



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, June 22, 2020
7:00 p.m., Council Chamber

MAYOR: DUANE POPPE COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, MARK SCHULZ, LARRY STELMACH

1. **Call to Order**
2. **Roll Call** [quorum is 3]
3. **Pledge of Allegiance**
4. **Approval of Agenda** [requires unanimous additions]
5. **Consent Agenda** [requires unanimous approval]
 - A. Receive EDA Minutes of June 8
 - B. Approve Council Minutes of June 8
 - C. Receive April & May Fire Relief Gambling Reports
 - D. Receive May American Legion Gambling Report
 - E. Receive May Lions Club Gambling Report
 - F. Approve Training for Public Works
6. **Matters from the Floor**

Members of the public can submit comments online at www.DiscoverOsseo.com/virtual-meeting
7. **Special Business**
 - A. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Discuss Street and Alley Project CIP and Central Avenue Improvements Project – Lee Gustafson, WSB
 - B. Approve Proposal from WSB for 2021 Alley Project – Lee Gustafson, WSB
 - C. Discuss Police Body Camera Policy
 - D. Approve Resolution Supporting the Community Television Act (Resolution)
 - E. Discuss 2020 Music/Movies in the Park
 - F. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Farmers Market Starts July 7
14. **Adjournment**

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
June 8, 2020**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, June 8, 2020. Due to the COVID-19 pandemic this meeting was held virtually.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Sherry Murdock (6:05 p.m.), Duane Poppe, Mark Schulz, and Larry Stelmach.

Members absent: None.

Staff present: Executive Director Riley Grams and City Attorney Mary Tietjen.

Others present: Rebecca Kurtz, Ehlers.

2. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Schulz, to approve the Agenda as presented. A roll call vote was taken. The motion carried 6-0.

3. APPROVAL OF MINUTES – MAY 11, 2020

A motion was made by Burke, seconded by Johnson, to approve the minutes of May 11, 2020, as presented. A roll call vote was taken. The motion carried 6-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Executive Director Riley Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Burke, to approve the Accounts Payable. A roll call vote was taken. The motion carried 6-0.

7. OLD BUSINESS – None.

8. NEW BUSINESS

A. ANNUAL TAX INCREMENT FINANCING (TIF) REVIEW – Rebecca Kurtz, Ehlers

Rebecca Kurtz, Ehlers, provided the Commission with a presentation on the City TIF Districts. It was noted TIF was the ability to capture and use most of the increase in local property tax revenues from new development within a defined geographic area for a defined period of time without approval of the other taxing jurisdictions. She described why cities consider providing TIF assistance as part of an economic development strategy. She reported TIF assists in creating or

retaining jobs, the redevelopment of blighted properties, to remediate polluted sites, to construct affordable housing, to increase the tax base, and to change the market in the community. She reviewed what was included and excluded from TIF. She explained all TIF Districts need to have a specific project area.

Ms. Kurtz discussed the three different types of TIF Districts as being a redevelopment district, affordable housing, and economic development/job creation district. The process for public hearings was reviewed with the Council.

Johnson questioned how substandard was defined. Ms. Kurtz reported substandard was defined within State Statute and explained the company LHB was often brought in to assist with reviewing substandard buildings.

Johnson asked if a property owner could ask to be taken out of a TIF District. Ms. Kurtz stated property owners could not be taken out, as this was a decision made by the City Council and EDA. Further discussion ensued regarding the acquisition of land for future redevelopment.

Ms. Kurtz commented on how TIF increment can be spent by the City, along with discussing common financing options such as pay as you go notes, interfund loans, and general obligation TIF Bonds. She then reviewed the date the district was established, when the district would be decertified, and reviewed the debt that remains for the following TIF Districts:

- TIF District 2-4: Bell Tower
- TIF District 2-5: Realife Senior Housing
- TIF District 2-6: Celtic Crossing/Mary Patrice
- TIF District 2-8: Lynde's Project
- TIF District 2-9: 5 Central

Further discussion ensued regarding the interfund loan for the 5 Central project noting the interest rate was at four percent. Discussion was also held regarding the valuation appeal for the 5 Central property.

Ms. Kurtz anticipated the County should settle the value for the 5 Central property this year.

Johnson asked if the City was setting aside the TIF funds for this property in a special account. Groen reported the City was setting aside these funds.

9. REPORTS OR COMMENTS: Executive Director, President, Members

Stelmach stated it was great to see more businesses in Osseo open for business and restaurants open with outdoor seating.

10. ADJOURNMENT

A motion was made by Johnson, seconded by Murdock, to adjourn at 7:09 p.m. A roll call vote was taken. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
June 8, 2020**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:15 p.m. on Monday, June 8, 2020. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, and City Attorney Mary Tietjen.

Others present: None.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Stelmach, seconded by Hultstrom, to accept the Agenda as presented. A roll call vote was taken. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve Work Session Minutes of May 26
- B. Approve City Council Minutes of May 26
- C. Approve City Council Minutes of June 1 (Emergency Meeting)
- D. Receive May Building Report
- E. Approve Hire of Movie Attendant Elizabeth Dahlin
- F. Set Public Safety Advisory Committee Meeting for June 17 at 6:00 p.m.

A motion was made by Hultstrom, seconded by Johnson, to approve the Consent Agenda. A roll call vote was taken. The motion carried 5-0.

6. MATTERS FROM THE FLOOR

City Administrator Riley Grams reported he received a comment from Juliana Hultstrom at 808 1st Street NE thanking the Police Department for their swift response to the fireworks situation at 2 a.m. on Thursday, May 29.

Grams reported he received a phone message from James Kelly at 624 3rd Avenue NE stating he submitted a permit for a boulevard feature, and he wished all permits would be universally reviewed on the same level.

7. SPECIAL BUSINESS

A. COVID-19 LOCAL STATE OF EMERGENCY UPDATE

Grams stated the Council heard an update on the City's current local emergency and actions taken by the City at the May 26 City Council meeting. The City's Emergency Management Team met and ultimately decided to transition more into a recommendation body rather than decision making body. The original intent of the Emergency Management Team was to make important and immediate decisions based on a pending City emergency, or immediately after a local emergency. The Team is supposed to make those decisions when time does not allow for key City decisions being made at the next available City Council meeting.

Grams reported the Emergency Management Team met and developed a list of recommendations to forward to the City Council for consideration at the June 8 meeting. The focus of the meeting was to determine how the City can safely re-open City Hall and the Community Center to the public, so that business may be transacted in a "new normal" way. A list of recommendations for the City Council to consider was reviewed in detail and staff recommended the Council approve the list of recommendations allowing City Hall and the Community Center to reopen on June 15, 2020.

Johnson questioned how many people would be allowed in the Community Center at one time. Grams stated this number would be limited to 10.

Hultstrom recommended staff meet with the cleaning crews to describe the type of cleaning that would have to be done at City Hall. Grams reported he would walk through City Hall and the Community Center with the cleaning crew after the building is reopened.

Stelmach asked if the City was well stocked on Lysol and other cleaning products. Grams reported City Hall was well stocked with cleaning supplies. Police Chief Mikkelsen commented the City has enough masks available for City staff as well.

Johnson questioned if the library would be reopening. Grams stated staff has been communicating with representatives in Hennepin County and staff would be letting them know when City Hall was reopening. He explained it would be up to Hennepin County to decide when the library would be reopened and staffed.

A motion was made by Schulz, seconded by Hultstrom, to approve the list of recommendations to re-open City Hall and the Community Center on June 15, 2020. A roll call vote was taken. The motion carried 5-0.

B. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Kenny & Sarita Nelson	\$50	Police

Kenny & Sarita Nelson

\$50

Fire

Staff recommended the Council accept the donations.

A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2020-38 accepting donations from Kenny & Sarita Nelson. A roll call vote was taken. The motion carried 5-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF JUNE 8, 2020

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable and received the annual TIF update.

A motion was made by Johnson, seconded by Stelmach, to confirm the EDA actions of June 8, 2020. A roll call vote was taken. The motion carried 5-0.

B. APPROVE PURCHASE OF POLICE CAMERA SYSTEMS

Police Chief Shane Mikkelsen stated the Police Department currently has a system from L3 that is digital but does not offer cloud storage currently. It was noted the City purchased this system in 2015 and in late 2019 the system crashed. There was about three months where the system did not even work. The department is now having cameras shut down during stops, not offload, and sometimes not even turning on. He had the CIP planned to update the squad cameras in 2021 but with the current system shutting down, the department was in a position that this must be replaced now.

Police Chief Mikkelsen reported he and Officer Todd Kintzi started researching different cameras systems and then COVID-19 took precedence and he was unable to have representatives visit. He explained he had two different internet conversations and learned about new camera systems. He reported he used the following factors in his research:

- Price
- Ease of use
- Quality of video
- Ease of sharing of video
- Integration of Body Cameras with squad cameras

Police Chief Mikkelsen explained he had online demos from Axon and Gtec; Panasonic was unable to connect. He requested a quote from L3 but never received a quote. After reviewing the quotes between Axon and Gtec staff decided that Gtec was the best fit. Gtec integrates its body camera video with the squad camera video so it can be synced together during the review process. The video can be shared via a link in an email and the recipient has a limited number of days to download that video to their computer. It was noted the video quality was high.

Police Chief Mikkelson stated the two most important factors in this decision are ease of use and price. The body camera and squad camera are easy to use for the front-line operator. The back-end user interface is easy to use, and it will help having the video stored in the cloud. Office Manager Felicia Wallgren was also involved in the online demo and stated that she liked the Gtec system. The price of the system is \$43,278.60 which covers 5 squad cars and 8 body cameras. That price is \$17,000.00 less than the Axon system.

Stelmach requested further information regarding how the body camera videos would be tagged. Police Chief Mikkelson reported the department would have a policy in place regarding how videos are tagged and the length of time they would need to be stored in the cloud. He explained he would be doing quarterly audits of the videos to ensure his officers were tagging the videos properly.

Schulz questioned what the warranty was like for the L3 system. Police Chief Mikkelson indicated the City paid yearly for this warranty. He stated he refused to pay the warranty for 2020 because the units were faulty. He commented the City should be receiving money back on its current system from L3.

A motion was made by Hultstrom, seconded by Stelmach, to approve the purchase of the Gtec squad cameras and body cameras.

Schulz asked if this motion could include the City entering into a contract for annual storage of the videos. Police Chief Mikkelson requested the motion include ongoing data storage.

An amendment was made by Hultstrom, second by Stelmach, for the contract with Gtec to include ongoing data storage.

A roll call vote was taken. The amended motion carried 5-0.

C. APPROVE MAIL METER LEASE AGREEMENT WITH PITNEY BOWES

Grams commented the City currently leases the office mail and postage machine through Pitney Bowes. The City pays \$145.74 each quarter to lease the machine. This machine allows staff to put automatic postage on letters, weigh packages (up to a certain weight), and print shipping and mailing labels for our general office use. Our current lease is set to expire at the end of June. Pitney Bowes reached out to City staff to provide two different options for renewal of our mail and postage machine.

Grams reported the first option is to lease the C425 Meter, which is a newer version of our current meter. The quarterly lease amount for the updated version is \$197.19. The current meter works well for the relatively low amount of postage needs our office requires. The second option is an upgraded version of our current meter, the SPC Automatic Meter. The quarterly lease amount for this meter is \$425.61. This upgraded version offers faster processing of bulk postage and higher overall efficiency.

Grams explained because City Hall does not handle large batches of letters or other higher end postage needs, staff recommends leasing the updated version of our current meter (the C425 Meter). Staff feels that the higher efficiency offered by the upgraded

SPC Automatic Meter does not offset the quarterly cost increase. The lease term for each option is 60 months.

A motion was made by Hultstrom, seconded by Schulz, to approve a lease with Pitney Bowes for the C425 Meter. A roll call vote was taken. The motion carried 5-0.

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable as presented. A roll call vote was taken. The motion carried 5-0.

11. ADMINISTRATOR REPORT

Grams congratulated the Class of 2020 graduates. He stated the City was looking for a way to congratulate the seniors in the City of Osseo given how tough this spring/summer has been due to COVID-19.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom thanked City staff and her fellow Councilmembers for wishing her well after her recent surgery. She extended her congratulations to the 2020 graduates at Osseo High School. Hultstrom reported she was appointed to the LMC Nominating Committee, noting she would assist in appointing the 2020-2021 Board of Directors and Officers. She noted she has also applied to the HR Committee and Data Practices Committee with the LMC.

Johnson explained some of the plantings in the park had been destroyed and needed to be redone. He thanked Lynde's for assisting the City by supplying flowers.

Stelmach sent his congratulations to the Class of 2020. He indicated it was nice to see more and more businesses in Osseo open for business, especially the restaurants with outdoor seating. Stelmach welcomed Councilmember Hultstrom back.

13. ANNOUNCEMENTS

None.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Johnson, to adjourn the City Council meeting at 8:02 p.m. A roll call vote was taken. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial



Osseo Fire Department Relief Association
 Charitable Gambling Operations
 Minnesota Lawful Gambling License # 01851
 415 Central Ave
 Osseo, MN 55369

Osseo Fire Department Relief Association Charitable Gambling Report to the City of Osseo

1. Report for the month of **April 2020**
2. For the conduct of the following types of lawful gambling (as checked):

Pull-Tabs	0 deals
Paddlewheel	0 deals
Electronic Pull-Tabs	0 occasions
Electronic Linked Bingo	0 occasions
Sports-Themed Tipboards	0 deals

3. Receipts

Gross Receipts (G1 11A)	\$0.14	
Less Prizes Paid (G1 11B)	- \$0.00	
Net Receipts	\$0.14 →	\$0.14

4. Expenses

Wagering Tax (tax on Schedule C)	\$10,263.41	
Rent (G1A 18)	\$3,153.59	
Gambling Product Costs (G1A 12)	\$0.00	
Electronic Pull-Tab Costs (G1A 19-20)	\$3,077.28	
Compensation & Payroll (G1A 13)	\$8,310.78	
Other (G1A 14-17,21-23)		
(accounting, supplies, etc.)	+ \$1,028.70	
Total Expenses	\$25,833.76 →	- \$25,833.76

5. Profit **\$-25,833.62**

6. Distribution of Profits (Lawful Purpose Expenditures):

[none this month]

Signed: _____

Dave Jorgenson, Gambling Manager



Osseo Fire Department Relief Association
Charitable Gambling Operations
Minnesota Lawful Gambling License # 01851
415 Central Ave
Osseo, MN 55369

Osseo Fire Department Relief Association Charitable Gambling Report to the City of Osseo

1. Report for the month of **May 2020**
2. For the conduct of the following types of lawful gambling (as checked):

Pull-Tabs	0 deals
Paddlewheel	0 deals
Electronic Pull-Tabs	0 occasions
Electronic Linked Bingo	0 occasions
Sports-Themed Tipboards	0 deals

3. Receipts

Gross Receipts (G1 11A)	\$0.10	
Less Prizes Paid (G1 11B)	- \$0.00	
Net Receipts	\$0.10 →	\$0.10

4. Expenses

Wagering Tax (tax on Schedule C)	\$0.00	
Rent (G1A 18)	\$0.00	
Gambling Product Costs (G1A 12)	\$0.00	
Electronic Pull-Tab Costs (G1A 19-20)	\$0.00	
Compensation & Payroll (G1A 13)	\$22.32	
Other (G1A 14-17, 21-23)		
(accounting, supplies, etc.)	+ \$629.86	
Total Expenses	\$652.18 →	- \$652.18

5. Profit **\$-652.08**

6. Distribution of Profits (Lawful Purpose Expenditures):

[none this month]

Signed: _____

Dave Jorgenson, Gambling Manager

**RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO**

1. Report for the Month of MAY, 2020.
2. Check as appropriate:

- 2. Check as appropriate:**

2 Paddlewheel

 Pulltabs

_____ Bingo

 Raffle

K Other (specify) TP BOARD

3. Gross Receipts: \$ 0

3(a) Less: prizes paid \$ 0

4. Expenses—Total \$ 9,157.97

Expenses Itemized:

WAGES = TAXES \$4696.24

Accounting Svcs \$3324.50

MISCELLANEOUS \$1137.23

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

5. Profits \$9,157.97

- 6. Distribution of Profits (Itemized):**

= SEE ATTACHED SCHEDULE C = \$4,362.69

_____ \$ _____

Signed:

Richard L. Kolb

Gambling Manager

Attach additional information if necessary.

This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.

[illegible]

Osseo Lions Club Gambling Report

5 E

to
City of Osseo

Report for the month/year of May-20

Check as appropriate:

XXXXXX paddle wheel

XXXXXX pull tabs

 raffle

 other (specify) LG100A

Gross Receipts 0.64 LG100A-10A

Prizes Paid - LG100A-10B

Net Receipts 0.64 LG100A-10C

Expenses - Total 269.57 Total Itemized

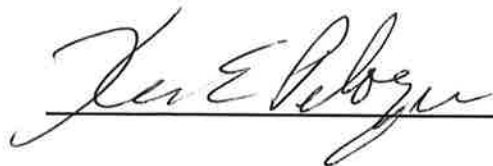
Expenses itemized:

Pulltabs	-
Compensation	109.57
Accounting Services	-
Rent	-
Electronic pull-tab provider fees	-
Electronic linked bingo provider fees	-
Supplies Bank charges etc	160.00
Cash Short/Over	-
Profits \$ (268.93) G1A Line 24	269.57

Lawful Purpose Expenditures

Minnesota Revenue-Wagering Tax	\$ 1.00
Total Contributions	\$ 1.00

Signed



Attach additional information if necessary.

*This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.



City of Osseo City Council Meeting Item

Agenda Item: Public Works Employee Training

Meeting Date: June 22, 2020

Prepared by: Nick Waldbillig, Public Works Director

Attachments: MRWA Training Schedule

Policy Consideration:

Consider approving Line Tracing training session on June 30 in Baxter MN.

Background:

Public Works employees Guy Swenson and Josh Lunde are in the field regularly locating utilities. The upcoming training will give them both classroom and hands on field training with our current locating equipment. They will also be able to use the latest technology in locating conductive and nonconductive piping. This training session will show them proper technique, problem solving during locating, and will help them achieve the certification hours required for sewer and water licensing.

Previous Action or Discussion:

None

Budget or Other Considerations:

The cost for the training will come from the 2020 training budget.

City Goals Met By This Action:

Continue to give Staff the necessary tools to do their jobs effectively and efficiently.

Options:

The City Council may choose to:

1. Approve Line Tracing training session on June 30 for Public Works;
2. Approve Line Tracing training session on June 30 with noted changes/as amended;
3. Deny Line Tracing training session on June 30;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1. Approve Line Tracing training session on June 30.

Next Step:

Attend Line Tracing training session on June 30.

Mark Your Calendar

LINE TRACING TRAINING SESSION

MRWA is hosting Line Tracing Training Sessions during the 2020 training season.**

The training will consist of outdoor classroom time as well as hands-on field time.**

Whether you have line tracing equipment currently or plan to purchase in the future, this class will greatly benefit you.



All attendees will be encouraged to bring their locating equipment.

Demo equipment will also be provided for hands-on field use.

All aspects of locating, for both conductive and non-conductive pipes, will be covered.

The intent of this course is for experienced locators and inexperienced locators to leave this session with a greatly improved confidence and understanding of line tracing.

AGENDA

8:00am-9:15am

Explanation of Office of Pipeline Safety - state statute for Right-of-way locating requirements.

9:15am-10:00am

Introductions to line tracing equipment and new line tracing specification explanation.

10:00am-10:45am

Conductive line locating.

10:45am-11:30am

Inductive line locating.

11:30am-12:00pm

Point and radio frequency sonde locating for non-conductive piping.

Sponsored by MRWA Corporate Partners:

Diamond Plus: AE2S; CORE & MAIN; Minnesota Pump Works

Diamond: Bolton & Menk, Inc.; Copperhead/Utility Logic; Kodru-Mooney; & Team Lab

Ruby: Adaptor, Inc.; Apex Engineering Group; Calibrations and Controls, a subsidiary of First Systems Technology; Dakota Supply Group; DGR Engineering; Ferguson Waterworks; Flexible Pipe Tool Company; Hawkins Water Treatment Group Inc.; HR Green, Inc.; Janssen Machine Company; Jasper Engineering & Equipment Co.; KLM Engineering, Inc.; Mid-American Research Chemical (MARC); Moore Engineering, Inc.; PeopleService, Inc.; Quality Flow Systems/Quality Control & Integration; Stantec; and VEGA Americas.

Emerald: Bollig, Inc.; Cahoy Pump Service; David's Hydro Vac; DC Braun Co.; Electric Pump; HydroCorp Inc.; KIJ; Leonard Rice Engineers; MacQueen Equipment; MSA Professional Services; Raymond James; SEH: Sensus USA; Ulteig; Visu-Sewer, Inc.; Water Conservation Services, Inc.; Water Tower Clean & Coat, Inc.; Wenck; Widseth Smith Nolting; and WSB.



12:00pm-1:00pm

Lunch (Provided)

1:00pm-4:00pm

Concurrent hands-on stations throughout host city, including:

- Water service locating (copper/plastic)
- Sewer service locating (plastic/conductive)
- Water main locating (conductive)
- Tracer wire locating (plastic pipe)

4:00pm

End of Day

Program Details:

Date: June 30, 2020

Time: 8:00am—4:00pm

Cost: \$125.00 members or
\$150.00 non-members

Where: City of Baxter Water Plant
6070 Mapleton Road**
Baxter, MN

Register by calling: 800-367-6792

**6 Water OR 6 Wastewater
Certification Hours
Awarded for full-day
attendance.**

LeAnn Larson

From: Kenny Nelson <kenny.nelson5@icloud.com>
Sent: Wednesday, June 17, 2020 3:53 PM
To: CityHall
Subject: Matters from the floor

It's nearly July and Hot and humid, so I'm here to talk about snow. Yes unfortunately in a few months it will get cold and probably snow. With that in mind I am asking the city Council to at least discuss at a work session or delegate to one of the public committees to discuss sidewalk plowing.

Although there is no official policy that I am aware of on sidewalks being required on every street, it has been the unofficial policy since 2017 that every street being reconstructed have at least one sidewalk on one side or the other.

The city has said on numerous occasions that it owns the right away, it is also sad that you need to get a permit to repair your sidewalk so that it adheres to city standards.

It has been argued by city council members the entire reason for expanding sidewalks is for pedestrian safety. In other words the sidewalk is a dedicated pedestrian road. With that in mind I inspected many sidewalks throughout the city this past winter and what I found greatly varied. Some homes had great snow removal skills and there was simply dry cement. The next home over might have had a hard packed snow and ice. One home owner had someone come by and plow their driveway and the plow pushed 3 feet of snow right onto the sidewalk which then froze and became a giant ball of ice forcing anybody trying to walk down the sidewalk to have to walk in the road. More than one apartment building held there snow from their parking lot onto the sidewalk. Yes the vast majority of residents with a sidewalk do a good job on removing snow but unfortunately it really only takes one house and suddenly the sidewalk becomes impossible.

I believe some of the benefits of the city taking over plowing of the sidewalks include better consistently cleaned sidewalks that are routinely walkable. We could also see less salt being drained into our waterways. Young families would also benefit from this as it would be one less time consuming thing for them to do. I Osseo's elderly residents may also benefit from not having to clean a sidewalk or pay someone to.

I understand that budgetarily this probably couldn't have worst timing, but I think the positives and the fairness that could come from this means it deserves at least discussion and calculation on what it would actually cost.

I apologize for the length of this letter.
Kenny Nelson 509 3rd Ave. NE.

Sent from my iPhone

Resolution No. 2020-xx

RESOLUTION ACCEPTING DONATIONS TO CITY OF OSSEO

WHEREAS, the Osseo City Council is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Section 465.03; and

WHEREAS, the Council agrees that said donations would be of benefit to the citizens of Osseo; and

WHEREAS, the following have proposed these contributions to the City of Osseo and the donations be used for specific purposes as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Harold E. & Gayle Johnson	\$800	Beautification
<i>(in memory of Matthew Abts, Maxine Chapman, Dolores Farr, Craig Biegert, Orville Hanken, Paul Peloquin, Jeffrey Stern, & Leonard Wirtz)</i>		



Agenda Item: 2021-22 CIP and 2021 Project Recommendations

Meeting Date: June 22, 2020

Prepared By: Lee Gustafson, City Engineer

Attachments: 2020-2022 CIP, Updated 2021-2022 CIP, Central Avenue Concept, Proposal

Policy Consideration:

Request to approve the following:

1. 2021 – 2022 CIP
2. 2021 Project Recommendations
3. Proposal from WSB for the 2021 Alley and Central Avenue projects.

Background:

The attached 2020-2022 CIP map has been used as the project planning tool for the past few years. In preparation for the 2021 project season, city staff and WSB reviewed and inspected the 2021 street and 2022 alley projects that were listed on that CIP map. The inspection results revealed that the alleys recommended for rehabilitation in 2022 were in worse shape than the streets that were recommended for reconstruction in 2021. The consensus from everyone was to switch around the two projects and do the alley projects in 2021 and the street reconstruction in 2022. The updated 2021-2022 CIP map illustrates these recommendations.

Central Avenue

As Council is aware, Jeff Feulner (WSB) met with City staff and the Streetscape Committee early in 2020 to develop ideas to improve the Central Avenue streetscape. Pavement and sidewalk, specifically paver areas, throughout the corridor are failing causing unsightly and unsafe conditions. Reconstruction of these corridor areas will therefore need to be addressed soon. Given the amount of deteriorated pavers within the City Hall block, schematic repair concepts were prepared for this block based on priorities identified in these planning meetings - considering maintenance, lifespan, functionality and overall aesthetic of the corridor. These concepts were presented to Council during a work session on February 24, 2020.

WSB then took the work session comments and used them to develop a final Streetscape Concept for Central Avenue. The final concept included two color scheme options which were discussed by Council on March 9, 2020. See Attachment. Council preferred the color palette in Option 2, which includes materials that coordinate with the original streetscape paving, to achieve a warmer overall look and assure consistency as improvements may be phased in throughout the area. The approved concept includes plain concrete drive lanes throughout the entire corridor which will be bordered by dark gray parking lanes and crosswalks in the City Hall block. Sidewalks will be a tan colored concrete, which was a color that was used throughout the original streetscape construction. Boulevard areas will be paved with colored concrete - stamped with a brick pattern. This treatment will keep the look of brick pavers while retaining the durability of cast in place concrete.

Other elements included in the Central Avenue streetscape improvements will be iron tree grates, refinishing (painting) of existing raised planters, irrigation repairs and introduction of a new planting scheme. Plantings in the raised planters will be replaced, while street tree options will be

evaluated for future installation. Working with staff and the streetscape committee, additional details will be developed through the final design process. Pavement samples will be provided for review prior to installation of each part of the project.

It is anticipated that these changes will be made along the entire Central Avenue corridor over time, as current materials fail and need replacement. The City Hall block is the highest priority to be completely redone, as the drive lane pavers and sidewalks have deteriorated rapidly creating a safety hazard.

2021 Project Recommendation

Staff recommends reconstructing the residential alleys and repairing the commercial alleys as listed on the updated 2021-2022 CIP map during the 2021 construction season. In addition, staff also recommends including the Central Avenue repairs for the City Hall block as a part of this alley project because it's similar type work which should hopefully result in good bids for the entire project. The Central Avenue repairs as described for this block are estimated at \$230,000.

The attached proposal from WSB was prepared with this recommendation as a basis for planning and design.

Other Project Updates

It is presently planned that the paver sidewalk on the Steeple Point block, west side will be removed and replaced with colored concrete by the 2020 street contractor within the next few months. The pavers in this area are essentially blowing up and repairs cannot wait until 2021. Initial discussions with the contractor indicate they are very interested in doing this work and will likely give the city a good price because they are already in town doing work. The addition of this work will be formalized as a change order to the 2020 street project.

On July 13, staff will be presenting reports to Council on the following items:

- Sanitary sewer pipe lining: staff will present an update on the televising results from 2019 and recommendations for a 2020 lining project.
- Lift station rehabilitation: staff will present an update to the lift station assessment report and provide recommendations for a project that would upgrade all three city lift stations, including addressing force main and SCADA needs.

Schedule:

If Council concurs with staff's recommendation for the 2021 Alley and Central Avenue projects, staff would anticipate the following project schedule:

- Approve proposed recommendations.....June 22, 2020
- Neighborhood informational meeting.....August 2020
- Present feasibility report to Council.....September 2020
- Develop plans.....Oct. 2020 – Jan. 2021
- Construction.....May - October 2021

Previous Action or Discussion:

On March 9, 2020, Council reviewed potential Central Avenue concepts.

Budget or Other Considerations:

Alley reconstruction projects will be funded in accordance with the City's special assessment policies.

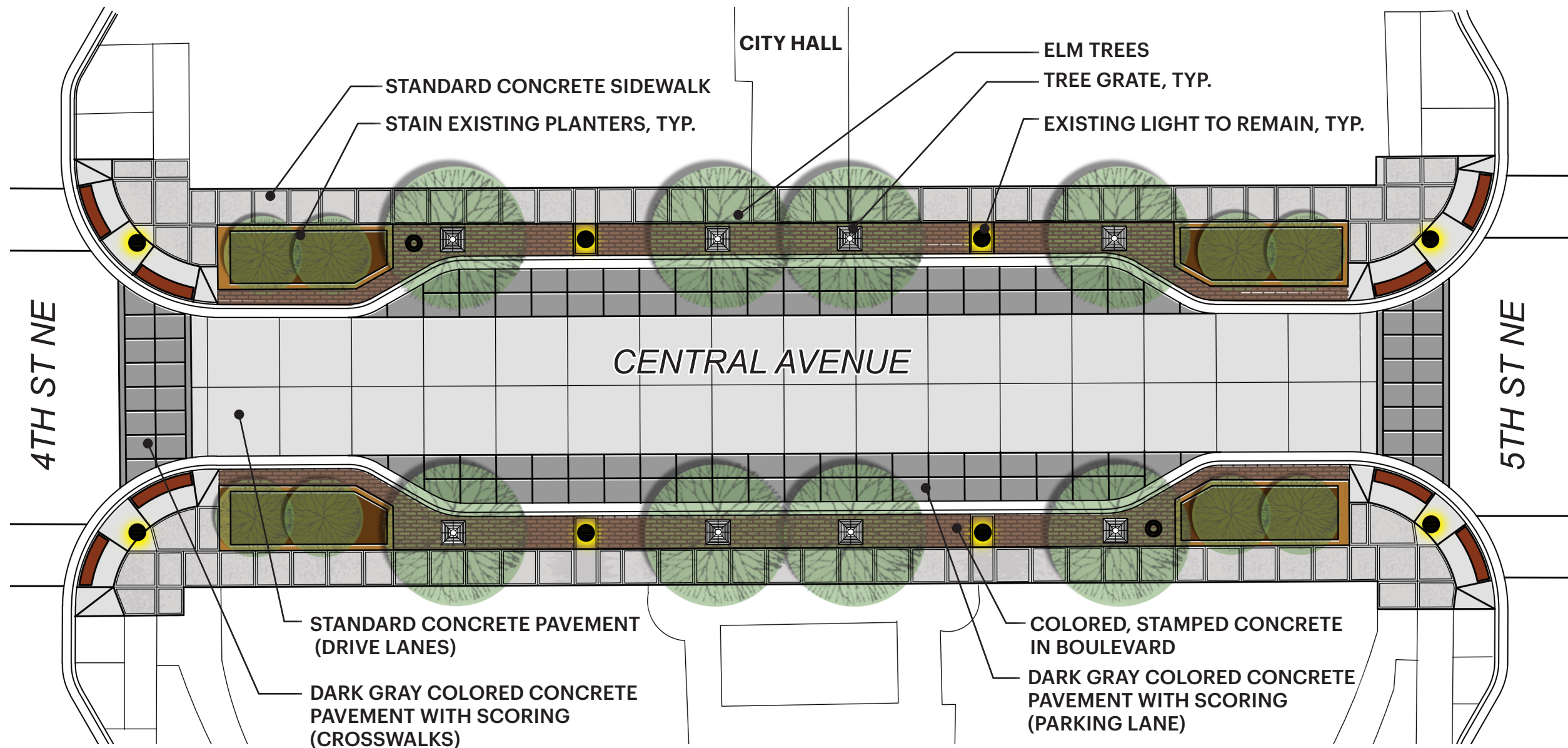
Recommendation/Action Requested:

The City Council may choose to:

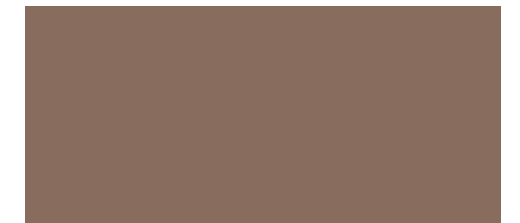
1. Approve the 2021-2022 CIP, the 2021 Project Recommendations, and approve the engineering proposal with WSB;
2. Approve the 2021-2022 CIP, the 2021 Project Recommendations, and approve the engineering proposal with WSB with noted changes or as amended;
3. Deny the recommended actions;
4. Table action on this item for more information.

Next Step:

Begin data collection and design.



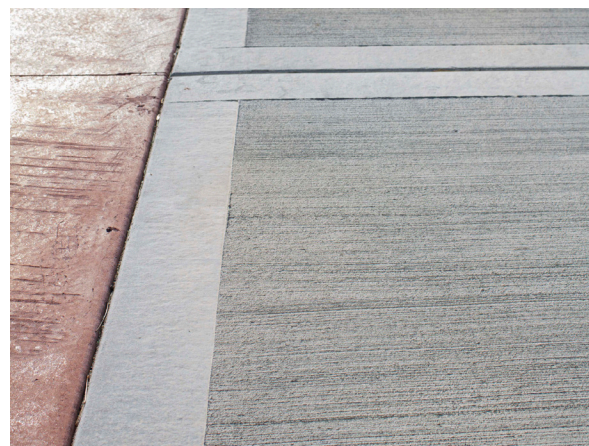
920 Slate
CROSSWALKS AND PARKING
LANE COLOR



338 Leather
BOULEVARD AND
PLANTER COLOR



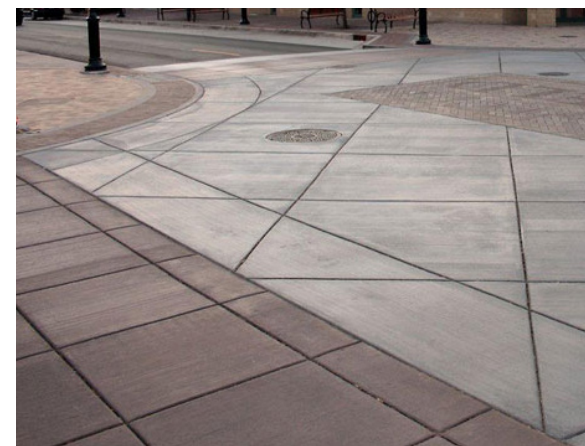
288 Ginger
PLANTER STAIN COLOR



STANDARD CONCRETE SIDEWALK



STAMPED & COLORED CONCRETE
IN BOULEVARDS



COLORED CONCRETE CROSSWALK



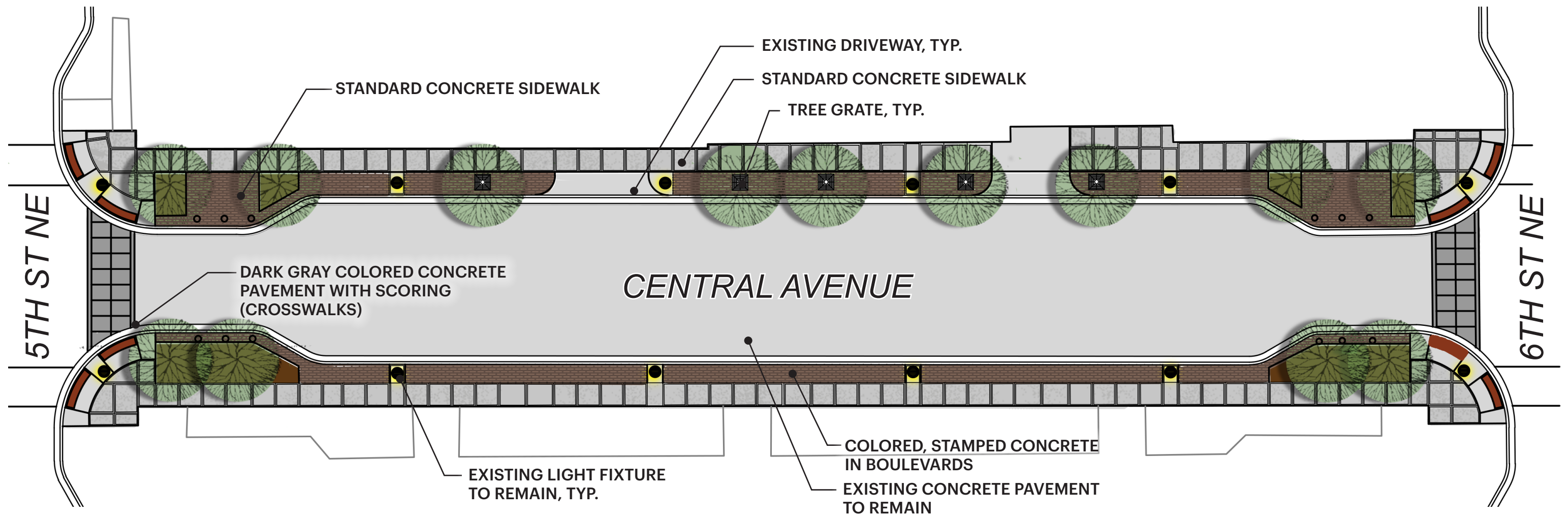
TREE GRATE (48" sq.)
SPIN DESIGN



CATHEDRAL ELM
Ulmus 'Cathedral'

Central Avenue at City Hall Block (Option 1)

CENTRAL AVENUE STREETSCAPE - Osseo, Minnesota
March 5, 2020 | WSB Project number: 015513-000



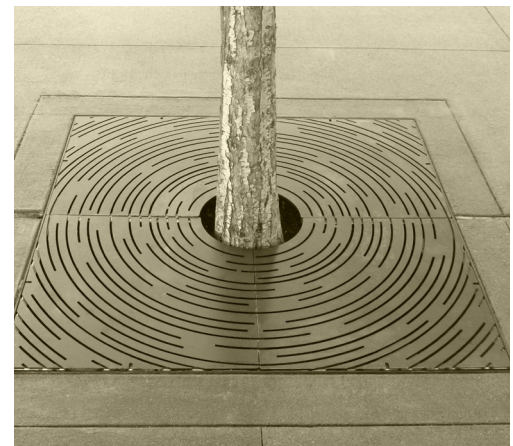
STANDARD CONCRETE SIDEWALK



STAMPED & COLORED CONCRETE
IN BOULEVARD



COLORED CONCRETE IN
CROSSWALKS

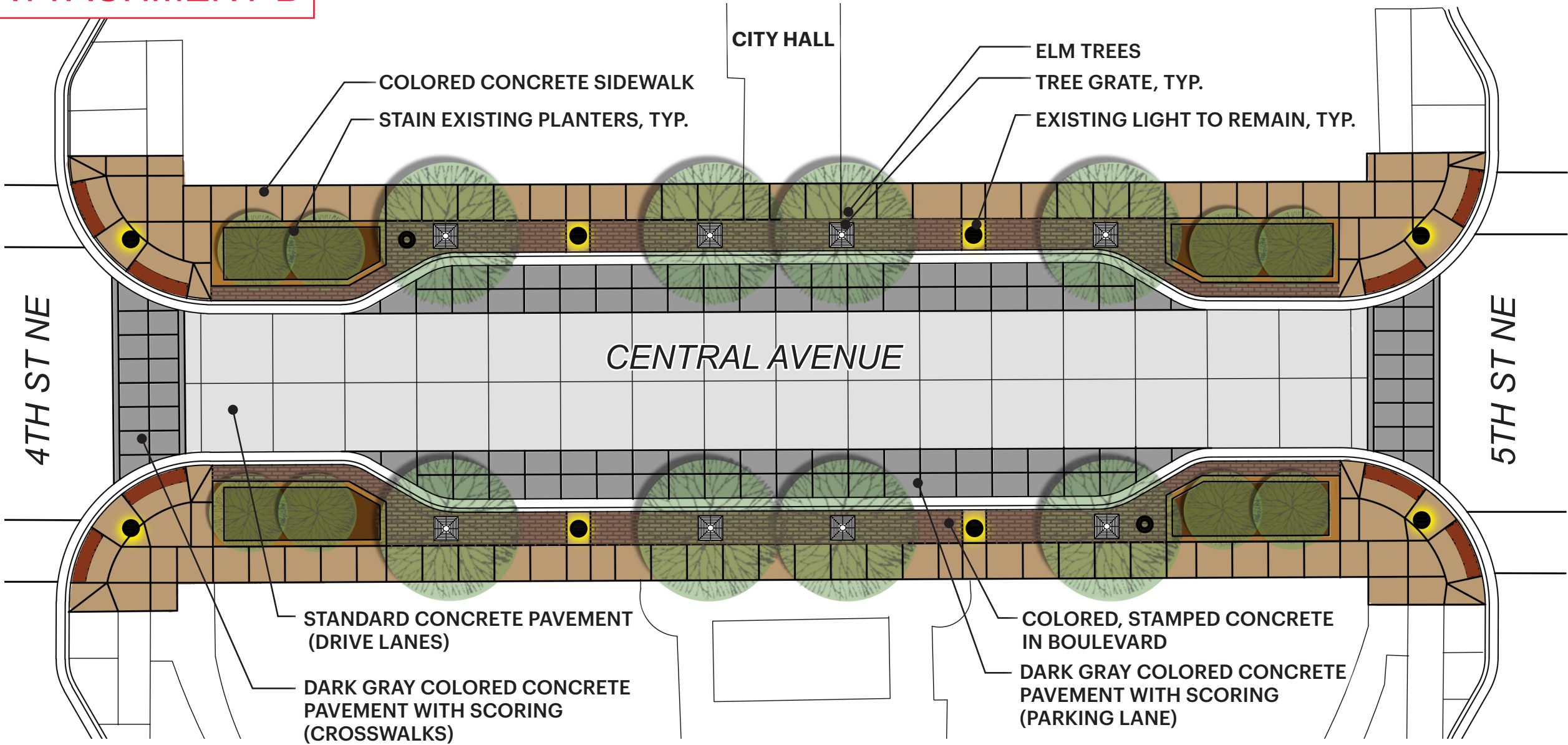


TREE GRATE (48" sq.)
SPIN DESIGN

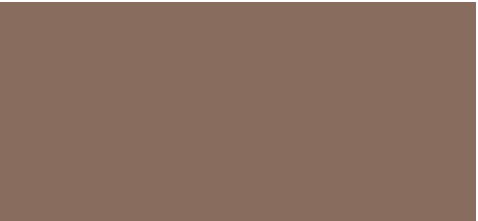
Central Avenue - Typical Block (Option 1)

CENTRAL AVENUE STREETSCAPE - Osseo, Minnesota
March 5, 2020 | WSB Project number: 015513-000

ATTACHMENT B



920 Slate
CROSSWALK AND PARKING
LANE COLOR



338 Leather
BOULEVARD COLOR



288 Ginger
SIDEWALK AND PLANTER
STAIN COLOR



CATHEDRAL ELM
Ulmus 'Cathedral'



COLORED CONCRETE SIDEWALK



STAMPED & COLORED SIDEWALK



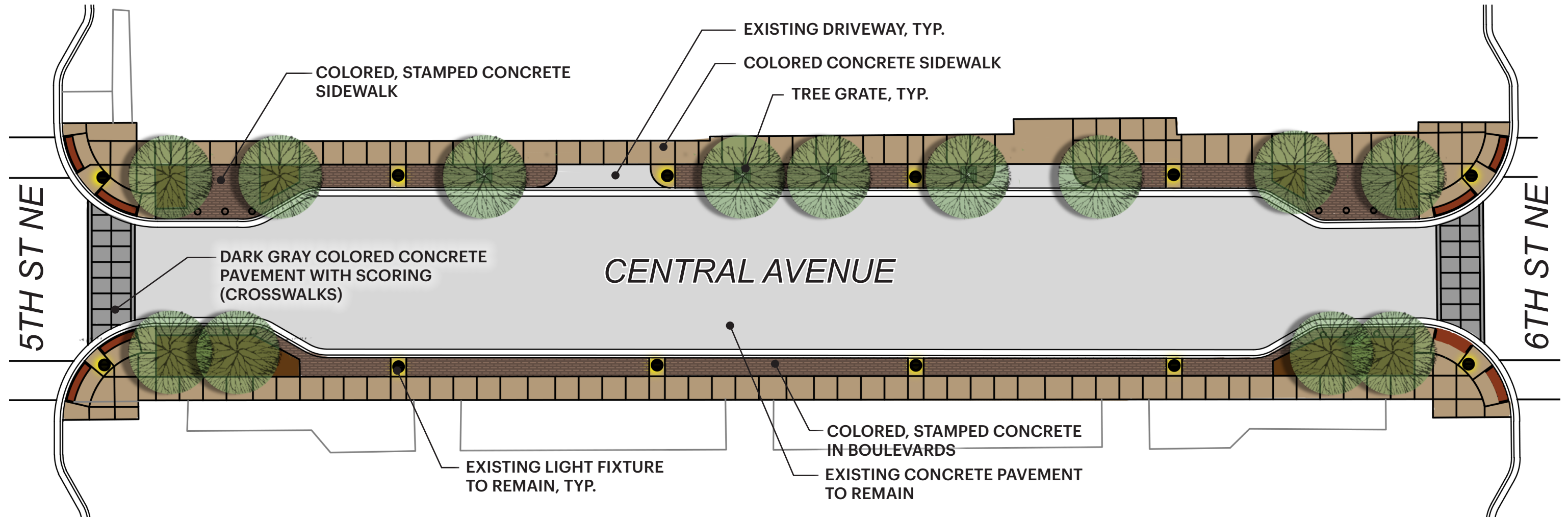
COLORED CONCRETE
CROSSWALK



TREE GRATE (48" SQ.)
OBLIO

Central Avenue at City Hall Block (Option 2)

CENTRAL AVENUE STREETSCAPE - Osseo, Minnesota
March 5, 2020 | WSB Project number: 015513-000



COLORED CONCRETE SIDEWALK



STAMPED & COLORED CONCRETE
IN BOULEVARDS



COLORED CONCRETE
AT CROSSWALKS



TREE GRATE (48" SQ.)
OBLIO

Central Avenue - Typical Block (Option 2)

Concrete Sidewalk

Option 1 - Standard Concrete with Picture Frame Finish



Option 2 - Colored Concrete with Light Broom Finish

Solomon Dry Integral Color
#288 Ginger
www.solomoncolors.com



288 Ginger



Stamped and Colored Concrete in Boulevard Area

Color

Solomon Dry Integral Color
#338 Leather
www.solomoncolors.com



338 Leather



Concrete Stamp Options

New Brick Running Bond
Brickform FM-5150
stampcretemn.com



New Brick Herringbone #2050
scofield.com

Tree Grates



Iron Age Designs
ironagegrates.com
Cast Iron Tree Grate
Spin 4'x4' Heel Proof
with frame



Iron Age Designs
ironagegrates.com
Cast Iron Tree Grate
Oblio 4' x 4' Heel Proof
Heavy Duty

Colored Concrete in Drive Lanes & Crosswalks

Color

Solomon Dry Integral Color
#920 Slate
www.solomoncolors.com



920 Slate

Estimated Costs

- \$12/sf Concrete Pavement (Drive Lanes)
- \$14/sf Colored Concrete Pavement (Drive Lanes)
- \$10/sf Concrete Sidewalk, Std Broom Finish
- \$13/sf Colored Concrete Sidewalk
- \$14/sf Stamped, Colored Concrete Sidewalk
- \$2,500/ea Tree Grate & Frame

These costs are master plan level cost and do not include earthwork or removals of existing materials. They do include costs for base material.



June 22, 2020

Riley Grams
City Administrator
City of Osseo
415 Central Avenue
Osseo, MN 55369

Re: 2021 Alley and Central Avenue Reconstruction Project
Work Plan – Final Design & Bidding Services

Dear Mr. Grams:

As requested, the following work plan outlines the scope of services and the associated engineering fee necessary to complete the 2021 Alley and Central Avenue Reconstruction Project through the bidding phase. A separate proposal will be submitted to the City for the construction phase of the project. See attached map.

PROJECT UNDERSTANDING

The 2021 project consists of reconstructing the residential alleys and likely repairing the commercial alleys located in the following areas:

- The alley surrounded by 3rd St SE, 4th Ave SE, 2nd St SE, and 5th Ave SE
- The alley surrounded by 3rd St SE, 5th Ave SE, 2nd St SE, and 6th Ave SE
- The alley surrounded by 2nd St NW, 1st Ave NW, 3rd St NW, and Central Ave
- The alley surrounded by 3rd St NW, 1st Ave NW, 4th St NW, and Central Ave
- The alley surrounded by 3rd St NE, Central Ave, 4th St NE, and 1st Ave NE
- The alley surrounded by 4th St NE, 4th Ave NE, 93rd Ave N (CR 30), and 5th Ave NE

The 2021 project also consists of reconstructing Central Avenue from 4th Street to 5th Street. This reconstruction includes removal of paver surfaces in the traffic and parking lanes, sidewalks and boulevard areas, and replacement with concrete pavement in varying finishes as shown on the approved concept layout prepared on March 5, 2020. As part of this work, WSB will review the pedestrian crossings. Staff will review the crossings based on previously collected data, provide a recommendation for improvements, and final design for pedestrian crossing improvements.

It is understood that the existing alley and street widths will be maintained and minimal impacts will be made outside of the alleys and street with the exception for impacts related to utility work and sidewalk/driveway replacement. Geotechnical evaluation will be performed as part of this project.

It is also understood that the project funding includes assessments. WSB will prepare the preliminary assessment roll at the feasibility stage of the project, based on preliminary costs. The assessment rolls will include all necessary information including parcel identification numbers, property owner name and address, basis of assessment and assessment amount. The preliminary assessment roll will be updated based on the bids received for the project at the time of the assessment hearing, prior to beginning construction.

The proposed scope of services will include preparation of feasibility report, public involvement, development of construction documents including final plans and project specifications, and bidding assistance.

SCOPE OF SERVICES

The following list of tasks is needed to design and complete the contract documents necessary to construct the project as described:

Task 1: Project Management and Coordination

Task 1.1: Project administration, internal coordination with design team, and coordination with the City.

Task 2: Preliminary Design

Task 2.1: Perform site survey and survey of any soil boring locations.

Task 2.2: Prepare existing topography file and generate existing ground model.

Task 2.3: Perform initial Gopher State One Call and identify potential utility impacts.

Task 2.4: Perform initial design and submit preliminary layout to City staff for review.

Task 2.5: Prepare preliminary cost estimate.

Task 2.6: Conduct a neighborhood meeting and hold follow-up meetings with property owners.

Task 2.7: Prepare feasibility report and present feasibility report to the City Council.

Task 3: Final Design Phase

Task 3.1: Prepare 60% plan set for review by City staff. Central Avenue portion of the project will include review by streetscape committee to ensure consistency with the accepted streetscape concept.

Task 3.2: Review plans with City staff and address any comments received by City staff.

Task 3.3: WSB will submit permit applications. It is assumed the following permits will be needed for the project:

- NPDES Storm Water Permit (MPCA) if needed*
- MDH Watermain Permit if needed*
- Hennepin County Right-of-Way Permit if needed*

Permit applications for these permits will be prepared and submitted to the permitting agencies. This task includes time for follow up with the agencies to obtain the permits.

Task 3.4: Prepare 100% plan set for review by City staff.

Task 3.5: The City Engineer will be integrally involved in the review of the project through the preliminary design and final design process, but to ensure the quality of the final

plans and specifications, a WSB senior project manager will perform a quality control review of the final plans and specifications prior to bidding.

Task 3.6: Finalize bidding documents, including engineer's cost estimate. City Council to authorize bidding.

Task 4: Bidding and Assessment Phase

Task 4.1: Prepare and upload bidding documents to QuestCDN.

Task 4.2: WSB will field bidder's questions and attend the bid opening.

Task 4.3: Prepare a bid tabulation and letter of recommendation for award of the project.

Task 4.4: Prepare final assessment documents and assist in assessment hearing.

SCHEDULE

City Approves Consultant Contract (Preliminary and Final Design Services)	June 22, 2020
Survey and Soil Borings.....	July 2020
Neighborhood Meeting.....	August 2020
Feasibility Report	September 2020
Roadway Design	October 2020 - January 2021
Council Approve Plans and Specifications / Authorize Ad for Bid	January 2021
Open Bids	Late February 2021
Council Holds Assessment Hearing and Awards Construction Contract	April 2021
City Approves Consultant Contract (Construction Services)	April 2021
Begin Construction.....	May 2021
Final Completion	September/October 2021

PROPOSED FEE

Based on the proposed task hour budget, WSB will complete the scope of work previously discussed on an hourly basis for a not-to-exceed amount of \$101,569.00, which includes geotechnical evaluation. This represents our complete understanding and scope of the project. If the scope and fee appear to be appropriate, please sign on the space provided and return one copy to our office. We are available to begin work immediately based on your authorization.

We appreciate the opportunity to provide you with this proposal and we are again looking forward to working with you and your staff toward the completion of the project. Please feel free to contact me with any questions or concerns you have.

Sincerely,

WSB

A handwritten signature in black ink, appearing to read "Lee Gustafson".

Lee Gustafson, PE
Sr. Project Manager

Attachment

City of Osseo:

Authorized signature

Title

Date



City of Osseo City Council Meeting Item

Agenda Item: Adopting a new policy governing the use of Body Cameras

Meeting Date: June 22nd, 2020

Prepared by: Shane Mikkelsen, Chief of Police

Attachments: New Body Camera Policy and copy of MN statutes

Policy Consideration:

According to MN statute 626.8473 the written policy governing the use of body cameras must have public comment.

Background:

On 06/08/2020 the Osseo City Council authorized the police department to purchase body worn cameras for the police department. I would like to implement these body cameras when they are received. MN statute 626.8473 states that a local law enforcement agency must provide for public comment before it implements a portable recording system. It states that we must accept public comment electronically or via the mail. It also states that the agency must provide an opportunity for public comment at a regularly scheduled council meeting.

I would like to open a public meeting and take comments from the public for the next 30 days. We will place a PDF of the policy on our website and direct people to comment either to our department email address or via mail to the police department. The department email is Osseopd@ci.osseo.mn.us and our address is 415 Central Ave Osseo, MN 55369. I would then like to come back to the council on July 27th with all comments and changes so we can adopt a final policy and implement the body worn cameras.

Previous Action or Discussion:

The Public Safety Committee was able to review the policy on Wednesday June 17th and recommended that I bring this policy forward as currently written.

Budget or Other Considerations:

This will not affect our budget.


City Goals Met By This Action:

Update city policies

Options:

The City Council may choose to:

1. Direct staff to post the Body Worn Camera policy and take public comment via email and mail. Also set a public hearing at the July 27th Council meeting at 7:00pm.

	<h1>Osseo Police Department Policy Manual</h1>				
General Number		By the order of:	Chief Shane Mikkelson		
Policy:	Body-Worn Cameras				
Effective Date:		Review Date:		Revision Date	

Purpose

The primary purpose of using body-worn-cameras (BWCs) is to promote transparency and accountability and build trust, enhance officer and public safety, and capture evidence arising from police-citizen encounters. This policy sets forth guidelines governing the use of BWCs and administering the data that results. Compliance with these guidelines is mandatory, but it is recognized that officers must also attend to other primary duties and the safety of all concerned, sometimes in circumstances that are tense, uncertain, and rapidly evolving.

It is the policy of this department to authorize and require the use of department-issued BWCs as set forth below, and to administer BWC data as provided by law.

This policy governs the use of BWCs in the course of official duties. It does not apply to the use of squad-based (dash-cam) recording systems. The chief or chief's designee may supersede this policy by providing specific instruction for BWC use to individual officers, or providing specific instructions pertaining to particular events or classes of events, including but not limited to political rallies and demonstrations. The chief or designee may also provide specific instructions or standard operating procedures for BWC use to officers assigned to specialized details, such as carrying out duties in courts or guarding prisoners or patients in hospitals and mental health facilities.

Definitions

The following phrases have special meanings as used in this policy:

1. **MGDPA or Data Practices Act** refers to the Minnesota Government Data Practices Act, Minn. Stat. 13.01, et seq.
2. **Records Retention Schedule** refers to the General Records Retention Schedule for Minnesota Cities.
3. **Law enforcement-related information** means information captured or available for capture by use of a BWC that has evidentiary value because it documents events with respect to a stop, arrest, search, citation, or charging decision.

4. **Evidentiary value** means that the information may be useful as proof in a criminal prosecution, related civil or administrative proceeding, further investigation of an actual or suspected criminal act, or in considering an allegation against a law enforcement agency or officer.
5. **General citizen contact** means an informal encounter with a citizen that is not and does not become law enforcement-related or adversarial. A recording of the event would not yield information relevant to an ongoing investigation. Examples include, but are not limited to, assisting a motorist with directions, summoning a wrecker, or receiving generalized concerns from a citizen about crime trends in his or her neighborhood.
6. **Adversarial** means a law enforcement encounter with a person that becomes confrontational, during which at least one person expresses anger, resentment or hostility toward the other, or at least one person directs toward that other verbal conduct consisting of arguing, threatening, challenging, swearing, yelling, shouting, or encounters in which a citizen “demands” to be recorded.
7. **Unintentionally recorded footage** is a video recording that results from an officer’s inadvertence or neglect in operating the officer’s BWC, provided that no portion of the resulting recording has evidentiary value. Examples of unintentionally recorded footage include, but are not limited to, recordings made in station house locker rooms, restrooms, and recordings made while officers were engaged in conversation of a non-business, personal nature with the expectation that the conversation was not being recorded.
8. **Official duties**, for purposes of this policy, means that the officer is on duty and performing authorized law enforcement services on behalf of this agency.

Operational Objectives

Operational objectives include:

- a) Promote transparency and accountability and build community trust
- b) Enhance officer and public safety
- c) Collect evidence for use in criminal investigation and prosecution
- d) Assist in resolving complaints against personnel
- e) Deter criminal activity and uncooperative behavior during police contacts
- f) Enhance the officer’s ability to document and review statement and actions for internal reporting requirements and courtroom preparation

- g) Promote additional information for training
- h) Utilize best practices in the rapidly evolving field of law enforcement.

Issuance of Body-Worn Cameras (BWC)

BWC's will be mandatory for uniformed officers assigned to the Patrol Division for daily use. Furthermore, BWC will be mandatory for non-uniformed personnel when they don a "raid vest" or body armor. Uniformed officers performing contracted overtime services will wear BWC's as part of their uniform. Cameras will be made available to all officers, such as investigators, for instances when the officer reasonably believes he/she will be in contact with the public, and the use of a BWC will enhance the officer's ability to achieve the operational objectives outlined above.

Training

Users of the BWC system will be trained in its operation.

Use and Documentation

1. Officers may use only department-issued BWCs in the performance of official duties for this agency or when otherwise performing authorized law enforcement services as an employee of this department.
2. Officers who have been issued BWCs shall operate and use them consistent with this policy. Officers shall properly charge the camera battery when not in use and shall assure the camera is working properly on a daily basis. Officers shall conduct a function test of their issued BWCs at the beginning of each shift to make sure the devices are operating properly. Officers noting a malfunction during testing or at any other time shall promptly report the malfunction to the officer's supervisor and shall document the report in writing. Supervisors shall take prompt action to address malfunctions and document steps taken in writing.
3. Officers should wear their issued BWCs at the location of their body and in the manner specified in training.
4. Officers must document BWC use and non-use as follows:
 - a. Whenever an officer makes a recording, the existence of the recording shall be documented in an incident report, ICR, CAD record, or relevant department form.
 - b. Whenever an officer fails to record an activity that is required to be recorded under this policy or captures only a part of the activity, the officer must document the circumstances and reasons for not recording in an incident report, ICR, CAD record, or relevant department form. Supervisors shall review these reports and initiated any corrective action deemed necessary.

5. The department will maintain the following records and documents relating to BWC use, which are classified as public data:
 - a. The total number of BWCs owned or maintained by the agency;
 - b. A daily record of the total number of BWCs actually deployed and used by officers
 - c. The total amount of recorded BWC data collected and maintained.
6. This policy, together with the Record Retention Schedule.

General Guidelines for Recording

1. Officers shall activate their BWCs when anticipating that they will be involved in, become involved in or witness other officers of this agency involved in
 - Traffic stops
 - Foot or vehicle pursuits,
 - Terry stop of a motorist or pedestrian,
 - Search,
 - Seizure,
 - Arrest,
 - Use of force,
 - Adversarial contact,
 - Transports,
 - Other activities likely to yield information having evidentiary value
 - Officers need not activate their cameras when it would be unsafe, impossible, or impractical to do so, ut such instances of not recording when otherwise required must be documented as specified in the Use and Documentation guidelines, (see E above)
2. BWC are not intended to replace the need for a detailed incident report or other reporting requirements.
3. Officers have the discretion to record or not record general citizen contacts.
4. Officers have no affirmative duty to inform people that a BWC is operated or that the individuals are being recorded.

5. Once activated, the BWC should continue recording until the conclusion of the incident or encounter, or until it becomes apparent that additional recording is unlikely to capture information having evidentiary value. The officer having charge of a scene shall likewise direct the discontinuance of recording when further recording is unlikely to capture additional information having evidentiary value. If the recording is discontinued while an investigation, response, or incident is ongoing, officers shall state the reasons for ceasing the recording on camera before deactivating their BWC. If circumstances change, officers shall reactivate their cameras as required by this policy to capture information having evidentiary value.
6. Recording (and/or the audio track of a recording) may be temporarily ceased, but officers shall not intentionally alter, block or tamper with the BWC's audio or visual recording functionality to defeat the purposes of this policy.
7. Notwithstanding any other provision in this policy, officers shall not use their BWCs to record other agency personnel during non-enforcement related activities, such as during the pre-and post-shift time in locker rooms, during meal breaks, or during other private conversations, unless recording is authorized as part of an administrative or criminal investigation.

Special Guidelines for Recording

Officers should be mindful that BWC's are not intended to replace equipment issued to department personnel to take a recorded statement of suspects, victims and/or witnesses. Likewise, BWC's are not intended to replace equipment to photograph evidence, crime scenes, etc. Officers may, in the exercise of sound discretion, determine:

1. Use their BWCs to record any police-citizen encounter if there is reason to believe the recording would potentially yield information having evidentiary value unless such recording is otherwise expressly prohibited.
2. Officers need not record persons being provided medical care unless there is reason to believe the recording would document information having evidentiary value. When responding to an apparent mental health crisis or event, BWCs shall be activated as necessary to document any use of force and the basis for it, and any other information having evidentiary value, but need not be activated when doing so would serve only to record symptoms or behaviors believed to be attributable to the mental health issue.
3. Officers shall use the BWCs and/or squad-based audio/video systems to record their transportation and the physical transfer of persons in their custody to hospitals, detox, and mental health care facilities, juvenile detention centers, and jails, but otherwise should not record in these facilities unless the officer anticipates witnessing a criminal event or being involved in or witnessing and adversarial encounter or use-of-force incident.

Downloading and Categorizing Data

1. Video files shall be maintained in an approved storage location, such as a server, storage device, cloud storage, website, or other approved secure storage media, authorized by the Chief of Police. Each officer using a BWC is responsible for transferring or assuring the proper transfer of the data from his or her camera by the end of that officer's shift. However, if the officers are involved in a shooting, in-custody death, or other law enforcement activity resulting in death or great bodily harm, a supervisor or investigator shall take custody of the officer's BWC and assume responsibility for transferring.
2. Officers shall categorize the BWC data files at the time of video capture or transfer to storage, and should consult with a supervisor if in doubt as to the appropriate labeling. Officers should assign as may of the following labels as are applicable to each file:
 - a. From BWC
 - 1.ICR/Other 90-day retention
 - 2.Citation 3-year retention
 - 3.Arrest/RTR(Response to resistance) 7-year retention
 - 4.Permanent Permanent retention
 - b. From In-Car System
 - 1.ICR/Other 90-day retention
 - 2.Citation 3-year retention
 - 3.Arrest/RTR (response to Resistance) 7-year retention
 - 4.Squad Check 90-day retention
 - 5.Permanent Permanent retention

Administering Access to BWC Data

1. Data subjects: Under Minnesota law, the following are considered data subjects for the purpose of administering access to BWC data:
 - a. Any person or entity whose image or voice is documented in the data.
 - b. The officer who collected the data.
 - c. Any other officer whose voice or image is documented in the data regardless of whether that officer is or can be identified by the recording.
2. BWC data is presumptively private. BWC recording are classified as private data about the data subjects unless there is a specific la that provides differently. As a result:
 - a. BWC data pertaining to people is presumed private, as is BWC data pertaining to business or other entities.
 - b. Some BWC data is classified as confidential
 - c. Some BWC data is classified as public

Confidential Data.

BWC data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the “private” classification listed above and the “public” classifications listed below.

Public Data

The following BWC data is public:

1. Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous.
2. Data that documents the use of force by a peace officer that results in substantial bodily harm.
3. Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted (if practicable). In addition, any data on undercover officers must be redacted.
4. Data that documents the final disposition of disciplinary action against a public employee.

However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under Minn. Stat. 13.82, subd. 17 (e.g., certain victims, witnesses, and others) should not be released even if it would otherwise fit into one of the public categories listed above.

Access to BWC data by non-employees

Officers shall refer members of the media or public seeking access to BWC data to the Chief of Police, who shall process the request in accordance with the MGDPA and other governing laws. In particular:

1. An individual shall be allowed to review recorded BWC data about himself/herself and other data subjects in the recording, but access shall not be granted:
 - a. If the data was collected or created as part of an active investigation.
 - b. To portions of the data that the agency would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. 13.82, subd.17.
2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction:
 - a. Data on other individuals in the recording who do not consent to the release must be redacted.

- b. Data that would identify undercover officers must be redacted.
- c. Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted.

Access by peace officers and law enforcement employees.

No employee may have access to the department's BWC data except for legitimate law enforcement or data administration purposes:

- 1. Officers may access and view stored BWC video when there is a business need for doing so, including the need to defend against an allegation of misconduct or substandard performance. Officers may review video footage of an incident in which they were involved prior to preparing to report, giving a statement, or providing testimony about the incident.
- 2. Agency personnel are prohibited from accessing BWC data for non-business reasons and from sharing the data for non-law enforcement related purposes, including but not limited to uploading BWC data recorded or maintained by this agency to public and social media websites.
- 3. Employees seeking access to BWC data for non-business reasons may make a request for it in the same manner as any member of the public.

Other authorized disclosure of data

Officers may display portions of BWC footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. 13.82, subd. 15, as may be amended from time to time. Officers should generally limit these displays in order to protect against the incidental disclosure of individuals whose identities are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screenshots, muting the audio, or playing the audio but not displaying video. In addition,

- 1. BWC data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure.
- 2. BWC data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.

Data Security Safeguards

- 1. Personally owned devices, including but not limited to computers and mobile devices, shall not be programmed or used to access or view agency BWC data.
- 2. Officers shall not intentionally edit, alter, erase, or copy any BWC recording unless otherwise expressly authorized by the Chief or the Chief's designee.

3. Unless authorized by the Chief of Police, officers are not allowed to store or bring their BWC's home during off-duty hours.
4. As required by Minn. Stat. 13.825, subd. 9, as may be amended from time to time, this agency shall obtain an independent biennial audit of its BWC program.

Agency Use of Data

1. In addition, supervisors and other assigned personnel may access BWC data for the purposes of reviewing or investigating a specific incident that has given rise to a complaint or concern about officer misconduct or performance.
2. Nothing in this policy limits or prohibits the use of BWC data as evidence of misconduct or as a basis for discipline.
3. Officers should contact their supervisors to discuss retaining and using BWC footage for training purposes. Officer objections to preserving or using certain footage from training will be considered on a case by case basis. Field training officers may utilize Bwc data with trainees for the purpose of providing coaching and feedback on the trainees' performance.

Data Retention

1. All BWC data shall be retained for a minimum period of 90days. There are no expectations for erroneously recorded or non-evidentiary data.
2. Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of any animal that is sick, injured, or dangerous, must be maintained for a minimum period of one year.
3. Certain kinds of BWC data must be retained for six years:
 - a. Data that documents the use of deadly force by a peace officer, or force of a sufficient type or degree to require a use of force report or supervisor review.
 - b. Data documenting circumstances that have given rise to a formal complaint against an officer.
4. Other data having evidentiary value shall be retained for the period specified in the Records Retention Schedule. When a particular recording is subject to multiple retention periods, it shall be maintained for the longest applicable period.
5. Subject to Part F (below), all other BWC forage that is classified as "ICR/Other or Squad Check" or is not maintained for training shall be destroyed after 90 days.

6. Upon written request by a BWC data subject, the agency shall retain a recording pertaining to that subject for an additional time period requested by the subject for up to 180 days. The agency will notify the requestor at the time of the request that the data will then be destroyed unless a new written request is received.
7. The department shall maintain an inventory of BWC recordings having evidentiary value.
8. The department will post this policy and a link to the Record Retention schedule on the city website.

Compliance

Supervisors shall monitor for compliance with this policy. The unauthorized access to or disclosure of BWC data may constitute misconduct and subject individuals to disciplinary action and criminal penalties pursuant to Minn. Stat. 13.09.

Policy and Program Evaluation

As required by Minn. Stat. 13.825, subd. 9, as may be amended from time to time, this agency shall obtain an independent biennial audit of its BWC program.

13.825 PORTABLE RECORDING SYSTEMS.

Subdivision 1. **Application; definition.** (a) This section applies to law enforcement agencies that maintain a portable recording system for use in investigations, or in response to emergencies, incidents, and requests for service.

(b) As used in this section:

(1) "portable recording system" means a device worn by a peace officer that is capable of both video and audio recording of the officer's activities and interactions with others or collecting digital multimedia evidence as part of an investigation;

(2) "portable recording system data" means audio or video data collected by a portable recording system; and

(3) "redact" means to blur video or distort audio so that the identity of the subject in a recording is obscured sufficiently to render the subject unidentifiable.

Subd. 2. **Data classification; court-authorized disclosure.** (a) Data collected by a portable recording system are private data on individuals or nonpublic data, subject to the following:

(1) data that document the discharge of a firearm by a peace officer in the course of duty, if a notice is required under section 626.553, subdivision 2, or the use of force by a peace officer that results in substantial bodily harm, as defined in section 609.02, subdivision 7a, are public;

(2) data are public if a subject of the data requests it be made accessible to the public, except that, if practicable, (i) data on a subject who is not a peace officer and who does not consent to the release must be redacted, and (ii) data on a peace officer whose identity is protected under section 13.82, subdivision 17, clause (a), must be redacted;

(3) portable recording system data that are active criminal investigative data are governed by section 13.82, subdivision 7, and portable recording system data that are inactive criminal investigative data are governed by this section;

(4) portable recording system data that are public personnel data under section 13.43, subdivision 2, clause (5), are public; and

(5) data that are not public data under other provisions of this chapter retain that classification.

(b) A law enforcement agency may redact or withhold access to portions of data that are public under this subdivision if those portions of data are clearly offensive to common sensibilities.

(c) Section 13.04, subdivision 2, does not apply to collection of data classified by this subdivision.

(d) Any person may bring an action in the district court located in the county where portable recording system data are being maintained to authorize disclosure of data that are private or nonpublic under this section or to challenge a determination under paragraph (b) to redact or withhold access to portions of data because the data are clearly offensive to common sensibilities. The person bringing the action must give notice of the action to the law enforcement agency and subjects of the data, if known. The law enforcement agency must give notice to other subjects of the data, if known, who did not receive the notice from the person bringing the action. The court may order that all or part of the data be released to the public or to the person bringing the action. In making this determination, the court shall consider whether the benefit to the person bringing the action or to the public outweighs any harm to the public, to the law enforcement agency,

or to a subject of the data and, if the action is challenging a determination under paragraph (b), whether the data are clearly offensive to common sensibilities. The data in dispute must be examined by the court in camera. This paragraph does not affect the right of a defendant in a criminal proceeding to obtain access to portable recording system data under the Rules of Criminal Procedure.

Subd. 3. Retention of data. (a) Portable recording system data that are not active or inactive criminal investigative data and are not described in paragraph (b) must be maintained for at least 90 days and destroyed according to the agency's records retention schedule approved pursuant to section 138.17.

(b) Portable recording system data must be maintained for at least one year and destroyed according to the agency's records retention schedule approved pursuant to section 138.17 if:

(1) the data document (i) the discharge of a firearm by a peace officer in the course of duty if a notice is required under section 626.553, subdivision 2, or (ii) the use of force by a peace officer that results in substantial bodily harm; or

(2) a formal complaint is made against a peace officer related to the incident.

(c) If a subject of the data submits a written request to the law enforcement agency to retain the recording beyond the applicable retention period for possible evidentiary or exculpatory use related to the circumstances under which the data were collected, the law enforcement agency shall retain the recording for an additional time period requested by the subject of up to 180 days and notify the requester that the recording will then be destroyed unless a new request is made under this paragraph.

(d) Notwithstanding paragraph (b) or (c), a government entity may retain a recording for as long as reasonably necessary for possible evidentiary or exculpatory use related to the incident with respect to which the data were collected.

Subd. 4. Access by data subjects. (a) For purposes of this chapter, a portable recording system data subject includes the peace officer who collected the data, and any other individual or entity, including any other peace officer, regardless of whether the officer is or can be identified by the recording, whose image or voice is documented in the data.

(b) An individual who is the subject of portable recording system data has access to the data, including data on other individuals who are the subject of the recording. If the individual requests a copy of the recording, data on other individuals who do not consent to its release must be redacted from the copy. The identity and activities of an on-duty peace officer engaged in an investigation or response to an emergency, incident, or request for service may not be redacted, unless the officer's identity is subject to protection under section 13.82, subdivision 17, clause (a).

Subd. 5. Inventory of portable recording system technology. A law enforcement agency that uses a portable recording system must maintain the following information, which is public data:

(1) the total number of recording devices owned or maintained by the agency;

(2) a daily record of the total number of recording devices actually deployed and used by officers and, if applicable, the precincts in which they were used;

(3) the policies and procedures for use of portable recording systems required by section 626.8473; and

(4) the total amount of recorded audio and video data collected by the portable recording system and maintained by the agency, the agency's retention schedule for the data, and the agency's procedures for destruction of the data.

Subd. 6. **Use of agency-issued portable recording systems.** While on duty, a peace officer may only use a portable recording system issued and maintained by the officer's agency in documenting the officer's activities.

Subd. 7. **Authorization to access data.** (a) A law enforcement agency must comply with sections 13.05, subdivision 5, and 13.055 in the operation of portable recording systems and in maintaining portable recording system data.

(b) The responsible authority for a law enforcement agency must establish written procedures to ensure that law enforcement personnel have access to the portable recording system data that are not public only if authorized in writing by the chief of police, sheriff, or head of the law enforcement agency, or their designee, to obtain access to the data for a legitimate, specified law enforcement purpose.

Subd. 8. **Sharing among agencies.** (a) Portable recording system data that are not public may only be shared with or disseminated to another law enforcement agency, a government entity, or a federal agency upon meeting the standards for requesting access to data as provided in subdivision 7.

(b) If data collected by a portable recording system are shared with another state or local law enforcement agency under this subdivision, the agency that receives the data must comply with all data classification, destruction, and security requirements of this section.

(c) Portable recording system data may not be shared with, disseminated to, sold to, or traded with any other individual or entity unless explicitly authorized by this section or other applicable law.

Subd. 9. **Biennial audit.** (a) A law enforcement agency must maintain records showing the date and time portable recording system data were collected and the applicable classification of the data. The law enforcement agency shall arrange for an independent, biennial audit of the data to determine whether data are appropriately classified according to this section, how the data are used, and whether the data are destroyed as required under this section, and to verify compliance with subdivisions 7 and 8. If the governing body with jurisdiction over the budget of the agency determines that the agency is not complying with this section or other applicable law, the governing body may order additional independent audits. Data in the records required under this paragraph are classified as provided in subdivision 2.

(b) The results of the audit are public, except for data that are otherwise classified under law. The governing body with jurisdiction over the budget of the law enforcement agency shall review the results of the audit. If the governing body determines that there is a pattern of substantial noncompliance with this section, the governing body must order that operation of all portable recording systems be suspended until the governing body has authorized the agency to reinstate their use. An order of suspension under this paragraph may only be made following review of the results of the audit and review of the applicable provisions of this chapter, and after providing the agency and members of the public a reasonable opportunity to respond to the audit's findings in a public meeting.

(c) A report summarizing the results of each audit must be provided to the governing body with jurisdiction over the budget of the law enforcement agency and to the Legislative Commission on Data Practices and Personal Data Privacy no later than 60 days following completion of the audit.

Subd. 10. **Notification to BCA.** Within ten days of obtaining new surveillance technology that expands the type or scope of surveillance capability of a portable recording system device beyond video or audio recording, a law enforcement agency must notify the Bureau of Criminal Apprehension that it has obtained the new surveillance technology. The notice must include a description of the technology and its surveillance

capability and intended uses. The notices are accessible to the public and must be available on the bureau's website.

Subd. 11. Portable recording system vendor. (a) For purposes of this subdivision, "portable recording system vendor" means a person who is not a government entity and who provides services for the creation, collection, retention, maintenance, processing, or dissemination of portable recording system data for a law enforcement agency or other government entity. By providing these services to a government entity, a vendor is subject to all of the requirements of this chapter as if it were a government entity.

(b) A portable recording system vendor that stores portable recording system data in the cloud must protect the data in accordance with the security requirements of the United States Federal Bureau of Investigation Criminal Justice Information Services Division Security Policy 5.4 or its successor version.

(c) Subject to paragraph (d), in an action against a vendor under section 13.08 for a violation of this chapter, the vendor is liable for presumed damages of \$2,500 or actual damages, whichever is greater, and reasonable attorney fees.

(d) In an action against a vendor that improperly discloses data made not public by this chapter or any other statute classifying data as not public, the vendor is liable for presumed damages of \$10,000 or actual damages, whichever is greater, and reasonable attorney fees.

Subd. 12. Penalties for violation. In addition to any other remedies provided by law, in the case of a willful violation of this section a law enforcement agency is subject to exemplary damages of not less than twice the minimum, nor more than twice the maximum allowable for exemplary damages under section 13.08, subdivision 1.

History: 2016 c 171 s 5

626.8473 PORTABLE RECORDING SYSTEMS ADOPTION; WRITTEN POLICY REQUIRED.

Subdivision 1. **Definition.** As used in this section, "portable recording system" has the meaning provided in section 13.825, subdivision 1.

Subd. 2. **Public comment.** A local law enforcement agency must provide an opportunity for public comment before it purchases or implements a portable recording system. At a minimum, the agency must accept public comments submitted electronically or by mail, and the governing body with jurisdiction over the budget of the law enforcement agency must provide an opportunity for public comment at a regularly scheduled meeting.

Subd. 3. **Written policies and procedures required.** (a) The chief officer of every state and local law enforcement agency that uses or proposes to use a portable recording system must establish and enforce a written policy governing its use. In developing and adopting the policy, the law enforcement agency must provide for public comment and input as provided in subdivision 2. Use of a portable recording system without adoption of a written policy meeting the requirements of this section is prohibited. The written policy must be posted on the agency's website, if the agency has a website.

(b) At a minimum, the written policy must incorporate the following:

(1) the requirements of section 13.825 and other data classifications, access procedures, retention policies, and data security safeguards that, at a minimum, meet the requirements of chapter 13 and other applicable law;

(2) procedures for testing the portable recording system to ensure adequate functioning;

(3) procedures to address a system malfunction or failure, including requirements for documentation by the officer using the system at the time of a malfunction or failure;

(4) circumstances under which recording is mandatory, prohibited, or at the discretion of the officer using the system;

(5) circumstances under which a data subject must be given notice of a recording;

(6) circumstances under which a recording may be ended while an investigation, response, or incident is ongoing;

(7) procedures for the secure storage of portable recording system data and the creation of backup copies of the data; and

(8) procedures to ensure compliance and address violations of the policy, which must include, at a minimum, supervisory or internal audits and reviews, and the employee discipline standards for unauthorized access to data contained in section 13.09.

History: 2016 c 171 s 6



City of Osseo City Council Meeting Item

Agenda Item: Approve Resolution Supporting the Community Television Act (Resolution)

Meeting Date: June 22, 2020

Prepared by: Riley Grams, City Administrator

Attachments: Resolution

Policy Consideration:

Consider approving a Resolution of support for the Community Television Act, as requested by the Northwest Suburbs Cable Communications Commission.

Background:

The Northwest Suburbs Cable Communications Commission (NWSCCC) and CCX Media are requesting the support of the Protect Community Television Act by passing the attached resolution. NWSCCC signed a 10-year franchise agreement with Comcast in October of 2014 and will run through October of 2024. In the signed agreement, Comcast agreed to provide Cable Hooks Ups (CHU) and basic cable service to all public building, schools, etc. at no charge. They have also agreed to run cables to specific government buildings within certain number of feet from the street at no charge. These are just 2 examples that have been standard in all NWSCCC franchise agreements since the franchise started back in 1982. In many cases throughout the country this would be included in cable franchise agreements. The FCC acted to not allow this anymore even though this has been written into a contract and agreed to for the term of the franchise.

What this would mean is that Comcast would be able to deduct the value of these services from the franchise fee payments which would mean NWSCCC would have less funding. NWSCCC not only concerned about this current situation but future rulings that will have a negative effect on community media in general in terms of its overall funding if the FCC keeps chipping away at language we have in our agreements. NWSCCC is asking all member cities (including Osseo) to support this Resolution to protect community television. Cities around the country and the National League of Cities, National Association of Counties and the Minnesota League of Cities have supported approval of similar Resolutions.

Options:

The City Council may choose to:

1. Approve Resolution supporting the Community Television Act;
2. Approve Resolution supporting the Community Television Act, with noted changes/as amended;
3. Deny approval of the Resolution;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve Resolution supporting the Community Television Act.

CITY OF OSSEO, MINNESOTA

Resolution No. 2020-xx

RESOLUTION IN SUPPORT OF THE PROTECTING COMMUNITY TELEVISION ACT

WHEREAS, the City of Osseo is a member of the Northwest Suburbs Cable Communications Commission (the “Commission”), a Joint Powers Commission organized pursuant to Minn. Stat. § 471.59, as amended, and includes the municipalities of Brooklyn Center, Brooklyn Park, Crystal, Golden Valley, Maple Grove, New Hope, Osseo, Plymouth, Robbinsdale Minnesota (collectively the “Member Cities”);

WHEREAS, the Commission negotiates and manages the cable franchises agreements of the Member Cities and operates CCX Media, a local community public educational and governmental (“PEG”) community media center, on behalf of the Member Cities;

WHEREAS, CCX Media provides coverage of local events, such as local high school sporting events and most government meetings that local broadcast stations (i.e. WCCO, KSTP, KMSP, and KARE) typically will not cover, and, in light of a rapidly decreasing print media, CCX Media is the principal, and may soon be the sole, source for local residents to have access to coverage of local events;

WHEREAS, CCX Media is funded through franchise fee and PEG fee revenues negotiated in the cable franchise agreements;

WHEREAS, the Member Cities require, as part of the cable franchise agreements, that cable companies meet demonstrated community needs by providing non-monetary in-kind contributions that benefit the Member Cities, local schools, public safety buildings, as well as CCX Media;

WHEREAS, in 1984 Congress defined a franchise fee as a “tax, fee, or assessment” and, for the past 35 years, it has been solely a monetary fee;

WHEREAS, last year the FCC departed from the clear language of the Cable Act and ruled that a franchise fee is both a monetary and non-monetary fee and permits cable companies to unilaterally assign a value to the non-monetary in-kind contributions and then subtract that amount from the franchise fees the cable operator pays the local community;

WHEREAS, the FCC order results in decreased vital funding to the Member Cities and CCX Media;

WHEREAS, the *Protect Community Television Act* (currently S. 3218/HR 5659) has been introduced in Congress and its goal is to maintain the status quo by reversing the FCC order and

allowing franchise fees to be calculated as they have been for over 35 years as monetary only fees; and

WHEREAS, this legislation is supported by the National League of Cities, the U.S. Conference of Mayors, the National Association of Counties, the Minnesota League of Cities, and NATOA.

NOW, THEREFORE, BE IT RESOLVED that the City of Osseo, Hennepin County, Minnesota, calls on Congress to pass legislation, such as the *Protect Community Television Act*, which would undo the FCC's action; and

BE IT FURTHER RESOLVED that the City urges all House members and Senators from Minnesota to cosponsor the *Protect Community Television Act*.



City of Osseo City Council Meeting Item

Agenda Item:	Discuss 2020 Music/Movies in the Park
Meeting Date:	June 22, 2020
Prepared by:	Riley Grams, City Administrator
Attachments:	2020 Movies & Music in the Park Schedule and Budget

Background:

Councilmember Hultstrom and Johnson requested that a discussion item on the 2020 Music & Movies in the Park series be added to the Council agenda.

Currently, the City has cancelled the June Movies & Music in the Park dates due to the COVID-19 pandemic. We are scheduled to begin the series starting on Tuesday, July 7. Currently, the Governor's guidelines for safe outdoor gatherings is for no more than 250 people in an outdoor space while practicing safe social distancing. The City believes we can safely provide these events given those current guidelines.

Music Series

As of right now we have a full schedule of musical acts. However, several musical acts have reached out to the City with some concerns about performing amid the COVID pandemic. Some of the larger musical acts, such as the Classic Big Band, have indicated that they will bring a smaller group of musicians so that they can properly space themselves out while performing. Others have indicated they are taking a wait and see approach before deciding whether to go through with their performance. As a reminder, the agreements we have in place with each musical act allows for either party to cancel the performance at any time for any reason. If acts are taking a wait and see approach, we may be faced with last minute cancellations. Otherwise the City is prepared to move ahead with the acts that still want to perform.

Movies Series

The City also is prepared to move ahead with the movies series as well. However, we recently learned that long time Lion Ed Columbus has indicated he is not willing to participate in the Music & Movies in the Park series this summer given COVID concerns. Each summer, the Lions allow the City to use their audio and visual equipment to show the movies. With Ed not participating this year, the Lions are not willing to borrow the audio and visual equipment to the City for use this summer. The City does own a BluRay player and projector that could be used to show the movies. However, we do not own speakers or other audio equipment large enough for this type of outdoor use. The City could buy audio equipment and proper connections if necessary. We estimate a system to fit this need would cost around \$500-1000 depending on the size and quality of the equipment. Public Works could go and purchase proper equipment for the movies as directed. We would then train our Movie Attendant on how to set up and take down the equipment properly.

Food Trucks

More recently the City has invited a variety of food trucks to come to these events to offer food options for attendants. Staff has reached out to all food truck vendors that we have scheduled in the past to see if they are willing to participate again this year and get them scheduled accordingly. Unfortunately, those that we have connected with opted out this year, noting the increased risk and concerns with COVID-19. We also have left several messages for a few other food truck vendors and have not heard back from them yet. Currently, we have no food trucks scheduled.

Budget or Other Considerations:

We have received donations for the Movies and Music in the Park series to cover expenses (cost for musical acts and ordering movies).

Recommendation/Action Requested:

Staff recommends Councilmembers Hultstrom and Johnson discuss this item with the full Council, and direct Staff accordingly.

2020 schedule and budget

2020	Tuesdays	Performance	Band Cost	Movie	Movie Cost
	2-Jun				
	9-Jun	<u>cancelled</u>			
	16-Jun	<u>cancelled</u>			
	23-Jun	<u>cancelled</u>			
	30-Jun	<u>cancelled</u>			
	7-Jul	<u>Led Penny</u>	\$ 600	<i>Aladdin</i>	\$ 1,065
	14-Jul	<u>Classic Big Band</u>	\$ 1,300	(reduced size band)	
	21-Jul	<i>Rain Date</i>		<i>Playing with Fire</i>	\$ 665
	28-Jul	<u>Dirty Shorts Brass Band</u>	\$ 450		
	4-Aug	<u>NTU cancelled</u>			
	11-Aug	<u>Teddy Bear Band</u>	\$ 1,450	<i>Coco</i>	\$ 500
	18-Aug	<u>Spark School of Music</u>	\$ -	<i>Maleficent</i>	\$ 465
	25-Aug	<u>Snake Discovery</u>	\$ 211	<i>Frozen II</i>	\$ 730
			\$ 4,011		\$ 3,425

Other Costs

Music Licensing Fees	\$ 800
Promotional Materials	Rack cards, newsletter a \$ 200
Movie Staffing	Staff (Movie attendant) \$ 300

2020 Programming Total (est.) \$ 8,150

Funding: Donations Received

Lions	\$ 3,000
Fire Relief Association	\$ 2,000
NW Area Jaycees	\$ 1,250
Osseo Legion	\$ 1,500
OMGHA	\$ 1,500

Projected 2020 Donation Total \$ 9,250

Projected 2020 Balance \$ 1,100

CITY OF OSSEO

CASH BALANCE SUMMARY FOR COUNCIL

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance	Fund
\$1,371,795.41	\$237,163.09	\$798,149.39	\$76,635.57	-\$316,375.63	\$0.00	\$571,069.05	101 GENERAL FUND
\$320,002.25	\$72,890.00	\$39,781.83	-\$11,190.00	\$0.00	\$0.00	\$341,920.42	110 CIP EQUIPMENT
\$13,855.94	\$2,650.00	\$3,901.50	\$0.00	\$0.00	\$0.00	\$12,604.44	115 POLICE DONATIONS/EXPENSES
\$10,864.16	\$3,000.00	\$2,662.00	\$0.00	\$0.00	\$0.00	\$11,202.16	116 POLICE FORFIETURE FUND
-\$2,597.41	\$1,060.00	\$7,764.96	\$11,190.00	\$0.00	\$0.00	\$1,887.63	120 FIRE DONATIONS/EXPENSES
\$1,386,756.09	\$0.00	\$10,191.73	\$0.00	\$0.00	\$0.00	\$1,376,564.36	130 PAVEMENT MANAGEMENT
\$136,009.56	\$0.00	\$16,858.90	\$0.00	\$0.00	\$0.00	\$119,150.66	135 CIP FACILITIES
-\$6,856.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,856.60	150 COMP PLAN GRANT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	200 INSPECTIONS (INACTIVE)
\$2,115.23	\$0.00	\$324.05	\$0.00	\$0.00	\$0.00	\$1,791.18	204 TROLLEY
\$179,019.27	\$18,475.00	\$10,587.37	-\$1,559.57	\$0.00	\$0.00	\$185,347.33	205 PARK DEDICATION
\$46,509.34	\$13,574.84	\$42,639.22	\$0.00	\$0.00	\$0.00	\$17,444.96	240 CABLE GRANTS
\$10,411.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,411.76	241 CheC - Healthy Comm Grant
\$2,395.70	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	-\$1,604.30	242 HENN CO TREE GRANT
-\$593.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$593.75	243 HENN CO CORRIDOR PLANNING
\$0.00	\$10,950.00	\$4,360.00	\$0.00	\$0.00	\$0.00	\$6,590.00	244 TWINS GRANT
\$2,258.27	\$300.00	\$1,085.79	\$0.00	\$0.00	\$0.00	\$1,472.48	250 COMMUNITY FUND
\$339.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$339.87	252 FIREARMS SAFETY
\$2,993.89	\$9,250.00	\$2,502.76	\$0.00	\$0.00	\$0.00	\$9,741.13	253 MUSIC/MOVIES IN THE PARK
\$2,922.80	\$0.00	\$499.67	\$0.00	\$0.00	\$0.00	\$2,423.13	254 MINIDAZZLE
\$5,169.68	\$200.00	\$196.55	\$0.00	\$0.00	\$0.00	\$5,173.13	257 FARMERS MARKET
\$10,781.08	\$0.00	\$989.45	\$0.00	\$0.00	\$0.00	\$9,791.63	260 HERITAGE PRESERVATION
\$115,407.22	\$5,492.01	\$36,137.50	-\$5,492.01	\$0.00	\$0.00	\$79,269.72	301 2014A Street/Utility (500,000)
\$243,566.65	\$0.00	\$167,675.00	\$0.00	\$0.00	\$0.00	\$75,891.65	305 BONDS 2015 STR IMPROVE
\$267,240.63	\$0.00	\$91,631.25	\$0.00	\$0.00	\$0.00	\$175,609.38	306 BONDS 2016 STR IMPROVE (19349)
\$136,987.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$136,987.90	307 BONDS 2016 STR IMPROVE (19421)
\$109,894.28	\$0.00	\$61,000.00	\$0.00	\$0.00	\$0.00	\$48,894.28	308 BONDS 2017 STR IMPROVE (19644)
\$132,484.67	\$9,953.25	\$56,874.38	-\$4,976.61	\$0.00	\$0.00	\$80,586.93	309 BONDS 2018 STR IMPROVE
\$1,414.49	\$3,077.91	\$0.00	\$0.00	\$0.00	\$0.00	\$4,492.40	310 BONDS 2018 ALLEY IMPROVE
\$2,759.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,759.62	311 BONDS 2019 STR IMPROVE
\$12,047.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,047.61	312 BONDS 2019 ALLEY IMPROVE
\$0.00	\$125,060.93	\$14.25	\$0.00	\$0.00	\$0.00	\$125,046.68	313 BOND 2020 STREET PROJECT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	325 BONDS 2003C REFUNDING (12358)
\$268,508.98	\$0.00	\$273,350.00	\$0.00	\$0.00	\$0.00	-\$4,841.02	365 BONDS 2009 CENTRAL AVE (17720-
\$89,425.12	\$0.00	\$33,275.00	\$0.00	\$0.00	\$0.00	\$56,150.12	371 BONDS 2012A STR IMPROVE
\$0.00	\$498.60	\$0.00	\$0.00	\$0.00	\$0.00	\$498.60	375 BONDS 2007A JEFFERSON HWY
\$213,767.21	\$0.00	\$189,162.50	\$0.00	\$0.00	\$0.00	\$24,604.71	380 BONDS 2010A REFUNDING
-\$370.45	\$0.00	\$163,465.63	\$0.00	\$0.00	\$0.00	-\$163,836.08	385 BONDS 2011A TIF

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
\$122,242.53	\$0.00	\$67,912.50	\$0.00	\$0.00	\$0.00	\$54,330.03	395 BONDS 2014A POLICE ADDITION
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	404 2017 STREET IMPROVE (19349)
\$102,683.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,683.74	405 2018 STREET IMPROVEMENT
\$11,839.49	\$0.00	\$214.18	\$0.00	\$0.00	\$0.00	\$11,625.31	406 2018 ALLEY IMPROVEMENT
\$85,688.85	\$0.00	\$4,657.00	\$0.00	\$0.00	\$0.00	\$81,031.85	407 2019 STREET IMPROVEMENT
-\$124.04	\$0.00	\$11.34	\$0.00	\$0.00	\$0.00	-\$135.38	408 2019 ALLEY IMPROVEMENT
-\$30,571.18	\$0.00	\$44,859.53	\$0.00	\$0.00	\$0.00	-\$75,430.71	409 2020 STREET IMPROVEMENT
\$969,396.12	\$257,831.52	\$109,269.14	-\$12,372.16	-\$43,780.61	\$0.00	\$1,061,805.73	601 WATER FUND
\$1,176,619.14	\$233,953.67	\$127,641.55	-\$10,933.07	-\$43,780.56	\$0.00	\$1,228,217.63	602 SEWER FUND
\$493,031.91	\$93,405.62	\$8,943.73	-\$3,411.60	-\$10,156.94	\$0.00	\$563,925.26	604 STORM WATER FUND
\$81.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81.90	801 GENERAL EDA
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	806 TIF 2-5 REALIFE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	817 TIF 2-4 BELL TOWER
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	819 TIF 2-6 CELTIC CROSSING
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	825 TIF 2-8 LANCOR/LYNDES
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	836 TIF 2-9 5 CENTRAL
\$8,018,174.93	\$1,098,786.44	\$2,382,589.65	\$37,890.55	-\$414,093.74	\$0.00	\$6,358,168.53	

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Payments Batch 6-22-20AP \$158,259.19

Refer	9561 AFFORDABLE SANITATION INC	-			
Cash Payment	E 101-42350-211 OPERATIONS		PORTA POTTY SIPE PARK RENTAL MAY		\$104.00
Invoice 4138	6/1/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$104.00
Refer	9562 AFFORDABLE SANITATION INC	-			
Cash Payment	E 101-42350-211 OPERATIONS		PORTA POTTY BOERBOOM MAY 2020		\$76.00
Invoice 4139	6/1/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$76.00
Refer	9579 AFLAC	Ck# 002091E 6/18/2020			
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF		JUNE 2020 PREMIUM		\$240.54
Invoice 176385	6/12/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total	\$240.54
Refer	9581 ASPEN MILLS INC	-			
Cash Payment	E 101-41920-218 UNIFORMS/GEAR		CLASS B UNIFORM ITEMS-DUGGAN		\$83.25
Invoice 257934	6/15/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total	\$83.25
Refer	9541 CENTERPOINT ENERGY	-			
Cash Payment	E 101-42350-390 NATURAL GAS SERVIC		NATURAL GAS ALLOCATION 4/30 - 5/29/20 WARMING HOUSE		\$22.58
Invoice 06/05/2020	6/5/2020				
Cash Payment	E 101-41700-390 NATURAL GAS SERVIC		NATURAL GAS ALLOCATION 4/30 - 5/29/20 CH		\$179.55
Invoice 06/05/2020	6/5/2020				
Cash Payment	E 101-41800-390 NATURAL GAS SERVIC		NATURAL GAS ALLOCATION 4/30 - 5/29/20 COMM CNT		\$39.41
Invoice 06/05/2020	6/5/2020				
Cash Payment	E 602-49400-390 NATURAL GAS SERVIC		NATURAL GAS ALLOCATION 4/30 - 5/29/20 LIFT STATION		\$32.40
Invoice 06/05/2020	6/5/2020				
Cash Payment	E 101-42000-390 NATURAL GAS SERVIC		NATURAL GAS ALLOCATION 4/30 - 5/29/20 PW		\$58.47
Invoice 06/05/2020	6/5/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$332.41
Refer	9582 CINTAS - UNIFORMS AND RUGS	-			
Cash Payment	E 101-41900-211 OPERATIONS		6/10/20 MAT SVC-PD		\$0.00
Invoice 4052820541	6/10/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total	\$0.00
Refer	9530 CINTAS	-			
Cash Payment	E 101-42000-211 OPERATIONS		MAT SVS - PW		\$12.06
Invoice 4052820517	6/10/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$12.06
Refer	9532 CINTAS	-			
Cash Payment	E 101-41700-211 OPERATIONS		MAT SVC - CH		\$19.20
Invoice 4052820546	6/10/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$19.20

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Refer	9572 COMCAST	-				
Cash Payment	E 101-41700-321 TELECOMMUNICATION	JUNE 2020 SVC - CH				\$20.05
Invoice	05/28/2020	5/28/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$20.05
Refer	9552 COMMERCIAL ASPHALT CO	-				
Cash Payment	E 101-42000-224 STREET MAINTENANC	5.81TONS ASPHALT				\$363.13
Invoice	200515	5/15/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$363.13
Refer	9594 COMMERCIAL ASPHALT CO	-				
Cash Payment	E 101-42000-224 STREET MAINTENANC	5.68TONS ASPHAL				\$718.14
Invoice	200531	5/31/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total	\$718.14
Refer	9569 COVERALL	-				
Cash Payment	E 101-41700-317 CLEANING SERVICE	JUNE 2020 CLEANING SVC				\$901.00
Invoice	7070276826	6/1/2020				
Cash Payment	E 101-41800-317 CLEANING SERVICE	JUNE 2020 CLEANING SVC				\$133.00
Invoice	7070276826	6/1/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$1,034.00
Refer	9577 CURRENT, GARY	-				
Cash Payment	E 101-41920-260 EDUCATION/MEETING	FEB-MAY 2020 MILEAGE REIMBURSEMENT- 378.4 MI @ 57.5 CENTS/MI				\$217.58
Invoice	20200610	6/10/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total	\$217.58
Refer	9543 ECM PUBLISHING	-				
Cash Payment	E 101-41110-351 PRINTING/PUBLISHING	NURSES WEEK THANK YOU AD				\$25.00
Invoice	774939	5/10/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$25.00
Refer	9555 ECM PUBLISHING	-				
Cash Payment	E 101-41110-351 PRINTING/PUBLISHING	MAY 18 VAR 8 4TH PUBLIC NOTICE				\$106.32
Invoice	774545	5/7/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$106.32
Refer	9567 ECM PUBLISHING	-				
Cash Payment	E 101-41110-351 PRINTING/PUBLISHING	COMM MGMT COORD AD				\$328.00
Invoice	779417	6/7/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$328.00
Refer	9514 EFTPS	Ck# 002083E 6/5/2020				
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	6/5/20PR IRS FIT PYMT				\$4,624.37
Invoice	27005579112500	6/5/2020				
Cash Payment	G 101-21703 FICA WITHHOLDING	6/5/20PR IRS FIT PYMT				\$4,618.90
Invoice	27005579112500	6/5/2020				
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN	10100	Total	\$9,243.27
Refer	9570 EHLERS & ASSOCIATES, INC	-				
Cash Payment	E 301-47250-310 OTHER PROFESSIONA	2014A BOND ARBITRAGE REPORTING				\$3,750.00
Invoice	83608	6/9/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total	\$3,750.00

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Refer	9573 <i>ELEMENT TECHNOLOGIES LLC</i>	-			
Cash Payment	E 101-41515-302 IT SERVICE	JUNE 2020 IT SVC			\$1,900.00
Invoice	SLA46927	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$1,900.00
Refer	9589 <i>ELEMENT TECHNOLOGIES LLC</i>	-			
Cash Payment	E 101-41515-302 IT SERVICE	MAY 2020 ON-SITE/REMOTE SUPPORT SVCS			\$712.50
Invoice	IVC46762	5/31/2020			
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total \$712.50
Refer	9593 <i>ELEMENT TECHNOLOGIES LLC</i>	-			
Cash Payment	E 101-41900-211 OPERATIONS	HDMI CABLES,DISPLAY PORT CABLE-PD			\$107.00
Invoice	IVC46707	5/29/2020			
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total \$107.00
Refer	9575 <i>EMERGENCY RESPONSE SOLUTI</i>	-			
Cash Payment	E 110-41920-520 CAPITAL OUTLAY	6 EA COATS, PANTS, GLOVES			\$17,726.46
Invoice	15447	6/9/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$17,726.46
Refer	9516 <i>EMPOWER- MSRS DFC/HCSP</i>	<u>Ck# 002085E 6/8/2020</u>			
Cash Payment	G 101-21705 DEFFERED COMP	6/5/20PR MSRS DFC CONTRIBUTIONS			\$300.00
Invoice	836202035	6/5/2020			
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN	10100	Total \$300.00
Refer	9517 <i>EMPOWER- MSRS DFC/HCSP</i>	<u>Ck# 002086E 6/8/2020</u>			
Cash Payment	G 101-21712 HCSP	6/5/20PR MSRS HCSP CONTRIBUTIONS			\$536.17
Invoice	836201859	6/5/2020			
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN	10100	Total \$536.17
Refer	9524 <i>FINKEN WATER</i>	-			
Cash Payment	E 101-41900-410 LEASES/RENTALS	JUNE 2020 WATER COOLER RENTAL PD			\$8.00
Invoice	1205218	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$8.00
Refer	9527 <i>FINKEN WATER</i>	-			
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE WATER SOFTENER RENTAL			\$15.00
Invoice	1205220	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$15.00
Refer	9571 <i>FINKEN WATER</i>	-			
Cash Payment	E 101-41110-410 LEASES/RENTALS	JUNE 2020 WATER COOLER RENTAL ADMIN			\$13.00
Invoice	1205219	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$13.00
Refer	9513 <i>FURTHER - FORMERLY SELECTA</i>	<u>Ck# 002082E 6/2/2020</u>			
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	5/22/20PR H.S.A CONTRIBUTIONS			\$1,771.85
Invoice	052220PR	5/22/2020			
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN	10100	Total \$1,771.85
Refer	9520 <i>FURTHER - FORMERLY SELECTA</i>	<u>Ck# 002089E 6/9/2020</u>			
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	6/5/20PR H.S.A. CONTRIBUTIONS			\$1,771.85
Invoice	060520	6/5/2020			
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN	10100	Total \$1,771.85
Refer	9583 <i>GARIBALDI, DAVID J.</i>	-			

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Cash Payment	E 101-42350-215 CENTRAL AVENUE BE	APRIL-JUNE 2020			\$3,000.00
		GARDENING/BEAUTIFICATION SVCS			
Invoice 83628	6/9/2020				
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total	\$3,000.00
Refer	9549 GOPHER STATE ONE CALL, INC.	-			
Cash Payment	E 601-49400-211 OPERATIONS	UTILITY LOCATES MAY 2020			\$72.90
Invoice 50657	5/31/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$72.90
Refer	9563 HENN CO INFO TECH	-			
Cash Payment	E 101-41920-220 RADIO COMMUNICATI	MAY 2020 RADIO LEASE & FLEET FEE			\$735.79
Invoice 1000151107	6/2/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$735.79
Refer	9566 HENN CO INFO TECH	-			
Cash Payment	E 101-41900-220 RADIO COMMUNICATI	MAY 2020 RADIO LEASE & FEE PD			\$1,306.85
Invoice 1000151108	6/2/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$1,306.85
Refer	9550 HENN CO PUBLIC WORKS	-			
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	FUEL COST PW			\$72.14
Invoice 1000150530	5/15/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$72.14
Refer	9521 HENN CO SHERIFF	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV	BOOKING FEES MAY 2020			\$1,024.20
Invoice 1000150909	6/1/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$1,024.20
Refer	9564 HOLIDAY COMMERCIAL	-			
Cash Payment	E 101-41900-216 FUEL - VEHICLE/EQUIP	MAY 2020 SQUAD FUEL			\$1,243.90
Invoice 05/21/20	5/21/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$1,243.90
Refer	9512 ICMA RETIREMENT CORPORATIO	Ck# 002081E 6/1/2020			
Cash Payment	G 101-21705 DEFFERED COMP	5/22/20PR ICMA DFC CONTRIBUTIONS			\$275.00
Invoice 340944	5/22/2020				
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC	5/22/20PR ICMA DFC CONTRIBUTIONS			\$75.00
Invoice 340944	5/22/2020				
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total	\$350.00
Refer	9518 ICMA RETIREMENT CORPORATIO	Ck# 002087E 6/8/2020			
Cash Payment	G 101-21705 DEFFERED COMP	6/5/20PR ICMA DFC CONTRIBUTIONS			\$275.00
Invoice 345120	6/5/2020				
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC	6/5/20PR ICMA DFC CONTRIBUTIONS			\$75.00
Invoice 345120	6/5/2020				
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total	\$350.00
Refer	9542 INNOVATIVE OFFICE SUPPLY	-			
Cash Payment	E 101-41110-201 OFFICE OPERATIONS	OFFICE SUPPLIES			\$249.12
Invoice IN3001951	6/15/2020				
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total	\$249.12
Refer	9546 LAW ENFORCE LABOR SERVICE I	-			

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Cash Payment	G 101-21708 UNION DUES	JUNE 2020 POLICE UNION DUES		\$372.00
Invoice	JUNE 2020	6/1/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$372.00
Refer	9584 LED PENNY			
Cash Payment	E 253-42400-211 OPERATIONS	7/7/20 MUSIC IN THE PARK PERFORMANCE		\$600.00
Invoice	20200707	6/13/2020		
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total \$600.00
Refer	9574 LMC INSURANCE TRUST			
Cash Payment	E 101-41920-139 WORK COMP INSURAN	1/15/20 CLM #102582 DEDUCTIBLE-NYQUIST		\$1,000.00
Invoice	15983	6/8/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$1,000.00
Refer	9585 LYNDE GREENHOUSE & NURSER			
Cash Payment	E 101-42350-215 CENTRAL AVENUE BE	4" ANNUAL POT		\$42.50
Invoice	I081365	5/31/2020		
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total \$42.50
Refer	9538 MAPLE GROVE, CITY OF			
Cash Payment	E 601-49400-385 PURCHASED WATER	8,246GAL WATER PURCHASED-MAY 2020		\$14,075.92
Invoice	20511	5/31/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$14,075.92
Refer	9578 MCMA			
Cash Payment	E 101-41110-255 DUES/MEMBERSHIP	2020 ANNUAL MEMBERSHIP DUES-GRAMS		\$144.15
Invoice	2020	5/1/2020		
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total \$144.15
Refer	9528 MENARDS-BROOKLYN PARK			
Cash Payment	E 101-42350-211 OPERATIONS	TOOLS&BATTERIES-PARKS		\$161.79
Invoice	7309	6/15/2020		
Cash Payment	E 101-41700-211 OPERATIONS	TOOLS&BATTERIES-CH		\$42.95
Invoice	7309	6/15/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$204.74
Refer	9587 METRO WEST INSPECTION SERVI			
Cash Payment	G 101-20222 BUILDING INSPECTIONS P	MAY 2020 INSPECTIONS		\$2,426.65
Invoice	2434	5/28/2020		
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total \$2,426.65
Refer	9547 METROPOLITAN COUNCIL			
Cash Payment	E 602-49400-386 SANITARY SEWER SE	JULY 2020 WASTEWATER SVCS		\$14,968.36
Invoice	1111203	6/8/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$14,968.36
Refer	9588 MINNESOTA LIFE INS CO			
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD/ST	JUNE 2020 LIFE INS PREMIUM-PD		\$40.00
Invoice	1420020			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	JUNE 2020 LIFE INS PREMIUM-ADMIN		\$20.00
Invoice	1420020			
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD/ST	JUNE 2020 LIFE INS PREMIUM-PW		\$15.00
Invoice	1420020			

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Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	JUNE 2020 LIFE INS PREMIUM-EMPLOYEE CONTRIBUTIONS	\$80.10
Invoice 1420020			
Transaction Date	6/18/2020	Due 6/18/2020 PREMIER CHECKIN 10100	Total \$155.10
Refer	9568 MINUTE MAKER SECRETARIAL	-	
Cash Payment	E 101-41000-307 RECORDING SERVICE	6/8/20 COUNCIL MTG MINUTES	\$148.00
Invoice M1090 6/15/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$148.00
Refer	9519 MN DEPT OF REVENUE	Ck# 002088E 6/8/2020	
Cash Payment	G 101-21702 STATE WITHHOLDING	6/5/20PR MN DOR SIT PYMT	\$2,077.30
Invoice 0-710-082-080 6/5/2020			
Transaction Date	6/11/2020	Due 6/11/2020 PREMIER CHECKIN 10100	Total \$2,077.30
Refer	9590 MOTOROLA	-	
Cash Payment	E 110-41900-520 CAPITAL OUTLAY	MSI EQUIPMENT/SVCS-SQ220	\$4,433.50
Invoice 8280965459 5/28/2020			
Transaction Date	6/18/2020	Due 6/18/2020 PREMIER CHECKIN 10100	Total \$4,433.50
Refer	9556 MUNICIPAL CLERKS/FIN OFF	-	
Cash Payment	E 101-41110-255 DUES/MEMBERSHIP	MEMBERSHIP RENEWAL LEANN LARSON	\$45.00
Invoice 060420 6/4/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$45.00
Refer	9534 NAPA-COTTENS OSSEO	-	
Cash Payment	E 101-42350-221 EQUIP REPAIR/ MAINT	HYDRAULIC HOSE & FITTINGS - PW	\$98.49
Invoice 955922 6/15/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$98.49
Refer	9536 NAPA-COTTENS OSSEO	-	
Cash Payment	E 101-42350-221 EQUIP REPAIR/ MAINT	COUPLER & FITTING - PW	\$21.58
Invoice 956370 6/16/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$21.58
Refer	9548 PAUL BAERTSCHI P.A.	-	
Cash Payment	E 101-41500-306 LEGAL SERVICE - PRO	MAY 2020 PROSECUTION SVCS	\$1,200.00
Invoice MAY 2020 6/3/2020			
Cash Payment	E 101-41500-211 OPERATIONS	MAY 2020 PROSECUTION EXPENSES	\$127.50
Invoice MAY 2020 6/3/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$1,327.50
Refer	9576 PEIP	Ck# 002090E 6/18/2020	
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD/ST	JULY 2020 MED/DENTAL PREMIUM	\$6,666.07
Invoice 977972 6/10/2020			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	JULY 2020 MED/DENTAL PREMIUM	\$1,616.22
Invoice 977972 6/10/2020			
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD/ST	JULY 2020 MED/DENTAL PREMIUM	\$1,792.44
Invoice 977972 6/10/2020			
Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	JULY 2020 MED/DENTAL PREMIUM	\$455.87
Invoice 977972 6/10/2020			
Transaction Date	6/17/2020	Due 6/17/2020 PREMIER CHECKIN 10100	Total \$10,530.60
Refer	9515 PERA	Ck# 002084E 6/5/2020	

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Cash Payment	G 101-21704 PERA	6/5/20PR PERA CONTRIBUTIONS		\$10,751.99
Invoice	SOMPER000559	6/5/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$10,751.99
Refer	9545 PREFERRED COMMUNICATIONS	-		
Cash Payment	E 240-41900-570 EQUIPMENT	OFFICE ARMS FOR MONITORS		\$471.00
Invoice	58881	6/1/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$471.00
Refer	9586 RANGER CHEVROLET	-		
Cash Payment	E 110-42000-520 CAPITAL OUTLAY	PW 2020 CHEVY SILVERADO		\$31,682.00
Invoice	24980	6/8/2020		
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN 10100	Total \$31,682.00
Refer	9539 REINDERS	-		
Cash Payment	E 101-42350-215 CENTRAL AVENUE BE	FLOWER BASKET FERTILIZER		\$920.00
Invoice	3071115-00	6/3/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$920.00
Refer	9553 ROTO ROOTER	-		
Cash Payment	E 602-49400-211 OPERATIONS	CAMERA & DESCALE SEWER BLOCKAGE		\$1,725.00
Invoice	9141931	5/27/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$1,725.00
Refer	9537 SCHINDLER ELEVATOR CORP	-		
Cash Payment	E 101-41700-211 OPERATIONS	ELEVATOR REPAIR		\$508.35
Invoice	7153146642	6/5/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$508.35
Refer	9560 SIPE BROS. INC.	-		
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	MAY 2020 FUEL CHARGES PW		\$56.34
Invoice	05/16/2020	5/16/2020		
Cash Payment	E 101-42350-216 FUEL - VEHICLE/EQUIP	MAY 2020 FUEL CHARGES PARKS		\$49.30
Invoice	05/16/2020	5/16/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$105.64
Refer	9565 SIPE BROS. INC.	-		
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	5/1-5/4/20 SQUAD CAR WASHES		\$15.00
Invoice	05/16/20	5/16/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$15.00
Refer	9522 STREICHERS INC	-		
Cash Payment	E 101-41900-218 UNIFORMS/GEAR	UNIFORM - STARRY		\$39.99
Invoice	I1435644	6/11/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$39.99
Refer	9523 STREICHERS INC	-		
Cash Payment	E 101-41900-401 POLICE RESERVE PRO	UNIFORM - RES OFF HEGLAND		\$26.99
Invoice	I1435648	6/11/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$26.99
Refer	9525 STREICHERS INC	-		
Cash Payment	E 101-41900-218 UNIFORMS/GEAR	UNIFORM - KINTZI		\$74.99
Invoice	I1434603	6/5/2020		
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN 10100	Total \$74.99

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Refer	9557 <i>STREICHERS INC</i>	-			
Cash Payment	E 101-41900-211 OPERATIONS	FLARES			\$90.99
Invoice	I1432582	5/26/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$90.99
Refer	9559 <i>STREICHERS INC</i>	-			
Cash Payment	E 101-41900-218 UNIFORMS/GEAR	MAGAZINE CASE GLOCK			\$29.99
Invoice	I1432588	5/26/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$29.99
Refer	9580 <i>SUN LIFE FINANCIAL</i>	-			
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD/ST	JULY 2020 LTD/STD PREMIUM			\$376.31
Invoice	JULY2020	6/16/2020			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	JULY 2020 LTD/STD PREMIUM			\$102.62
Invoice	JULY2020	6/16/2020			
Cash Payment	E 101-41650-130 MED/DEN/LIFE/LTD/ST	JULY 2020 LTD/STD PREMIUM			-\$36.91
Invoice	JULY2020	6/16/2020			
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD/ST	JULY 2020 LTD/STD PREMIUM			\$83.76
Invoice	JULY2020	6/16/2020			
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	JULY 2020 LTD/STD PREMIUM			\$64.47
Invoice	JULY2020	6/16/2020			
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total \$590.25
Refer	9558 <i>THOMSON REUTERS-WEST</i>	-			
Cash Payment	E 101-41900-310 OTHER PROFESSIONA	MAY 2020 INFORMATION SVCS			\$94.50
Invoice	842457775	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$94.50
Refer	9544 <i>TRANSPORT GRAPHICS</i>	-			
Cash Payment	E 110-41900-520 CAPITAL OUTLAY	SQD 120 GRAPHICS PACKAGE			\$1,844.35
Invoice	EM-132770	5/29/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$1,844.35
Refer	9533 <i>TWIN CITY WATER CLINIC INC.</i>	-			
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	WATER SAMPLES MAY 2020			\$60.00
Invoice	I4639	6/8/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$60.00
Refer	9591 <i>US BANK - PW COPIER LEASE</i>	-			
Cash Payment	E 101-42000-410 LEASES/RENTALS	PW COPIER LEASE			\$171.16
Invoice					
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total \$171.16
Refer	9526 <i>VERIZON WIRELESS</i>	-			
Cash Payment	E 101-42000-321 TELECOMMUNICATION	MAY 2020 SERVICE-PW			\$247.74
Invoice	9855731573	6/1/2020			
Cash Payment	E 101-41900-321 TELECOMMUNICATION	MAY 2020 SERVICE-PD			\$520.71
Invoice	9855731573	6/1/2020			
Cash Payment	E 204-42390-352 TROLLEY OPERATION	MAY 2020 SERVICE-TROLLEY			\$34.14
Invoice	9855731573	6/1/2020			
Cash Payment	E 101-41110-321 TELECOMMUNICATION	MAY 2020 SERVICE-ADMIN			\$42.53
Invoice	9855731573	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$845.12

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Refer	9529 WATER CONSERVATION SVCS, IN	-			
Cash Payment	E 601-49400-211 OPERATIONS	LEAK LOCATE - CO RD 81 & W. BROADWAY NOT FOUND			\$345.97
Invoice	10474	6/1/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$345.97
Refer	9592 XCEL ENERGY	-			
Cash Payment	E 101-41700-380 ELECTRIC SERVICE	MAY 2020 SVC-CITY HALL			\$945.08
Invoice	688367454	7/9/2020			
Cash Payment	E 101-41800-380 ELECTRIC SERVICE	MAY 2020 SVC-COMM CTR			\$207.46
Invoice	688367454	7/9/2020			
Cash Payment	E 101-41900-402 EMERGENCY PREPAR	MAY 2020 SVC-CIVIL DEFENSE			\$9.49
Invoice	688367454	7/9/2020			
Cash Payment	E 101-42000-380 ELECTRIC SERVICE	MAY 2020 SVC-PW			\$273.13
Invoice	688367454	7/9/2020			
Cash Payment	E 101-42000-226 TRAFFIC SIGNALS/STR	MAY 2020 SVC-STREET LIGHTS			\$1,895.33
Invoice	688367454	7/9/2020			
Cash Payment	E 101-42350-380 ELECTRIC SERVICE	MAY 2020 SVC-PARKS			\$201.91
Invoice	688367454	7/9/2020			
Cash Payment	E 601-49400-380 ELECTRIC SERVICE	MAY 2020 SVC-WELL HOUSE			\$33.18
Invoice	688367454	7/9/2020			
Cash Payment	E 602-49400-380 ELECTRIC SERVICE	MAY 2020 SVC-SEWER			\$439.04
Invoice	688367454	7/9/2020			
Cash Payment	E 101-42350-212 GATEWAY SIGN OPER	MAY 2020 SVC-GATEWAY SIGN			\$213.87
Invoice	688367454	7/9/2020			
Transaction Date	6/18/2020	Due 6/18/2020	PREMIER CHECKIN	10100	Total \$4,218.49
Refer	9554 ZARNOTH BRUSH WORKS, INC.	-			
Cash Payment	E 604-49400-221 EQUIP REPAIR/ MAINT	SWEPPER GROOMS & SLIDES			\$1,036.35
Invoice	180526-IN	5/20/2020			
Transaction Date	6/17/2020	Due 6/17/2020	PREMIER CHECKIN	10100	Total \$1,036.35

Fund Summary

10100 PREMIER CHECKING

101 GENERAL FUND	\$64,913.62
110 CIP EQUIPMENT	\$55,686.31
204 TROLLEY	\$34.14
205 PARK DEDICATION	\$15.00
240 CABLE GRANTS	\$471.00
253 MUSIC/MOVIES IN THE PARK	\$600.00
301 2014A Street/Utility (500,000)	\$3,750.00
601 WATER FUND	\$14,587.97
602 SEWER FUND	\$17,164.80
604 STORM WATER FUND	\$1,036.35
	<hr/>
	\$158,259.19

Pre-Written Checks	\$37,923.57
Checks to be Generated by the Computer	\$120,335.62
Total	<hr/> \$158,259.19

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Current Period: MAY 2020

Payments Batch 5-22-20PR AC \$20,897.73

Refer	9506EFTPS	Ck# 002076E 5/27/2020		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	5/22/20PR IRS FIT PYMT		\$4,470.66
Invoice	27005483199808	5/22/2020		
Cash Payment	G 101-21703 FICA WITHHOLDING	5/22/20PR IRS FICA PYMT		\$4,243.78
Invoice	27005483199808	5/22/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$8,714.44
Refer	9507EMPOWER- MSRS DFC/HCSP	Ck# 002077E 5/29/2020		
Cash Payment	G 101-21705 DEFFERED COMP	5/22/20PR MSRS DFC CONTRIBUTIONS		\$300.00
Invoice	834662029	5/22/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$300.00
Refer	9508EMPOWER- MSRS DFC/HCSP	Ck# 002078E 5/29/2020		
Cash Payment	G 101-21712 HCSP	5/22/20PR MSRS HCSP CONTRIBUTIONS		\$420.28
Invoice	834661848	5/22/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$420.28
Refer	9510MN DEPT OF REVENUE	Ck# 002079E 5/28/2020		
Cash Payment	G 101-21702 STATE WITHHOLDING	5/22/20PR SIT PYMT		\$1,993.07
Invoice	1-187-216-928	5/22/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$1,993.07
Refer	9511PERA	Ck# 002080E 5/28/2020		
Cash Payment	G 101-21704 PERA	5/22/20PR PERA CONTRIBUTIONS		\$9,469.94
Invoice	SOMPER000558	5/28/2020		
Transaction Date	6/11/2020	Due 6/11/2020	PREMIER CHECKIN 10100	Total \$9,469.94

Fund Summary

	10100 PREMIER CHECKING	
101 GENERAL FUND		\$20,897.73
		<u>\$20,897.73</u>

Pre-Written Checks	\$20,897.73
Checks to be Generated by the Computer	<u>\$0.00</u>
Total	\$20,897.73



OPENING DAY!

OSSEO FARMERS MARKET

TUESDAY, JULY 7

3 - 6:30 PM

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