CENTENNIAL LAKES POLICE DEPARTMENT

2021 PROPOSED BUDGET

	2020					12/31/2021	2021 APPROVED vs	
	12/31/2017	12/31/2018	12/31/2019	12/31/2020	6/30/2020	PROPOSED	2020 ADOPTED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
901-42-2100-304 Legal Fees - Commission legal counsel	116	13,244	13,954	5,000	2,676	5,000	-	0.0%
901-42-2100-306 Personnel Testing <i>Pre-employment testing, drug screening Psychological testing, medical screening</i>	3,302	2,219	2,351	2,500	200	2,500	-	0.0%
901-42-2100-309 Labor Relations - Legal & Consultation	3,084	-	1,276	-	15	-	-	
901-42-2100-310 Emergency Management Exp (CERT) <i>Anticipated supply / equip needs for EM</i>	-	-	-	500	-	500	-	0.0%
901-42-2100-315 Technology/Body-Cams	-	11,830	10,641	11,000	10,446	11,000	-	0.0%
901-42-2100-320 Roseville JT Powers Agreements (IT) <i>Network, IT service, internet, firewall protection, phone</i>	-	-	-	50,000	23,584	53,210	3,210	6.4%
901-42-2100-321 Communications <i>Telephone (non Metro INET), cell, wifi, broadband</i>	15,757	18,806	22,427	11,500	7,865	15,000	3,500	30.4%
901-42-2100-322 Postage <i>Postage, UPS, Pitney Bowes, supplies</i>	1,140	1,182	945	1,500	512	1,000	(500)	-33.3%
901-42-2100-331 Travel/Training <i>Training and conference tuition, meals, lodging Mileage reimbursement, Lexipol training</i>	16,252	18,845	19,293	18,000	3,644	18,000	-	0.0%
901-42-2100-351 Printing and Publishing <i>Notices, auctions, personnel ads</i>	-	-	-	100	-	-	(100)	-100.0%
901-42-2100-361 Property/Liability Insurance <i>Prof. liability, property, vehicles, building</i>	45,011	47,058	49,002	48,000	52,982	49,000	1,000	2.1%
901-42-2100-380 Utilities <i>Centennial Utilities, Connexus</i>	35,134	32,452	37,451	36,000	14,356	35,000	(1,000)	-2.8%
901-42-2100-385 CJRS Access - State computer access	780	-	-	1,000	-	1,000	-	0.0%
901-42-2100-386 MDT/Laptop Access, 800 MHz Radio Fees <i>MDT access, CJDN, Verizon</i>	9,461	10,635	10,458	12,000	3,422	11,000	(1,000)	-8.3%
901-42-2100-387 Anoka County PSDS Contract	14,668	13,123	13,411	14,000	15,544	17,333	3,333	23.8%
Total Contracted Services	144,597	171,706	183,491	227,600	146,980	235,559	7,959	3.5%
Maintenance								
901-42-2100-401 Building/Grounds Maintenance <i>Grounds maintenance, snow removal Building maintenance and repairs, Building cleaning contract, Cty Solid Waste Tax</i>	44,036	48,067	46,692	49,500	17,169	45,500	(4,000)	-8.1%
901-42-2100-402 Computer Security	-	-	677	-	-	-	-	
901-42-2100-403 Office Equipment Maintenance <i>Computers, printers, copier, MDT, website</i>	18,062	21,922	20,639	2,000	2,342	2,000	-	0.0%



CENTENNIAL LAKES POLICE DEPARTMENT

2021 PROPOSED BUDGET

		2020					12/31/2021	2021 APPROVED vs	
		12/31/2017	12/31/2018	12/31/2019	12/31/2020	6/30/2020	PROPOSED	2020 ADOPTED	
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
<i>Office equipment repairs</i>									
<i>County-wide records, Radios</i>									
901-42-2100-404	Vehicle Repair & Maintenance	25,973	23,032	22,598	25,000	11,906	24,000	(1,000)	-4.0%
<i>Vehicle repairs and parts, car wash, tires</i>									
901-42-2100-405	Equipment Repair and Maintenance	641	985	1,161	2,000	322	1,500	(500)	-25.0%
<i>Police equipment repair, weapons, radar</i>									
<i>800 MHz radios, taser maintenance & repair</i>									
901-42-2100-418	Dakota County Contract	-	-	-	672	-	672	-	0.0%
901-42-2100-433	Dues	1,443	1,297	1,866	1,500	526	1,500	-	0.0%
<i>MN/Anoka Chief's 300/IACP 200, POST Lic 500</i>									
<i>MACA 50, RESERVE OFFICERS 250, TCALMC 300</i>									
<i>FBI 200, MPROA 100, PLEAA 50, MCPA 50</i>									
<i>POST Licenses</i>									
901-42-2100-435	Subscriptions and Books	705	657	-	500	-	100	(400)	-80.0%
<i>Subscriptions, legal publications</i>									
901-42-2100-495	Miscellaneous	1,887	3,028	4,764	2,000	564	2,000	-	0.0%
<i>Governing Board expenses IE: plaques, flowers</i>									
<i>Volunteer recognition, Critical incident incidentals,</i>									
<i>Misc supplies</i>									
Total Maintenance		92,745	98,989	98,398	83,172	32,829	77,272	(5,900)	-7.1%
Capital Outlay									
901-42-2100-550	Vehicles/Setup/Trim	70,047	46,418	41,008	44,000	3,090	44,000	-	0.0%
<i>New vehicles, set-up and trim, tear down</i>									
<i>Per patrol vehicle replacement policy</i>									
901-42-2100-570	Equipment (non-capitalized <\$5k)	-	15,951	10,136	11,000	1,176	5,500	(5,500)	-50.0%
<i>chairs, carpet</i>									
901-42-2100-580	Equipment (capitalized \$5k+)	33,414	16,327	6,316	13,500	13,251	5,000	(8,500)	-63.0%
Total Capital Outlay		103,461	78,696	57,461	68,500	17,517	54,500	(14,000)	-20.4%
Contingency Funds		-	-	-	-	-	-	-	
TOTAL EXPENDITURES		2,433,970	2,495,290	2,530,151	2,677,439	1,380,912	2,749,372	71,933	2.69%

**2021 PROPOSED BUDGET
PROJECTED CITY CONTRIBUTIONS
TRI-CITY POLICE FORMULA**

Factors:	Weight:
Calls	40%
Population	40%
IACP Formula	20%
	<u>100%</u>

What is needed: **\$ 2,697,872**

	Calls 3 yr Avg		Population 2019		IACP Formula 2019		Formula %	ANNUAL CONTRIBUTION	MONTHLY
Centerville	4,527	29.59%	4,050	35.32%	4.15	27.70%	31.5061%	\$ 849,994	\$ 70,832.83
Circle Pines	5,887	38.49%	5,061	44.14%	5.83	38.92%	40.8329%	\$ 1,101,620	\$ 91,801.67
Lexington	4,882	31.92%	2,356	20.55%	5.00	33.38%	27.6610%	\$ 746,258	\$ 62,188.16
	<u>15,297</u>		<u>11,467</u>		<u>14.98</u>		<u>100.0000%</u>	<u>\$ 2,697,872</u>	<u>\$ 224,822.66</u>

	2019 ANNUAL CONTRIBUTION	CHANGE FROM 2019
Centerville	\$ 867,428	\$ (17,434)
Circle Pines	\$ 1,005,043	\$ 96,577
Lexington	\$ 698,862	\$ 47,396
	<u>\$ 2,571,333</u>	<u>\$ 126,539</u>

	Calls				Population		IACP Formula	
	2019	2018	2017	3 yr Avg	2019	2018	2019	2018
Centerville	4368	4388	4825	4,527	4,050	4,047	4.15	4.17
Circle Pines	6147	5987	5528	5,887	5,061	5,076	5.83	5.68
Lexington	5267	4605	4775	4,882	2,356	2,109	5.00	4.37
	<u>15,782</u>	<u>14,980</u>	<u>15,128</u>	<u>15,297</u>	<u>11,467</u>	<u>11,232</u>	<u>14.98</u>	<u>14.22</u>

Changes - CY vs PY

	Calls	Population	IACP Formula
Centerville	-20	3	(0.02)
Circle Pines	160	(15)	0.15
Lexington	662	247	0.63



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

REVENUES:

Contract Revenues

	12/31/2017	12/31/2018	12/31/2019	2020 12/31/2020	2020 6/30/2020	PROPOSED 2021	2021 PROPOSED vs 2020 ADOPTED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
801-31-1220-000 Circle Pines Contract	304,962	309,761	307,392	313,848	235,386	313,276	(572)	-0.18%
802-31-1220-000 Circle Pines Contract-Capital Equipment Portion		25,000	35,000	40,000	30,000	40,000		
801-31-1230-000 Centerville Contract	244,969	240,170	241,761	257,824	128,912	258,396	572	0.22%
802-31-1230-000 Centerville Contract-Capital Equipment Portion		25,000	35,000	40,000	20,000	40,000		
Amount to be Provided by Cities	549,931	599,931	619,153	651,672	414,298	651,672	-	0.00%

Intergovernmental

801-33-3440-000 State Grants/Reimbursements	54,440	0	18,910	6,000	1,676	6,000	0	0.00%
801-33-3470-000 State - Fire Aid		59,535	49,864	0	0	-		
801-33-3620-000 County Other - Anoka County Fire Protection		10,163	6,163	10,000	0	10,000	0	0.00%
801-33-3640-000 Grants-Miscellaneous		15,000	2,000	0	0	-	0	
Total Intergovernmental	54,440	84,698	76,936	16,000	1,676	16,000	-	0.00%

Charges for Services

801-34-4410-000 Fire Services	8,068	896	544	3,000	0	3,000	0	0.00%
801-34-4415-000 Permits/Inspection Fees	2,115	2,380	1,495	1,500	1,365	1,500	0	0.00%
801-34-4420-000 Building Space Lease	0	0	0	0	0	-	0	
801-34-4425-000 Safety Camp/Fire Prevention	0	0	0	0	0	-	0	
801-34-4430-000 EMT/First Aid Training	36,630	49,581	31,796	45,000	15,975	45,000	0	0.00%
Total Charges for Services	46,813	52,857	33,835	49,500	17,340	49,500	-	0.00%

Miscellaneous

801-36-6210-000 Interest on Investments	791	2,027	2,157	500	781	500	0	0.00%
802-36-6210-000 Interest on Investments		4	1,209	0	0		0	
801-36-6235-000 Miscellaneous	4,568	2,538	1,423	5,500	112	5,500	0	0.00%
801-36-6240-000 Equipment Sales		8,200	12,117	0	0		0	
801-36-6250-000 Donations	2,684	2,000	200	1,000	0	1,000	0	0.00%
Total Miscellaneous	8,043	14,768	17,106	7,000	893	7,000	-	0.00%

TOTAL REVENUE	659,227	752,254	747,030	724,172	434,207	724,172	-	0.00%
TOTAL EXPENDITURES	635,520	711,045	700,446	724,172	332,126	724,172	(0)	0.00%
REVENUES OVER (UNDER) EXPENDITURES	23,707	41,209	46,584	-	102,081	0	0	

EXPENDITURES:

Personnel

801-42-2210-101 Salaries-Full Time (2) [pc 1-02]	163,237	172,750	175,265	181,948	75,954	102,815	-79133	-43.5%
801-42-2210-111 Salaries-Part Time (0) EMS Coordinator	48,251	50,107	51,235	48,033	31,550	42,061	-5972	-12.4%
801-42-2210-102 Salaries-Officer Salaries (On-call x 5) [pc 7-00]	15,000	8,975	5,300	11,100	3,650	11,100	0	0.0%
801-42-2210-104 Salaries-Duty Crew [pc 1-06]		13,214	18,670	0	15,403	72,665	72665	
801-42-2210-105 Salaries-Fire Calls - On-call (40) [pc 1-03]	10,367	10,949	10,209	12,000	5,332	12,000	0	0.0%



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

	12/31/2017	12/31/2018	12/31/2019	2020		PROPOSED	2021 PROPOSED vs		
				12/31/2020	6/30/2020		2020 ADOPTED		
				ACTUAL	ACTUAL		ACTUAL	BUDGET	ACTUAL
801-42-2210-106 Salaries-Rescue/Medical Calls - On-call (40) [pc 2-0]	12,638	14,229	17,475	17,000	6,048	17,000	0	0.0%	
801-42-2210-107 Salaries-Training Drills - All [pc 4 & 6-01]	29,779	24,508	26,965	31,000	11,342	31,000	0	0.0%	
801-42-2210-108 Salaries-Maintenance Salaries [pc 3]		1,075	828	0	0	-	0		
801-42-2210-109 Salaries-Fire Prevention [pc 5-01]	3,696	7,308	6,371	10,000	1,159	10,000	0	0.0%	
801-42-2210-112 Salaries-Fire Instructor		1,333	663	0	0	-	0		
801-42-2210-115 Salaries-Fire Academy Instructors [pc 6-03 & 6-04]	2,921	9,097	5,358	10,000	0	10,000	0	0.0%	
801-42-2210-116 Salaries-EMS Events [pc 2-02]		2,434	2,030				0		
801-42-2240-104 Salaries-Emergency Medical Training Instructors [p	8,283	9,573	10,956	15,000	4,457	15,000	0	0.0%	
801-42-2210-120 Payroll Taxes (FICA)	12,056	13,246	13,408	14,176	6,583	14,550	374	2.6%	
801-42-2240-120 Payroll Taxes (FICA) - EMS Training		732	838	1,148	341	3,218	2070	180.3%	
801-42-2210-121 PERA	30,413	31,772	33,907	35,807	13,563	26,803	-9004	-25.1%	
801-42-2240-130 Payroll Benefits-EMS Training		884	1,044	977	402	1,330	353	36.1%	
801-42-2210-130 Payroll Benefits (Insurance)	35,022	31,404	31,283	29,926	11,035	17,869	-12057	-40.3%	
<i>Health, Life, & Dental Insurance, H.S.A Contributions</i>									
<i>Flexible Spending & Cobra Fees</i>									
801-42-2210-150 Worker's Compensation Insurance	20,858	20,493	21,322	25,000	28,268	30,000	5000	20.0%	
801-42-2210-160 Fire Relief Association Pension	71,700	73,669	75,364	25,500	0	25,500	0	0.0%	
Total Personnel Costs	430,887	497,751	508,489	468,615	215,086	442,911	(25,704)	-5.5%	



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

		12/31/2017	12/31/2018	12/31/2019	2020		PROPOSED	2021 PROPOSED vs	
					12/31/2020	6/30/2020		2020 ADOPTED	
					ACTUAL	ACTUAL		ACTUAL	BUDGET
Supplies									
801-42-2210-201	Office/Copying/Computer Supplies <i>Photo copier supplies, paper, drums, toner Computer supplies, postage meter supplies</i>	3,560	3,519	1,584	4,000	1,099	4,000	0	0.0%
801-42-2210-202	Cleaning/Supplies <i>Cleaning supplies and equipment paper products, bulbs, trash bags</i>	1,705	405	857	1,100	479	1,100	0	0.0%
801-42-2210-203	Printed Forms <i>Checks, envelopes, letterhead, business cards State/County forms, etc.</i>	24	123	0	150	399	150	0	0.0%
801-42-2210-204	Tool & Small Equipment Supplies <i>Lights, Hands tools, tarps, foam, flares pagers, flashlights, axes, pike poles</i>	5,157	3,913	4,065	19,750	6,968	19,750	0	0.0%
801-42-2210-212	Fuel <i>Vehicle fuel</i>	5,121	5,463	5,110	5,500	1,224	5,500	0	0.0%
801-42-2210-213	Vehicle Supplies <i>Oil and lubes, anti-freeze and fluids, Windshield wipers, fuses, connectors</i>	9,094	401	665	500	217	500	0	0.0%
801-42-2210-216	Medical/Fire Supplies <i>Medical supplies, fire extinguishers, vaccinations Defib. batteries, bandages, airways, face masks</i>	1,170	1,428	1,542	1,500	702	1,500	0	0.0%
801-42-2210-217	Fire Prevention Supplies <i>Helmets, stickers, smoke detectors</i>	811	683	972	1,000	50	1,000	0	0.0%
801-42-2210-218	Uniforms <i>Firefighter uniforms, badges, jumpsuits, station wear</i>	2,553	5,339	2,115	4,000	-258	4,000	0	0.0%
801-42-2210-219	Miscellaneous Supplies	183	142	209	1,000	0	1,000	0	0.0%
	Total Supplies (not including EMS)	29,378	21,415	17,120	38,500	10,879	38,500	-	0.0%
801-42-2240-201	EMS Supplies/Books/Exam Fees	6,929	4,159	5,031	5,500	321	5,500	0	0.0%
801-42-2240-218	EMS Training Uniforms	0	0	524	300	0	300	0	0.0%
801-42-2240-302	EMS Contracted Services	0	0	0	0	0	-	0	0.0%
801-42-2240-331	EMS Travel	0	0	0	1,000	250	1,000	0	0.0%
801-42-2240-350	EMS Printing & Publications	0	0	0	0	0	-	0	0.0%
801-42-2240-433	EMS Training Dues	0	102	450	500	102	500	0	0.0%
	Total EMS Supplies	6,929	4,261	6,005	7,300	674	7,300	-	0.0%
Contracted Services									
801-42-2210-301	Auditing and Accounting Services	13,435	13,675	13,895	14,050	12,410	14,216	166	1.2%



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

		12/31/2017	12/31/2018	12/31/2019	2020		PROPOSED	2021 PROPOSED vs	
					12/31/2020	6/30/2020		2020 ADOPTED	
					ACTUAL	ACTUAL		ACTUAL	BUDGET
801-42-2210-307	Consulting/Testing <i>Vital Work Life EAP</i>	837	0	0	1,500	9,750	1,500	0	0.0%
801-42-2210-308	Personnel Testing/Recruiting/Retention <i>Pre-employment testing, drug screening psych tests, med physicals</i>	7,268	2,208	5,020	3,000	316	3,000	0	0.0%
801-42-2210-320	Roseville JT Powers Agreements (IT) <i>Network, IT Service, Internet, Phones</i>	13,801	12,076	12,866	14,357	7,401	17,775	3418	23.8%
801-42-2210-321	Communications <i>Cell phone service, wifi and broadband Anoka Co Fire Protection Council PSDS</i>	8,522	11,769	11,655	12,000	8,622	12,000	0	0.0%
801-42-2210-322	Postage	146	138	124	150	0	150	0	0.0%
801-42-2210-331	Travel/Training <i>Training/conference tuition, meals, lodging Mileage, MN Chiefs, IAFC Conf, Fire Inspector, National Fire Academy, Firefighter Training I-II Cert. Renewel</i>	4,622	8,853	13,625	10,000	4,249	15,000	5000	50.0%
801-42-2210-332	Training Supplies <i>Supplies for classes taught by Dept</i>	0	322	1,337	2,000	0	2,000	0	0.0%
801-42-2210-350	Printing and Publishing <i>Notices, auctions, personnel ads</i>	300	45	168	100	0	100	0	0.0%
801-42-2210-361	Property/Liability Insurance <i>Professional liability, property, vehicles, building</i>	3,604	6,306	5,271	6,000	5,369	6,000	0	0.0%
801-42-2210-380	Utilities <i>Centennial Utilities, Connexus</i>	10,675	11,502	10,713	11,500	4,570	11,500	0	0.0%
801-42-2210-385	800 MHZ User Fees <i>Anoka Co Communications, Radio contract</i>	0	0	0	0	0	-	0	
Total Contracted Services		63,210	66,894	74,674	74,657	52,687	83,241	8,584	11.5%
Maintenance									
801-42-2210-401	Building/Grounds Maintenance <i>Building maintenance & repair, electrical, cable, grounds, overhead doors, paint</i>	13,762	28,078	8,705	6,000	3,880	6,000	0	0.0%
801-42-2210-404	Vehicle Repair & Maintenance <i>Vehicle repairs and parts, car wash, tires</i>	24,120	19,412	14,071	20,000	2,033	20,000	0	0.0%
801-42-2210-405	Equipment Repair and Maintenance <i>Maintenance of fire equipment, power equipment, small engines</i>	4,008	4,542	4,937	4,000	2,484	4,000	0	0.0%
801-42-2210-406	Office Equipment/Software Maintenance <i>Software Support, repair of computers & printers</i>	1,231	188	435	1,000	373	1,000	0	0.0%
801-42-2210-407	Fire Radio/Pager repair	0	26	114	500	0	500	0	0.0%



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

	12/31/2017	12/31/2018	12/31/2019	2020		PROPOSED	2021 PROPOSED vs	
				12/31/2020	6/30/2020		2020 ADOPTED	
				ACTUAL	ACTUAL		ACTUAL	BUDGET
801-42-2210-433 Dues <i>MN Fire Chiefs, MN Fire Inv, MN Fire Marshal, MN Fire Dep, NFPA, NAFL Inv, IAAI, Metro Chiefs</i>	677	1,516	472	1,500	1,306	1,500	0	0.0%
801-42-2210-435 Subscriptions and Books <i>Subscriptions, legal publications</i>	553	334	623	600	0	600	0	0.0%
801-42-2210-495 Miscellaneous <i>Governing Board expenses IE: plaques, flowers Volunteer recognition, recruitment/retention,</i>	1,245	1,365	774	1,500	1,183	1,500	0	0.0%
Total Maintenance	45,596	55,461	30,131	35,100	11,260	35,100	-	0.0%



CENTENNIAL FIRE DEPARTMENT

2021 PROPOSED BUDGET

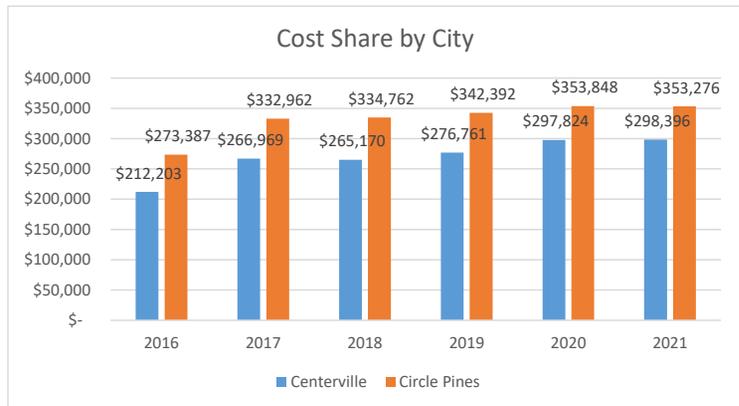
Capital Outlay

	12/31/2017	12/31/2018	12/31/2019	2020		PROPOSED	2021 PROPOSED vs	
				12/31/2020	6/30/2020		2020 ADOPTED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	2021	\$	%
801-42-2210-570 New/Replacement Equipment <\$5,000 <i>Saws, fans, personal gear, ladders, SCBA, hose</i>	9,520	25,263	24,027	13,000	1,541	13,000	0	0.0%
801-42-2210-580 New/Replacement Equipment \$5,000+				7,000	0	7,000	0	0.0%
Total Capital Outlay	9,520	25,263	24,027	20,000	1,541	20,000	-	0.0%
802-42-2210-570 Capital Equipment Fund	50,000	0	0	40,000	0	80,000	40000	100.0%
802-42-2210-600 Capital Equipment-Principal Payment		40,000	40,000	40,000	40,000	0	-40000	-100.0%
Total Capital Equipment	50,000	40,000	40,000	80,000	40,000	80,000	-	0.0%
Contingency Funds	0	0	0	0	0	17,120	17,120	
TOTAL EXPENDITURES	635,520	711,045	700,446	724,172	332,126	724,172	(0)	0.00%

2021 Budget	Centerville	Circle Pines	Total
2015 Calls for Service	182	281	463
2016 Calls for Service	107	254	361
2017 Calls for Service	122	191	313
2018 Calls for Service	139	217	356
2019 Calls for Service	156	242	398
Total Calls for Service (Last 5 Yrs)	706	1,185	1,891
Five Year Call Average	141.20	237.00	378.20
Market Value per Anoka County	413,901,900	435,044,900	848,946,800
Market Value divided by 1M	413.90	435.04	848.94
Population per Met Council- 2019	4,050	5,061	9,111
Population divided by 100	40.50	50.61	91.11
Total	595.60	722.65	1,318.25
Percentage of Total	45.2%	54.8%	100.0%
2021 Budget Contract	\$ 258,396	\$ 313,276	\$ 571,672
Miscellaneous Calculations			
Cost per resident	73.68	69.80	71.53
Cost per 100,000 valuation	72.09	81.20	76.76

Previous Yr's Calculations		
139.4	237.8	377.2
414.23	435.53	849.76
40.47	50.76	91.23
594.1	724.09	1318.19
45.1%	54.9%	100.0%

Year	Centerville	Circle Pines
2016	\$ 212,203	\$ 273,387
2017	\$ 266,969	\$ 332,962
2018	\$ 265,170	\$ 334,762
2019	\$ 276,761	\$ 342,392
2020	\$ 297,824	\$ 353,848
2021	\$ 298,396	\$ 353,276
Change 2020 vs. 2021	\$ 572	\$ (572)





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 NMTTC 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.

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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 long horizontal flourish extending to the right.

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.

2021
North Metro Telecommunications Commission Budget

	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 cities \$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	1,693,106	

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 Carbointes, Blackstorm, Tr	1	18000	18000
2021-5	Imagine Equipment Support	Imagine Commuical	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	IM-PREM-SUPP-1	HaiVISION	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
						0

Control Room/Studio B

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-30						0
						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	MVKN12TWINCCUS	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
						0

Public Access

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

News Department

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

Special Events

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

Municipal Services

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

2020 Street and Utility Improvement Project

Pay Voucher 5



Client: City of Circle Pines 200 Civic Heights Circle Circle Pines, MN 55014-1788	Contractor: Kuechle Underground 10998 State Highway 55 Kimball, MN 55353
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WSB Project No.: R-013714-000
Client Project No.:
State Project No.: S.A.P. 244-103-002 & 244-104-002
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$4,034,753.76	Original	\$4,034,753.76
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$4,034,753.76	Total	\$4,034,753.76

Work Certified To Date	
Base Bid Items	\$3,596,467.08
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$3,596,467.08

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$383,859.09	\$3,596,467.08	\$179,823.35	\$3,051,977.60	\$364,666.13	\$3,416,643.73
Percent: Retained: 5%			Percent Complete: 89.14%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By WSB


Eric Eckman, PE, Project Manager

September 2, 2020

Date

Approved By Kuechle Underground


Contractor

9/3/2020

Date

Approved By City of Circle Pines

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	05/06/20	\$497,678.68	\$24,883.93	\$472,794.75
2	05/31/20	\$694,037.28	\$34,701.87	\$659,335.41
3	06/26/20	\$1,110,335.72	\$55,516.78	\$1,054,818.94
4	07/31/20	\$910,556.32	\$45,527.82	\$865,028.50
5	08/28/20	\$383,859.09	\$19,192.95	\$364,666.14

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
1 - Civic Heights Drive	\$193,329.19	\$9,666.46	\$181,430.23	\$2,232.50	\$183,662.73
2 - Pine Drive South	\$56,355.26	\$2,817.76	\$52,421.25	\$1,116.25	\$53,537.50
3 - Non-Participating	\$3,346,782.63	\$167,339.13	\$2,818,126.11	\$361,317.39	\$3,179,443.50

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1 - SAP 244-103-002	MSA/Local Roadway	\$2,232.50			\$183,662.73
2 - SAP 244-104-002	MSA/Local Roadway	\$1,116.25			\$53,537.50
3 - LOCAL	Local Roadway	\$361,317.39			\$3,179,443.50

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$47,000.00	1	0.25	\$11,750.00	1	\$47,000.00
2	2101.524	CLEARING	TREE	\$320.00	47	2	\$640.00	121	\$38,720.00
3	2101.524	GRUBBING	TREE	\$180.00	47	1	\$180.00	107	\$19,260.00
4	2104.502	REMOVE MISCELLANEOUS STRUCTURES	EACH	\$500.00	1	0	\$0.00	2	\$1,000.00
5	2104.502	REMOVE MANHOLE	EACH	\$520.00	33	2	\$1,040.00	30	\$15,600.00
6	2104.502	REMOVE GATE VALVE & BOX	EACH	\$26.00	13	1	\$26.00	5	\$130.00
7	2104.502	REMOVE CURB STOP & BOX	EACH	\$26.00	126	19	\$494.00	129	\$3,354.00
8	2104.502	REMOVE HYDRANT	EACH	\$260.00	10	3	\$780.00	10	\$2,600.00
9	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$520.00	26	10	\$5,200.00	25	\$13,000.00
10	2104.502	REMOVE SIGN	EACH	\$45.00	22	0	\$0.00	0	\$0.00
11	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$3.00	1610	60	\$180.00	1406	\$4,218.00
12	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$3.00	2380	148	\$444.00	1239	\$3,717.00
13	2104.503	REMOVE PERFORATED PIPE	L F	\$1.00	840	0	\$0.00	380	\$380.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
14	2104.503	REMOVE WATER MAIN	L F	\$1.30	6690	954	\$1,240.20	6602.5	\$8,583.25
15	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$12.00	1494	280	\$3,360.00	1407	\$16,884.00
16	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	\$0.01	6043	400	\$4.00	6111	\$61.11
17	2104.503	REMOVE CURB & GUTTER	L F	\$3.00	13615	188	\$564.00	16949	\$50,847.00
18	2104.503	REMOVE SANITARY SERVICE PIPE	L F	\$0.01	4366	275.5	\$2.76	4147.5	\$41.48
19	2104.503	REMOVE WATER SERVICE PIPE	L F	\$0.01	4366	602.5	\$6.03	4092.5	\$40.93
20	2104.503	ABATE ASBESTOS-CONTAINING PIPES	L F	\$8.00	2000	0	\$0.00	6343	\$50,744.00
21	2104.503	SALVAGE FENCE	L F	\$12.00	109	0	\$0.00	109	\$1,308.00
22	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$4.00	1210	73	\$292.00	1256.7	\$5,026.80
23	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$3.00	2265	99	\$297.00	1855.6	\$5,566.80
24	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$9.00	21853	0	\$0.00	22053	\$198,477.00
25	2104.518	REMOVE CONCRETE WALK	S F	\$2.00	1857	0	\$0.00	2176	\$4,352.00
26	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$35,000.00	1	0.096	\$3,360.00	0.516	\$18,060.00
27	2104.618	SALVAGE BRICK PAVERS	S F	\$5.00	200	0	\$0.00	0	\$0.00
28	2105.601	DEWATERING	LS	\$105,000.00	1	0	\$0.00	1	\$105,000.00
29	2106.507	EXCAVATION - COMMON (P)	C Y	\$13.00	6230	1699	\$22,087.00	6867	\$89,271.00
30	2106.507	EXCAVATION - SUBGRADE	C Y	\$12.00	728	0	\$0.00	54	\$648.00
31	2106.507	GRANULAR EMBANKMENT (CV)	C Y	\$20.00	728	0	\$0.00	54	\$1,080.00
32	2112.519	SUBGRADE PREPARATION	RDST	\$200.00	92.9	35.4	\$7,080.00	92.9	\$18,580.00
33	2123.510	COMMON LABORERS	HOUR	\$50.00	50	0	\$0.00	0	\$0.00
34	2123.610	SKID LOADER	HOUR	\$100.00	50	13.4	\$1,340.00	13.4	\$1,340.00
35	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$150.00	110	0	\$0.00	29	\$4,350.00
36	2130.523	WATER	MGAL	\$2.00	180	0	\$0.00	0	\$0.00
37	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$0.01	4821	5800	\$58.00	5800	\$58.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
38	2215.504	FULL DEPTH RECLAMATION	S Y	\$6.00	10840	0	\$0.00	14101	\$84,606.00
39	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$23.00	160	0	\$0.00	0	\$0.00
40	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.00	1531	100	\$300.00	950	\$2,850.00
41	2360.503	TYPE SP 9.5 WEAR CRS MIX (2,B) 3.0" THICK	S Y	\$24.00	1610	390.5	\$9,372.00	1351.9	\$32,445.60
42	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	\$72.00	4517	0	\$0.00	2177.05	\$156,747.60
43	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3;C)	TON	\$70.00	2593	1125.41	\$78,778.70	2267.04	\$158,692.80
44	2501.502	36" RC PIPE APRON	EACH	\$2,600.00	1	0	\$0.00	1	\$2,600.00
45	2501.602	TRASH GUARD FOR 36" PIPE APRON	EACH	\$2,500.00	1	0	\$0.00	1	\$2,500.00
46	2502.503	6" PVC PIPE DRAIN	L F	\$18.00	840	0	\$0.00	380	\$6,840.00
47	2502.601	IRRIGATION SYSTEM PROVISION	LS	\$10,000.00	1	0.16	\$1,600.00	0.88	\$8,800.00
48	2502.602	CONNECT TO EXISTING PIPE DRAIN	EACH	\$1,300.00	2	0	\$0.00	1	\$1,300.00
49	2501.503	18" RC PIPE CULVERT DES 3006 CL V	L F	\$53.00	1343	0	\$0.00	1343	\$71,179.00
50	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	\$49.00	1627	96	\$4,704.00	1682	\$82,418.00
51	2503.503	21" RC PIPE SEWER DES 3006 CL III	L F	\$58.00	955	0	\$0.00	955	\$55,390.00
52	2503.503	24" RC PIPE SEWER DES 3006 CL III	L F	\$61.00	585	0	\$0.00	562	\$34,282.00
53	2503.503	30" RC PIPE SEWER DES 3006 CL III	L F	\$84.00	208	0	\$0.00	208	\$17,472.00
54	2503.503	36" RC PIPE SEWER DES 3006 CL III	L F	\$141.00	19	0	\$0.00	13	\$1,833.00
55	2503.601	SANITARY SEWER BYPASS PUMPING	L S	\$5,000.00	1	0	\$0.00	1	\$5,000.00
56	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$1,500.00	3	0	\$0.00	3	\$4,500.00
57	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	\$1,500.00	1	0	\$0.00	1	\$1,500.00
58	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,300.00	2	2	\$2,600.00	2	\$2,600.00
59	2503.602	CONNECT TO EXISTING FORCE MAIN	EACH	\$1,700.00	1	0	\$0.00	1	\$1,700.00
60	2503.602	RECONNECT TO EXISTING SANITARY SEWER SER	EACH	\$280.00	126	19	\$5,320.00	126	\$35,280.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
61	2503.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$3,000.00	2	0	\$0.00	2	\$6,000.00
62	2503.602	8"X6" PVC WYE	EACH	\$550.00	121	11	\$6,050.00	121	\$66,550.00
63	2503.602	12"X6" PVC WYE	EACH	\$700.00	5	0	\$0.00	4	\$2,800.00
64	2503.603	8" PVC PIPE SEWER - SDR 26	L F	\$49.00	949	18	\$882.00	949	\$46,501.00
65	2503.603	8" PVC PIPE SEWER - SDR 35	L F	\$48.00	4347	321	\$15,408.00	4352	\$208,896.00
66	2503.603	TELEWISE SANITARY SEWER	L F	\$1.25	6035	0	\$0.00	5177	\$6,471.25
67	2503.503	6" PVC PIPE SEWER	L F	\$19.00	4366	644.5	\$12,245.50	4147.5	\$78,802.50
68	2503.603	6" PVC FORCE MAIN	L F	\$38.00	90	0	\$0.00	75.2	\$2,857.60
69	2503.603	12" PVC PIPE SEWER SDR 35	L F	\$53.00	739	-13	-\$689.00	752.64	\$39,889.92
70	2504.601	TEMPORARY WATER SERVICE	LS	\$65,000.00	1	0	\$0.00	1	\$65,000.00
71	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$2,300.00	7	2	\$4,600.00	7	\$16,100.00
72	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	\$290.00	126	19	\$5,510.00	128	\$37,120.00
73	2504.602	HYDRANT	EACH	\$6,600.00	16	3	\$19,800.00	16	\$105,600.00
74	2504.602	ADJUST GATE VALVE & BOX	EACH	\$680.00	5	0	\$0.00	7	\$4,760.00
75	2504.602	1" CORPORATION STOP	EACH	\$500.00	126	19	\$9,500.00	128	\$64,000.00
76	2504.602	8" GATE VALVE & BOX	EACH	\$2,800.00	19	3	\$8,400.00	17	\$47,600.00
77	2504.602	12" GATE VALVE & BOX	EACH	\$4,300.00	3	0	\$0.00	3	\$12,900.00
78	2504.602	1" CURB STOP & BOX	EACH	\$500.00	126	19	\$9,500.00	128	\$64,000.00
79	2504.603	1" TYPE PE PIPE	L F	\$17.00	4366	602.5	\$10,242.50	4092.5	\$69,572.50
80	2504.603	6" PVC WATERMAIN	L F	\$24.00	209	45	\$1,080.00	217.1	\$5,210.40
81	2504.603	8" PVC WATERMAIN	L F	\$28.00	5183	939	\$26,292.00	5151	\$144,228.00
82	2504.603	12" PVC WATERMAIN	L F	\$37.00	1408	-40	-\$1,480.00	1321	\$48,877.00
83	2504.604	4" POLYSTYRENE INSULATION	S Y	\$19.00	150	0	\$0.00	85.4	\$1,622.60
84	2504.608	DUCTILE IRON FITTINGS	LB	\$12.00	3649	560	\$6,720.00	3735	\$44,820.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
85	2506.502	CASTING ASSEMBLY	EACH	\$960.00	57	0	\$0.00	44	\$42,240.00
86	2506.502	ADJUST FRAME & RING CASTING	EACH	\$660.00	10	0	\$0.00	17	\$11,220.00
87	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$660.00	149.5	18.72	\$12,355.20	147.78	\$97,534.80
88	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	\$810.00	6.3	0.06	\$48.60	12.52	\$10,141.20
89	2506.503	CONST DRAINAGE STRUCTURE DES 72-4020	L F	\$840.00	14.3	0	\$0.00	18.33	\$15,397.20
90	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	\$2,300.00	20	2	\$4,600.00	21	\$48,300.00
91	2506.602	CASTING ASSEMBLY (SANITARY)	EACH	\$1,100.00	32	0	\$0.00	11	\$12,100.00
92	2506.602	CHIMNEY SEALS	EACH	\$220.00	110	0	\$0.00	26	\$5,720.00
93	2506.603	CONSTRUCT 48" DIA SAN MANHOLE	L F	\$400.00	401	23.41	\$9,364.00	389.86	\$155,944.00
94	2511.507	RANDOM RIPRAP CLASS III	C Y	\$118.00	23	0	\$0.00	15	\$1,770.00
95	2521.518	4" CONCRETE WALK	S F	\$7.00	1466	0	\$0.00	759	\$5,313.00
96	2521.518	6" CONCRETE WALK	S F	\$12.00	665	0	\$0.00	1623	\$19,476.00
97	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$12.00	13088	0	\$0.00	14070	\$168,840.00
98	2531.503	CONCRETE CURB & GUTTER DESIGN D412	L F	\$25.00	332	0	\$0.00	202	\$5,050.00
99	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$46.00	2285	544.1	\$25,028.60	1671.5	\$76,889.00
100	2531.603	CONCRETE CURB & GUTTER DES SURMOUNTABLE	L F	\$25.00	195	0	\$0.00	0	\$0.00
101	2531.618	TRUNCATED DOMES	S F	\$100.00	128	0	\$0.00	52	\$5,200.00
102	2540.602	MAIL BOX	EACH	\$30.00	126	0	\$0.00	50	\$1,500.00
103	2540.602	MAIL BOX SUPPORT	EACH	\$180.00	126	0	\$0.00	23	\$4,140.00
104	2540.602	TEMPORARY MAIL BOX	EACH	\$85.00	126	0	\$0.00	128	\$10,880.00
105	2540.618	INSTALL BRICK PAVERS	S F	\$25.00	200	100	\$2,500.00	100	\$2,500.00
106	2557.602	REPAIR DOG FENCE	EACH	\$230.00	25	0	\$0.00	0	\$0.00
107	2557.603	INSTALL FENCE	L F	\$12.00	109	327	\$3,924.00	327	\$3,924.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
108	2563.601	TRAFFIC CONTROL	LS	\$7,100.00	1	0	\$0.00	0.75	\$5,325.00
109	2564.518	SIGN PANELS TYPE C	S F	\$40.00	113	29.5	\$1,180.00	29.5	\$1,180.00
110	2564.602	SIGN PANELS TYPE SPECIAL	EACH	\$530.00	6	1	\$530.00	1	\$530.00
111	2565.602	RIGID PVC LOOP DETECTOR 6'X6'	EACH	\$1,100.00	8	0	\$0.00	3	\$3,300.00
112	2571.524	CONIFEROUS TREE 8' HT B&B	TREE	\$450.00	13	0	\$0.00	0	\$0.00
113	2571.524	DECIDUOUS TREE 2" CAL B&B	TREE	\$420.00	14	0	\$0.00	0	\$0.00
114	2572.503	CLEAN ROOT CUTTING	L F	\$5.00	1175	0	\$0.00	0	\$0.00
115	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$7,500.00	1	0.5	\$3,750.00	1	\$7,500.00
116	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$420.00	80	14	\$5,880.00	55	\$23,100.00
117	2573.503	SILT FENCE; TYPE MS	L F	\$2.00	1309	0	\$0.00	0	\$0.00
118	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$25.00	50	0	\$0.00	55	\$1,375.00
119	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.00	6544	70	\$210.00	700	\$2,100.00
120	2574.507	COMMON TOPSOIL BORROW	C Y	\$24.00	2360	722	\$17,328.00	1912	\$45,888.00
121	2575.504	SODDING TYPE MINERAL	S Y	\$4.75	21235	0	\$0.00	9562	\$45,419.50
122	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$5.00	100	0	\$0.00	0	\$0.00
123	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$400.00	26	0	\$0.00	0	\$0.00
124	2582.503	4" SOLID LINE MULTI COMP	L F	\$1.00	186	0	\$0.00	174	\$174.00
125	2582.503	24" SOLID LINE MULTI COMP	L F	\$10.00	34	0	\$0.00	0	\$0.00
126	2582.503	4" DBLE SOLID LINE MULTI COMP	L F	\$2.00	301	0	\$0.00	180	\$360.00
127	2582.518	PAVT MSSG MULTI COMP	S F	\$4.00	104	0	\$0.00	104	\$416.00
128	2582.518	CROSSWALK MULTI COMP	S F	\$6.00	414	0	\$0.00	0	\$0.00
129	2021.501	MOBILIZATION	LS	\$3,600.00	1	0	\$0.00	1	\$3,600.00
130	2104.502	REMOVE CASTING	EACH	\$260.00	4	0	\$0.00	2	\$520.00
131	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$5.00	72	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
132	2104.503	REMOVE CURB & GUTTER	L F	\$3.00	428	0	\$0.00	140	\$420.00
133	2104.518	REMOVE CONCRETE WALK	S F	\$2.00	100	0	\$0.00	0	\$0.00
134	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$150.00	5	0	\$0.00	0	\$0.00
135	2215.504	FULL DEPTH RECLAMATION	S Y	\$5.00	2086	0	\$0.00	2215	\$11,075.00
136	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$23.00	32	0	\$0.00	0	\$0.00
137	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.00	104	0	\$0.00	175	\$525.00
138	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	\$87.00	177	0	\$0.00	197.14	\$17,151.18
139	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3;C)	TON	\$78.00	236	0	\$0.00	253.77	\$19,794.06
140	2506.502	CASTING ASSEMBLY	EACH	\$960.00	4	0	\$0.00	2	\$1,920.00
141	2506.602	CHIMNEY SEALS	EACH	\$220.00	4	0	\$0.00	0	\$0.00
142	2521.518	6" CONCRETE WALK	S F	\$12.00	100	0	\$0.00	0	\$0.00
143	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	\$25.00	82	0	\$0.00	69	\$1,725.00
144	2531.503	CONCRETE CURB & GUTTER DESIGN D412	L F	\$25.00	346	0	\$0.00	71	\$1,775.00
145	2531.618	TRUNCATED DOMES	S F	\$100.00	20	0	\$0.00	0	\$0.00
146	2563.601	TRAFFIC CONTROL	LS	\$700.00	1	0	\$0.00	1	\$700.00
147	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$2,100.00	1	0	\$0.00	0	\$0.00
148	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$420.00	4	0	\$0.00	4	\$1,680.00
149	2574.507	COMMON TOPSOIL BORROW	C Y	\$40.00	24	0	\$0.00	38	\$1,520.00
150	2575.504	SODDING TYPE MINERAL	S Y	\$10.00	37	0	\$0.00	265	\$2,650.00
151	2582.503	4" SOLID LINE MULTI COMP	L F	\$2.00	318	0	\$0.00	266	\$532.00
152	2582.518	PAVT MSSG MULTI COMP	S F	\$30.00	4	0	\$0.00	4	\$120.00
153	2582.518	CROSSWALK MULTI COMP	S F	\$4.40	72	0	\$0.00	0	\$0.00
Bid Totals:							\$383,859.09	\$3,596,467.08	

Project Category Totals		
Category	Amount This Voucher	Amount To Date
Alternate 1 - Civic Heights Circle	\$0.00	\$65,707.24
Base Bid	\$383,859.09	\$3,530,759.84

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Revised Contract Total: **\$3,596,467.08**

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining
65	2503.603	8" PVC PIPE SEWER - SDR 35	05/05/2020	763.66 L F \$36,655.68	763.66 L F \$36,655.68	0 L F \$0.00
81	2504.603	8" PVC WATERMAIN	05/05/2020	1,078 L F \$30,184.00	1,078 L F \$30,184.00	0 L F \$0.00
82	2504.603	12" PVC WATERMAIN	05/05/2020	1,039 L F \$38,443.00	1,039 L F \$38,443.00	0 L F \$0.00
84	2504.608	DUCTILE IRON FITTINGS	05/05/2020	1,282 LB \$15,384.00	1,282 LB \$15,384.00	0 LB \$0.00

RESOLUTION NO. 2020-20

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT ROLL
2020 FULL STREET RECONSTRUCTION PROJECT.**

WHEREAS, Pursuant to resolution of the Council adopted 10th day of September, 2019 ordering the improvements with reference to the improvement of Center Road between Crossway Drive/Stardust Boulevard and North Road, Stardust Boulevard between Aurora Lane and Center Road, North Star Lane, Aurora Lane, and Moonlite Drive in their entirety for the construction of new streets, the reconstruction and the installation of water mains, sanitary sewer, storm sewer; and

WHEREAS, costs have been determined for the improvement of Center Road between Crossway Drive/Stardust Boulevard and North Road, Stardust Boulevard between Aurora Lane and Center Road, North Star Lane, Aurora Lane, and Moonlite Drive in their entirety by full reconstruction; and the total estimated cost for such improvement is \$4,850,000 including \$1,857,000 for street improvements.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
CIRCLE PINES, MINNESOTA:**

1. The portion of the cost of such street improvement to be paid by the city is hereby declared to be \$1,225,620 and the portion of the cost to be assessed against benefitted property owners is declared to be \$631,380.
2. Assessments shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January, 2021 and shall bear interest at the rate of 3.51 percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the Circle Pines City Council this 8th day of September, 2020.

Dave Bartholomay, Mayor
(Seal)

ATTEST:

Patrick Antonen, City Administrator

RESOLUTION NO. 2020-21

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT ROLL
2020 PARTIAL STREET RECONSTRUCTION PROJECT.**

WHEREAS, Pursuant to resolution of the Council adopted 10th day of September, 2019 ordering the improvement of Civic Heights Drive West of Shady Way to Pine Drive, Pine Drive from Lake Drive to South Drive, Shepherd Court and Civic Heights Circle; and

WHEREAS, costs have been determined for the improvement of Civic Heights Drive West of Shady Way to Pine Drive, Pine Drive from Lake Drive to South Drive, Shepherd Court and Civic Heights Circle; and the total estimated cost for such improvement is \$441,000.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
CIRCLE PINES, MINNESOTA:**

1. The portion of the cost of such street improvement to be paid by the city is hereby declared to be \$264,150 and the portion of the cost to be assessed against benefitted property owners is declared to be \$176,850.
2. Assessments shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January, 2021 and shall bear interest at the rate of 3.51 percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the Circle Pines City Council this 8th day of September, 2020.

Dave Bartholomay, Mayor
(Seal)

ATTEST:

Patrick Antonen, City Administrator

RESOLUTION NO. 2020-22

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION CALLING HEARING ON PROPOSED ASSESSMENT
2020 FULL STREET RECONSTRUCTION PROJECT.**

WHEREAS, by a resolution passed by the council on September 8, 2020, the city clerk was directed to prepare a proposed assessment roll for the cost of improving Center Road between Crossway Drive/Stardust Boulevard and North Road, Stardust Boulevard between Aurora Lane and Center Road, North Star Lane, Aurora Lane, and Moonlite Drive in their entirety for the construction of new streets, the reconstruction and the installation of water mains, sanitary sewer, storm sewer; and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CIRCLE PINES, MINNESOTA:

1. A hearing shall be held on the 13th day of October, 2020 in the city hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to city, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He may at any time thereafter, pay to the city the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Circle Pines City Council this 8th day of September, 2020.

Attest:

Dave Bartholomay, Mayor
(Seal)

Patrick Antonen, City Administrator

RESOLUTION NO. 2020-23

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION CALLING HEARING ON PROPOSED ASSESSMENT
2020 PARTIAL STREET RECONSTRUCTION PROJECT.**

WHEREAS, by a resolution passed by the council on September 8, 2020, the city clerk was directed to prepare a proposed assessment roll for the cost of improving Civic Heights Drive West of Shady Way to Pine Drive, Pine Drive from Lake Drive to South Drive, Shepherd Court and Civic Heights Circle; and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CIRCLE PINES, MINNESOTA:

1. A hearing shall be held on the 13th day of October, 2020 in the city hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to city, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He may at any time thereafter, pay to the city the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Circle Pines City Council this 8th day of September, 2020.

Attest:

Dave Bartholomay, Mayor
(Seal)

Patrick Antonen, City Administrator

RESOLUTION NO. 2020-17

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

October of 2020 is proclaimed as

DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is *National Domestic Violence Awareness Month*; and

WHEREAS, during *National Domestic Violence Awareness Month*, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community, can do to eliminate its existence.

NOW THEREFORE BE IT RESOLVED AND KNOWN TO ALL that the Circle Pines City Council proclaims October to be Domestic Violence Awareness Month.

Adopted this 8th day of September, 2020.

Dave Bartholomay, Mayor

(SEAL)

Patrick Antonen, City Administrator