



# Osseo City Council Meeting

## AGENDA

REGULAR MEETING  
Monday, September 13, 2021  
7:00 p.m., Council Chambers

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MAYOR: DUANE POPPE | COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, LARRY STELMACH, ALICIA VICKERMAN

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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. Approve Work Session Minutes of August 23
  - B. Approve Council Minutes of August 23
  - C. Approve Work Session Minutes of August 30
  - D. Approve Maple Grove Women of Today Gateway Sign Fee Waiver
  - E. Receive Building Report
  - F. Receive American Legion Gambling Report
6. **Matters from the Floor**
7. **Special Business**
  - A. Review Adult Recreation and Senior Programs, Dee Bonn & Ann Schneider
  - B. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
  - A. Approve EDA Actions of September 13
  - B. Approve Sanitary Sewer Televising Project – Lee Gustafson, WSB & Associates (Resolution)
  - C. Accept Fire Department Grant
  - D. Approve Appointments to Parks & Recreation Committee (Resolution)
  - E. Approve Ordinance Amendment for Heritage Preservation Commission and Create Historical Preservation Committee (Resolution)
  - F. Accept American Rescue Plan Funds (Resolution)
  - G. Adopt Preliminary 2022 City Budget and Tax Levy (Resolutions)
  - H. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Farmers Market  
Blood Drive
14. **Adjournment**

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*The City of Osseo's mission is to provide high-quality public services in a cost-effective, responsible, innovative, and professional manner given changing needs and available resources.*

**OSSEO CITY COUNCIL  
WORK SESSION MINUTES  
August 23, 2021**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, August 23, 2021.

2. ROLL CALL

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

Members absent: None.

Staff present: City Administrator Riley Grams.

Others present: Adrienne Lamers and James Kelly.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. REVIEW HERITAGE PRESERVATION COMMISSION

City Administrator Riley Grams stated the Osseo Heritage Preservation Commission was formed in 1997 in response to an old church that was located where the North Clinic parking lot currently exists. At that time, a group of individuals and some Councilmembers felt that the church was historic enough to possibly warrant saving for historical purposes. At the direction of the then City Council, staff put together the Heritage Preservation Commission and located it in the City's Code (152.15) after finding similar Code language from another City. Code section (152.15, etc.) is written in such a way that it appears to establish a formal Municipal Heritage Preservation Commission consistent with the applicable state statute. The purpose of the Commission was to review areas or buildings that may be historically significant. The Commission was to meet regularly complete with minutes and make recommendations to the Council on various historic related items.

Grams explained that old church was not deemed historic and was torn down shortly after to make way for other development. Additionally, interest on the Commission waned and for years the Commission went without members and/or meetings. To my knowledge, the Commission doesn't meet on a regular basis (meaning with defined meeting dates and times) but rather gathers to review any information or items that are donated or given to the City from time to time. The Commission reactivated in 2015 after nearly 10 years of dormancy.

Grams reported staff believes that it is best to move the Heritage Preservation Commission out of the City's Code, as the intent is to have a more informal committee that does not have all the statutory powers/requirements connected to it. While there may not be serious legal implications, it just looks bad if the City isn't following its own ordinance. This is a policy decision for the Council.

Grams indicated staff's recommendation is to remove the Heritage Preservation Commission from the City's Code and create a more informal Committee that acts similarly to the Parks & Recreation or Public Safety Advisory Committees. Those Committees meet, generally speaking, as needed, and can forward recommendations on a wide range of specific topics to the City Council for consideration. The Committee could be named the Osseo Historical Preservation Committee and would follow similar committee formations. This could include the following:

- 1) Meet at City Hall as needed
- 2) Elect one member (perhaps a Councilmember or other member) to serve as Chair each year
- 3) Report the Committee's activities to the City Council at the Council's next meeting (usually by update agenda item put onto the Council consent agenda)
- 4) Accept items to the agenda from its members, the public, and City employees
- 5) Keep a record of its meetings in the form of minutes (drafted by the City's minute consultant)
- 6) Conduct open public meetings at all times and post such notice
- 7) Accept and encourage the attendance of either the Community Management Coordinator or the Administrative Assistant

Grams commented the Committee's purpose would be to review and archive items of historical significance to the Osseo community, review any development site that may be deemed historical in nature, or simply advise the Council or staff on other historical preservation matters. The composition of the Committee should be smaller in nature, noting the difficulty in finding interested members. Staff's recommendation would be between 5-7 members (at least one Councilmember), with no requirement of Osseo residency. There is likely several people who do not live in Osseo who might be interested. Terms can be set for three, four, or five year terms, staggered. Members would serve without compensation.

Grams stated if the Council agrees with the recommendations, staff can prepare the necessary steps to remove the Heritage Preservation Commission from the City's code and prepare a resolution that creates the Osseo Historical Preservation Committee at a future Council meeting for discussion and approval (which would include approving the removal of the Commission language from the City's Code and passing a founding resolution for the new Committee format).

Stelmach thanked staff for the report on this. He stated he appreciated staff's honesty and transparency. He explained he supported pulling this committee out of City Code, along with adding a City Councilmember to this committee.

Hultstrom asked if Councilmember Johnson currently served on the Heritage Preservation Commission.

Johnson reported this was the case.

Hultstrom anticipated the Heritage Preservation Commission would be meeting more frequently as the City's 150<sup>th</sup> anniversary celebration got closer.

Johnson explained this group has gathered numerous gifts from families in Osseo but has limited space to display items to the public. He commented this was the first time he has been made aware this group was working in violation of City Code. He stated he would support making a change to City Code.

Vickerman asked what the difference was between a Commission and a Committee. Grams stated Commissions were more formal, included in City Code and Committees were more ad hoc. He reported both could apply for grants on behalf of the City of Osseo.

Vickerman stated she supported staff's recommendation and the fact that this committee would be able to dial up or back depending on the activities in the community.

Poppe questioned how this committee compared to the Planning Commission. Grams explained the Planning Commission was required statutorily per City Code. He noted the Heritage Preservation Commission meets only when there is business to discuss.

Johnson commented one of the things that has not been acted on was the preservation of the water tower. He explained the water tower was inspected and the City has not heard back from the state since. Grams discussed the conditions assessment and noted the Commission could look at grant opportunities with staff.

The Council supported the Heritage Preservation Commission being removed from the City Code to formally create a Heritage Preservation Committee with five members, one being a City Councilmember.

5. ADJOURNMENT

The Work Session adjourned at 6:26 p.m.

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*



**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
August 23, 2021**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, August 23, 2021.

2. ROLL CALL

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

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

Others present: Lee Gustafson-WSB and James Kelly.

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. The motion carried 5-0.**

5. CONSENT AGENDA

- A. Receive EDA Minutes of August 9
- B. Approve Council Minutes of August 9
- C. Receive American Legion Gambling Report
- D. Receive Osseo Lions Club Gambling Report
- E. Approve Osseo Lions Club Halloween Event and Fee Waiver Request
- F. Receive Osseo Maple Grove Hockey Gambling Report
- G. Approve Hire of Parttime Police Officer Brendan Current

Hultstrom noted a change to the minutes on Page 7 under Item 12 stating her comment regarding LGA should be \$332,000 and not \$302,000.

**A motion was made by Hultstrom, seconded by Vickerman, to approve the Consent Agenda as amended. The motion carried 5-0.**

6. MATTERS FROM THE FLOOR

James Kelly, 624 3rd Avenue NE, shared a document with the Council that discussed the Minnesota Historical and Cultural Heritage Grants program. He explained by removing the Heritage Preservation Commission from City Code, the City would no longer be eligible for some grant opportunities. He discussed the Heritage Preservation Commission donation form and recommended a loan agreement be considered. He commented on the accomplishments of the Heritage Preservation Commission and thanked the volunteers for their contributions to the community.

7. SPECIAL BUSINESS

A. DISCUSS MASKS FOR INDOOR CITY BUILDINGS

City Administrator Riley Grams stated given the increasing COVID-19 case numbers due to the Delta variant, two Councilmembers have asked if the City should consider masks for indoor City-owned buildings. Grams said he has contacted surrounding NW Hennepin County communities to see if any others have implemented mask mandates for city buildings. To his knowledge, only the cities of Brooklyn Center and Brooklyn Park have indoor mask requirements for city buildings. All other communities he checked with currently do not require masks for employees or visitors to city buildings.

Grams reported he connected with the Emergency Management Team to discuss a possible recommendation on masks at this time. The Emergency Management Team ultimately recommends that signs be placed at City Hall entrances that say, "Masks are encouraged while inside City buildings," but not going to a full mask mandate for inside City buildings. Employees, visitors, and others are encouraged to wear a mask inside if they feel that is the proper personal protection. We could even provide free disposable masks at the front counter, in addition to the hand sanitizer already there. If the Council were to implement a new mask requirement, we likely would follow similar rules that the City implemented last year. That includes:

- 1) Masks required, regardless of vaccination status, for all visitors in City Hall
- 2) Masks required for staff members when in common areas in City Hall, no requirement while in personal workspaces
- 3) Masks required for all patrons using the Community Center
- 4) Masks required for Community Center, as well as adult fitness activities

Grams explained masks could be required for Councilmembers while inside City Hall until they are seated for public meetings. However, microphones may not be able to accurately pick up speech while wearing a mask.

Stelmach commented he did not oppose the City posting a sign that encourages mask wearing when inside. However, he did not support a mask mandate currently. He indicated residents could always wear a mask indoors if this made them more comfortable, and supported staff having masks available to the public.

Vickerman stated she saw both sides of this issue. She indicated she has not really put her mask away. She reported schools would be requiring masks and for this reason she supported masks being worn more than not. She explained she would continue wearing her mask in public places until she felt comfortable taking it off. She stated she

supported the City strongly encouraging masks in public settings out of respect for the people at City Hall.

Hultstrom commented the City Council approved an event at the Community Center for the Lions, which could have a large number of visitors. She supported the Council reviewing a mask mandate going forward. She reported other communities were putting a mandate back in place. She suggested a firm suggestion be made that masks be worn at City Hall.

Stelmach discussed how there were more people in a grocery store each day than would be able to fit in the Community Center and noted there were not mask mandates at grocery stores. He recommended a mask mandate not be put in place unless made at a state or federal level.

Hultstrom explained she did choose to wear a mask when at the grocery story. She indicated she would like to see the City having a mask mandate in place to ensure that a super spreader event does not occur at the Community Center.

Johnson discussed how spaced-out people were at a grocery store versus how close people would be at the Community Center for the upcoming event. He reported with how contagious the Delta variant was he would like to see a mask mandate in place. He believed this was the right precaution for the City to take.

Further discussion ensued regarding the potential for a mask mandate.

Vickerman supported masks being provided at City Hall and that a recommendation be made for mask wearing inside City Hall. She stated she struggled with forcing or mandating people to wear masks.

Stelmach explained he liked the idea of allowing people to make their own decision on whether or not they wanted to mask up indoors.

Hultstrom reported she became more comfortable after the vaccine, but noted she still wears a mask when in public. She believed that in order to protect those who are vulnerable, she would like to have a mask mandate in place. She requested again that this matter be revisited prior to the Halloween event that was being hosted by the Lions.

**A motion was made by Hultstrom, seconded by Stelmach, to strongly recommend mask wearing within Osseo public buildings and that masks be available at City Hall, with the matter being revisited if mandates were put in place by the state. The motion carried 4-1 (Councilmember Johnson opposed).**

B. ACCEPT DONATION (Resolution)

Grams stated the City has received the following donation:

Donor	Amount/Item	Designated Fund
Harold E. Johnson	\$750	Beautification

Staff recommended the Council accept the donation.

**A motion was made by Vickerman, seconded by Hultstrom, to adopt Resolution No. 2021-46, accepting a donation from Harold E. Johnson. The motion carried 5-0.**

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE CHANGE ORDER #1 FOR CENTRAL AVENUE PROJECT – City Engineer Lee Gustafson (Resolution)

Lee Gustafson, WSB, stated the Central Avenue improvements consist of replacing paver surfaces (roadway, sidewalk, and boulevard) with concrete pavement for the City Hall block and replacing the sidewalk and boulevard pavers with concrete in front of the Steeple Pointe property between 6th Street and 93rd Avenue. All Central Avenue improvements will be in accordance with the approved concept layout shown in the feasibility report – Option 2. The concept layout was approved by the City Council in early 2020. The project also consists of installing two sets of rectangular rapid flashing beacons (RRFB) at the 4th Avenue/Central Avenue and 5th Avenue/Central Avenue intersections. The RRFB's will be installed on separate decorative poles that are of the same design as the streetlights.

Mr. Gustafson explained on June 28 the City Council awarded this Project to Create Construction, LLC, in the amount of \$294,242. The City will receive \$100,000 from the Single Purpose Application grant from the Minnesota Department of Employment and Economic Development (DEED)'s Small Cities Development Program to help fund the project.

Mr. Gustafson reported this grant program requires the contractor to comply with the Federal Labor Standard Provision #4010 and MN Davis-Bacon Prevailing Wage Rates for its employees and subcontractors. The City was not sure they would receive the grant and did not include these federal provisions and increased wage rates in the Contract because it would have increased all the bid prices for the project. Now that the City has been identified as a grant recipient, the Contract needs to be amended to add these federal and wage provisions. The Contractor has reviewed the requirements and the labor schedule for the job and is requesting a change order in the amount of \$13,456.25 to cover the costs of the additional wage rates and federal requirements. Based on previous projects administered by WSB, this price increase seems reasonable. Approving Change Order No. 1 is necessary so Hennepin County can complete the grant agreement.

Stelmach questioned how often this occurs. Mr. Gustafson stated he knew these grants required federal provisions and was quite time consuming for both the contractor and the engineer to go through the wage rates.

Johnson asked if the \$13,000 was just for additional wages. Mr. Gustafson reported it was primarily for wages while also allowing the contractor to administer their portion of the reporting requirements.

**A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2021-47, approving Change Order #1 for the 2021 Central Avenue Reconstruction Project. The motion carried 5-0.**

**B. APPROVE PROPOSAL FOR CONSTRUCTION MATERIALS TESTING FOR LIFT STATION PROJECT – City Engineer Lee Gustafson**

Lee Gustafson, WSB, stated on May 11 the City Council awarded the contract for the Lift Station Nos. 1, 2, and 3 and SCADA Improvements Project to Minger Construction Companies, Inc. On July 13 Council approved a proposal with WSB for the design, bidding services, and construction administration and observation for this project. Construction Material Testing was not included in that proposal because it was not known at that time the full extent of the required testing. Since the project has now been designed, bid out, and awarded, the testing requirements have been determined and are shown in the proposal.

Mr. Gustafson reported the Lift Station Nos. 1, 2, and 3 and SCADA Improvements Project will extend the serviceable life of this underground infrastructure, reduce surface water inflow and groundwater infiltration into the system, reduce clogging and maintenance frequency, and enable remote monitoring of facility statuses and alarms.

Hultstrom asked if this was just for the lift stations. Mr. Gustafson reported this was the case, noting this project was separate from the storage tank.

**A motion was made by Johnson, seconded by Hultstrom, to approve the engineering proposal with WSB.**

Vickerman questioned if any environmental work would be completed. Mr. Gustafson stated the soil and concrete would be tested, along with the building.

**The motion carried 5-0.**

**C. PROMOTE OFFICER ADRIANNE LAMERS TO FULLTIME POLICE OFFICER**

Police Chief Shane Mikkelsen stated with the resignation of Officer Current there is an opening for a full-time officer. He explained the department did an internal posting for the job and Officer Adrienne Lamers was chosen to be promoted to fulltime. Officer Lamers has been with the police department in two different parttime stints from 2016 to 2018 and from October of 2020 to now. It was noted she has taken a medical exam and a psychological exam. He reported Officer Lamers has shown that she is a perfect fit for our department and will make a great officer in the service of our citizens. Her start date will be August 24.

Vickerman thanked Police Chief Mikkelsen for bringing Officer Lamers down to meet the City Council before the meeting. She stated she supported the proposed promotion.

**A motion was made by Hultstrom, seconded by Stelmach, to approve the promotion of Officer Adrienne Lamers as a fulltime Police Officer. The motion carried 5-0.**

D. APPROVE APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS (Resolution)

Grams stated in March of 2021 Hennepin County's Community Development Block Grant (CDBG) program approved a grant of \$100,000 to the City of Osseo for use in funding the 2021 Central Avenue Project. The CDBG program was created to distribute federal Housing and Urban Development grant funds to local communities with the aim of supporting projects that either 1) improve community facilities and infrastructure, 2) encourage neighborhood revitalization, 3) preserve and create affordable multifamily housing, or 4) preserve and create single-family home ownership opportunities. The Central Avenue Project was approved under the first category, improving community facilities and infrastructure. The CDBG is also limited to communities of low- to moderate-income which, according to the United States Census Bureau, includes Osseo.

Grams explained the City has now received a subrecipient agreement, which stipulates certain requirements such as documentation, fair wages, and similar conditions included in the contract which the city must meet throughout the project to receive the funding. This agreement now needs the authorization of the City Council, and signature of the City's representatives to be formally executed.

**A motion was made by Johnson, seconded by Vickerman, to adopt Resolution No. 2021-48, authorizing execution of the subrecipient agreement with the Urban Hennepin County Community Development Block Program. The motion carried 5-0.**

E. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

**A motion was made by Johnson, seconded by Vickerman, to approve the Accounts Payable as presented. The motion carried 5-0.**

11. ADMINISTRATOR REPORT

Grams congratulated Adrienne Lamers on becoming a fulltime member of the Osseo Police Department.

Grams thanked Community Management Coordinator Joe Amerman for his tremendous work this summer on the youth recreation/sports activities.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom welcomed Officer Lamers to a fulltime position with the Police Department. She also welcomed back Officer Current and thanked him for serving in a parttime role. She reported on Tuesday, August 17, she attended a League of Minnesota Cities training on Data Practices and HR.

Johnson commented on a meeting he attended last week where Representative Phillips was in attendance. Johnson thanked Sparks Music for their great performance last Tuesday night.

Vickerman welcomed Officer Current back to the department and congratulated Officer Lamers on her promotion.

13. ANNOUNCEMENTS

Poppe encouraged the public to attend the next Music and Movies in the Park event on Tuesday, August 24, in Boerboom Park at 7 p.m. He reported Yellow Tree Theatre would be providing entertainment and Omni Brewing would have a beer truck.

Poppe invited residents to visit the farmers market every Tuesday from 3 to 7 p.m.

Poppe reported the City was seeking volunteers to serve as Commission members at this time. Those interested were encouraged to contact City Hall for further information.

Poppe reported Lions Roar would be held Friday, September 10, through Saturday, September 11.

14. ADJOURNMENT

**A motion was made by Vickerman, seconded by Johnson, to adjourn the City Council meeting at 7:55 p.m. The motion carried 5-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*

**OSSEO CITY COUNCIL  
WORK SESSION MINUTES  
August 30, 2021**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, August 30, 2021.

2. ROLL CALL

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

Members absent: Councilmember Alicia Vickerman.

Staff present: City Administrator Riley Grams, City Accountant Shelly Cisewski, and Finance Consultant Gary Groen.

Others present: None.

3. AGENDA

Council agreed to discuss the work session item.

4. DISCUSSION ITEMS

A. 2022 PRELIMINARY CITY BUDGET

City Administrator Riley Grams stated the 2022 budget process started well over a month ago, collecting expenditure requests from various consultants, outside groups, and department heads, to put together the draft preliminary budget. Staff also met with the Council Budget & Finance Committee last week to review the first draft of the budget and provide some input before the draft was updated.

Grams explained the draft expenditures shows an increase in expenses of \$196,133 (a 6.9% increase over 2021). In a typical year, his goal is to keep the expenditures increase to 2% or less. The increase can be explained in a few main areas. As mentioned, staff salary increases are always budgeted to their max for the preliminary budget. There are two elections in 2022. We're anticipating increased costs for Community Center usage, Youth Recreation, and Adult Recreation. And there is a \$60,000 increase in the CIP transfer.

Grams reported the draft revenue budget shows an increase in revenue (non-tax levy) of \$116,556 (a 9.55% increase over 2021). To balance the budget, we determine how much in general property tax levy is needed to zero out the expenditures budget (\$3,039,001). We've projected no change to the fiscal disparities (though we will get an updated number from the County likely in September), so to balance the budget we need a total of \$1,412,859 in general property tax levy. This is an increase of \$79,577 (a



4.9% increase over 2021). For a preliminary budget, this is an acceptable levy increase. That number may go down as we continue to fine tune the budget. Another thing to remember is that the bond payment for the City Hall/Public Works building falls off this year, so the overall tax levy will be down substantially.

Grams commented further on the proposed expenditures and revenues for the coming year. He requested the Council consider this first draft of the 2022 budget and provide input on any changes and how the CIP transfer should be handled. It was noted staff will make the recommended changes and prepare it for approval at the September 13 meeting.

Johnson questioned how City Clerk Larson's paid time off would be paid out and when this would be paid out. He noted 840 hours was the max that could be paid out per the Employee Personnel Policy. Grams explained that all earned and accrued PTO hours are paid out, that this was not a budgeted item, and when an employee leaves this is paid out of the General Fund. He reported staff can run preliminary numbers to see how this expense will impact the budget for 2021 and 2022.

Johnson asked if the projections for ARP were correct. Grams reported the projected numbers were correct.

Finance Consultant Gary Groen reviewed the tax levy numbers in detail with the Council. He commended the Council on its great financial position and stated staff was pleased with the proposed levy rate increase.

Hultstrom stated she was satisfied with the preliminary budget and tax levy. She thanked staff for their efforts on the budget.

5. ADJOURNMENT

The Work Session adjourned at 6:44 p.m.

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*



# OSSEO GATEWAY SIGN

## APPLICATION FOR MESSAGE FEE WAIVER:

The City of Osseo has constructed the Gateway Sign as a method to disseminate information of general public interest. Information is posted to the Gateway Sign in accordance with the Gateway Sign Policy.

Applications for fee waivers must be reviewed by the City Council. The Council meets on the second & fourth Monday of each month; requests must be received by the Wednesday before a meeting to be considered. Submit questions and return your application **WITH A GATEWAY SIGN APPLICATION** to Osseo City Hall, 415 Central Avenue, Osseo, MN 55369 or fax at 763-425-1111 or via email at

[nabts@ci.osseo.mn.us](mailto:nabts@ci.osseo.mn.us) AND [kbroden@ci.osseo.mn.us](mailto:kbroden@ci.osseo.mn.us)

Name of Applicant:	MAPLE GROVE WOMEN OF TODAY		
Address:	P.O. BOX 1482, MAPLE GROVE, MN 55311		
Name of Contact Person: (if different than applicant)	SUE JAMMES		
Contact Phone: (daytime)	612-418-5920	Email address:	Sjammes50@comcast.net
Description of event or purpose for which Gateway Sign message will be used:	CRAFT SHOW SATURDAY OCT 23 9AM-3PM OSSEO MIDDLE SCHOOL		
Desired date(s)	Specify on Gateway Sign Application & attach application to this request		
<b>COMMUNITY BENEFITS</b>			
How will the Osseo business community benefit from your event?	WE ARE DRIVING BUSINESS INTO OSSEO WHICH WILL BENEFIT YOUR LOCAL BUSINESSES. WE ESTIMATE +200 CUSTOMERS		
<b>NEED:</b>			
Why is it necessary to promote this event using the Gateway Sign?	ATTRACT MORE CUSTOMERS TO THIS CRAFT SHOW IN OSSEO		
Explain why paying the fee would be a hardship.	WE ARE A SMALL NON-PROFIT WITH A SMALL BUDGET.		
Are you willing to provide commensurate services in lieu of the message fee? If so, what type?	WE ARE A VOLUNTEER GROUP HELPING PEOPLE + CHARITIES IN OSSEO AND MAPLE GROVE, THROUGH ANNUAL SCHOLARSHIP →		
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.			
Signature:	Sue Jammes		
Date of application:	8-18-21		
<b>STAFF USE ONLY</b>			
Est. total value of waiver (\$):		City Council Review date:	Approved date:

TO OSSEO DISTRICT SENIOR HIGH STUDENTS. WE HAVE HAD 2 OSSEO RESIDENTS WIN THIS SCHOLARSHIP.

- WE HAVE PROVIDED OSSEO SENIORS WITH HOLIDAY ITEMS AND PRESENTED THEM TO THE NURSING HOME RESIDENTS.

- WE HAVE AN ANNUAL HOLIDAY GIFT PRESENTATION TO OSSEO SCHOOL DISTRICT FAMILIES IN NEED.



Fee: \_\_\_\_\_

Receipt/Check #: \_\_\_\_\_

**City of Osseo**

415 Central Avenue

Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

[www.DiscoverOsseo.com](http://www.DiscoverOsseo.com)**Gateway Sign Message Application**

The information provided on this form may be considered public data pursuant to data practices law and the City will comply with all applicable laws if the information is subject to a data request.

<b>Business or Event Name</b> Craft Show Maple Grove Women of Today		<b>Contact Person</b> Sue Jammes	
<b>Business or Event Address</b> P.O. Box 1482 Maple Grove, MN 55311 Osseo, MN		<b>Phone Number</b> 612-418-5920	
<b>Email</b> mgwotcraftshow@gmail.com sjammes50@comcast.net		<b>Number of Slides Requested:</b> A fee of \$100 per slide/week must be included with every message application.	1
<b>Message Requested:</b> The City may edit any messages being displayed in any manner deemed necessary (e.g., clarity, length, etc.) Brevity & a maximum of ~50-60 characters recommended.	CRAFT SHOW - SATURDAY, OCT 23 FROM 9am to 3pm AT OSSEO MIDDLE SCHOOL. HAND-CRAFTED GIFTS, JEWELRY, CLOTHING, HOLIDAY ITEMS, ETC.		
<b>Graphics Requested?</b> Custom graphics for display the following week must be submitted to <a href="mailto:nabts@ci.osseo.mn.us">nabts@ci.osseo.mn.us</a> and <a href="mailto:kboden@ci.osseo.mn.us">kboden@ci.osseo.mn.us</a> by the deadline. For optimum display, full screen graphics should be 630 x 1260 pixels.		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, circle one:) <b>Stock Image</b> <b>Graphic to be Provided</b> JPG or BMP format only	
<b>Message Scheduling</b> Messages will be programmed once per week. Applications must be received by 7:30 am on Thursday for messages to be displayed the following week. Monday mid-day - Monday mid-day is the standard schedule. However, shorter display periods within that time frame are also allowed.			
<b>Specify Start Date/Time, if not Monday mid-day</b> 10/18 12pm		<b>Specify End Date/Time, if not Monday mid-day</b> 10/23 3pm	
By signing below, I signify that I understand that City staff will be solely responsible for reviewing applications in accordance with the Gateway Sign Policy. Any decision made by City staff under this Policy may be appealed to the City Council upon written notice of the applicant's intent to appeal. Written notice must be provided to the City Administrator within 10 days of the time upon which the administrative decision being appealed is made. The applicant must pay any fee prescribed for administrative appeals in the City's official fee schedule before any appeal will be heard.			
<b>Applicant Signature:</b> Sue Jammes		<b>Date:</b> 8/18/21	
<b>Administrative Approval</b>	<b>Fee</b>	<b>Date</b>	

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921240091	8/2/2021	2021-147	\$ 13,600	Connie Aho	308 4th Ave NE	BL	reroof 24 sq	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310010	8/2/2021	2021-148	\$ 1,930	Marissa Vickerman	16 4th Ave SE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1311922110122	8/2/2021	2021-149	\$ 15,000	Steeple Pointe	625 Central Ave	ME	commercial 2 furnace + A/C units	\$0	\$ 265.50	\$ 7.50	\$ -	\$ 273.00
1311922110013	8/3/2021	2021-150	\$ -	Stefan Wolf	524 2nd Ave NW	EL	panel replacement	\$0	\$ 220.00	\$ 1.00	\$ -	\$ 221.00
1311922140097	8/5/2021	2021-151	\$ 8,031	Dan Stark	301 1st Ave NW	ME	furnace + A/C	\$0	\$ 150.00	\$ 2.00	\$ -	\$ 152.00
na	8/5/2021	2021-152	\$ -	Comcast	NE residential	ROW	cable	\$0	\$ 2,026.62	\$ -	\$ -	\$ 2,026.62
1811921230155	8/5/2021	2021-153	\$ 6,600	City of Osseo	316 2nd St NE	BL	remove underground tank	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230155	8/9/2021	2021-154	\$ -	City of Osseo	316 2nd St NE	EL	demo + replace electrical for lift station	\$0	\$ 236.00	\$ 1.00	\$ -	\$ 237.00
na	8/9/2021	2021-155	\$ -	City of Osseo	727 Broadway St E	EL	demo + replace electrical for lift station on private property	\$0	\$ 87.00	\$ 1.00	\$ -	\$ 88.00
na	8/9/2021	2021-156	\$ -	City of Osseo	648 6th Ave NE	EL	demo + replace electrical for lift station on private property	\$0	\$ 87.00	\$ 1.00	\$ -	\$ 88.00
1811921310099	8/9/2021	2021-157	\$ -	Regency Homes	216 4th Ave SE	ROW	Xcel for new construction	\$0	\$ 300.00	\$ -	\$ -	\$ 300.00
1311922110047	8/10/2021	2021-158	\$ -	Osseo High School	317 2nd Ave NW	EL	commercial 3 phase circuit for radon mitigation	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921220065	8/10/2021	2021-159	\$ 8,000	Kenny Nelson	509 3rd Ave NE	BL	steps, flower box, concrete alterations	\$0	\$ 162.25	\$ 4.00	\$ 105.46	\$ 271.71
1811921230144	8/10/2021	2021-160	\$ 1,500	Tim Nielsen	201 2nd St NE	BL	egress window	\$0	\$ 57.50	\$ 1.00	\$ 37.38	\$ 95.88
1811921240011	8/10/2021	2021-161	\$ 8,000	Jim Peterson	101 5th Ave NE	ME	furnace + A/C	\$0	\$ 150.00	\$ 2.00	\$ -	\$ 152.00
1811921220036	8/11/2021	2021-162	\$ 7,511	Darrin Beekman	425 4th Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220036	8/11/2021	2021-163	\$ -	Darrin Beekman	425 4th Ave NE	EL	new outlet for water heater	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230177	8/12/2021	2021-164	\$ -	Eric Vest	124 3rd Ave NE	EL	reconnect furnace + A/C	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00

**August 2021 - City of Osseo**

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921230177	8/12/2021	2021-165	\$ 12,357	Eric Vest	124 3rd Ave NE	ME	furnace + A/C	\$0	\$ 150.00	\$ 2.00	\$ -	\$ 152.00
1811921220026	8/16/2021	2021-166	\$ 500	Shirley Beier	617 4th Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1311922440009	8/16/2021	2021-167	\$ 85,349	VitaPros	8667 Jefferson Hwy	BL	commercial alterations bathroom, washroom, lab	\$2,485	\$ 951.75	\$ 43.00	\$ 618.64	\$ 4,098.39
1311922110047	8/19/2021	2021-168	\$ -	Osseo High School	317 2nd Ave NW	EL	commercial simplex FA/remodel/13strobes	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921230058	8/19/2021	2021-169	\$ 1,200	VKAS LLC	204 Central Ave	PL	commercial install wash sink+water lines	\$0	\$ 51.00	\$ 1.00	\$ 33.15	\$ 85.15
1811921230050	8/19/2021	2021-170	\$ 1,700	Steve Ernenwein	125 Broadway St E	BL	two entry doors	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220026	8/19/2021	2021-171	\$ 200	Shirley Beier	617 4th Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240096	8/23/2021	2021-172	\$ -	Bernard Edstrom	517 3rd St NE	Z	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1811921210059	8/23/2021	2021-173	\$ -	Mary Dwinnell	417 4th St NE	Z	portable car port	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1311922110106	8/23/2021	2021-174	\$ 29,500	Ross Bonine	617 2nd Ave NW	ME	ductwork/furnace/AC/returns	\$0	\$ 225.00	\$ 3.00	\$ -	\$ 228.00
1311922110106	8/23/2021	2021-175	\$ -	Ross Bonine	617 2nd Ave NW	EL	electrical	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921240011	8/23/2021	2021-176	\$ -	Jim Peterson	101 5th Ave NE	EL	electrical for A/C	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921220008	8/26/2021	2021-177	\$ 1,700	David Steele	516 1st Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220152	8/26/2021	2021-178	\$ -	Realife Cooperative	12 6th St NE	EL	commercial wire 2 trash room doors	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1311922110047	8/27/2021	2021-179	\$ 3,580	Osseo High School	317 2nd Ave NW	PL	commercial fire alarm system alteration	\$0	\$ 103.25	\$ 2.00	\$ 67.11	\$ 172.36
1311922440009	8/30/2021	2021-180	\$ 10,000	VitaPros	8667 Jefferson Hwy	PL	alterations, 2 sinks in lab + 2 sinks in	\$0	\$ 191.75	\$ 5.00	\$ 124.64	\$ 321.39
1311922110033	8/30/2021	2021-181	\$ 7,547	James Flett	316 2nd Ave NW	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
			\$ 70,172					\$ 2,485	\$ 6,559.62	\$ 92.50	\$ 986.38	\$ 10,123.50

RUDOLPH PRIEBE POST 172  
GAMBLING REPORT TO  
CITY OF OSSEO

1. Report for the Month of August, 2021.
2. Check as appropriate:

☒ Paddlewheel

☒ Pulltabs

☐ Bingo

☐ Raffle

☐ Other (specify) \_\_\_\_\_

3. Gross Receipts: \$505,000 \_\_\_\_\_
4. Less prizes paid \$434,000 \_\_\_\_\_
5. Net Receipts \$71,000 \_\_\_\_\_
6. Expenses—Total \$41,000 \_\_\_\_\_

Expenses Itemized:

Compensation \$8,200

Gambling Mgr. Bond/Lic. \$0

Misc. (supplies, trash, office clean, insurance) \$3,200

Cost of Games \$6,400

State Gambling Tax \$5,600

Federal Gambling Tax \$900

Reimburse Game Banks \$3,500

Meat Raffle Gift Certs \$3,000

7. Profit \$-800

8. Distribution of Profits (Itemized):

Recognition of Military Service A-6 \$2,900

Utility Bills A-16 \$5,200

ADA Elevator Repair \$2,100

Youth Programs A-7 \$7,500

Signed: 

Allen Lund

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.



## City of Osseo City Council Meeting Item

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**Agenda Item:** Review Adult Recreation and Senior Programs

**Meeting Date:** September 13, 2021

**Prepared by:** Riley Grams, City Administrator

**Attachments:** Senior Program Overview  
Adult Recreation Overview

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**Background:**

Osseo Senior Center Coordinator Ann Schneider and Osseo Adult Recreation Coordinator Dee Bonn will be present at the meeting on Monday night to discuss with the Council the Senior programming and adult recreation programming over the course of the past 12 or so months.

**Recommendation/Action Requested:**

This is an informational item only. No motion is required.



**Osseo Exercise Classes by the Numbers**  
**One full year of data Sep 2020-Aug 2021**

MONTH	CLASS	# OF CLASSES	ATTENDANCE	AVG CLASS SIZE
September 2020	Jazzercise	7	101	14
	Yoga	4	49	12
October 2020	Jazzercise	9	145	16
	Yoga	4	64	16
November 2020	Jazzercise	6	81	14
	Yoga	3	37	12
December 2020	Jazzercise	0		
	Yoga	0		
January 2021	Jazzercise	0		
	Yoga	3	38	13
February 2021	Jazzercise	0		
	Yoga	3	30	10
March 2021	Jazzercise	0		
	Yoga	5	56	11
April 2021	Jazzercise	0		
	Yoga	4	54	14
May 2021	Strength	9	244	27
	Yoga	5	62	12
June 2021	Strength	8	249	31
	Yoga	4	71	18
July 2021	Strength	9	276	31
	Yoga	4	62	16
August 2021	Strength	9	268	30
	Yoga	5	80	16

**JAZZERCISE/STRENGTH TRAINING**  
 1364 total attendance  
 57 total classes  
 24 avg attendance per class

COVID

**YOGA**  
 603 total attendance  
 44 total classes  
 14 avg attendance per class

This completes the 7th year of free classes

**Senior '500'/Games and Bingo  
2020/2021 Review  
Ann Schneider, Osseo Senior Center Coordinator**

**'500'/Games**

- July 13, 2021 - '500' card players returned to Osseo Senior Center for the first time since March 10, 2020
- Current COVID-19 precautions include a posted *strong* mask recommendation; masks available within Senior Center; hand sanitizer at each table and at high touchpoint Senior Center locations; utilizing entire Senior Center (A&B sides) for optimum spacing; individually packaged snacks only (no homemade/shared foods for now); bottled water and coffee provided
- 533 total attendees
  - 280 total for the months of Jan, Feb, March of 2020
  - 253 for mid-July, Aug, Sept of 2021
- 31 attendees, on average, per game day
- Attendees come to Osseo Senior Center from Brooklyn Park (17%); Plymouth (13%); Crystal (11%); Maple Grove (11%); Osseo (9%); and other neighboring cities

**Bingo**

- August 27, 2020 through October 8, 2020 – Bingo players returned to Osseo Senior Center (outdoor Bingo on Community Center patio and lawn) for first time since March 12, 2020
- October 20, 2020 through November 10, 2020 – Bingo played inside Senior Center until local COVID-19 situation necessitated closure of Osseo Senior Center
- March 16, 2021 - Bingo players returned to Osseo Senior Center (initial COVID precautions including reservation requirement to play; room occupancy restrictions; temporary switch to Tuesday to reduce exposure to aerosols from 11am Thursday Senior Strength class; social distancing; mask requirement; please note these have all have been cautiously eased)
- Current COVID-19 precautions include a posted *strong* mask recommendation; masks available within Senior Center; hand sanitizer at high touchpoint Senior Center locations; utilizing entire Senior Center (A&B sides) for optimum spacing; individually packaged snacks only (no homemade/shared foods for now); bottled water and coffee provided
- 577 total attendees
  - 178 total for the months of Jan, Feb, March, Aug, Sept, Oct, mid-Nov of 2020
  - 399 for mid-March through Sept of 2021
- 16 attendees, on average, per game day
- Attendees come to Osseo Senior Center from Osseo (38%); Crystal (14%); Maple Grove (10%); Champlin (7%); and other neighboring cities

Resolution No. 2021-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 the specific purpose as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Norman Lerbs	\$ 500	Police Equipment
Norman Lerbs	\$ 500	Fire Equipment
Osseo Fire Relief Association	\$4,914	Fire Equipment



## City of Osseo City Council Meeting Item

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**Agenda Item:** Confirm EDA Actions of September 13, 2021

**Meeting Date:** September 13, 2021

**Prepared by:** Riley Grams, City Administrator

**Attachments:** None

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The EDA took the following actions at their regular meeting on September 13, 2021:

- 1) Discussed and finalized plans for the Osseo Small Business Saturday event
- 2) Approved EDA accounts payable

**Options:**

The City Council may choose to:

1. Approve the EDA actions of September 13, 2021;
2. Deny the EDA actions of September 13, 2021;
3. Table action on this item for more information.

**Recommendation/Action Requested:**

Staff recommends the City Council choose option 1) Approve the EDA actions of September 13, 2021.



**Agenda Item:** 2021 Sewer Televising Project

**Meeting Date:** September 13, 2021

**Prepared By:** Lee Gustafson, City Engineer

**Attachments:** Resolution, Project Location Map, Bid Tabulation, Letter

**Policy Consideration:**

Request to approve the following:

1. Adopt the attached resolution accepting bids and awarding the contract for the 2021 Sewer Televising Project.

**Background:**

In 2019, the City cleaned and televised one-third of its sanitary sewers and followed up with the 2021 Sanitary Sewer Lining Project in that same area. The 2021 Sewer Televising Project consists of cleaning and televising the remaining two-thirds of the City's sanitary sewers which accounts for approximately 34,630 lineal feet of sanitary sewer pipe. The proposed project will help staff determine which sewers need to be replaced, lined, or routinely maintained. This work is part of the Council approved multi-year plan for televising, inspecting, and maintaining the existing sanitary system.

**Quotes Received:**

Quotes were received for this work on September 8, 2021. A total of 4 quotes were received in response to the advertisement for quotes. They are summarized as follows:

Bidder	Bid Amount
Pipe Services Corp.	\$28,900.00
Hydro-Klean, LLC	\$49,174.60
Ritter & Ritter Sewer Service, Inc.	\$51,480.00
Visu-Sewer, Inc.	\$64,065.50
<i>Engineer's Opinion of Probable Cost</i>	\$54,275.00

Pipe Services Corp submitted a bid that did not include pricing for televising the 4" and 6" sewer mains because they do not have a camera small enough to perform that work. In addition, WSB staff discussed the project scope with Pipe Services Corp and it was determined that they also did not include cleaning of the sewers with their quote. The project specifications require the contractor to clean the interior of the pipe with jet pressure prior to televising. This cleaning is an important part of the process because it removes debris from inside the pipe allowing for a better assessment of the pipe's condition. WSB subsequently asked Pipe Services Corp for a price to clean the pipe as called out for in the specifications and their response resulted in them being no longer the low bidder.

As a result of these discrepancies, WSB recommends rejecting the bid from Pipe Services Corp and awarding the project to the next low bidder, Hydro-Klean, LLC. This company satisfactorily completed the cleaning and televising project for the City in 2019, and they also completed the 2021 Sewer Lining Project.

**Funding:**

Earlier this year, WSB applied for a grant from the Metropolitan Council Environmental Services (MCES) to help fund any sanitary sewer lining that would be recommended from this proposed televising project. MCES awarded the City approximately \$50,000 contingent on the work being done by March 31, 2023. See attached letter from MCES.

**Schedule:**

If Council approves the attached resolution, work is anticipated to begin in September and be completed by the end of 2021.

**Budget or Other Considerations:**

Project will be funded from the City's utility fund.

**City Goals Met By This Action:**

Maintaining city infrastructure.

**Options:**

The City Council may choose to:

1. Adopt the attached resolution accepting bids and awarding the contract for the 2021 Sewer Televising Project to Hydro-Klean, LLC;
2. Adopt the attached resolution accepting bids and awarding the contract for the 2021 Sewer Televising Project to Hydro-Klean, LLC with noted changes or as amended;
3. Deny the project;
4. Table action on this item for more information.

**Recommendation/Action Requested:**

Staff recommends the City Council choose Option (1): Adopt the attached resolution accepting bids and awarding the contract for the 2021 Sewer Televising Project to Hydro-Klean, LLC.

**Next Step:**

Begin construction

**Resolution No. 2021-xx**

**RESOLUTION ACCEPTING QUOTES AND AWARDING THE CONTRACT FOR THE  
2021 SEWER TELEVISIONING PROJECT**

WHEREAS, pursuant to an advertisement for quotes for the 2021 Sewer Televising Project, the following four quotes were received, opened, and tabulated:

<u>Bidder</u>	<u>Total Bid</u>
Pipe Services Corp.	\$28,900.00
Hydro-Klean, LLC	\$49,174.60
Ritter & Ritter Sewer Service, Inc.	\$51,480.00
Visu-Sewer, Inc	\$64,065.50

WHEREAS, upon review of the quotes it was determined Pipe Services Corp. did not submit a complete quote leaving out costs for televising smaller pipe and they also did not include cleaning the pipe prior to televising as called out for in the project specifications; and

WHEREAS, Hydro-Klean, LLC of Des Moines, IA, is the next lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, as follows:

1. The Mayor and City Administrator are hereby authorized and directed to enter into contract with Hydro-Klean, LLC, in the name of the City of Osseo for the 2021 Sewer Televising Project according to the plans and specifications therefor and on file in the office of the City Administrator.

**DATE:** April 29, 2021

**TO:** Nick Waldbillig, Public Works Director  
Osseo  
415 Central Ave.  
Osseo, MN 55369-1195

**FROM:** Matt Gsellmeier, MCES I/I Grant Administrator

**SUBJECT:** 2020 I/I Grant Program Letter of Intent

Thank you for applying to the 2020 State Bond Funded Municipal Inflow and Infiltration (I/I) Grant Program. This non-binding letter of intent confirms receipt of your city's application and approval to participate per the Metropolitan Council's approved program design and guidelines.

The program design and guideline details, along with the draft agreement that must be entered with the Metropolitan Council, can be found at the following link under Inflow/Infiltration Grant Programs:

<https://metro council.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>

#### Preliminary Non-binding Grant Estimates

<b>Estimated</b> Grant Amount	Based on
Preliminary Minimum Allocation (PMA) \$50,000	Preliminary project description and projected cost estimates in city's application
Final Reimbursement Amount (FRA) \$52,762	City's application, the amount available for funding, and prior year's reimbursement percentages

Please be advised that these are preliminary non-binding estimates and that each participant's final FRA depends upon the actual and eligible project work submitted per approved guidelines. PMA and FRA will be calculated simultaneously for all participants upon receipt of documentation verifying a project costs. Should a city not complete a project with I/I eligible work, or complete with insufficient eligible work, PMA and FRA will be adjusted accordingly. Contingent upon availability of funding, cities may be eligible for additional funding should they complete a project(s) with more I/I eligible work than described in their application.

#### Important Dates

April 30, 2021	MCES sends Letter of Intent to program participants
March 31, 2023	Cities provide descriptions and pay claims for completed projects
May 1, 2023	MCES makes FRA determination, distributes grant agreements

MCES will process reimbursement upon receipt of signed agreement and commits to sending semi-annual grant notices to all participants throughout the program. These notices will serve as both reminders of participation and solicitations for changes in participant contact, projects, or other relevant information.



Documentation submitted to MCES at project completion to verify eligibility and calculate both PMA and FRA must include the following:

- Completion and submission of MCES provided cost verification form
- A city resolution authorizing participation in the grant program
- Certification (notarized) confirming ownership or easements for locations where work was completed
- Description of work, along with description or map of locations
- Invoices substantiating cost of work completed.

This letter is a commitment to enter into a legally binding grant agreement upon verification that grant program guidelines and requirements have been met. It is not a legally binding document that confirms funding.

MCES appreciates and is committed to your participation in this program designed to assist our stakeholders in the mitigation of excess inflow and infiltration into the metropolitan disposal system.

MCES appreciates and is committed to your participation in this program designed to assist our stakeholders in the mitigation of excess inflow and infiltration into the metropolitan disposal system.

Please direct your questions or concerns to:

Matt Gsellmeier, MCES I/I Grant Administrator  
390 Robert Street North  
St. Paul, MN 55101  
17633670264  
matthew.gsellmeier@metc.state.mn.us



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Ned Smith, MCES, Director of Pretreatment and Finance



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Leisa Thompson, MCES General Manager



September 13, 2021

Honorable Mayor and City Council  
City of Osseo  
415 Central Avenue  
Osseo, MN 55369

Re: 2021 Sewer Televising Project  
City of Osseo, MN  
WSB Project No. 017249-001

Dear Mayor and Council Members:

Quotes were received for the above-referenced project on Wednesday, September 8, 2021. Four quotes were received. The quote received from Pipe Services Corp. was incomplete and did not include the full scope of work required by the specifications. WSB is therefore recommending that the quote from Pipe Services Corp. be rejected. The remaining three quotes were checked for mathematical accuracy and tabulated. Please find enclosed the Quote Tabulation Summary indicating Hydro-Klean, LLC of Des Moines, Iowa, as the low bidder with a grand total quote amount of \$49,174.60. The Engineer's Estimate for the project was \$54,275.00.

We recommend that the City Council consider these quotes and award a contract for the grand total quote amount of \$49,174.60 to Hydro-Klean, LLC, based on the results of the quotes received.

If you have any questions, please contact me at 763.287.8537.

Sincerely,

WSB

Nick Preisler, PE  
Project Manager

Enclosure

srb

## QUOTE TABULATION SUMMARY

**PROJECT:**

2021 Sewer Televising Project

**OWNER:**

City of Osseo, MN

**WSB PROJECT NO.:**

017249-001

**QUOTES RECEIVED:** Wednesday, September 8, 2021, at 10:00 a.m. Local Time

	Contractor	Bid Bond (5%)	Addendum No. 1 Received	Grand Total Quote
1	Pipe Services Corp.	N/A	X	\$28,900.00
2	Hydro-Klean, LLC	N/A	X	\$49,174.60
3	Ritter & Ritter Sewer Service, Inc.	N/A	X	\$51,480.00
4	Visu-Sewer, Inc.	N/A	X	\$64,065.50
Engineer's Opinion of Probable Cost				\$54,275.00

I hereby certify that this is a true and correct tabulation of the quotes as received on September 8, 2021.



Nicholas N. Preisler, PE, Project Manager

 Denotes corrected figure

**Quote Tabulation**

2021 Sewer Televising Project

City of Osseo, MN

WSB Project No. 017249-001

QUOTES RECEIVED: Wednesday, September 8, 2021, at 10:00 a.m. Local Time

 DENOTES CORRECTED FIGURE

Line #	Mat. #	Item Description	Units	Quantity	Engineer's Estimate		Pipe Services Corp.		Hydro-Klean, LLC		Ritter & Ritter Sewer Service, Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	2503.603	TELEWISE SANITARY SEWER (4" - 6")	L F	630	\$2.50	\$1,575.00	\$0.00	\$0.00	\$1.42	\$894.60	\$4.00	\$2,520.00
2	2503.603	TELEWISE SANITARY SEWER (8" - 18")	L F	34000	\$1.55	\$52,700.00	\$0.85	\$28,900.00	\$1.42	\$48,280.00	\$1.44	\$48,960.00
GRAND TOTAL QUOTE						\$54,275.00		\$28,900.00		\$49,174.60		\$51,480.00

### Quote Tabulation

2021 Sewer Televising Project

City of Osseo, MN

WSB Project No. 017249-001

QUOTES RECEIVED: Wednesday, September 8, 2021, at 10:00 a.m. Local Time



  DENOTES CORRECTED FIGURE

Line #	Mat. #	Item Description	Units	Quantity	Engineer's Estimate		Visu-Sewer, Inc.	
					Unit Price	Extension		
1	2503.603	TELEWISE SANITARY SEWER (4" - 6")	L F	630	\$2.50	\$1,575.00	\$1.85	<span style="background-color: orange;">\$1,165.50</span>
2	2503.603	TELEWISE SANITARY SEWER (8" - 18")	L F	34000	\$1.55	\$52,700.00	\$1.85	\$62,900.00
GRAND TOTAL QUOTE						\$54,275.00		<span style="background-color: orange;">\$64,065.50</span>

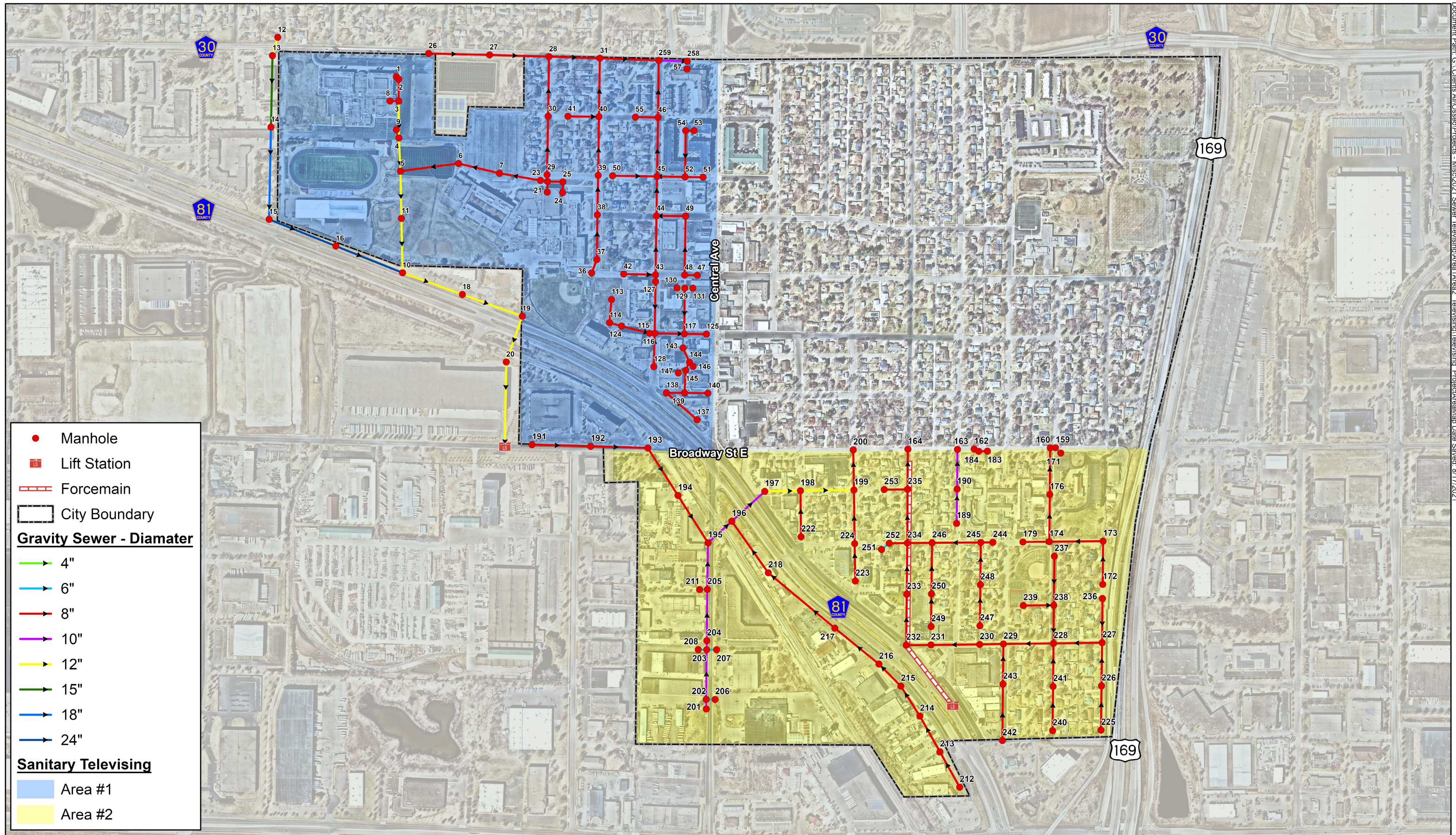
I hereby certify that this is an exact reproduction of quotes received.

Certified By: 

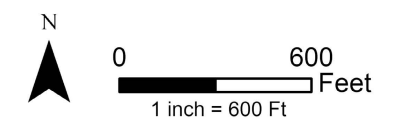
License No. 54902

Date: September 8, 2021

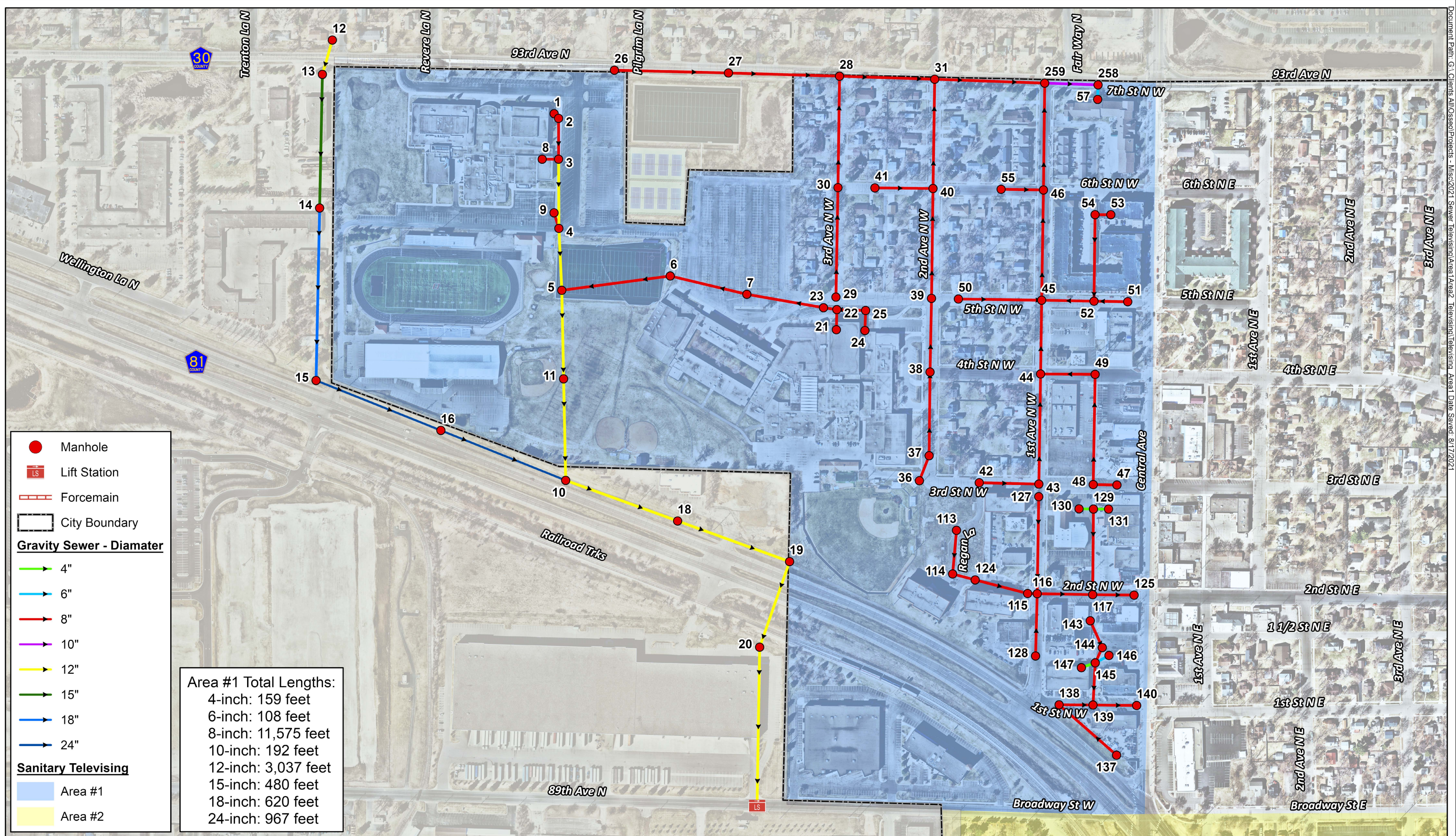




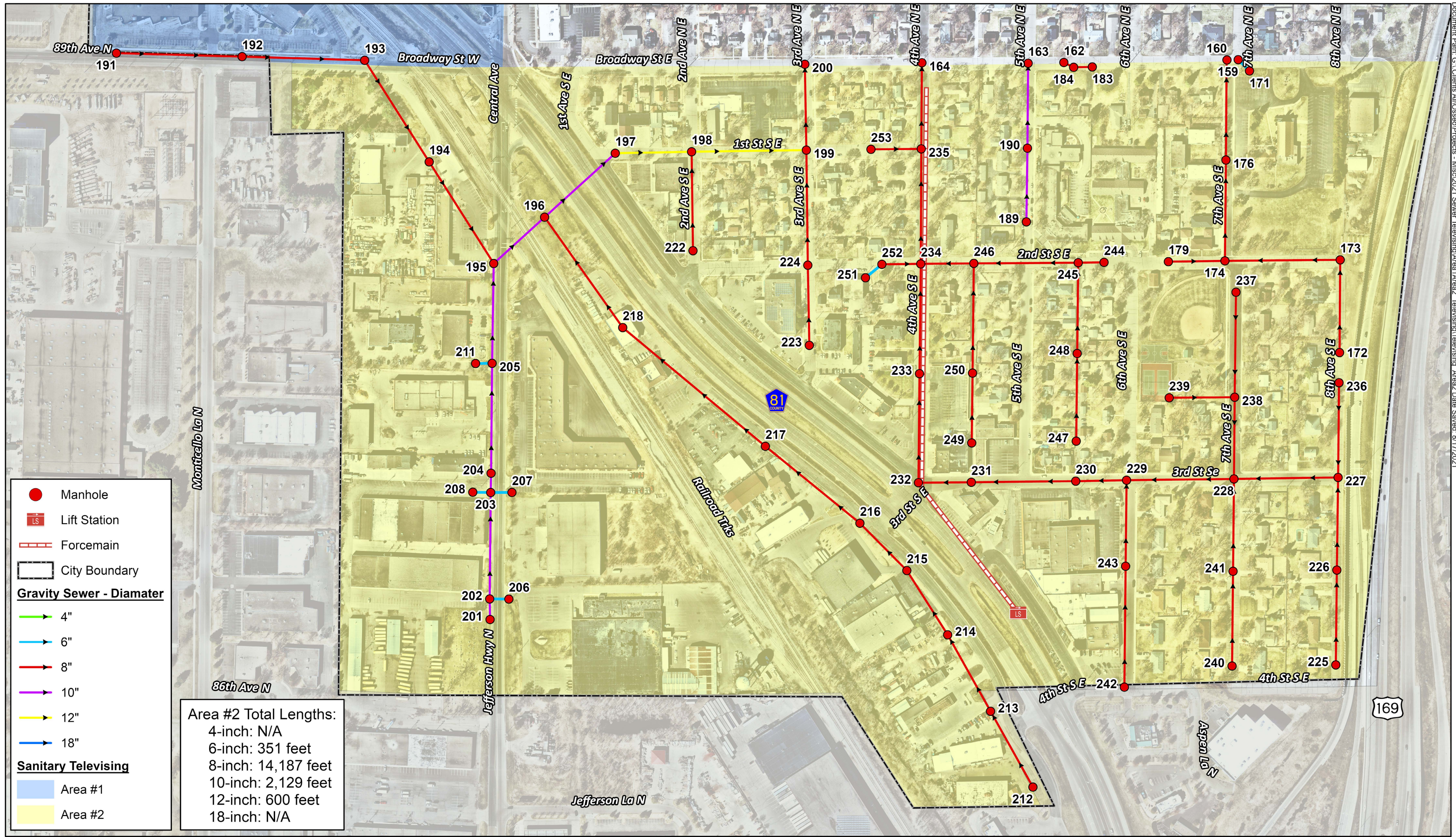
**Sanitary Sewer Televising**  
Project Area Map  
City of Osseo, MN



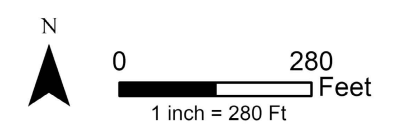








**Sanitary Sewer Telesighting**  
Area #2  
City of Osseo, MN







## City of Osseo City Council Meeting Item

**Agenda Item:** MN DNR Volunteer Fire Assistance Grant

**Meeting Date:** September 13, 2021

**Prepared by:** Mike Phenow, Fire Chief

**Attachments:** Quote from Baycom, Inc.  
Grant Award Letter  
Grant Contract

### Policy Consideration:

Consider accepting the \$4,914 award from the MN DNR's Volunteer Fire Assistance Grant Program and approving purchase of 21 multi-frequency pagers.

### Previous Action or Discussion:

The current pagers that are issued to department members were purchased a number of years ago and are all single-frequency (or single-channel) pagers. They can only be programmed to monitor one radio frequency, currently the Hennepin County Fire Main channel. The majority of fire departments in the county, including Osseo, are dispatched by the Dispatch Division of the Hennepin County Sheriff's Office (HCSO). All pages, or calls, are aired on that channel. In addition, all in-service, on-scene, initial-report, and out-of-service radio traffic is communicated over that channel, as well as back-and-forth communications with dispatchers during any incident that isn't large enough to get its own dedicated channel assigned.

Over the years, the increase in call volume has led to an increase in traffic on that one critical frequency. In some cases, those "crowded airwaves" can lead to delays in initial pages going out to departments. Couple this with the fact that, when there is a critical incident, dispatchers are usually flooded with 911 calls and are trying to balance the need to collect complete and accurate information with the need to quickly dispatch emergency responders. These two factors can lead to initial pages being delayed, by up to two minutes in the worst cases. In critical incidents such as structure fires, seconds matter and the sooner units get started, the better the ultimate outcomes.

The Hennepin County Fire Chiefs Association (HCFA) has been working with the HCSO over the past couple of years to develop a plan to address these concerns. A few years ago, the HCSO Dispatch Division migrated to a new Computer Aided Dispatch (CAD) system that has the option to support automated paging. This would allow dispatchers to trigger a page with an artificial voice (think Siri or Alexa) without having to interrupt their other activities to announce the page themselves. Additionally, this automated paging would occur on a dedicated "paging main" channel, while a second "fire main" channel would be dedicated to the rest of the human-to-human communication that happens on the current fire main.

Once these changes go into effect, departments with single-channel pagers would benefit from the quicker page times, but would lose the ability to hear the rest of the radio traffic on their pagers. This would put firefighters at a distinct disadvantage as they would not hear updates from dispatch, which units have gone into service, on-scene

reports, and more – until they arrived at the station and could hear that radio traffic on the mounted and portable radios at the station and in the trucks.

The solution to that issue is to procure multi-channel pagers. These would then be programmed to listen to radio traffic from both the “paging main” and the “fire main” channels, allowing firefighters to get all of the necessary information as quickly as possible.

In April, we submitted a grant application to the MN DNR’s Volunteer Fire Assistance Grant Program to help replace our existing pagers. We were recently notified that we were awarded \$4,914 in 50:50 matching funds for the project.

**Budget or Other Considerations:**

The grant is for \$4,914 in matching funds. The total project cost is \$9,828 (see attached). At the August 12<sup>th</sup> meeting of the Osseo Fire Department Relief Association, the membership considered and approved a donation to cover the matching funds of \$4,914. That donation was presented for acceptance on a previous agenda item at this council meeting.

This amount will enable us to replace around 21 pagers at \$468 apiece (the max grant amount was \$5,000). We will be seeking other sources of funding to replace the remainder of our pager fleet (around 30 total), but this gets us most of the way there.

**City Goals Met By This Action:**

- Ensure City’s continued financial stability
- Continue to give Staff the necessary tools to do their jobs effectively and efficiently

**Options:**

The City Council may choose to:

1. Accept the grant and approve the purchase of the equipment;
2. Accept the grant and approve the purchase of the equipment with noted changes/as amended;
3. Deny the grant and the purchase of the equipment;
4. Table action on this item for more information.

**Recommendation/Action Requested:**

Staff recommends the City Council accepts the grant and approves the purchase of the equipment.

7/16/2020

Occereo Fire Department  
Chief Mike Phenow



A Lifeline in the Moments that Matter

JULIAN POWERS  
9494 Hemlock Lane N.  
Maple Grove, MN 55369  
Mobile: 612-685-0852  
Phone: 763-315-8691  
Fax: 763-315-8695  
[JPowers@Baycominc.com](mailto:JPowers@Baycominc.com)

## COMMUNICATIONS PROPOSAL (MINITOR VI Pagers)

<u>Item</u>	<u>Qty</u>	<u>Model and Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1	1	<b>Motorola Minitor VI Voice Pager (Black, Green or Red)</b> 5 Frequency, Stored Voice, Standard MIL-STD 810G, 2 Yr Warranty Includes: Pager, Desk Charger, Std Li-Ion Battery, Belt Clip, 2yr Warranty	\$523.00	
1.1	1	Baycom Discount 1-10 units	-\$55.00	
1.2	5	<b>Purchase Pricing for 1-10 units</b>	\$468.00	\$2,340.00
2	5	<b>Programming</b> Included with new Pager purchase using existing template	N/C	N/C



### Options:

Express maintenance Plan TOTAL of 5 years \$56.00 per unit  
Programming Cradle & Software \$85.00

\*Shipping is estimated and final shipping costs will be Pre-Pay & Add

Prices Quoted in US Dollars

Equipment Total:	\$2,340.00
Shipping:	Pre-Pay & Add
Installation:	N/A
Sub Total:	\$2,340.00
Tax:	Exempt
<b>Total Investment:</b>	<b>\$2,340.00</b>

**Terms: Net 30**

Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions ([CLICK HERE](#))

Approved By: \_\_\_\_\_ / \_\_\_\_\_  
AUTHORIZED CUSTOMER SIGNATURE DATE

All of the information listed on this proposal is confidential and proprietary information.

**Proposal Valid for 30 Days! If You Have Any Questions, Please Contact Julian Powers at 612-685-0852**

Fox Crossing, WI | Green Bay, WI | La Crosse, WI | Madison, WI | Maple Grove, MN | Pewaukee, WI | Portage, WI

## 2022 VFA Award Letter

Greniger, Shelly (DNR) <Shelly.Greniger@state.mn.us>

Tue 8/3/2021 12:16 PM

To: Mike Phenow <mike.phenow@ci.osseo.mn.us>

402 SE 11<sup>th</sup> Street - Grand Rapids, MN 55744

August 3, 2021

### **Re: 2022 VOLUNTEER FIRE ASSISTANCE MATCHING GRANT (VFA)**

OSSEO FIRE DEPT

Dear Fire Chief:

Congratulations you have been awarded the 2022 Volunteer Fire Assistance Grant in the amount of \$ **4914.00** from the Minnesota Department of Natural Resources, Division of Forestry.

In the coming weeks, I will be sending your VFA grant contract via email. If I do not hear back from you I will go ahead and process your contract electronically.

If this will not work for your department, please let me know as soon as possible and I will send a copy out in the mail.

All contracts should go out by the end of August and work must not begin under this grant contract until fully executed and you have been notified by the State's Authorized Representative to begin the work.

If you have any questions regarding the processing of this grant contract, please let me know.

Respectfully,

Shelly Greniger

Shelly Greniger

Rural Fire Programs Asst.

[Shelly.Greniger@state.mn.us](mailto:Shelly.Greniger@state.mn.us)

[www.mndnr.gov/grants/ruralfire](http://www.mndnr.gov/grants/ruralfire)

## STATE OF MINNESOTA GRANT CONTRACT

This grant contract is between the State of Minnesota, acting through its Department of Natural Resources, Division of Forestry, 402 Southeast Eleventh Street, Grand Rapids, Minnesota 55744 ("State") and OSSEO FIRE DEPT, 415 CENTRAL AVE, OSSEO, MN 55369- ("GRANTEE").

### Recitals

1. Under Minn. Stat. 84.085 authorizes the Commissioner of Natural Resources, on behalf of the State, to accept and use grants of money for the United States or other grantors for conservation purposes not inconsistent with the laws of this state and in accordance with the purposes of the grant and applicable Federal and State laws and authorizes the Commissioner to make sub-grants of any money received to other agencies, units of local government, and private nonprofit corporations; and Minn. Stat. 88.067, as amended in Laws of Minnesota 2000, Chapter 231, Section 113, may make grants for procurement of fire suppression equipment and training of fire departments in techniques of fire control. The commissioner may require a local match for any grant. Grantee is a governmental unit and or is a fire fighting entity located in a rural area; and the State is empowered to enter into this grant.
2. The State is in need of fire department assistance to suppress wildland fires.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State.

### Grant Agreement

#### 1. Term of Grant Agreement

- 1.1 **Effective date:** This agreement becomes effective on **August 15, 2021** or the date the State obtains all required signatures under Minnesota Statutes 16B.98, subdivision 5, whichever is later. **The Grantee must not begin work under this sub-grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.** No reimbursements will be made until or upon the date that the final required signature is obtained by the State, pursuant to [Minnesota Statutes Section 16B.98, subdivision 5](#). Per [Minnesota Statutes Section 16B.98, subdivision 7](#), no payments will be made to the Grantee until this grant agreement is fully executed.
- 1.2 **Expiration Date:** **Work on this project must be completed on or before June 1, 2022. The State is to be invoiced on or before June 15, 2022 or the contract will be canceled without further notification.**
- 1.3 **Survival of Terms:** The following clauses survive the expiration or cancellation of this grant agreement: 9 Liability; 10 Audits; 11 Government Data Practices and Intellectual Property; 13 Endorsement; 14 Governing Law, Jurisdiction, and Venue; 16 Data Disclosure; 19 Monitoring; and 24 Additional Program Requirements
- 1.4 **Incur Expenses:** Notwithstanding Minnesota Statutes, section 16A.41, expenditures made on or after August 15, 2021 are eligible for reimbursement. This agreement becomes effective on August 15, 2021 or the date the State obtains all required signatures under Minnesota Statutes 16B.98, subdivision 5, whichever is later.

#### 2 Grantee's Duties

The Grantee, who is not a state employee, will:

The Grantee will comply with required grants management policies and procedures set forth through [Minnesota Statutes Section 16B.97](#), subdivision 4 (a) (1).

The Grantee agrees to complete the program in accordance with the approved budget to the extent practicable and within the program period specified in the grant agreement. Any material change in the grant agreement shall require an amendment by the State (see Section 7.2).

The Grantee is responsible for maintaining a written conflict of interest policy. Throughout the term of this agreement, the Grantee shall monitor and report any actual, potential, or perceived conflicts of interest to the State's Authorized Representative.

The Grantee shall be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this agreement.

Complete work specified in the Project Proposal attached hereto as Exhibit A. This Project Proposal shall be a part of this grant. Highest priority is indicated in the office use only box of Exhibit A; however, any of the listed projects or a combination of the listed projects on Exhibit A, may also qualify for this grant with written approval from the State of Minnesota.

Insure all equipment acquired through this grant must be used solely for prevention, suppression and control of fire. Report GPS locations of dry hydrants or water facilities constructed under this grant to Shelly Serich, Rural Fire Programs Assistant, 402 Southeast Eleventh Street, Grand Rapids, Minnesota 55744 or his/her successor.

### 3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

### 4 Consideration and Payment

4.1 **Consideration.** Consideration for all services performed by Grantee pursuant to this grant agreement shall be paid by the State as follows:

4.1.1. **Compensation.** The Grantee will be paid in the amount not to exceed **\$4914.00**, based on the following computation:

4.1.2. **Matching Requirements.** The State shall reimburse Grantee for up to 50% of the reasonable net cost of items purchased or expenditures made, in accordance with the approved project proposal. This reimbursement shall not exceed the total amount of this grant.

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

4.1.3 **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed \$00.00.

THE TOTAL STATE OBLIGATION FOR ALL COMENSATION AND REIMBURSEMENTS TO GRANTEE SHALL NOT EXCEED **\$4914.00**.

Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this Agreement, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee.

#### 4.2. Payment

The State shall disburse funds to the Grantee pursuant to this agreement on a **reimbursement basis**. The Grantee shall submit payment requests with required expenditure documentation. If necessary, advance payments on grants shall be negotiated between the State and Grantee on a case by case basis. In order to make advance payments, the Grantee must prepare and submit a written justification to the State for approval that details specific need to utilize advance payments. A copy of the signed justification must be maintained in the grant file. All advance payments on grants over \$50,000 must be reconciled within 12 months of issuance or within 60 days of the end of the grant period.

4.2.1. **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced

services. The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and upon completion by June 15, 2021.

- 4.2.2. **Federal funds.** Payments under this grant contract will be made from federal funds obtained by the State through the Cooperative Forestry Assistance Act of 1978, Public Law 95-313, CFDA number 10.664. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.
- 4.2.3. **Unexpended Funds.** The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

## 5 Conditions of Payment

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

## 6 Authorized Representative

The State's Authorized Representative is Tim Oland, Rural Fire Programs Coordinator, DNR Forestry, 402 Southeast Eleventh Street, Grand Rapids, Minnesota 55744, 218-322-2688, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the Fire Chief at (763) 226-1020. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

## 7 Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2. **Amendments.** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3. **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right to enforce it.
- 7.4. **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

## 8 Subcontractors, Contracting and Bidding Requirements

- 8.1. The Grantee agrees that if it subcontracts any portion of this project to another entity, the agreement with the subcontractor will contain all provisions of the agreement with the State. The Grantee also agrees to comply with [Title 2 Code of Federal Regulations \(CFR\) 200.317](#) and [200.322](#) (if applicable-both apply to state entities only) as well as 2 CFR 200.318-321, and 2 CFR 200.323-326.
- 8.2. Per [Minnesota Statute 471.345](#), grantees that are municipalities as defined in Subd. 1 must follow that Uniform Municipal Contracting Law if contraction funds from this grant contract agreement for any supplies, materials, equipment, or the rental thereof, or the construction, alteration, repair, or maintenance of real or personal property.



8.2.1. If the amount of the contract is estimated to be \$3,000-25,000 the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minnesota Statute 16C.28](#), Subd. 1, paragraph a, clause 2.

8.2.2. Any services and/or materials that are expected to cost less than \$3,000 do not require the solicitation of competitive quotations in accordance with [2 CFR 200.320\(b\)](#). The Grantee must make an effort to equitably distribute these purchases.

## 9 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

## 10 Audits (State and Single)

Under [Minn. Stat. §16B.98, subd. 8](#) and [2 CFR 200.331](#), the Grantee books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

All state and local governments, colleges and universities, and non-profit organizations that expend \$750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is \$750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

## 11 Government Data Practices and Intellectual Property

11.1. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

### 11.2. Intellectual Property Rights

Intellectual Property Rights Not Applicable.

#### 11.2.1. Obligations.

- (A) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- (B) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, the Grantee will indemnify; defend, to



the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

## 12 Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

## 13 Publicity and Endorsement

- 13.1. **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.
- 13.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services and the Grantee must adhere to the terms of 2 CFR 200.315.

## 14 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 15 Termination

- 15.1. **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2. **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

## 16 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

## 17 American Disabilities Act

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines. The Grantee must comply with the 2010 American Disabilities Act Standards for Accessible Design.

## **18 Reporting Requirements**

The Grantee is bound to financial and performance reporting requirements as noted in the [Minnesota Statutes Section 16B.97](#), subdivision 4 (a) (1).

## **19 Monitoring**

The State shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant agreement, including a final inspection upon program completion. At least one monitoring visit per grant period on all state grants of over \$50,000 will be conducted and at least annual monitoring visits on grants of over \$250,000.

Following closure of the program, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

## **20 Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

## **21 Pollinator Best Management Practices**

Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minnesota Statutes, section 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: [Link to December 2014 version](#).

## **22 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions**

The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

## **23 Recipient Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights**

Recipient Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239)

(b) The Award Recipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712

(c) The Award Recipient shall insert the substance of this clause, including this paragraph (c), in all sub awards or subcontracts over the simplified threshold. 42 CFR & 52.203-17 (as referenced in 42 CFR & 3.908-9)

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16B.98.*

Signed: Shelly Greniger

Date: 8/31/2021

**3. STATE AGENCY**

By: \_\_\_\_\_  
(with delegated authority)

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

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

SWIFT Contract/PO No(s). 199409/196589

**2. GRANTEE**

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

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

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

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

Distribution:  
Agency  
Grantee OSSEO FIRE DEPT  
State's Authorized Representative - Photo Copy

# RURAL FIRE DEPARTMENT VOLUNTEER FIRE ASSISTANCE (VFA) MATCHING GRANT PROJECT PROPOSAL

Complete Mail or email to:

**Rural Fire Grant Project Proposal**  
**MN Interagency Fire Center**  
**402 SE 11<sup>th</sup> Street**  
**Grand Rapids, Minnesota 55744**  
**Shelly.Greniger@state.mn.us**

**RECEIVED**

By Shelly Greniger at 1:11 pm, May 28, 2021

**APPROVED**

By Shelly Greniger at 10:46 am, Jun 14, 2021

**➔ POSTMARKED NO LATER THAN..... JUNE 1, 2021**

<b>Fire Department:</b> <u>Osseo Fire Department</u>	<b>Name &amp; Title of person filling out form:</b> <u>David Jorgenson Firefighter/Greas</u>
<b>Official FD Mailing Address:</b> <u>415 Central Ave</u>	<b>Telephone: Day:</b> <u>763-350-0269</u> <b>Night:</b> <u>763-424-5444</u> <b>Cell:</b> <u>763-424-5444</u> <b>Fire Hall:</b>
<b>City, State, Zip:</b> <u>Osseo MN 55369</u>	<b>FD e-mail:</b> <u>DaveJorgenson@dgiusa.net</u>

1. Population directly benefiting from the project: 2757
2. Fire Department's protection area (square miles): 1  
(Excluding Mutual Aid Area)
3. Number of fire incidents for the previous year: wildland 3 structural 19 other 340
4. Fill in the estimated total cost of the project(s) and the Grand total the dollar amount requested.

\$	Wildland Personal Protective Equipment	\$	Structural Turnout Gear
\$	Excess Property Equipment Conversion	\$ <u>9828</u>	Radios/Pagers
\$	Wildland Equipment	\$	Breathing Apparatus
\$	Water Movement Items	\$	Safety Equipment
\$	Other Miscellaneous Projects (Describe)	\$	Water Storage System
<b>Grand Total Dollars Requested \$</b> <u>4914</u>			

**Fire Department Chief's Signature:**

**Date:** 4/7/21

**OFFICE USE ONLY:**

**GRANT APPROVED UP TO \$** 4914.00 **PRIORITY IS FOR** Radios, Pagers

**APPROVAL/DATE:** 9/2/2021 **CONTRACT NUMBER** 199409

**Modified Project:** \_\_\_\_\_ **Approval/date:** \_\_\_\_\_

**Exhibit A**





## City of Osseo City Council Meeting Item

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**Agenda Item:** Citizen Appointments to Parks & Recreation Committee

**Meeting Date:** September 13, 2021

**Prepared by:** City Clerk LeAnn Larson

**Attachments:** Parks & Recreation Committee members  
Copies of 3 Letters of Interest  
Resolution

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**Background:**

Citizen appointments are made each year to various boards/commissions/committees. There are currently two vacancies on the Parks & Recreation Committee with the terms expiring 12/31/2021.

**Discussion:**

Staff has attached letters of interest from James Kelly, Jennifer Nelson, and Dori Trossen for the vacancies. Also included is a resolution for these appointments. We thank the volunteers for their interest in serving the City of Osseo.

**City Goals Met By This Action:**

Increase communication with citizens and encourage citizen engagement.

**Options:**

The City Council may choose to:

1. Adopt a resolution appointing \_\_\_\_\_ and \_\_\_\_\_ to the Parks & Recreation Committee with terms ending 12/31/2021;
2. Table for additional information;
3. Post for more volunteers.

**Recommendation/Action Requested:**

Staff recommends the City Council adopt a resolution appointing \_\_\_\_\_ and \_\_\_\_\_ to the Parks & Recreation Committee with terms ending 12/31/2021.



## City of Osseo

415 Central Avenue  
Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

[www.DiscoverOsseo.com](http://www.DiscoverOsseo.com)

### 2021 PARKS & RECREATION COMMITTEE

			<u>Term expires</u>
<b>Council appointees:</b>			
Larry Stelmach	417 4 <sup>th</sup> Avenue NE	(763) 234-7237	12/31/21
	<a href="mailto:lstmach@ci.osseo.mn.us">lstmach@ci.osseo.mn.us</a>		
Alicia Vickerman	16 4 <sup>th</sup> Ave SE	(612) 298-7085	12/31/21
	<a href="mailto:avickerman@ci.osseo.mn.us">avickerman@ci.osseo.mn.us</a>		
<b>Resident appointees:</b>			
(Vacant)			12/31/21
(Vacant)			12/31/21
Dee Bonn	225 5 <sup>th</sup> Avenue SE	(612) 269-6510	12/31/22
	<a href="mailto:dlbonn@comcast.net">dlbonn@comcast.net</a>		
Kerstin Schulz	316 4 <sup>th</sup> Street NE	(612) 723-8818	12/31/23
	<a href="mailto:kerstin316@comcast.net">kerstin316@comcast.net</a>		
Ashlee Thostenson	423 5 <sup>th</sup> Avenue NE	(763) 221-2630	12/31/23
	<a href="mailto:ashleetosseo@gmail.com">ashleetosseo@gmail.com</a>		
<i>(three year terms, staggered)</i>			
<b>City staff:</b>			
Joe Amerman, Community Management Coordinator		(763) 425-1454	
	<a href="mailto:jamerman@ci.osseo.mn.us">jamerman@ci.osseo.mn.us</a>		

James Kelly

8-30-21

City of Osseo

Mayor Duane Poppe

Re: Park & Recreation Committee member

My interest is to serve on this resident committee expiring 12-31-21.

Re: Pertinent background information

Minn. Statute §471.17 Hereinbefore designated given charge of recreation program is authorized to conduct its activities on:

Copy of above is requested to be made available in public record. Osseo being location of activities.

Attachment Minn. Statute §471.17

**471.17 LOCATION OF ACTIVITIES.**

Any corporation, board, or body hereinbefore designated given charge of the recreation program is authorized to conduct its activities on:

- (1) property under its custody and management;
- (2) other public property under the custody of any other public corporation, body, or board, with the consent of such corporations, bodies, or boards;
- (3) private property, with the consent of its owners; and
- (4) shall have authority to accept gifts and bequests for the benefit of the recreational service and employ directors and instructors of recreational work.

**History:** (1933-9c) 1937 c 233 s 3



**From:** Jenny Nelson !>  
**Sent:** Monday, August 30, 2021 6:55 PM  
**To:** Riley Grams <[RGrams@ci.osseo.mn.us](mailto:RGrams@ci.osseo.mn.us)>  
**Subject:**

Hi Riley,

My name is Jennifer Nelson. I have lived in Osseo for 14 years. I have volunteered in many capacities. I would like to step up to be on the Park and Rec board. I am excited for this opportunity!

Sincerely,  
Jennifer Nelson

**From:** Dori Trossen <[DTrossen@ci.osseo.mn.us](mailto:DTrossen@ci.osseo.mn.us)>  
**Sent:** Thursday, September 2, 2021 2:28 PM  
**To:** Riley Grams <[RGrams@ci.osseo.mn.us](mailto:RGrams@ci.osseo.mn.us)>  
**Subject:** Parks & Recreation Committee

Hi Riley,

I heard there is an opening on the Parks and Rec committee, wondering if it is an option to have that spot?

Thank you!

Dori Trossen



## City of Osseo

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Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

[www.DiscoverOsseo.com](http://www.DiscoverOsseo.com)

### **Committee Members Needed**

Osseo is seeking two residents to serve on the Parks & Recreation Committee to fill vacancies expiring the end of 2021. You must be an Osseo resident to serve on this committee.

The City values leadership from service minded individuals. Citizens interested in filling these appointments are asked to submit a letter or statement of interest containing name, address, telephone number, email address, and any other pertinent background information.

Please send your letter of interest to Mayor Duane Poppe, 415 Central Avenue, Osseo, MN 55369, by August 31, 2021. For more information, please call 763-425-2624.

**Resolution No. 2021-xx**

**RESOLUTION ADOPTING 2021 CITIZEN APPOINTMENTS**

WHEREAS, it is the duty of Osseo City Council to make citizen appointments for various committees and commissions representing the City; and

WHEREAS, there are currently two vacancies on the Parks & Recreation Committee, with the terms ending 12/31/2021;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the following appointments are made for the terms as noted:

**Citizen Appointment**

Parks & Recreation Committee

Terms ending 12/31/2021 \_\_\_\_\_ & \_\_\_\_\_



## City of Osseo City Council Meeting Item

---

<b>Agenda Item:</b>	<b>Approve Ordinance Amendment for Heritage Preservation Commission and Adopt Resolution Creating Historical Preservation Committee</b>
<b>Meeting Date:</b>	September 13, 2021
<b>Prepared by:</b>	Riley Grams, City Administrator
<b>Attachments:</b>	Ordinance Amendment Heritage Preservation Commission Resolution Creating Historical Preservation Committee

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### Policy Consideration:

Consider the 1<sup>st</sup> reading of Ordinance amendment for the Heritage Preservation Commission or approve the 1<sup>st</sup> reading and waive the 2<sup>nd</sup> reading, and adopt the attached Resolution creating the Historical Preservation Committee.

### Background:

The City Council discussed proposed changes to the Heritage Preservation Commission and creating a new Historical Preservation Committee at the August 23 work session meeting. The Council agreed with Staff's recommendations and directed Staff to remove the Heritage Preservation Commission from the City's code and create a new Historical Preservation Committee. The attached Ordinance amendment removes the Heritage Preservation Commission. The Council has the option to approve the 1<sup>st</sup> reading at the September 13 meeting and conduct a 2<sup>nd</sup> reading and final adoption at the September 27 meeting, or the Council may choose approve the 1<sup>st</sup> reading and waive the 2<sup>nd</sup> reading on September 13. If the Council waives the 2<sup>nd</sup> reading, the Council should then adopt the attached Resolution that creates the Historical Preservation Committee.

### Options:

The City Council may choose to:

1. Approve the 1<sup>st</sup> reading of the Ordinance amendment for the Heritage Preservation Commission;
2. Approve the 1<sup>st</sup> reading of the Ordinance amendment and waive the 2<sup>nd</sup> reading for the Heritage Preservation Commission;
3. Table action on this item for more information.

### Secondary option:

1. Adopt the attached Resolution creating the Historical Preservation Committee;
2. Adopt the attached Resolution creating the Historical Preservation Committee, with noted changes;
3. Table action on this item for more information.

### Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the 1<sup>st</sup> reading of the Ordinance amendment and waive the 2<sup>nd</sup> reading for the Heritage Preservation Commission, and 1) Adopt the attached Resolution creating the Historical Preservation Committee.

**ORDINANCE NO. 2021-3**

**AN ORDINANCE REPEALING CHAPTER 152 OF THE  
OSSEO CODE OF ORDINANCES REGARDING HERITAGE PRESERVATION**

**THE CITY COUNCIL OF THE CITY OF OSSEO HEREBY ORDAINS AS FOLLOWS:**

**Section 1.** Chapter 152 of the Osseo City Code is hereby repealed in its entirety.

**Section 2.** The ordinance shall be in full force and effect from and after its passage and publication according to law.

ADOPTED by the City Council of the City of Osseo, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

First reading: September 13, 2021

Second reading and adoption: \_\_\_\_\_, 2021

Published: \_\_\_\_\_, 2021, *Osseo-Maple Grove Press*

**Resolution No. 2021-xx**

**RESOLUTION ESTABLISHING  
OSSEO HISTORICAL PRESERVATION COMMITTEE**

WHEREAS, on September 13, 2021, the Osseo City Council repealed City Code, chapter 152 – Heritage Preservation, in order to establish a new committee to better serve the people of the City of Osseo; and

WHEREAS, the City Council has determined that establishing a new committee will provide the City additional flexibility in being able to effectively preserve culturally and historically relevant issues and items.

NOW, THEREFORE, BE IT RESOLVED by City Council of the City of Osseo, County of Hennepin, Minnesota, that a new committee is hereby established to be called the Osseo Historical Preservation Committee (the “Committee”);

BE IT FURTHER RESOLVED the Committee shall adhere to the following:

1. Purpose – The Committee’s purpose is to review and advise the City Council on matters related to historic areas of interest within the City in order to provide a sense of community identity and to preserve items that represent and reflect elements of social, economic, religious, political, architectural, and aesthetic heritage.
2. Items for Consideration and Responsibilities – Agenda items may be presented by members of the Committee, members of the public, and City staff. The City Council may also request input from the Committee on items related to the Committee’s purpose.
3. Composition – The Committee shall be composed of the following five members:
  - a. One member of the Osseo City Council, as appointed by the City Council annually. The Councilmember shall report the Committee’s activities to the City Council at a Council meeting following any Committee meeting.
  - b. Four members of the public as appointed by the City Council. Members of the public are not required to be residents of the City of Osseo.
4. Chair – Each year the Committee shall elect a Chair to preside over meetings of the Committee.
5. Terms – Excluding the annually appointed member of the City Council, Committee member terms shall be for a three-year period with staggered term start years.

6. Staff Liaison – The Community Management Coordinator shall be the Staff Liaison to the Committee.
7. Compensation – Committee members will not receive compensation for their role on the Committee.
8. Meetings – The meetings of the Committee shall:
  - a. Meet as needed, as determined by the City Council, Chair, or Staff Liaison.
  - b. The regular meeting location will be the Osseo City Hall.
9. Minnesota Statutes Chapter 13 – The Committee shall be subject to Minnesota Statutes Chapter 13 – The Minnesota Government Data Practices Act. The Staff Liaison shall be responsible for maintenance of meeting minutes for the Committee.





## City of Osseo City Council Meeting Item

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**Agenda Item:** Accept American Rescue Plan Funds (Resolution)

**Meeting Date:** September 13, 2021  
**Prepared by:** Riley Grams, City Administrator

**Attachments:** Resolution Accepting ARP Funds

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**Policy Consideration:**

Consider approving the attached Resolution accepting the American Rescue Plan funds.

**Background:**

Cities under 50,000 in population must make a certification to Minnesota Management and Budget prior to accepting their allocation of funds. The League of MN Cities is recommending that cities pass a Resolution so staff is given the authority to take the steps as soon as available. Osseo has been allocated \$287,490 in ARP funds. The attached Resolution allows the City to collect its share of ARP funds from the State of Minnesota and use them in a manner consistent with the Department of Treasury's guidance.

**Options:**

The City Council may choose to:

1. Adopt the attached Resolution accepting Osseo's American Rescue Plan funds;
2. Deny adoption of the attached Resolution;
3. Table action on this item for more information.

**Recommendation/Action Requested:**

Staff recommends the City Council choose option 1) Adopt the attached Resolution accepting Osseo's American Rescue Plan funds.

**CITY OF OSSEO**  
**Resolution No. 2021-xx**

**RESOLUTION TO ACCEPT THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs.

WHEREAS, as a result of the Pandemic cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19.

WHEREAS, city revenues, businesses, and nonprofits in the city have faced economic impacts due to the Pandemic.

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, \$287,490 has been allocated to the City of Osseo (“City”) pursuant to the ARPA (“Allocation”).

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance.

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSSEO, HENNEPIN COUNTY, MINNESOTA, AS FOLLOWS:

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.

2. City staff, together with the Mayor and the City Attorney, are hereby authorized to take any actions necessary to receive the City's share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
3. City staff, together with the Mayor and the City Attorney, are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.



## City of Osseo City Council Meeting Item

**Agenda Item:** Adopt Preliminary 2022 City Budget and Tax Levy (Resolutions)

**Meeting Date:** September 13, 2021

**Prepared by:** Riley Grams, City Administrator

**Attachments:** 2022 General Fund Expenditures Budget Summary  
2022 General Fund Expenditures Budget Detail  
2022 General Fund Revenue Budget  
2022 Osseo Tax Levy Worksheet  
2022 Preliminary Budget Presentation  
Resolutions Adopting 2022 Budget and Property Tax Levy

**Policy Consideration:**

Consider adopting the 2021 preliminary Osseo city budget and proposed tax levy.

**Background:**

The City Council previously reviewed the preliminary 2022 budget developed by City Staff at the work session meeting on August 30. The recommendations made by the Council at the work session meeting have been incorporated into the proposed budget attached to this agenda item.

The proposed preliminary 2022 city budget shows a full balanced budget between expenditures and revenue. The total proposed expenditures budget for 2022 is \$3,099,175. This represents an increase of 9.02% over the 2021 adopted budget (\$256,308 total increase). The following is a department-by-department update:

	2021 Budgeted Amount	2022 Projected Budgeted Amount	Total Increase (Decrease)	Percent Increase (Decrease)
General Government	\$724,672	\$800,558	\$75,887	10.47%
Public Safety	\$1,226,121	\$1,306,837	\$80,716	6.58%
Public Works	\$200,207	\$220,768	\$20,561	10.27%
Parks & Recreation	\$105,998	\$125,142	\$19,144	18.06%
Contingency	\$20,000	\$20,000	\$0	0%

<b>TOTAL GENERAL FUND OPERATIONS</b>	\$2,276,998	\$2,473,306	\$196,309	8.62%
CIP Transfer	\$565,870	\$625,870	\$60,000	10.6%
<b>Budget Totals</b>	<b>\$2,842,868</b>	<b>\$3,099,175</b>	<b>\$256,309</b>	<b>9.02%</b>

In addition to approving the 2022 preliminary budget, the Council will also need to approve the General Fund Levy amount. This is the amount that the City needs to collect from tax paying properties within City limits to balance the preliminary budget. The proposed General Fund Levy and General Obligation Bond amounts are:

General Fund Levy	\$1,754,859
General Obligation Bond 2016B	\$135,000

The current expenditures budget, including taxes levied for debt and fiscal disparities, results in a tax levy increase of 3.04% increase (\$46,425). This means that to fully balance the budget, we will ask the property owners of Osseo to pay \$46,425 more in taxes to cover all the services the City offers. The expected tax capacity rate will decrease slightly in 2022 from 57.68% to 57.54% (a decrease of 0.142% from 2021, and a total decrease of 19.805% since 2013).

The City Council should consider the preliminary 2022 budget and direct Staff accordingly. The preliminary budget must be approved no later than September 30, which is when the General Tax Levy amounts are due and certified to Hennepin County for preparation of preliminary property tax statements.

**Previous Action or Discussion:**

The City Council has previously reviewed the preliminary 2022 budget at their work session meeting on August 30, 2021. Several recommendations were made and incorporated into the attached budget as presented this evening.

**City Goals Met By This Action:**

Ensure the City's financial stability  
Maintain as low a tax rate as possible  
Increase communication with citizens and encourage citizen engagement  
Promote a healthy and high-quality standard of living

**Options:**

The City Council may choose to:

1. Adopt the attached Resolution approving the 2022 budget and property tax levy and adopt the Resolution reducing debt service tax levies for 2022;
2. Approve the preliminary 2022 City of Osseo Budget and General Tax Levy, with noted changes/as amended;
3. Table action on this item for more information.

**Recommendation/Action Requested:**

Staff recommends the City Council choose option 1) Adopt the attached Resolution approving the 2022 budget and property tax levy and adopt the Resolution reducing debt service tax levies for 2022.

**City of Osseo**  
**General Fund Expenditures Budget Summarized**  
**For the Year 2022**

	2018 Actual	2019 Actual	2020 Actual	2021				2022 Projected	Increase (Decrease)	Increase (Decrease)
DIVISION				BUDGET	YTD	BALANCE	% of Budget	BUDGET	VS. 2021	
Mayor and Council	\$ 30,112	\$ 40,957	\$ 36,900	\$ 41,232	\$ 19,148	\$ 22,084	46.44%	\$ 37,516	\$ (3,715)	-9.01%
Administration	327,459	361,428	356,378	366,252	157,913	208,339	43.12%	420,361	54,109	14.77%
Elections	7,594	1,364	12,382	1,417	1,464	(47)	103.32%	7,969	6,552	462.39%
Legal Services	39,707	53,002	48,968	45,500	22,168	23,332	48.72%	45,300	(200)	-0.44%
IT Services	16,020	18,860	52,768	51,730	21,904	29,826	42.34%	57,906	6,176	11.94%
Financial Services	17,662	18,958	28,277	17,090	31,782	(14,692)	185.97%	16,120	(970)	-5.68%
Planning & Zoning	81,988	86,369	77,757	97,706	51,268	46,438	52.47%	99,968	2,262	2.32%
City Hall Campus	74,916	86,515	92,663	92,733	66,557	26,176	71.77%	98,313	5,580	6.02%
Community Center	9,935	10,297	8,673	11,012	5,769	5,243	52.39%	17,104	6,092	55.32%
<b>Total General Government</b>	<b>\$ 605,393</b>	<b>\$ 677,750</b>	<b>\$ 714,766</b>	<b>\$ 724,672</b>	<b>\$ 377,973</b>	<b>\$ 346,699</b>	<b>52.16%</b>	<b>\$ 800,558</b>	<b>\$ 75,887</b>	<b>10.47%</b>
Police	\$ 782,577	\$ 874,370	\$ 1,006,693	\$ 1,038,294	\$ 577,361	\$ 460,933	55.61%	\$ 1,100,592	\$ 62,298	6.00%
Inspections	\$ 39,707	\$ 44,202	\$ 35,364	\$ 30,400	\$ 7,754	\$ 22,646	25.51%	\$ 33,600	\$ 3,200	10.53%
Fire	\$ 138,480	\$ 155,347	\$ 154,107	\$ 157,427	33,734	123,693	21.43%	172,645	15,218	9.67%
<b>Total Public Safety</b>	<b>\$ 960,764</b>	<b>\$ 1,073,919</b>	<b>\$ 1,196,164</b>	<b>\$ 1,226,121</b>	<b>\$ 618,849</b>	<b>\$ 607,272</b>	<b>50.47%</b>	<b>\$ 1,306,837</b>	<b>\$ 80,716</b>	<b>6.58%</b>
Public Works	\$ 187,479	\$ 194,258	\$ 196,267	\$ 200,207	\$ 97,836	\$ 102,371	48.87%	\$ 220,768	\$ 20,561	10.27%
<b>Total Public Works</b>	<b>\$ 187,479</b>	<b>\$ 194,258</b>	<b>\$ 196,267</b>	<b>\$ 200,207</b>	<b>\$ 97,836</b>	<b>102,371</b>	<b>48.87%</b>	<b>\$ 220,768</b>	<b>\$ 20,561</b>	<b>10.27%</b>
Parks	\$ 76,469	\$ 89,315	\$ 91,333	\$ 89,313	51,533	\$ 37,780	57.70%	\$ 103,056	\$ 13,743	15.39%
Recreation	8,585	27,674	8,006	16,685	7,916	8,769	47.44%	22,086	5,401	32.37%
<b>Total Parks/Recreation</b>	<b>\$ 85,054</b>	<b>\$ 116,990</b>	<b>\$ 99,339</b>	<b>\$ 105,998</b>	<b>59,449</b>	<b>\$ 46,549</b>	<b>56.09%</b>	<b>\$ 125,142</b>	<b>\$ 19,144</b>	<b>18.06%</b>
<b>Contingency</b>	<b>\$ 10,698</b>	<b>\$ 460</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>-</b>	<b>\$ 20,000</b>	<b>0.00%</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>0.00%</b>
<b>General Fund Operations</b>	<b>\$ 1,849,388</b>	<b>\$ 2,063,376</b>	<b>\$ 2,206,536</b>	<b>\$ 2,276,998</b>	<b>\$ 1,154,107</b>	<b>\$ 1,122,891</b>	<b>50.69%</b>	<b>\$ 2,473,306</b>	<b>\$ 196,309</b>	<b>8.62%</b>
<b>Transfer for Improvements</b>	<b>\$ 652,870</b>	<b>\$ 625,870</b>	<b>\$ 565,870</b>	<b>\$ 565,870</b>	<b>\$ 282,935</b>	<b>\$ 282,935</b>	<b>50.00%</b>	<b>\$ 625,870</b>	<b>\$ 60,000</b>	<b>10.60%</b>
<b>Total General Expenditures</b>	<b>\$ 2,502,258</b>	<b>\$ 2,689,246</b>	<b>\$ 2,772,406</b>	<b>\$ 2,842,868</b>	<b>\$ 1,437,042</b>	<b>\$ 1,405,826</b>	<b>50.55%</b>	<b>\$ 3,099,175</b>	<b>\$ 256,309</b>	<b>9.02%</b>

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	City of Osseo														
2	General Fund Expenditures Budget Worksheet														
3	For the Year 2022														
4													Note: Accounts indicating an "A" are allocatable to enterprise funds		
5				2018	2019	2020		2021					2022		
6	ACCOUNT	DESCRIPTION	Actual	Actual	Actual		Budgeted	6/30/2021	% of Budget	Remaining			Amount	Notes	
7															
8	MAYOR AND COUNCIL														
9	101-41000-106	PART TIME WAGES	\$ 13,200	\$ 19,145	\$ 19,000	\$ 19,000	\$ 9,500	50.00%	\$ 9,500	\$ 19,000	Council pay review every other year. Review again in 2023.				
10	101-41000-125	EMPLOYER FICA CONTRIBUTION	\$ 1,010	\$ 1,454	\$ 1,454	\$ 1,454	\$ 727	50.02%	\$ 727	\$ 1,599	7.65% budgeted increase				
11	101-41000-139	WORK COMP INSURANCE	\$ 50	\$ 88	\$ 84	\$ 92	\$ 81	88.04%	\$ 11	\$ 92	LMCIT recommended to budget for a 10% increase				
12	101-41000-211	OPERATIONS	\$ 722	\$ 236	\$ 2,395	\$ 750	\$ 2,488	331.73%	\$ (1,738)	\$ 750	Chamber supplies, Council supplies				
13	101-41000-218	UNIFORMS/APPAREL	\$ 32	\$ 60	\$ -	\$ 300	\$ -	0.00%	\$ 300	\$ 300	\$60 per Councilmember				
14	101-41000-255	DUES/MEMBERSHIPS	\$ 4,291	\$ 6,484	\$ 4,677	\$ 4,636	\$ 1,838	39.65%	\$ 2,798	\$ 4,775	LMC (3276), Metro Cities (1258), West Metro Mayors (31), NW League of Muni (210)				
15	101-41000-260	REGISTRATION/TRAINING/TRAVEL	\$ 680	\$ 6,314	\$ 275	\$ 5,000	\$ 365	7.30%	\$ 4,635	\$ 2,000	Council training and travel				
16	101-41000-307	RECORDING SERVICES	\$ 10,127	\$ 7,177	\$ 9,015	\$ 10,000	\$ 4,149	41.49%	\$ 5,851	\$ 9,000	Meeting minutes, codfying, CCX televing, recording				
17		TOTAL	\$ 30,112	\$ 40,957	\$ 36,900	\$ 41,232	\$ 19,148	46.44%	\$ 22,084	\$ 37,516	-9.01%				
18															
19	ADMINISTRATION														
20	101-41110-101	FULL TIME WAGES	\$ 199,881	\$ 228,459	\$ 241,976	\$ 225,855	\$ 118,063	52.27%	\$ 107,792	\$ 270,865	A	Variable merit increase plus 3% COLA (30% of wages allocated to enterprise funds) plus Clerk retirement payout			
21	101-41110-124	PERA CONTRIBUTION	\$ 14,650	\$ 16,746	\$ 17,500	\$ 17,388	\$ 8,855	50.93%	\$ 8,533	\$ 17,611	A	7.5% budgeted increase			
22	101-41110-125	EMPLOYER FICA CONTRIBUTION	\$ 16,105	\$ 17,924	\$ 18,176	\$ 17,735	\$ 9,098	51.30%	\$ 8,637	\$ 17,962	A	11% budgeted increase			
23	101-41110-130	MED/DEN/LIFE/LTD INSURANCE	\$ 19,310	\$ 16,761	\$ 14,082	\$ 15,929	\$ 5,656	35.51%	\$ 10,273	\$ 25,945	A	Estimated medical and dental insurance for employees (10% medical & 3% dental increase)			
24	101-41110-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 4,620	\$ 4,620	\$ 6,557	\$ 5,985	\$ 3,995	66.75%	\$ 1,990	\$ 5,985	A	Allowances and health insurance stipends for employees			
25	101-41110-139	WORK COMP INSURANCE	\$ 1,103	\$ 951	\$ 1,131	\$ 1,783	\$ 1,030	57.77%	\$ 753	\$ 1,945	A	LMCIT recommended to budget for a 10% increase			
26	101-41110-201	OFFICE SUPPLIES	\$ 2,155	\$ 1,205	\$ 2,574	\$ 2,500	\$ 499	19.96%	\$ 2,001	\$ 2,000	A	Office stationary and supplies			
27	101-41110-211	OPERATIONS	\$ 1,790	\$ 3,470	\$ 1,916	\$ 1,600	\$ 742	46.38%	\$ 858	\$ 2,000	A	Misc operations and other items			
28	101-41110-218	UNIFORMS/APPARAL	\$ 60	\$ 31	\$ -	\$ 300	\$ -	0.00%	\$ 300	\$ 300	A	\$60 per Staff member (5)			
29	101-41110-255	DUES/MEMBERSHIPS	\$ 1,275	\$ 1,731	\$ 1,930	\$ 1,750	\$ 136	7.77%	\$ 1,614	\$ 1,750		ICMA, GFOA, MCFOA, MAMA, MCMA			
30	101-41110-260	REGISTRATION/TRAINING/TRAVEL	\$ 5,207	\$ 6,154	\$ 3,179	\$ 9,000	\$ 464	5.16%	\$ 8,536	\$ 9,500		ICMA, GFOA, MCFOA, MCMA Conferences (down in 2020 due to no travel with COVID) Reduced for 2021 held for 2022			
31	101-41110-308	PROPERTY ASSESSING	\$ 25,904	\$ 29,093	\$ 31,089	\$ 31,000	\$ -	0.00%	\$ 31,000	\$ 31,000		Agreement with Hennepin County, levying, open book meeting			
32	101-41110-310	OTHER PROFESSIONAL SERVICES	\$ 107	\$ 9,426	\$ 472	\$ 500	\$ 668	133.60%	\$ (168)	\$ 600		Misc. Engineering or other non-finance related consulting			
33	101-41110-311	RENTAL INSPECTION PROGRAM	\$ 16,274	\$ 7,988	\$ 1,829	\$ 19,800	\$ 630	3.18%	\$ 19,170	\$ 19,800		Roger Lenz Consulting (60% of total revenue)			
34	101-41110-321	TELECOMMUNICATIONS	\$ 567	\$ 609	\$ 670	\$ 525	\$ 820	156.19%	\$ (295)	\$ 500		City Administrator cell phone (41.50/mo)			
35	101-41110-322	POSTAGE/DELIVERY SERVICES	\$ 1,435	\$ 3,008	\$ 2,878	\$ 2,525	\$ 2,232	88.40%	\$ 293	\$ 2,520	A	Postage machine (1030/quarter), (400/quarter goes to UB)			
36	101-41110-351	PRINTING/PUBLISHING	\$ 13,785	\$ 8,939	\$ 7,509	\$ 10,000	\$ 3,414	34.14%	\$ 6,586	\$ 8,000	A	Osseo Outlook newsletter (about 1600/quarter) and Ordinance amendments			
37	101-41110-355	PERSONNEL/RECRUITMENT	\$ -	\$ 310	\$ -	\$ -	\$ -	0%	\$ -	\$ -		None expected			
38	101-41110-376	AUTO INSURANCE	\$ 63	\$ 144	\$ 73	\$ 77	\$ 76	98.70%	\$ 1	\$ 77		5% increase of YTD amount			
39	101-41110-384	RECYCLE/ORGANICS	\$ 1,490	\$ 2,172	\$ 1,255	\$ -	\$ -	0.00%	\$ -	\$ -		Moved to the Community Fund for 2021			
40	101-41110-410	LEASES/RENTALS	\$ 1,679	\$ 1,684	\$ 1,582	\$ 2,000	\$ 1,535	76.75%	\$ 465	\$ 2,000	A	Lease for copier and water cooler			
41		TOTAL	\$ 327,459	\$ 361,428	\$ 356,378	\$ 366,252	\$ 157,913	43.12%	\$ 208,339	\$ 420,361		14.77%			
42															
43	ELECTIONS														
44	101-41410-106	WAGES - JUDGES	\$ 3,353		\$ 5,711	\$ -	\$ -	0.00%	\$ -	\$ 3,500		Wages: 9.65/hr and 10.65/hr (Includes City Clerk OT) - Mid-term election in 2022			
45		WAGES - CLERK	\$ 1,262	\$ 41		\$ -	\$ -	0.00%	\$ -	\$ 1,300		Clerk & PW Time for Elections			
46	101-41410-124	EMPLOYER PERA EXPENSE	\$ 54	\$ 3	\$ 196	\$ -	\$ -	0.00%	\$ -	\$ 60		City Clerk			
47	101-41410-125	EMPLOYER FICA EXPENSE	\$ 81	\$ 3	\$ 193	\$ -	\$ -	0.00%	\$ -	\$ 90		City Clerk			
48	101-41410-139	WORK COMP INSURANCE	\$ 10	\$ (3)	\$ -	\$ 17	\$ -	0.00%	\$ 17	\$ 19		Election Judges only			
49	101-41410-211	OPERATIONS	\$ 2,833	\$ 1,320	\$ 6,282	\$ 1,400	\$ 1,464	104.57%	\$ (64)	\$ 3,000		Election machine maintenance contract, publishing, newsletter, etc (maintenance in off yrs)			
50		TOTAL	\$ 7,594	\$ 1,364	\$ 12,382	\$ 1,417	\$ 1,464	103.32%	\$ (47)	\$ 7,969		462.39%			
51															
52	LEGAL														
53	101-41500-211	LEGAL EXPENSES	\$ 1,103	\$ 1,164	\$ 961	\$ 1,000	\$ 366	36.60%	\$ 634	\$ 800		Mileage, copying, postage, fees			
54	101-41500-304	LEGAL SERVICES - CIVIL	\$ 25,812	\$ 35,628	\$ 33,607	\$ 30,000	\$ 14,602	48.67%	\$ 15,398	\$ 30,000		Kennedy Graven retainer (33K/yr less EDA and special projects), Ordinance updates			
55	101-41500-306	LEGAL SERVICES - PROSECUTION	\$ 12,792	\$ 16,210	\$ 14,400	\$ 14,500	\$ 7,200	49.66%	\$ 7,300	\$ 14,500		Tallen Baertschi retainer			
56		TOTAL	\$ 39,707	\$ 53,002	\$ 48,968	\$ 45,500	\$ 22,168	48.72%	\$ 23,332	\$ 45,300		-0.44%			
57															
58	INFORMATION TECHNOLOGY														
59	101-41515-302	IT CONSULTANT	\$ 16,020	\$ 18,860	\$ 40,815	\$ 34,000	\$ 16,419	48.29%	\$ 17,581	\$ 38,676	A	Element retainer (Essential Care package 2848/mo retainer) plus average additional monthly onsite costs			
60	101-41515-309	WEBSITE HOSTING			\$ 11,953	\$ 1,230		0.00%	\$ 1,230	\$ 1,230		Hosting costs: 100/mo and Website domain: 30/yr			
61	101-41515-309	EMAIL/LICENSING/SECURITY COSTS				\$ 16,500	\$ 5,485	33.24%	\$ 11,015	\$ 18,000		City-wide email licensing, additional IT security costs per recent tech upgrades plus project mgmt software			
62		TOTAL	\$ 16,020	\$ 18,860	\$ 52,768	\$ 51,730	\$ 21,904	42.34%	\$ 29,826	\$ 57,906		11.94%			
63															
64	FINANCE CONSULTING														
65	101-41550-300	MERCHANT FEES/MISC	\$ -	\$ 2,202	\$ 2,268	\$ -	\$ -	0.00%	\$ -	\$ -		No fees anticipated moving to Tyler Tech in 2022			
66	101-41550-300	ACTUARY SERVICE - CITY	\$ 700	\$ 1,000		\$ -	\$ -	0.00%	\$ -	\$ -		A In Fire Department budget			
67	101-41550-309	FINANCE SOFTWARE			\$ 1,070	\$ 1,200	\$ 781	65.08%	\$ 419	\$ -		2022 Tyler fees included in utility bond. Annual fees will move here in 2023 budget moving forward			
68	101-41550-301	FINANCIAL CONSULTANT	\$ 6,019	\$ 6,206	\$ 24,939	\$ 6,000	\$ -	0.00%	\$ 6,000	\$ 6,000	A	Gary Groen (40% of 15000)			
69	101-41550-301	AUDITING	\$ 9,400	\$ 9,550	\$ -	\$ 9,890	\$ 31,001	313.46%	\$ (21,111)	\$ 10,120	A	BerganKDV (40% of 25300). FY2021 is final year of current BerganKDV agreement			
70		TOTAL	\$ 17,662	\$ 18,958	\$ 28,277	\$ 17,090	\$ 31,782	185.97%	\$ (14,692)	\$ 16,120		-5.68%			
71															
72	PLANNING AND ZONING														
73	101-41650-101	FULL TIME WAGES	\$ 61,079	\$ 63,571	\$ 42,570	\$ 67,808	\$ 34,384	50.71%	\$ 33,424	\$ 71,938		Variable merit increase plus 3% COLA			
74	101-41650-106	PART TIME WAGES	\$ 2,950	\$ 465	\$ -	\$ 1,260	\$ 420	0.00%	\$ 840	\$ 1,260		Planning Commission meeting stipends			
75	101-41650-124	PERA CONTRIBUTION	\$ 4,581	\$ 4,756	\$ 3,205	\$ 5,086	\$ 2,579	50.71%	\$ 2,507	\$ 5,553		7.5% budgeted increase			
76	101-41650-125	FICA CONTRIBUTION	\$ 5,203	\$ 5,218	\$ 3,366	\$ 5,187	\$ 2,640	50.90%	\$ 2,547	\$ 5,663		7.65% budgeted increase			
77	101-41650-130	MED/DEN/LIFE/LTD INSURANCE	\$ 99	\$ 95	\$ 2,182	\$ 7,485	\$ 3,671	49.04%	\$ PAGED	\$ 4,273		Estimated medical and dental insurance for employees (10% increase) Budget 2022/2022 CITY OF OSSEO BUDGET			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	City of Osseo														
2	General Fund Expenditures Budget Worksheet														
3	For the Year 2022														
4															
5				2018	2019	2020							Note: Accounts indicating an "A" are allocatable to enterprise funds		
6	ACCOUNT	DESCRIPTION	Actual	Actual	Actual	Budgeted	6/30/2021	% of Budget	Remaining				2022		
													Amount		Notes
78	101-41650-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 4,200	\$ 4,200	\$ 1,615	\$ -	\$ -	0.00%	\$ -	\$ -	\$ 2,100				Health insurance stipend (if any) 350/mo for 6 months
79	101-41650-139	WORK COMP INSURANCE	\$ 294	\$ 315	\$ 436	\$ 480	\$ 459	95.63%	\$ 21	\$ 480					LMCIT recommended to budget for a 10% increase
80	101-41650-140	UNEMPLOYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -				None expected
81	101-41650-211	OPERATIONS/SUPPLIES	\$ 71	\$ 156	\$ 99	\$ 200	\$ -	0.00%	\$ 200	\$ 100					Maps and other City Planning supplies
82	101-41650-255	DUES/MEMBERSHIPS	\$ -	\$ 667	\$ -	\$ 700	\$ -	0.00%	\$ 700	\$ 700					American Planning Association membership
83	101-41650-260	EDUCATION/MEETINGS/TRAVEL	\$ 1,545	\$ 1,520	\$ (173)	\$ 500	\$ -	0.00%	\$ 500	\$ 1,500					American Planning Association conference (Reduced in 2021 COVID, back to normal for 2022)
84	101-41650-303	ENGINEERING	\$ 1,017	\$ 3,892	\$ 23,118	\$ 1,500	\$ 5,841	389.40%	\$ (4,341)	\$ 1,500					Geographic Information System from WSB (50% - other goes to water/sewer)
85	101-41650-307	RECORDING SERVICE	\$ 948	\$ 1,515	\$ 1,230	\$ 2,000	\$ 1,274	63.70%	\$ 726	\$ 2,400					Minutes for Planning Commission and Parks & Rec meetings
86	101-41650-310	OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ 20	\$ 5,000	\$ -	0.00%	\$ 5,000	\$ 2,000					WSB and Legal costs for Comp Plan ordinance amendments
87	101-41650-351	PRINTING/PUBLISHING	\$ -	\$ -	\$ 89	\$ 500	\$ -	0.00%	\$ 500	\$ 500					Publishing for Comp Plan Amendments
88		TOTAL	\$ 81,988	\$ 86,369	\$ 77,757	\$ 97,706	\$ 51,268	52.47%	\$ 46,438	\$ 99,968					2.32%
89															
90	CITY HALL CAMPUS														
91	101-41700-211	OPERATIONS	\$ 2,339	\$ 3,460	\$ 3,064	\$ 750	\$ 1,254	167.20%	\$ (504)	\$ 1,000					A Paper products and misc. supplies
92	101-41700-222	BLDG REPAIR/MAINTENANCE	\$ 12,129	\$ 16,230	\$ 14,211	\$ 12,000	\$ 6,400	53.33%	\$ 5,600	\$ 12,000					HVAC, rugs, parking lot, lighting, elevator license, small equipment, security
93	101-41700-317	CLEANING SERVICE	\$ 6,910	\$ 8,715	\$ 10,519	\$ 10,528	\$ 4,557	43.28%	\$ 5,971	\$ 9,000					New cleaning company (started July 2021)
94	101-41700-321	TELECOMMUNICATIONS	\$ 8,567	\$ 10,286	\$ 13,063	\$ 14,000	\$ 5,343	38.16%	\$ 8,657	\$ 13,000					Main line phones, internet
95	101-41700-375	PROPERTY/LIABILITY INSURANCE	\$ 25,648	\$ 29,836	\$ 34,959	\$ 38,455	\$ 38,466	100.03%	\$ (11)	\$ 42,313					10% increase of YTD charges
96	101-41700-380	ELECTRIC	\$ 13,852	\$ 13,078	\$ 12,166	\$ 11,000	\$ 6,461	58.74%	\$ 4,539	\$ 13,000					City Hall electric
97	101-41700-390	GAS - HEATING	\$ 5,471	\$ 4,911	\$ 4,681	\$ 6,000	\$ 4,076	67.93%	\$ 1,924	\$ 8,000					Gas heat for City Hall
98		TOTAL	\$ 74,916	\$ 86,515	\$ 92,663	\$ 92,733	\$ 66,557	71.77%	\$ 26,176	\$ 98,313					6.02%
99															
100	COMMUNITY CENTER														
101	101-41800-106	PART TIME WAGES	\$ -	\$ -	\$ 660	\$ 1,750	\$ 570	32.57%	\$ 1,180	\$ 3,500					Weekend community center rental attendant (50% reduction for 2021, back to full for 2022)
102	101-41800-124	PERA	\$ -	\$ -	\$ 50	\$ 131	\$ 43	32.82%	\$ 88	\$ 263					7.5% budgeted increase
103	101-41800-125	FICA	\$ -	\$ -	\$ 50	\$ 134	\$ 44	32.84%	\$ 90	\$ 268					7.65% budgeted increase
104	101-41800-139	WORK COMP	\$ -	\$ -	\$ 80	\$ 88	\$ 81	92.05%	\$ 7	\$ 88					LMCIT recommended to budget for a 10% increase
105	101-41800-211	OPERATIONS	\$ 1,433	\$ 2,219	\$ 101	\$ 750	\$ 155	20.67%	\$ 595	\$ 1,250					Paper products, lighting, cleaning supplies (50% reduction for 2021, increased for 2022)
106	101-41800-221	EQUIPMENT/REPAIRS MAINTENANCE	\$ 953	\$ -	\$ 806	\$ 1,000	\$ 806	80.60%	\$ 194	\$ 1,000					Partition or other kitchen repairs
107	101-41800-317	CLEANING SERVICE	\$ 2,772	\$ 1,783	\$ 2,608	\$ 1,376	\$ 1,757	127.69%	\$ (381)	\$ 2,940					245/mo based on square footage (50% reduction for 2021, back to full for 2022)
108	101-41800-317	CARPET CLEANING	\$ -	\$ 1,845	\$ -	\$ 1,250	\$ -	0.00%	\$ 1,250	\$ 2,500					Carpet cleaning 6 times per year + misc. (50% reduction for 2021, back to normal for 2022)
109	101-41800-375	PROPERTY/LIABILITY INSURANCE	\$ 536	\$ 491	\$ 575	\$ 633	\$ -	0.00%	\$ 633	\$ 696					10% budgeted increase
110	101-41800-380	ELECTRIC	\$ 3,041	\$ 2,871	\$ 2,715	\$ 2,500	\$ 1,418	56.72%	\$ 1,082	\$ 2,800					Electric for Community Center
111	101-41800-390	GAS - HEATING	\$ 1,201	\$ 1,088	\$ 1,028	\$ 1,400	\$ 895	63.93%	\$ 505	\$ 1,800					Heat for Community Center
112		TOTAL	\$ 9,935	\$ 10,297	\$ 8,673	\$ 11,012	\$ 5,769	52.39%	\$ 5,243	\$ 17,104					55.32%
113															
114	POLICE														
115	101-41900-101	FULL TIME WAGES - OFFICERS	\$ 451,989	\$ 485,705	\$ 647,869	\$ 560,331	\$ 347,149	61.95%	\$ 213,182	\$ 580,574					Per Police Union contract
116	101-41900-101	FULL TIME WAGES - NON OFFICERS	\$ -	\$ 58,705	\$ -	\$ 62,608	\$ -	0.00%	\$ 62,608	\$ 66,421					Variable merit increase plus 3% COLA
117	101-41900-101	SHIFT DIFFERENTIAL	\$ -	\$ -	\$ -	\$ 7,500	\$ -	0.00%	\$ 7,500	\$ 7,500					Offset by Police services and Police Aid (TZD) (\$0.50/HR REGULAR, \$0.75/HR OT)
118	101-41900-106	PART TIME WAGES	\$ 68,113	\$ 33,889	\$ 14,097	\$ 36,000	\$ 11,957	33.21%	\$ 24,043	\$ 36,000					Part-time Police Officers (includes 3% COLA for 2020)
119	101-41900-124	PEPFF CONTRIBUTION (OFFICERS)	\$ 76,977	\$ 82,580	\$ 109,816	\$ 99,179	\$ 58,459	58.94%	\$ 40,720	\$ 102,762					17.7% budgeted increase
120	101-41900-124	PERA CONTRIBUTION (NON OFFICERS)	\$ -	\$ 4,403	\$ -	\$ 4,696	\$ -	0.00%	\$ 4,696	\$ 4,982					7.5% budgeted increase
121	101-41900-125	EMPLOYER FICA CONTRIBUTION (OFFICERS)	\$ 8,154	\$ 7,370	\$ 11,642	\$ 8,125	\$ 7,052	86.79%	\$ 1,073	\$ 8,418					1.45% Officer (Medicare only)
122	101-41900-125	EMPLOYER FICA CONTRIBUTION (NON OFFICERS)	\$ -	\$ 4,227	\$ -	\$ 4,790	\$ -	0.00%	\$ 4,790	\$ 5,081					7.65% - Non Officers
123	101-41900-130	MED/DEN/LIFE/LTD/STD INSURANCE	\$ 64,304	\$ 74,919	\$ 84,810	\$ 92,543	\$ 46,108	49.82%	\$ 46,435	\$ 101,574					Includes STD estimate for Chief/Office Manager
124	101-41900-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 3,877	\$ 5,977	\$ 8,513	\$ 8,400	\$ 4,044	48.14%	\$ 4,356	\$ 8,250					Allowances for Officers
125	101-41900-139	WORK COMP INSURANCE	\$ 11,952	\$ 21,543	\$ 30,464	\$ 33,887	\$ 40,359	119.10%	\$ (6,472)	\$ 44,395					LMCIT recommended to budget for a 10% increase, big increase for 2022 again
126	101-41900-201	OFFICE EXPENSES	\$ 1,654	\$ 2,592	\$ 2,253	\$ 2,250	\$ 778	34.58%	\$ 1,472	\$ 2,800					Office expenses and logo gear
127	101-41900-202	RECOGNITION/AWARDS	\$ 336	\$ 150	\$ -	\$ 250	\$ -	0.00%	\$ 250	\$ 500					Awards for Officers or public
128	101-41900-211	OPERATING SUPPLIES	\$ 2,602	\$ 4,070	\$ 5,645	\$ 4,000	\$ 3,087	77.18%	\$ 913	\$ 6,000					Expenses outside the office
129	101-41900-213	OFFICER EQUIPMENT/GEAR	\$ 2,818	\$ 5,705	\$ 5,889	\$ 6,000	\$ 2,392	39.87%	\$ 3,608	\$ 8,000					Chief and part time uniforms, vests, bike program
130	101-41900-216	SQUAD FUEL	\$ 11,099	\$ 10,954	\$ 11,263	\$ 11,000	\$ 5,975	54.32%	\$ 5,025	\$ 11,000					Fuel costs for all squads
131	101-41900-217	SQUAD REPAIRS/MAINTENANCE	\$ 5,300	\$ 5,420	\$ 5,393	\$ 5,000	\$ 463	9.26%	\$ 4,537	\$ 5,500					Misc repair for squads (non-insurance related repairs)
132	101-41900-218	UNIFORM ALLOWANCE	\$ 3,434	\$ 3,843	\$ 10,843	\$ 6,000	\$ 7,339	122.32%	\$ (1,339)	\$ 6,000					Per Police contract (1000 per Officer)
133	101-41900-220	COMMUNICATION RADIO	\$ 14,896	\$ 14,154	\$ 16,400	\$ 14,400	\$ 10,263	71.27%	\$ 4,137	\$ 16,400					Hennepin County (1366/mo)
134	101-41900-255	DUES/MEMBERSHIPS	\$ 1,564	\$ 1,042	\$ 2,848	\$ 8,900	\$ 4,413	49.58%	\$ 4,487	\$ 9,500					Chiefs membership, POST certifications, includes Tip 411 service
135	101-41900-260	REGISTRATION/TRAINING/TRAVEL	\$ 14,740	\$ 14,587	\$ 8,308	\$ 20,000	\$ 4,188	20.94%	\$ 15,812	\$ 22,000					Intervention training and continuing education
136	101-41900-309	IT - LETG RECORDS MGMT	\$ 7,393	\$ -	\$ 8,693	\$ 9,500	\$ 412	4.34%	\$ 9,088	\$ 10,000					LETG - Records management software
137	101-41900-307	RECORDING SERVICES	\$ 39	\$ 128	\$ 515	\$ 200	\$ -	0.00%	\$ 200	\$ 200					PSAC minutes (split with Fire Dept)
138	101-41900-309	IT - GETAC CAMERA SYSTEM	\$ -	\$ -	\$ 841	\$ 6,000	\$ 8,557	142.62%	\$ (2,557)	\$ 7,000					New squad camera system started in 2021
139	101-41900-310	OTHER PROFESSIONAL SERVICES	\$ 717	\$ 1,501	\$ 1,658	\$ 2,000	\$ 286	14.30%	\$ 1,714	\$ 2,000					Grant writing and towing contract
140	101-41900-314	PAWN TRANSACTION CONSORTIUM	\$ 2,742	\$ 2,649	\$ 250	\$ 500	\$ 250	50.00%	\$ 250	\$ 500					Offset through Pawn Licensing revenue
141	101-41900-316	INCARCERATION SERVICES	\$ 7,767	\$ 2,735	\$ 5,118	\$ 5,500	\$ 3,190	58.00%	\$ 2,310	\$ 6,000					Hennepin County corrections, Hennepin County Sheriff
142	101-41900-317	CLEANING SVC	\$ -	\$ -	\$ 300	\$ 600	\$ -	0.00%	\$ 600	\$ 1,000					Additional Police Department or squad only cleaning
143	101-41900-321	TELECOMMUNICATIONS	\$ 5,043	\$ 6,641	\$ 6,402	\$ 7,700	\$ 4,265	55.39%	\$ 3,435	\$ 8,500					Cell phones for all Officers
144	101-41900-355	PERSONNEL/RECRUITMENT	\$ 640	\$ 787	\$ 60	\$ 500	\$ -	0.00%	\$ 500	\$ 500					Recruitment of PT Officers (if needed)
145	101-41900-376	SQUAD INSURANCE	\$ 4,631	\$ 7,432	\$ 4,720	\$ 6,185	\$ 4,760	76.96%	\$ 1,425	\$ 5,236					10% increase of YTD amount
146	101-41900-401	POLICE RESERVES	\$ 199	\$ 668	\$ 206	\$ 750	\$ 235	31.33%	\$ 515	\$ 1,500					Police Reserve Program



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	City of Osseo														
2	General Fund Expenditures Budget Worksheet														
3	For the Year 2022														
4													Note: Accounts indicating an "A" are allocatable to enterprise funds		
5				2018	2019	2020		2021					2022		
6	ACCOUNT	DESCRIPTION	Actual	Actual	Actual		Budgeted	6/30/2021	% of Budget	Remaining		Amount		Notes	
147	101-41900-402	EMERGENCY PREPAREDNESS	\$ 674	\$ 949	\$ 670		\$ 1,000	\$ 622	62.20%	\$ 378		\$ 1,000		Emergency sirens (120 for electricity and 555 for maintenance)	
148	101-41900-403	CHAPLIN PROGRAM	\$ -	\$ -	\$ -		\$ 500	\$ -	0.00%	\$ 500		\$ 1,000		Will start in 2022	
149	101-41900-404	NIGHT TO UNITE	\$ 8,032	\$ 7,856	\$ 235		\$ -	\$ 93	0.00%	\$ (93)		\$ -		Moved to Community Fund in 2021	
150	101-41900-410	LEASES/RENTALS	\$ 891	\$ 1,191	\$ 972		\$ 1,000	\$ 665	66.50%	\$ 335		\$ 1,500		Copier (73.04/mo), water cooler (8.00/mo)	
151	101-41900-450	REIMBURSEMENT/DEDUCTIBLE	\$ -	\$ -	\$ -		\$ 500	\$ -	0.00%	\$ 500		\$ 1,000		Insurance deductible, damage awards	
152		TOTAL	\$ 782,577	\$ 874,370	\$ 1,006,693		\$ 1,038,294	\$ 577,361	55.61%	\$ 460,933		\$ 1,100,592		6.00%	
153															
154	FIRE														
155	101-41920-106	PART TIME WAGES	\$ 70,157	\$ 83,011	\$ 74,289		\$ 70,582	\$ 5,911	8.37%	\$ 64,671		\$ 83,343		Fire Chiefs, Investigators, Inspectors, On-call plus COLA	
156	101-41920-123	FIRE RELIEF CONTRIBUTION	\$ 17,527	\$ 16,052	\$ 20,724		\$ 22,500	\$ -	0.00%	\$ 22,500		\$ 27,500		To OFDRA - Offset by Revenue amount (comes in October) - Includes voluntary 5k contribution in 2022	
157	101-41920-125	EMPLOYER FICA CONTRIBUTION	\$ 5,409	\$ 6,395	\$ 5,734		\$ 5,445	\$ 475	8.72%	\$ 4,970		\$ 6,376		7.65% budgeted increase	
158	101-41920-135	CELL/TRAVEL/INS ALLOWANCE	\$ 550	\$ 600	\$ 650		\$ 600	\$ 300	50.00%	\$ 300		\$ 600		Fire Chief cell phone	
159	101-41920-139	WORK COMP INSURANCE	\$ 3,609	\$ 7,464	\$ 4,296		\$ 4,725	\$ 5,473	115.83%	\$ (748)		\$ 5,473		Determined by population	
160	101-41920-140	UNEMPLOYMENT	\$ 1	\$ 2	\$ -		\$ -	\$ -	0.00%	\$ -		\$ -		Firefighters no longer on payroll that qualify for unemployment	
161	101-41920-211	OPERATING SUPPLIES	\$ 1,611	\$ 2,326	\$ 2,180		\$ 2,000	\$ 884	44.20%	\$ 1,116		\$ 2,000		Office, safety, manuals, small equipment	
162	101-41920-216	FUEL	\$ 1,507	\$ 1,521	\$ 1,358		\$ 1,250	\$ 728	58.24%	\$ 522		\$ 1,500		Fuel for fire department vehicles	
163	101-41920-217	VEHICLE REPAIR/MAINTENANCE	\$ 3,318	\$ 2,841	\$ 3,984		\$ 7,000	\$ 5,078	72.54%	\$ 1,922		\$ 7,000		Anything with 4 wheels, Dept of Transportation vehicle safety inspections	
164	101-41920-218	UNIFORMS/GEAR	\$ 2,578	\$ 3,622	\$ 3,482		\$ 2,000	\$ 31	1.55%	\$ 1,969		\$ 2,000		Bunker gear replacements moved to Equipment CIP	
165	101-41920-220	RADIO COMMUNICATIONS	\$ 8,076	\$ 7,775	\$ 7,845		\$ 9,500	\$ 3,484	36.67%	\$ 6,016		\$ 9,500		Hennepin County information technology (710/mo)	
166	101-41920-221	EQUIP REPAIR/MAINTENANCE	\$ 4,284	\$ 2,859	\$ 5,550		\$ 5,500	\$ 3,689	67.07%	\$ 1,811		\$ 5,500		Anything without 4 wheels	
167	101-41920-255	DUES/MEMBERSHIPS	\$ 355	\$ 398	\$ 435		\$ 500	\$ 335	67.00%	\$ 165		\$ 500		MN State Chiefs, MN State Fire Depts, Hennepin County Depts, National Fire Protections	
168	101-41920-260	EDUCATION/MEETINGS/TRAVEL	\$ 2,447	\$ 2,202	\$ 1,752		\$ 2,000	\$ -	0.00%	\$ 2,000		\$ 13,000		Training and certifications, Chiefs conference	
169	101-41920-261	EDUCATION - STATE AIDED	\$ 12,250	\$ 8,653	\$ 16,779		\$ 17,500	\$ 5,685	32.49%	\$ 11,815		\$ 2,000		State Aid supplemented (award per year in July - est based on current year)	
170	101-41920-307	RECORDING SERVICE	\$ 39	\$ 128	\$ 295		\$ 200	\$ -	0.00%	\$ 200		\$ 200		PSAC meeting minutes (split with Police Dept)	
171	101-41920-309	SOFTWARE		\$ -	\$ 877		\$ 1,500	\$ 522	34.80%	\$ 978		\$ 1,500		Rescue Hub, Dropbox	
172	101-41920-310	OTHER PROFESSIONAL SERVICES	\$ 2,100	\$ 4,433	\$ 2,400		\$ 2,000	\$ -	0.00%	\$ 2,000		\$ 2,400		Actural for OFDRA (Van Iwaarden)	
173	101-41920-312	COMMUNITY EDUCATION	\$ -	\$ -	\$ -		\$ 500	\$ -	0.00%	\$ 500		\$ 500		Community education supplies	
174	101-41920-355	PERSONNEL/RECRUITMENT	\$ 1,416	\$ 3,573	\$ -		\$ 500	\$ -	0.00%	\$ 500		\$ 500		Recruitment of FD members (if needed)	
175	101-41920-376	VEHICLE INSURANCE	\$ 1,246	\$ 1,491	\$ 1,477		\$ 1,625	\$ 1,139	70.09%	\$ 486		\$ 1,253		10% increase	
176		TOTAL	\$ 138,480	\$ 155,347	\$ 154,107		\$ 157,427	\$ 33,734	21.43%	\$ 123,693		\$ 172,645		9.67%	
177															
178	INSPECTIONS														
179	101-41940-305	BUILDING INSPECTIONS	\$ 32,785	\$ 37,753	\$ 32,817		\$ 22,400	\$ 7,403	33.05%	\$ 14,997		\$ 25,600		32% of Revenue received	
180	101-41940-305	ELECTRICAL INSPECTIONS	\$ 8,435	\$ 6,449	\$ -		\$ 8,000		0.00%	\$ 8,000		\$ 8,000		80% of Reveune received	
181	101-41940-300	MERCHANT FEES	\$ 1,543	\$ -	\$ 2,547		\$ -	\$ 351	0.00%	\$ (351)		\$ -	A	Removed, fees to be passed through via Tyler Tech software starting in 2022	
182		TOTAL	\$ 39,707	\$ 44,202	\$ 35,364		\$ 30,400	\$ 7,754	25.51%	\$ 22,646		\$ 33,600		10.53%	
183															
184	STREETS AND ALLEYS (40% ALLOCATION)														
185	101-42000-101	FULL TIME WAGES	\$ 91,920	\$ 78,835	\$ 77,595		\$ 87,019	\$ 41,948	48.21%	\$ 45,071		\$ 92,320	A	Variable merit increase plus 3% COLA (30% of wages allocated to enterprise funds)	
186	101-42000-106	PART TIME WAGES	\$ 1,474	\$ 1,658	\$ 1,258		\$ 2,306	\$ 508	22.03%	\$ 1,798		\$ 2,306		Snow plow part time help	
187	101-42000-124	PERA CONTRIBUTION (FT ONLY)	\$ 5,226	\$ 6,007	\$ 5,747		\$ 6,525	\$ 3,237	49.61%	\$ 3,288		\$ 6,923	A	7.5% budgeted increase	
188	101-42000-125	FICA CONTRIBUTION	\$ 7,384	\$ 6,334	\$ 5,998		\$ 6,785	\$ 3,385	49.89%	\$ 3,400		\$ 7,191	A	7.65% budgeted increase	
189	101-42000-130	MED/DEN/LIFE/LTD INSURANCE	\$ 3,034	\$ 4,830	\$ 8,333		\$ 12,565	\$ 6,324	50.33%	\$ 6,241		\$ 12,577	A	Includes STD estimate (\$360/Employee)	
190	101-42000-135	CELL/TRAVEL/INS ALLOWANCE	\$ 1,630	\$ 2,683	\$ 1,606		\$ 1,680	\$ 809	48.15%	\$ 871		\$ 1,680	A	Allowances for PW employees	
191	101-42000-139	WORK COMP INSURANCE	\$ 5,066	\$ 2,503	\$ 3,623		\$ 8,733	\$ 2,915	33.38%	\$ 5,818		\$ 8,733	A	LMCIT recommended to budget for a 10% increase	
192	101-42000-140	UNEMPLOYMENT	\$ -	\$ 71	\$ 142		\$ -	\$ -	0.00%	\$ -		\$ -		None expected	
193	101-42000-211	OPERATIONS	\$ 1,051	\$ 816	\$ 2,623		\$ 2,000	\$ 1,125	56.25%	\$ 875		\$ 2,000	A	Shop, office, small equipment, safety	
194	101-42000-216	FUEL	\$ 2,659	\$ 3,873	\$ 2,867		\$ 2,500	\$ 2,009	80.36%	\$ 491		\$ 3,500	A	Fuel for PW vehicles	
195	101-42000-217	VEHICLE REPAIR/MAINTENANCE	\$ 3,078	\$ 1,848	\$ 1,145		\$ 2,500	\$ 248	9.92%	\$ 2,252		\$ 2,000	A	Anything with 4 wheels	
196	101-42000-218	UNIFORMS/PROTECTIVE GEAR	\$ 753	\$ 443	\$ 706		\$ 1,500	\$ 337	22.47%	\$ 1,163		\$ 1,000	A	Steel toe boots, uniforms, hard hats	
197	101-42000-220	RADIO COMMUNICATIONS	\$ 452	\$ 451	\$ 180		\$ 500	\$ -	0.00%	\$ 500		\$ 500	A	Hennepin County information technology	
198	101-42000-221	EQUIP REPAIR/MAINTENANCE	\$ 137	\$ 2,645	\$ 272		\$ 1,000	\$ 628	62.80%	\$ 372		\$ 1,000	A	Anything without 4 wheels	
199	101-42000-222	BUILDING REPAIR/MAINTENANCE	\$ 1,691	\$ 1,076	\$ 3,181		\$ 2,000	\$ 617	30.85%	\$ 1,383		\$ 1,500	A	Misc repair for PW building	
200	101-42000-224	STREET MAINTENANCE/SIGNAGE	\$ 2,953	\$ 4,915	\$ 4,888		\$ 4,500	\$ 2,804	62.31%	\$ 1,696		\$ 4,500		Traffic sign replacement project (2019-2022)	
201	101-42000-226	TRAFFIC SIGNALS/STREET LIGHTING	\$ 24,726	\$ 21,953	\$ 25,307		\$ 24,000	\$ 15,275	63.65%	\$ 8,725		\$ 30,000		Cost for traffic signal and all street lights	
202	101-42000-250	SNOW MANAGEMENT	\$ 23,743	\$ 44,905	\$ 40,523		\$ 22,000	\$ 9,060	41.18%	\$ 12,940		\$ 30,000		Snow management funds (hauling costs, salt, sand, etc)	
203	101-42000-260	EDUCATION/MEETINGS/TRAVEL	\$ 90	\$ -	\$ 950		\$ 2,000	\$ 75	3.75%	\$ 1,925		\$ 2,500		Annual expos and conferences for PW members	
204	101-42000-310	OTHER PROFESSIONAL SVCS	\$ 1,574	\$ -	\$ 200		\$ 500	\$ -	0.00%	\$ 500		\$ 500		Misc. Engineering	
205	101-42000-321	TELECOMMUNICATIONS	\$ 1,477	\$ 1,495	\$ 2,238		\$ 1,700	\$ 1,025	60.29%	\$ 675		\$ 1,700	A	Cell phones and other communications	
206	101-42000-355	PERSONNEL/RECRUITMENT	\$ 1,088	\$ 22	\$ 228		\$ -	\$ -	0.00%	\$ -		\$ -		Cost to recruit PW members (if needed)	
207	101-42000-375	PROPERTY/LIABILITY INSURANCE	\$ 2,445	\$ 2,489	\$ 2,705		\$ 2,976	\$ 2,769	93.04%	\$ 207		\$ 3,046	A	10% budgeted increase	
208	101-42000-376	AUTO INSURANCE	\$ 1,184	\$ 1,667	\$ 1,016		\$ 1,118	\$ 993	88.82%	\$ 125		\$ 1,092	A	10% budgeted increase	
209	101-42000-380	ELECTRIC	\$ 1,432	\$ 1,357	\$ 1,630		\$ 1,400	\$ 770	55.00%	\$ 630		\$ 1,500	A	Electric costs for PW building	
210	101-42000-384	WASTE REMOVAL	\$ -	\$ -	\$ -		\$ 200	\$ -	0.00%	\$ 200		\$ 200		Waste removal at PW building	
211	101-42000-390	GAS - HEATING	\$ 1,056	\$ 381	\$ 952		\$ 1,200	\$ 975	81.25%	\$ 225		\$ 1,500	A	Gas heat for PW building	
212	101-42000-410	LEASES AND RENTALS	\$ 156	\$ 1,001	\$ 354		\$ 1,000	\$ -	0.00%	\$ 1,000		\$ 1,000	A	Copier/fax machine (75/mo)	
213		TOTAL	\$ 187,479	\$ 194,258	\$ 196,267		\$ 200,207	\$ 97,836	48.87%	\$ 102,371		\$ 220,768		10.27%	
214															
215	RECREATION														
216	101-42300-106	PART TIME WAGES - ADULT PROGRAM	\$ 2,320	\$ 2,728	\$ 1,319		\$ 1,131	\$ 90	7.96%	\$ PAGE3041		\$ 2,200		Reduced by 50% in 2021, back to normal for 2022 B:\Budget 2022\2022 CITY OF OSSEO BUDGET	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	City of Osseo														
2	General Fund Expenditures Budget Worksheet														
3	For the Year 2022														
4														Note: Accounts indicating an "A" are allocatable to enterprise funds	
5				2018	2019	2020		2021						2022	
6		ACCOUNT	DESCRIPTION	Actual	Actual	Actual		Budgeted	6/30/2021	% of Budget	Remaining		Amount		Notes
217		101-42300-125	EMPLOYER FICA CONTRIBUTION	\$ 196	\$ 208	\$ 101		\$ 86	\$ 7	8.14%	\$ 79		\$ 167		7.65% budgeted increase
218		101-42300-139	WORK COMP INSURANCE	\$ 55	\$ 72	\$ 97		\$ 107	\$ -	0.00%	\$ 107		\$ 107		5.6% increase of YTD premium
219		101-42300-312	ADULT PROGRAMMING	\$ 7,070	\$ 6,620	\$ 3,604		\$ 3,750	\$ 1,667	44.45%	\$ 2,083		\$ 6,000		Yoga, Jazzercise, Step to It (Reduced by 50% in 2021, back to normal in 2022)
220		101-42301-312	YOUTH PROGRAMMING	\$ 13,366	\$ 10,051	\$ 72		\$ 6,500	\$ 4,957	76.26%	\$ 1,543		\$ 8,700		All youth programming (youth & teen) 50% class size in 2021. Back to normal 2022
221		101-42302-106	PART TIME WAGES - SENIOR COORDINATOR	\$ 7,262	\$ 6,297	\$ 1,910		\$ 3,782	\$ 867	22.92%	\$ 2,915		\$ 3,782		Reduced by 50% in 2021, back to normal 2022.
222		101-42302-124	PERA CONTRIBUTION	\$ 468	\$ 472	\$ 143		\$ 284	\$ 65	22.89%	\$ 219		\$ 284		7.5% budgeted increase
223		101-42302-125	EMPLOYER FICA CONTRIBUTION	\$ 520	\$ 481	\$ 147		\$ 289	\$ 66	22.84%	\$ 223		\$ 289		7.65% budgeted increase
224		101-42302-139	WORK COMP INSURANCE	\$ 125	\$ 154	\$ 233		\$ 256	\$ 81	31.64%	\$ 175		\$ 256		LMCIT recommended to budget for a 10% increase
225		101-42302-312	SENIOR PROGRAMMING	\$ 209	\$ 589	\$ 380		\$ 500	\$ 116	23.20%	\$ 384		\$ 300		Gaming supplies
226			TOTAL	\$ 8,585	\$ 27,674	\$ 8,006		\$ 16,685	\$ 7,916	47.44%	\$ 8,769		\$ 22,086		32.37%
227															
228		PARKS (10% ALLOCATION)													
229		101-42350-101	FULL TIME	\$ 22,492	\$ 20,130	\$ 21,614		\$ 21,755	\$ 10,848	49.86%	\$ 10,907		\$ 23,080	A	10% of Public Works gross wages
230		101-42350-106	PART TIME	\$ 1,675	\$ 7,607	\$ 9,004		\$ 6,027	\$ 99	1.64%	\$ 5,928		\$ 6,208		Summer part time help (\$670) + 3% COLA increase (Removed rink attendants for 2021, back in 2022)
231		101-42350-124	PERA CONTRIBUTIONS	\$ 1,508	\$ 1,443	\$ 1,694		\$ 1,632	\$ 814	49.88%	\$ 818		\$ 1,731	A	7.5% budgeted increase
232		101-42350-125	EMPLOYER FICA EXPENSE	\$ 1,905	\$ 2,041	\$ 2,620		\$ 1,696	\$ 848	50.00%	\$ 848		\$ 1,798	A	7.65% budgeted increase
233		101-42350-130	MED/DEN/LIFE/LTD INSURANCE	\$ 872	\$ 1,261	\$ 1,469		\$ 3,141	\$ 1,622	51.64%	\$ 1,519		\$ 3,144	A	Includes STD estimate (\$360/Employee)
234		101-42350-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 682	\$ 632	\$ 2,554		\$ 420	\$ 202	48.10%	\$ 218		\$ 420	A	Allocated allowance costs to Parks
235		101-42350-139	WORK COMP INSURANCE	\$ 1,187	\$ 2,644	\$ 3,323		\$ 3,906	\$ 1,548	39.63%	\$ 2,358		\$ 3,906	A	LMCIT recommended to budget for a 10% increase
236		101-42350-211	PARK OPERATIONS	\$ 3,485	\$ 7,099	\$ 4,136		\$ 2,500	\$ 1,394	55.76%	\$ 1,106		\$ 8,000	A	Misc operations for Parks (now includes fertilizer/weed control applications)
237		101-42350-212	GATEWAY SIGN OPERATION	\$ 4,720	\$ 4,436	\$ 4,404		\$ 5,500	\$ 1,162	21.13%	\$ 4,338		\$ 5,500		Electric, insurance, maintenance
238		101-42350-215	CENTRAL AVENUE STREETSCAPE	\$ 11,405	\$ 13,326	\$ 15,341		\$ 14,000	\$ 8,169	58.35%	\$ 5,831		\$ 15,000		Flower baskets, spring planting, fall cleanup, weekly maintenance, supplies/materials
239		101-42350-216	FUEL	\$ 1,338	\$ 1,514	\$ 988		\$ 1,000	\$ 821	82.10%	\$ 179		\$ 1,500	A	Fuel for parks vehicles
240		101-42350-217	VEHICLE REPAIRS/MAINTENANCE	\$ 900	\$ 585	\$ 654		\$ 750	\$ 308	41.07%	\$ 442		\$ 600	A	Misc repair for parks vehicles
241		101-42350-218	UNIFORMS/PROTECTIVE GEAR	\$ 197	\$ 119	\$ 144		\$ 300	\$ 86	28.67%	\$ 214		\$ 300	A	Protective gear for parks
242		101-42350-220	RADIO COMMUNICATIONS	\$ 97	\$ 117	\$ 20		\$ 120	\$ -	0.00%	\$ 120		\$ 120	A	Radio costs for parks
243		101-42350-221	EQUIPMENT REPAIRS/MAINTENANCE	\$ 865	\$ 1,865	\$ 631		\$ 1,000	\$ 2,189	218.90%	\$ (1,189)		\$ 1,500	A	Small equipment repair
244		101-42350-222	PW BUILDING REPAIR/MAINT	\$ 441	\$ 794	\$ 815		\$ 750	\$ 158	21.07%	\$ 592		\$ 750	A	Parks allocation of PW repair costs
245		101-42350-321	TELECOMMUNICATIONS	\$ 564	\$ 389	\$ 243		\$ 500	\$ 263	52.60%	\$ 237		\$ 500	A	Parks allocation of PW telecommunications costs
246		101-42350-355	PERSONNEL/RECRUITMENT	\$ 127	\$ 733	\$ -		\$ 500	\$ -	0.00%	\$ 500		\$ 500		Posting add for Summer Part Time help position in paper
247		101-42350-375	PROPERTY/LIABILITY INSURANCE	\$ 13,235	\$ 14,013	\$ 15,437		\$ 16,980	\$ 17,745	104.51%	\$ (765)		\$ 19,519	A	10% budgeted increase
248		101-42350-376	AUTO INSURANCE	\$ 304	\$ 427	\$ 260		\$ 286	\$ 255	89.16%	\$ 31		\$ 280	A	10% budgeted increase
249		101-42350-380	ELECTRIC	\$ 4,546	\$ 4,283	\$ 3,991		\$ 4,250	\$ 2,351	55.32%	\$ 1,899		\$ 4,700	A	Electric costs for parks
250		101-42350-390	GAS - HEATING	\$ 923	\$ 727	\$ 716		\$ 800	\$ 651	81.38%	\$ 149		\$ 1,000	A	Gas heat for parks buildings
251		101-42350-410	LEASE/RENTALS	\$ 3,002	\$ 3,129	\$ 1,275		\$ 1,500		0.00%	\$ 1,500		\$ 3,000		Leases for various items (Warming house removed for 2021, back in 2022)
252			TOTAL	\$ 76,469	\$ 89,315	\$ 91,333		\$ 89,313	\$ 51,533	57.70%	\$ 37,780		\$ 103,056		15.39%
253															
254		101-41350-310	CONTINGENCY	\$ 10,698	\$ 460	\$ -		\$ 20,000	\$ -	0.00%	\$ 20,000		\$ 20,000		Unforeseen expenses
255															
256		101-49300-720	TRANSFER TO OTHER FUND	\$ 652,870	\$ 625,870	\$ 565,870		\$ 565,870	\$ 282,935	50.00%	\$ 282,935		\$ 625,870		Transfer to Capital Improvement Plan (increased 60000 to 2019 levels)
257															
258															
259		TOTAL GENERAL FUND EXPENDITURES			\$ 2,502,258	\$ 2,689,246	\$ 2,772,406	\$ 2,842,868	\$ 1,437,042	50.55%	\$ 1,405,826	\$ 3,099,175	9.02%		
260															
261												\$ 256,308	Increase for 2022		
262															
263														Updated 9/7/21 RG	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1														
2														
3														
4														
5														
6				2018	2019	2020								
7														
8		Account	Description	Actual	Actual	Actual		Budgeted	6/30/2021	% RECEIVED	Remaining		Amount	Description
9	101-31000		GENERAL PROPERTY TAX	\$ 1,190,926	\$ 1,205,187	\$ 1,278,424		\$ 1,333,282	\$ 722,179	54.17%	\$ 611,103		\$ 1,436,685	
10	101-31000		GENERAL PROPERTY TAX								\$ -		\$ -	Additional levy to maintain fund balance
11	101-31020		FISCAL DISPARITIES	\$ 245,028	\$ 252,178	\$ 248,835		\$ 289,326	\$ 120,023	41.48%	\$ 169,303		\$ 318,174	Will get updated numbers from County in September
12			TOTAL PROPERTY TAXES	\$ 1,435,954	\$ 1,457,365	\$ 1,527,259		\$ 1,622,608	\$ 842,202	51.90%	\$ 780,406		\$ 1,754,859	LEVY TO THE COUNTY
13	101-31080		PROPERTY TAX PENALTIES	\$ 1,689	\$ 1,137	\$ 1,151		\$ 777	\$ 367	47.23%	\$ 410		\$ 1,100	
14	101-31200		RECYCLE/ORGANICS GRANT	\$ 5,596	\$ 5,430	\$ 5,051		\$ -	\$ -	0.00%	\$ -		\$ -	Moved to Community Fund for 2021
15	101-31810		GAS FRANCHISE FEES	\$ 27,511	\$ 26,992	\$ 23,565		\$ 26,000	\$ 18,455	70.98%	\$ 7,545		\$ 32,000	2% of sales - paid quarterly
16	101-31811		ELECTRIC FRANCHISE FEES	\$ 58,434	\$ 60,357	\$ 62,175		\$ 62,000	\$ 30,701	49.52%	\$ 31,299		\$ 64,000	Set amount based on type - paid quarterly
17	101-31812		REFUSE FRANCHISE FEES	\$ 12,162	\$ 12,459	\$ 12,590		\$ 12,500	\$ 6,507	52.06%	\$ 5,993		\$ 13,000	10% of sales - paid monthly
18	101-32101		BUILDING PERMITS	\$ 100,545	\$ 118,160	\$ 73,397		\$ 75,000	\$ 93,787	125.05%	\$ (18,787)		\$ 85,000	2016-2020 reflect net (\$66k is Osseo Senior High project this year)
19	101-32102		COMMERCIAL LICENSES	\$ 51,933	\$ 24,220	\$ 31,598		\$ 45,000	\$ 24,409	54.24%	\$ 20,591		\$ 45,000	Pawn, liquor, tobacco
20	101-32103		ELECTRIC PERMITS	\$ 11,232	\$ 8,060	\$ 9,903		\$ 12,000	\$ 3,264	27.20%	\$ 8,736		\$ 10,000	2016-2020 reflect net
21	101-32104		RIGHT OF WAY PERMITS	\$ 12,800	\$ 8,175	\$ 4,300		\$ 7,500	\$ 120	1.60%	\$ 7,380		\$ 7,000	
22	101-32105		POLICE LICENSE/PERMITS	\$ 40	\$ 85	\$ 65		\$ 50	\$ 145	290.00%	\$ (95)		\$ 150	Solicitors, peddlers, golf carts
23	101-32106		SPECIAL EVENT PERMIT	\$ 300	\$ 500	\$ 50		\$ 500	\$ 350	70.00%	\$ 150		\$ 500	
24	101-32107		MAPLE GROVE CC ADMISSIONS	\$ 327	\$ 732	\$ -		\$ -	\$ -	0.00%	\$ -		\$ -	
25	101-32108		FOOD TRUCK PERMIT	\$ 30	\$ 50	\$ (50)		\$ -	\$ -	0.00%	\$ -		\$ -	
26	101-32610		SIGN PERMITS	\$ 935	\$ 1,654	\$ 1,039		\$ 1,500	\$ 238	15.87%	\$ 1,262		\$ 1,250	
27	101-32620		PLANNING PERMITS	\$ 3,225	\$ 1,475	\$ 3,360		\$ 3,500	\$ 600	17.14%	\$ 2,900		\$ 3,000	Land use applications
28	101-32670		RENTAL LICENSES	\$ 29,425	\$ 30,375	\$ 4,425		\$ 33,000	\$ 736	2.23%	\$ 32,264		\$ 33,000	Single family homes, apartments, duplexes
29	101-33401		LOCAL GOVERNMENT AID	\$ 625,162	\$ 625,564	\$ 646,036		\$ 649,597	\$ -	0.00%	\$ 649,597		\$ 649,929	Actual (2nd half rec'd end of Dec) Per Rev. Dept. - \$649,929 confirmed
30	101-33406		PERA STATE AID	\$ 836	\$ 836	\$ -		\$ 836	\$ -	0.00%	\$ 836		\$ -	No longer available
31	101-33418		FIRE TRAINING AID	\$ 11,735	\$ 9,014	\$ 10,870		\$ 8,500	\$ -	0.00%	\$ 8,500		\$ 8,500	MN Fire Training Board aid
32	101-33419		FIRE AID	\$ 15,996	\$ 16,052	\$ 25,183		\$ 17,000	\$ -	0.00%	\$ 17,000		\$ 17,000	State Aid - Send to Relief Assoc 101 41920 123
33	101-33422		POLICE AID	\$ 43,700	\$ 59,876	\$ 84,441		\$ 70,000	\$ 7,460	10.66%	\$ 62,540		\$ 90,000	TZD (\$8,000), Vest aid, State aid, Training aid (2020 \$55,918)
34	101-33425		POLICE SERVICES	\$ 12,076	\$ 4,827	\$ 1,844		\$ 6,000	\$ 140	2.33%	\$ 5,860		\$ 9,000	Events, fingerprinting, reports (large event not in YTD totals yet)
35	101-33611		STAFF SERVICES	\$ 583	\$ -	\$ 689		\$ 500	\$ -	0.00%	\$ 500		\$ 500	Billable non-Police staff hours, mostly PW
36	101-33710		COUNTY AID (CAM)	\$ 5,775	\$ 6,776	\$ 6,728		\$ 6,500	\$ -	0.00%	\$ 6,500		\$ 7,000	Aid for Public Works to maintain streets
37	101-34001		GATEWAY SIGN ADVERTISING	\$ 13,860	\$ 15,307	\$ 9,113		\$ 13,000	\$ 3,800	29.23%	\$ 9,200		\$ 11,000	
38	101-35100		POLICE FINES/FORFEITURES	\$ 43,310	\$ 53,066	\$ 38,160		\$ 51,000	\$ 22,040	43.22%	\$ 28,960		\$ 53,000	District Courts, impounding and towing (3rd Q is averaging \$4,200/month)
39	101-36000		MISCELLANEOUS REVENUES	\$ 8,235	\$ 5,925	\$ 8,985		\$ 8,000	\$ 3,693	46.16%	\$ 4,307		\$ 9,000	Copies, Boerboom/Sipe Park rental, other misc. revenue
40	101-3600x		REFUNDS AND REIMBURSEMENTS	\$ 2,061	\$ 2,067	\$ -		\$ 4,000	\$ -	0.00%	\$ 4,000		\$ 4,000	LMC dividends, insurance claims, other misc. reimbursements
41	101-36001		COMMUNITY CENTER RENTAL	\$ 13,490	\$ 16,429	\$ 2,775		\$ 6,000	\$ 8,100	135.00%	\$ (2,100)		\$ 16,000	Reduced by 50% in 2021, back to normal 2022
42	101-36002		YOUTH RECREATION FEES	\$ 9,901	\$ 10,990	\$ -		\$ 6,500	\$ 18,460	284.00%	\$ (11,960)		\$ 18,500	Reduced by 50% in 2021, back to normal 2022
43	101-36003		LIBRARY EXPENSE REIMBURSEMENT	\$ 850	\$ 929	\$ -		\$ 1,000	\$ -	0.00%	\$ 1,000		\$ 1,000	
44	101-36100		SPECIALS COLLECTED BY COUNTY	\$ 3,862	\$ 1,091	\$ 512		\$ 5,000	\$ 1,153	23.06%	\$ 3,847		\$ 3,000	Based on 2020 first half collections
45	101-36210		INTEREST EARNED	\$ 17,749	\$ 48,246	\$ 24,465		\$ 17,500	\$ 43,239	247.08%	\$ (25,739)		\$ 20,000	Interest is allocated at year end; Will be close to budgeted
46	101-36234		BEAUTIFICATION DONATIONS	\$ -	\$ 10,750	\$ 14,400		\$ 8,000	\$ 7,380	92.25%	\$ 620		\$ 11,000	Expense 101-42350-215 (was beautification)
47	101-36242		NITE TO UNITE DONATIONS	\$ 6,000	\$ 8,000	\$ -		\$ -	\$ -	0.00%	\$ -		\$ -	Moved into Community Fund in 2021
48	101-39000		TRANSFER FROM EDA	\$ 45,000	\$ 45,000	\$ 40,000		\$ 40,000	\$ 20,000	50.00%	\$ 20,000		\$ 40,000	Staff, bldg maintenance, office equipment, insurance
49	101-39000		TRANSFER FROM CABLE FUND	\$ 7,500	\$ 10,000	\$ 10,000		\$ 10,000	\$ 5,000	50.00%	\$ 5,000		\$ 10,000	From Cable Fund to support annual IT costs
50	101-39301		EXCESS TIF REVENUES	\$ 23,218	\$ 19,049	\$ 6,659		\$ 12,000	\$ 2,390	19.92%	\$ 9,610		\$ 7,000	Based on 2020 first half collections
51	101-25500		AMERICAN RESCUE PLAN FUNDS	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -		\$ 63,887	ARP funds to eliminate revenue loss (one-time only)
52														
53				\$ 2,663,037	\$ 2,727,021	\$ 2,690,738		\$ 2,842,868	\$ 1,164,736	40.97%	\$ 1,678,132		\$ 3,099,175	
54														
55			Non-Tax Levy Revenue	\$ 1,227,083	\$ 1,269,656	\$ 1,163,479		\$ 1,220,260					\$ 1,344,316	10.17% revenue increase 2021 to 2022 (non-tax levy)
56														
57								\$ 1,622,608					\$ 1,754,859	8.15% tax levy increase 2021 to 2022
58														
59														
60													\$ 132,251	

**City of Osseo**  
**Schedule of General Property Tax Levies**

Actual for the years ended December 31, 2012 thru 2021 and projected 2022

	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Proposed Tax Levy 2022	Proposed Increase (Decrease)	% Increase/ Decrease
Property Taxes Levied for General Purposes													
General Fund Operations	\$ 900,300	\$ 939,486	\$ 1,045,047	\$ 1,148,935	\$ 1,207,490	\$ 1,421,845	\$ 1,444,727	1,454,860	1,539,250	1,622,608	1,754,859	\$ 132,251	8.15%
Property Taxes Levied for Debt Service													
New Debt Levies - (None included)													
2003C Refunding Bonds - Fund 325	17,539	17,144											
2009 Central Avenue - Fund 365	133,807	187,094	187,094	187,094	187,094	105,000	105,000	110,000	110,000	110,000	135,000	25,000	22.73%
2010A Refunding Bonds - Fund 380	209,569	202,041	209,706	200,928	212,272	180,562	183,275	188,241	87,445	81,978	-	(81,978)	-100.00%
Total Debt Service Levies	360,915	406,279	396,800	388,022	399,366	285,562	288,275	298,241	197,445	191,978	135,000	(56,978)	-29.68%
Total General Property Tax Levy	1,261,215	1,345,765	1,441,847	1,536,957	1,606,856	1,707,407	1,733,002	1,753,101	1,736,695	1,814,586	1,889,859	75,273	4.15%
Property Taxes Paid from Fiscal Disparities Pool	(234,809)	(228,847)	(289,324)	(275,189)	(278,157)	(311,855)	(297,959)	(305,526)	(289,120)	(289,326)	(318,174)	(28,848)	9.97%
General Fund Cash									-				
Net Taxes Paid by Osseo Properties	\$ 1,026,406	\$ 1,116,918	\$ 1,152,523	\$ 1,261,768	\$ 1,328,699	\$ 1,395,552	\$ 1,435,043	1,447,575	1,447,575	1,525,260	1,571,685	\$ 46,425	3.04%
Tax Capacity from Hennepin County													
Personal Property	\$ 44,978	\$ 50,112	\$ 48,532	\$ 50,036	\$ 57,830	\$ 56,581	\$ 60,468	60,215	60,810	65,961	26,551	(39,410)	-59.75%
Real Estate	2,550,783	2,257,463	2,236,865	2,362,630	2,603,881	2,904,611	3,148,012	3,404,450	3,611,660	3,862,105	4,040,817	178,712	4.63%
Total Tax Capacity	2,595,761	2,307,575	2,285,397	2,412,666	2,661,711	\$ 2,961,192	\$ 3,208,480	3,464,665	3,672,470	3,928,066	4,067,368	\$ 139,302	3.55%
Less Fiscal Disparities	(489,140)	(476,704)	(432,119)	(431,688)	(426,038)	(434,573)	(417,754)	(464,328)	(499,178)	(543,750)	(587,955)	(44,205)	8.13%
Less Tax Increment Valuation	(506,117)	(386,799)	(356,275)	(250,959)	(364,533)	(506,877)	(518,193)	(588,064)	(665,089)	(740,043)	(747,924)	(7,881)	1.06%
Total Tax Capacity Used to Determine Local Tax Rate	\$ 1,600,504	\$ 1,444,072	\$ 1,497,003	\$ 1,730,019	\$ 1,871,140	\$ 2,019,742	\$ 2,272,533	2,412,273	2,508,203	2,644,273	2,731,489	\$ 87,216	3.30%
City of Osseo Local Tax Capacity Rate	64.130%	77.345%	76.989%	72.934%	71.010%	69.10%	63.15%	60.01%	57.71%	57.68%	57.54%	-0.17%	-0.25%
% Increase in Tax Capacity Rate		13.224%	-0.461%	-5.267%	-2.638%	-2.696%	-8.609%	-4.970%	-2.295%	-0.032%	-0.142%		
Capital Reserves													
Streets	319,972	463,440	416,235	405,698	446,267	459,030	340,050	332,160	272,160	272,160	332,160	60,000	
Equipment	92,180	-	52,688	72,446	79,691	87,660	128,675	131,464	131,464	131,464	131,464	-	
Facilities	46,090	-	52,688	72,446	79,691	87,660	123,675	127,660	127,660	127,660	127,660	-	
Parks	4,609	30,000	5,269	28,978	31,876	35,050	33,470	34,586	34,586	34,586	34,586	-	
Capital Financing From Gen. Fund	462,851	493,440	526,880	579,568	637,525	\$ 669,400	\$ 625,870	625,870	565,870	565,870	625,870	\$ 60,000	10.60%

2022 tax capacity information is based on preliminary tax information provided by Hennepin County on August 30, 2021

# Osseo 2022 Preliminary Budget & Tax Levy

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SEPTEMBER 13, 2021

OSSEO CITY HALL, COUNCIL CHAMBERS

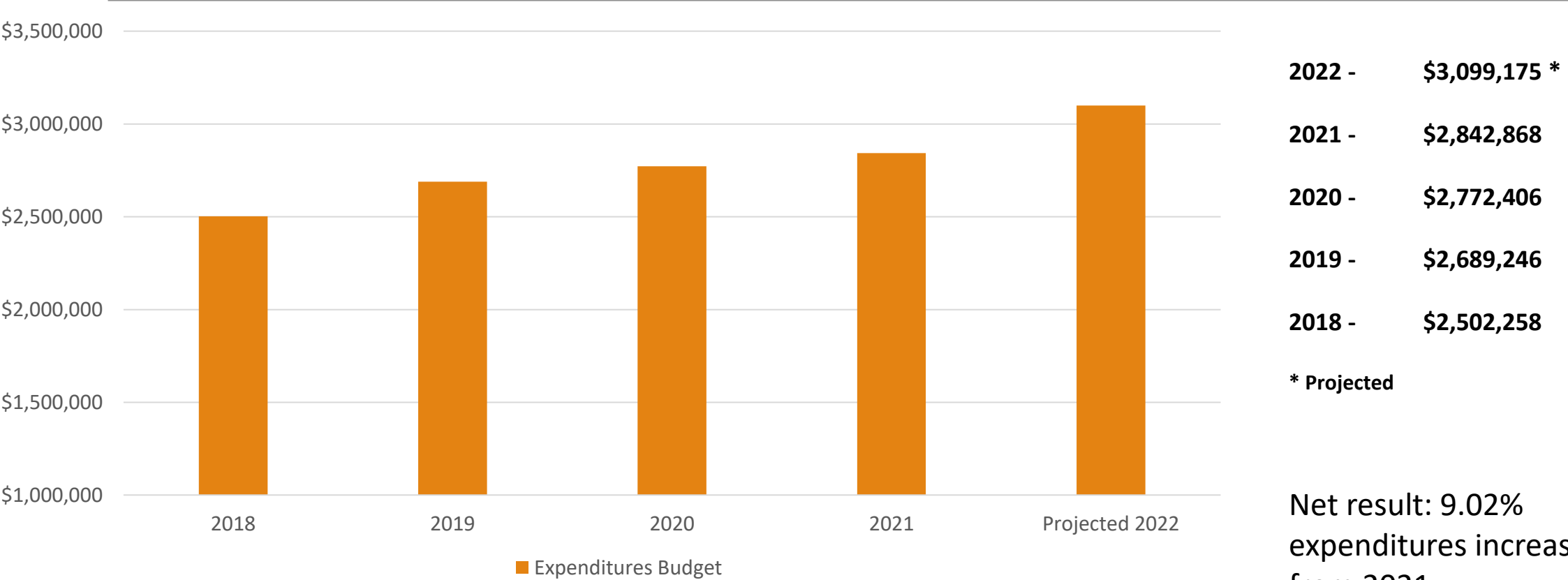


# 2022 Budget Schedule

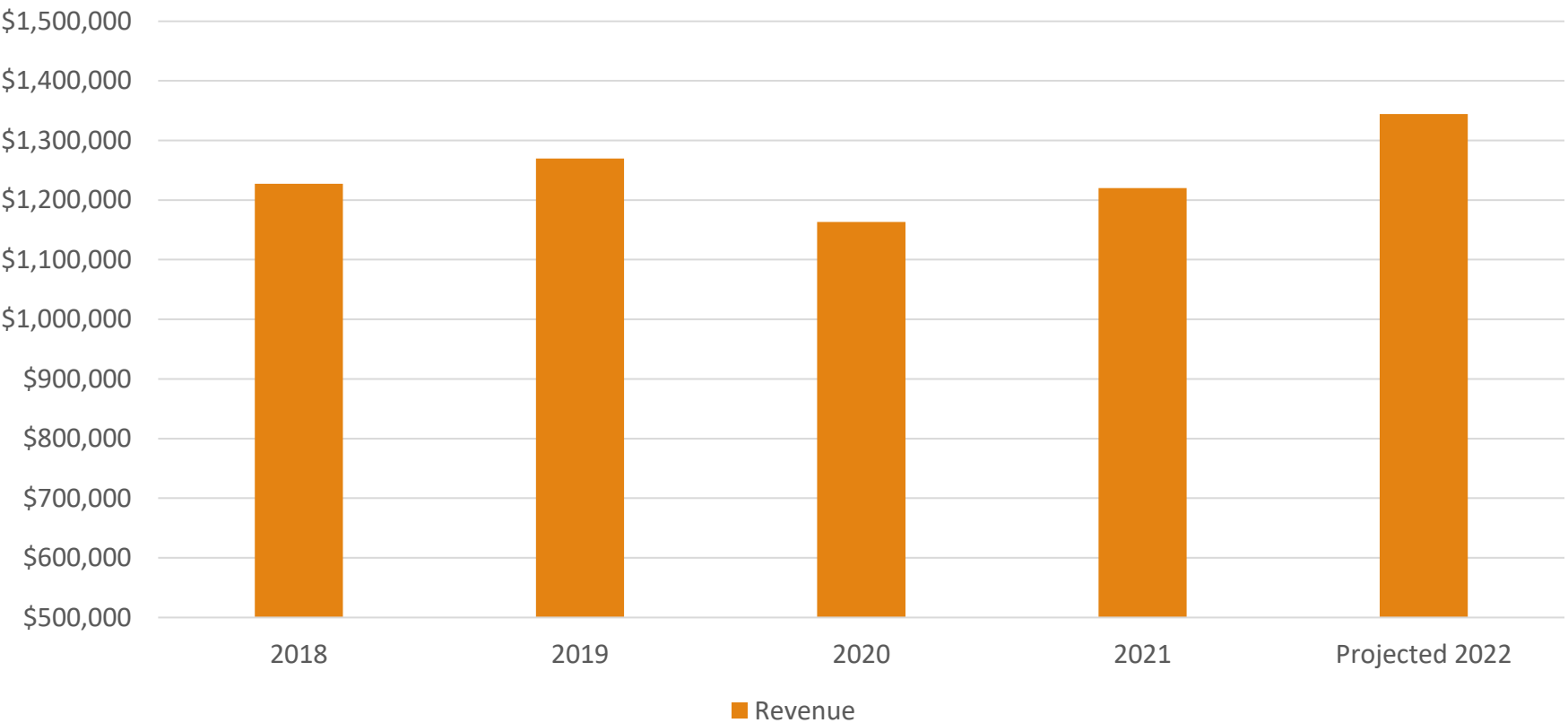
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Aug 3-6	Department Heads meet with City Administrator and Finance to discuss 2022 budget needs/wants
August 25	Meet with Budget and Finance Committee to propose draft budget
August 30	Council holds first budget work session meeting
<b>September 13</b>	<b><i>Council adopts preliminary budget and tax levy at Council meeting</i></b>
September 30	Staff sends preliminary tax levy information to Hennepin County for projected property tax statements
November 29	Council holds final budget work session meeting
December 14	Council holds Truth in Taxation public hearing at Council meeting
December 14	Council adopts final 2022 budget and tax levy at Council meeting

# Expenditures Graph



# Revenue (Non-Tax Levy) Graph



2022 -	\$1,344,316 *
2021 -	\$1,220,260
2020 -	\$1,163,479
2019 -	\$1,269,656
2018 -	\$1,227,083

\* Projected

Net result: 10.17%  
non-tax levy revenue  
decrease from 2021



# Projected 2022 Budget By The Numbers

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Expense budget increased from \$2,842,868 in 2021 to \$3,099,175 in 2022 (+\$256,308 for a 9.02% increase).

Non-tax levy revenue increased from \$1,220,260 in 2021 to \$1,344,316 in 2022 (+\$124,056 for a 10.17% increase).

General Fund Obligation debt service levies decreased from \$191,978 in 2021 to \$135,000 in 2022 (-\$56,978 for a 29.68% decrease).

Net result: Final preliminary tax levy increased from \$1,525,260 in 2021 to \$1,571,685 in 2022 (+\$46,425 for an 3.04% increase).

# 2022 Preliminary Budget Final Notes

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- Important to remember that once the Council adopts the preliminary 2022 budget, the tax levy cannot go up...it can only be lowered prior to the final adoption of the City's budget.
- The Council should discuss the preliminary budget and provide any final direction to Staff.
- The Council should then motion to adopt the attached Resolutions which outlines the preliminary tax levy numbers.
- Staff will send the preliminary numbers to Hennepin County, who will generate the preliminary property tax statements. Those statements should be delivered sometime in mid-October to property owners.
- Council will hold the 2022 Truth in Taxation public hearing on Monday, December 13, 2021 at 7:00 PM. The Truth in Taxation public hearing is scheduled to be held in person here at City Hall, pending further developments relating to the COVID-19 pandemic.

**City of Osseo**  
**Resolution No. 2021-xx**

**RESOLUTION APPROVING 2022 BUDGET AND PROPERTY TAX LEVY**

BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the General Fund Budget (Exhibit A attached is the detailed revenue and expenditure budget) is hereby adopted. The total General Fund Revenue and Expenditure budgets are as follows:

<b>General Fund Revenue budget</b>	<b>\$3,099,175</b>
<b>General Fund Expenditure budget</b>	<b>\$3,099,175</b>

BE IT FURTHER RESOLVED that the following sums of money are levied for the current year, collectable in 2022, upon the taxable property in said City of Osseo for the following purposes:

<b>General Fund Levy</b>	<b>\$1,754,859</b>
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BE IT FURTHER RESOLVED that the following sums of money be levied for the current year, collectable in 2022, upon the taxable property in said City of Osseo for the following purposes:

<b>General Obligation Improvement Refunding Bond 2016B</b>	<b>\$135,000</b>
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BE IT FURTHER RESOLVED that the Clerk Administrator is hereby instructed to transmit a certified copy of this resolution to the Taxpayers Services Division of Hennepin County, Minnesota.

**CITY OF OSSEO**  
**Resolution No. 2021-xx**

**RESOLUTION REDUCING DEBT SERVICE TAX LEVIES FOR 2022**

WHEREAS, Hennepin County maintains a bond register with the City's scheduled bonded debt levies for taxes payable in 2022, and requests a City resolution canceling the debt levy if the City does not levy the scheduled amounts; and

WHEREAS, the City has determined that specific debt levies may be partially reduced due to the accumulation and projection of other revenue sources, including previously collected tax levies, previously collected and future projected special assessments, and utility fund contributions;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, County of Hennepin, Minnesota, that the following changes of debt service levies be made for taxes payable in 2022:

<b><u>DEBT SERVICE:</u></b>	<b><u>Scheduled</u></b> <b><u>Levy</u></b>	<b><u>Proposed</u></b> <b><u>Levy</u></b>	<b><u>Change to</u></b> <b><u>Levy</u></b>
2012A GO Improvement Bonds	\$11,639	0	(\$11,639)
2014A GO Improvement Bonds	\$30,423	0	(\$30,423)
2015A GO Street Reconstruction Bonds	\$188,895	0	(\$188,895)
2016B GO Improvement Refunding	\$156,454	\$135,000	(\$21,454)
2016A GO Street Reconstruction Bonds	\$29,058	0	(\$29,058)
2017A GO Street Reconstruction Bonds	\$38,031	0	(\$38,031)
2018A GO Improvement Bonds	\$29,433	0	(\$29,433)
2019A GO Improvement Bonds	\$33,323	0	(\$33,323)
2020A GO Bonds	\$34,999	0	(\$34,999)

BE IT FURTHER RESOLVED that the City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Hennepin County, Minnesota.

**City Of Osseo**  
**CASH BALANCE SUMMARY FOR COUNCIL**

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
\$1,332,765.11	\$1,852,022.52	\$1,172,389.85	-\$782,411.59	-\$437,527.62	\$0.00	\$792,458.57	101 GENERAL FUND
\$304,675.80	\$30,050.00	\$112,093.42	\$65,732.00	\$0.00	\$0.00	\$288,364.38	110 CIP EQUIPMENT
\$13,940.96	\$7,727.60	\$8,838.57	\$0.00	\$0.00	-\$50.00	\$12,779.99	115 POLICE DONATIONS/EXPENSES
\$12,123.47	\$4,130.00	\$2,040.00	\$0.00	\$0.00	\$0.00	\$14,213.47	116 POLICE FORFIETURE FUND
\$1,987.63	\$32,733.00	\$10,211.72	\$0.00	\$0.00	-\$50.00	\$24,458.91	120 FIRE DONATIONS/EXPENSES
\$1,356,554.60	\$2,588.38	\$59,905.62	\$136,251.26	\$0.00	\$0.00	\$1,435,488.62	130 PAVEMENT MANAGEMENT
\$182,983.99	\$0.00	\$0.00	\$63,830.00	\$0.00	\$0.00	\$246,813.99	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)
\$1,582.06	\$25.00	\$401.64	\$0.00	\$0.00	\$0.00	\$1,205.42	204 TROLLEY
\$243,275.08	\$2,580.00	\$11,999.70	\$29,170.24	-\$80.30	\$0.00	\$262,945.32	205 PARK DEDICATION
-\$17,938.83	\$144,863.50	\$0.00	\$0.00	\$0.00	\$0.00	\$126,924.67	230 COVID19 AID
\$20,228.29	\$20,158.89	\$0.00	-\$5,000.00	\$0.00	\$0.00	\$35,387.18	240 CABLE GRANTS
\$10,411.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,411.76	241 CheC - Healthy Comm Grant
-\$1,604.30	\$0.00	\$1,233.00	\$4,676.80	\$0.00	\$0.00	\$1,839.50	242 HENN CO TREE GRANT
-\$593.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$593.75	243 HENN CO CORRIDOR PLANNING
\$1,933.15	\$0.00	\$0.00	-\$2,659.64	\$0.00	\$0.00	-\$726.49	244 TWINS GRANT
\$1,629.42	\$1,345.00	\$4,418.49	-\$329.92	-\$417.60	\$0.00	-\$2,191.59	250 COMMUNITY FUND
\$349.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.82	252 FIREARMS SAFETY
\$9,090.94	\$14,200.00	\$10,697.58	\$0.00	-\$532.91	\$0.00	\$12,060.45	253 MUSIC/MOVIES IN THE PARK
\$2,051.88	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,551.88	254 MINIDAZZLE
\$4,158.53	\$400.00	\$208.96	\$0.00	\$0.00	\$0.00	\$4,349.57	257 FARMERS MARKET
\$10,228.16	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,628.16	260 HERITAGE PRESERVATION
\$115,012.26	\$5,818.75	\$41,750.00	\$0.00	\$0.00	\$0.00	\$79,081.01	301 2014A Street/Utility (500,000)
\$234,800.56	\$0.00	\$180,175.00	\$0.00	\$0.00	\$0.00	\$54,625.56	305 BONDS 2015 STR IMPROVE
\$266,385.77	\$12,404.36	\$107,987.50	\$2,020.51	\$0.00	\$0.00	\$172,823.14	306 BONDS 2016 STR IMPROVE (19349)
\$186,626.12	\$4,800.46	\$0.00	\$264.56	\$0.00	\$0.00	\$191,691.14	307 BONDS 2016 STR IMPROVE (19421)
\$130,148.26	\$16,521.22	\$70,375.00	\$158.15	\$0.00	\$0.00	\$76,452.63	308 BONDS 2017 STR IMPROVE (19644)
\$125,312.81	\$7,007.20	\$70,256.26	\$330.13	\$0.00	\$0.00	\$62,393.88	309 BONDS 2018 STR IMPROVE
\$53,237.90	\$7,579.17	\$0.00	\$0.00	\$0.00	\$0.00	\$60,817.07	310 BONDS 2018 ALLEY IMPROVE
\$19,258.34	\$18,380.60	\$53,460.00	\$349.15	\$0.00	\$0.00	-\$15,471.91	311 BONDS 2019 STR IMPROVE
\$14,720.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,720.60	312 BONDS 2019 ALLEY IMPROVE
\$111,424.20	\$30,971.94	\$52,724.55	\$0.00	\$0.00	\$0.00	\$89,671.59	313 BOND 2020 STREET PROJECT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	325 BONDS 2003C REFUNDING (12358)
\$279,024.66	\$116,072.78	\$309,325.00	\$564.09	\$0.00	\$0.00	\$86,336.53	365 BONDS 2009 CENTRAL AVE (17720-
\$86,120.34	\$8,085.85	\$36,187.50	\$0.00	\$0.00	\$0.00	\$58,018.69	371 BONDS 2012A STR IMPROVE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	375 BONDS 2007A JEFFERSON HWY
\$205,621.09	\$42,278.78	\$195,012.50	\$595.72	\$0.00	\$0.00	\$53,483.09	380 BONDS 2010A REFUNDING

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
\$0.00	\$0.00	\$169,012.50	\$0.00	\$0.00	\$0.00	-\$169,012.50	385 BONDS 2011A TIF
\$122,706.27	\$0.00	\$84,125.00	\$0.00	\$0.00	\$0.00	\$38,581.27	395 BONDS 2014A POLICE ADDITION
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	404 2017 STREET IMPROVE (19349)
\$105,006.04	\$0.00	\$40,815.70	\$0.00	\$0.00	\$0.00	\$64,190.34	405 2018 STREET IMPROVEMENT
\$11,896.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,896.17	406 2018 ALLEY IMPROVEMENT
\$80,693.94	\$0.00	\$42,331.10	\$0.00	\$0.00	\$0.00	\$38,362.84	407 2019 STREET IMPROVEMENT
-\$135.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$135.38	408 2019 ALLEY IMPROVEMENT
-\$39,642.24	\$0.00	\$141,297.70	\$0.00	\$0.00	\$0.00	-\$180,939.94	409 2020 STREET IMPROVEMENT
-\$41,398.65	\$0.00	\$8,868.80	\$0.00	\$0.00	\$0.00	-\$50,267.45	410 2021 ALLEY PROJECT
\$0.00	\$0.00	\$15,233.25	\$0.00	\$0.00	\$0.00	-\$15,233.25	412 2022 Alley Project
\$2,033,223.45	\$396,771.63	\$515,928.37	-\$22,315.94	-\$60,595.85	\$0.00	\$1,831,154.92	601 WATER FUND
\$3,136,518.55	\$305,462.50	\$757,498.63	-\$22,542.77	-\$60,595.71	\$0.00	\$2,601,343.94	602 SEWER FUND
\$638,737.03	\$151,358.74	\$13,286.77	-\$8,539.31	-\$15,608.28	\$0.00	\$752,661.41	604 STORM WATER FUND
\$11,358,275.26	\$3,238,237.87	\$4,300,089.68	-\$539,856.56	-\$575,358.27	-\$100.00	\$9,181,108.62	

# City Of Osseo

## Payments

09/09/21 2:40 PM

Page 1

Current Period: SEPTEMBER 2021

<b>Payments Batch 9-13-21 AP</b>		<b>\$171,514.24</b>	
Refer	0 AFLAC	Ck# 002391E 9/8/2021	
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF JUNE 2021 PREMIUM		\$360.81
Invoice	91785 7/1/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$360.81
Refer	0 AFLAC	Ck# 002392E 9/8/2021	
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF AUG 2021 PREMIUM		\$227.70
Invoice	849297 8/24/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$227.70
Refer	0 EFTPS	Ck# 002393E 9/8/2021	
Cash Payment	G 101-21701 FEDERAL WITHHOLDING 8/27/21 PAYROLL FIT WITHHOLDING		\$9,841.34
Invoice	90054007 8/27/2021		
Cash Payment	G 101-21703 FICA WITHHOLDING 8/27/21 PAYROLL FICA WITHHOLDING		\$4,974.98
Invoice	90054007 8/27/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$14,816.32
Refer	0 EMPOWER- MSRS DFC/HCSP	Ck# 002394E 9/8/2021	
Cash Payment	G 101-21712 HCSP 8/27/21 PAYROLL HCSP CONTRIBUTION		\$977.96
Invoice	929054369 8/27/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$977.96
Refer	0 EMPOWER- MSRS DFC/HCSP	Ck# 002395E 9/8/2021	
Cash Payment	G 101-21705 DEFERRED COMP 8/27/21 PAYROLL DCP CONTRIBUTION		\$300.00
Invoice	929053830 8/27/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$300.00
Refer	0 FURTHER - FORMERLY SELECTAC	Ck# 002396E 9/8/2021	
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI 8/27/21 PAYROLL H.S.A. CONTRIBUTIONA		\$1,239.84
Invoice	8/27/21 8/27/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$1,239.84
Refer	0 ICMA RETIREMENT CORPORATIO	Ck# 002397E 9/8/2021	
Cash Payment	G 101-21705 DEFERRED COMP 8/27/21 PAYROLL DFC CONTRIBUTION		\$325.00
Invoice	594335 8/21/2021		
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC 8/27/21 PAYROLL DFC CONTRIBUTION		\$75.00
Invoice	594335 8/21/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$400.00
Refer	0 MN DEPT OF REVENUE	Ck# 002398E 9/8/2021	
Cash Payment	G 101-21702 STATE WITHHOLDING 8/27/21 PAYROLL SIT WITHHOLDING		\$3,924.25
Invoice	505-353-376 8/24/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$3,924.25
Refer	0 PERA	Ck# 002399E 9/8/2021	
Cash Payment	G 101-21704 PERA 8/27/21 PAYROLL PERA CONTRIBUTIONS		\$10,522.94
Invoice	617548 8/27/2021		
Transaction Date	9/8/2021	Due 10/8/2021 PREMIER CHECKIN 10100	<b>Total</b> \$10,522.94
Refer	0 PITNEY BOWES- METER RENTAL	Ck# 002400E 9/8/2021	
Cash Payment	E 101-41700-211 OPERATIONS 3Q21 POSTAGE METER RENTAL		\$197.19
Invoice	42496443 8/27/2021		

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Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$197.19</b>
Refer	0 <i>SUN LIFE FINANCIAL</i>		<u>Ck# 002401E 9/8/2021</u>		
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD/ST		SEPT 2021 LTD/STD PREMIUMS PD		\$303.71
Invoice 8/17/21	8/24/2021				
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST		SEPT 2021 LTD/STD PREMIUMS ADMIN		\$150.89
Invoice 8/17/21	8/24/2021				
Cash Payment	E 101-41650-130 MED/DEN/LIFE/LTD/ST		SEPT 2021 LTD/STD PREMIUMS PLANNING		\$21.84
Invoice 8/17/21	8/24/2021				
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD/ST		SEPT 2021 LTD/STD PREMIUMS PW		\$71.25
Invoice 8/17/21	8/24/2021				
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF		SEPT 2021 LTD/STD PREMIUMS EE		\$64.47
Invoice 8/17/21	8/24/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$612.16</b>
Refer	0 <i>EFTPS</i>		<u>Ck# 002402E 9/8/2021</u>		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING		9/10/21 PAYROLL FIT WITHHOLDING		\$4,664.90
Invoice 54121421	9/7/2021				
Cash Payment	G 101-21703 FICA WITHHOLDING		9/10/21 PAYROLL FICA WITHHOLDING		\$5,135.84
Invoice 54121421	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$9,800.74</b>
Refer	0 <i>EMPOWER- MSRS DFC/H CSP</i>		<u>Ck# 002403E 9/8/2021</u>		
Cash Payment	G 101-21712 HCSP		9/10/21 PAYROLL HCSP CONTRIBUTION		\$466.97
Invoice 932838619	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$466.97</b>
Refer	0 <i>EMPOWER- MSRS DFC/H CSP</i>		<u>Ck# 002404E 9/8/2021</u>		
Cash Payment	G 101-21705 DEFERRED COMP		9/10/21 DCP CONTRIBUTION		\$300.00
Invoice 932706921	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$300.00</b>
Refer	0 <i>FURTHER - FORMERLY SELECTAC</i>		<u>Ck# 002405E 9/8/2021</u>		
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI		9/10/21 PAYROLL H.S.A. CONTRIBUTIONS		\$1,142.41
Invoice 9/10/21	9/10/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$1,142.41</b>
Refer	0 <i>ICMA RETIREMENT CORPORATIO</i>		<u>Ck# 002406E 9/8/2021</u>		
Cash Payment	G 101-21705 DEFERRED COMP		9/10/21 PAYROLL DFC CONTRIBUTIONS		\$325.00
Invoice 602656	9/7/2021				
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC		9/10/21 PAYROLL DFC CONTRIBUTIONS		\$75.00
Invoice 602656	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$400.00</b>
Refer	0 <i>MN DEPT OF REVENUE</i>		<u>Ck# 002407E 9/8/2021</u>		
Cash Payment	G 101-21702 STATE WITHHOLDING		9/10/21 PAYROLL SIT WITHHOLDING		\$2,172.37
Invoice 1-885-811-872	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$2,172.37</b>
Refer	0 <i>PERA</i>		<u>Ck# 002408E 9/8/2021</u>		
Cash Payment	G 101-21704 PERA		9/10/21 PAYROLL PERA CONTRIBUTIONS		\$10,435.81
Invoice 619353	9/7/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b>	<b>\$10,435.81</b>
Refer	0 <i>CHIINZE, THANDEKA</i>		-		



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Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND COMM CTR DAMAGE DEP 8/21/21				\$250.00
Invoice	8/21/21	8/21/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$250.00
Refer	0	COMCAST - CALIFORNIA	-			
Cash Payment	E 101-41700-321 TELECOMMUNICATION	SEPT 2021 CH SVC				\$377.31
Invoice	AUG 25, 2021	8/25/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$377.31
Refer	0	COMCAST - CALIFORNIA	-			
Cash Payment	E 101-41700-321 TELECOMMUNICATION	SEPT 2021 CH SVC				\$19.99
Invoice	8/27/21	8/27/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$19.99
Refer	0	COMCAST - CALIFORNIA	-			
Cash Payment	E 101-42000-321 TELECOMMUNICATION	SEPT 2021 PW SVC				\$183.25
Invoice	AUG 2021	8/25/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$183.25
Refer	0	ECM PUBLISHING	-			
Cash Payment	E 101-41110-351 PRINTING/PUBLISHING	CITY CLERK JOB POSTINGS				\$285.00
Invoice	849189	8/15/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$285.00
Refer	0	EMERGENCY APPARATUS MAINT.	-			
Cash Payment	E 120-41920-570 EQUIPMENT	FD TANKER 11 REPAIRS				\$5,511.46
Invoice	119503	8/12/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$5,511.46
Refer	0	EMERGENCY APPARATUS MAINT.	-			
Cash Payment	E 120-41920-570 EQUIPMENT	FD RESCUE 11 REPAIRS				\$323.46
Invoice	119502	8/12/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$323.46
Refer	0	EMERGENCY APPARATUS MAINT.	-			
Cash Payment	E 120-41920-570 EQUIPMENT	FD E11 REPAIRS				\$427.39
Invoice	119697	8/18/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$427.39
Refer	0	FINKEN WATER	-			
Cash Payment	E 101-41920-211 OPERATIONS	FD 6 CASES OF BOTTLED WATER				\$42.00
Invoice	5413582	8/20/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$42.00
Refer	0	FINKEN WATER	-			
Cash Payment	E 101-41700-211 OPERATIONS	SEPT 2021 ADMIN COOLER RENTAL				\$13.00
Invoice	1274947	9/1/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$13.00
Refer	0	FINKEN WATER	-			
Cash Payment	E 101-41900-211 OPERATIONS	SEPT 2021 PD COOLER RENTAL				\$8.00
Invoice	1274948	9/1/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN	10100	Total	\$8.00
Refer	0	FINKEN WATER	-			

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Cash Payment	E 205-42350-801 RENTAL PROPERTY E	SEPT 2021 417 1ST AVE NE SOFTENER RENTAL		\$34.95
Invoice	1274949	9/1/2021		
Cash Payment	G 101-21550 STATE SALES TAX	SALES TAX		\$2.63
Invoice	1274949	9/1/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$37.58
Refer	0 GOPHER STATE ONE CALL, INC.	-		
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	AUG 2021 UTILITY LOCATES		\$43.20
Invoice	1080659	8/31/2021		
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	AUG 2021 UTILITY LOCATES		\$43.20
Invoice	1080659	8/31/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$86.40
Refer	0 GROEN, GARY A.	-		
Cash Payment	E 101-41550-301 ACCOUNTING/AUDITIN	JULY 2021 CONSULTING		\$1,164.00
Invoice	7/31/21	7/31/2021		
Cash Payment	E 601-49400-301 ACCOUNTING/AUDITIN	JULY 2021 CONSULTING		\$727.50
Invoice	7/31/21	7/31/2021		
Cash Payment	E 602-49400-301 ACCOUNTING/AUDITIN	JULY 2021 CONSULTING		\$727.50
Invoice	7/31/21	7/31/2021		
Cash Payment	E 604-49400-301 ACCOUNTING/AUDITIN	JULY 2021 CONSULTING		\$291.00
Invoice	7/31/21	7/31/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$2,910.00
Refer	0 KENNEDY & GRAVEN, CHARTERE	-		
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY 2021 LEGAL SVCS		\$2,750.00
Invoice	182673	8/19/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$2,750.00
Refer	0 KLOSTER, MELISSA	-		
Cash Payment	E 101-42300-312 PROGRAMMING	JULY 2021 STRENGTH CLASS INSTRUCTION		\$450.00
Invoice	3	7/31/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$450.00
Refer	0 LAW ENFORCE LABOR SERVICE I	-		
Cash Payment	G 101-21708 UNION DUES	SEPT 2021 UNION DUES		\$381.00
Invoice	SEPT 2021	9/2/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$381.00
Refer	0 MENARDS-BROOKLYN PARK	-		
Cash Payment	E 101-42350-211 OPERATIONS	LAWN REPAIR SUPPLIES LUNDE		\$103.91
Invoice	29558	7/26/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$103.91
Refer	0 METRO WEST INSPECTION SERVI	-		
Cash Payment	G 101-20222 BUILDING INSPECTIONS P	AUG 2021 INSPECTION SVCS		\$340.45
Invoice	2983	9/1/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$340.45
Refer	0 MTI DISTRIBUTING, INC.	-		
Cash Payment	E 101-42350-211 OPERATIONS	12 ROTOR T5 5" POP SS R		\$239.76
Invoice	1312578	8/18/2021		
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	<b>Total</b> \$239.76

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Refer	0	MINUTE MAKER SECRETARIAL	-			
Cash Payment	E 101-41000-307	RECORDING SERVICE	AUG 23 CITY COUNCIL & WS VIEW MEETING		\$63.00	
Invoice M1340		9/1/2021				
Cash Payment	E 101-41000-307	RECORDING SERVICE	AUG 23 DRAFT CITY COUNCIL MEETING MINUTES		\$142.50	
Invoice M1340		9/1/2021				
Cash Payment	E 101-41000-307	RECORDING SERVICE	AUG 30 CITY COUNCIL WS MEETING MINUTES		\$151.00	
Invoice M1340		9/1/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$356.50	
Refer	0	NAPA-COTTENS OSSEO	-			
Cash Payment	E 101-41920-217	VEHICLE REPAIRS/MAI	FD E11 FLUIDS		\$10.92	
Invoice 125637		8/24/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$10.92	
Refer	0	PAUL BAERTSCHI P.A.	-			
Cash Payment	E 101-41500-306	LEGAL SERVICE - PRO	AUG 2021 LEGAL SVC PROSECUTION		\$1,200.00	
Invoice SEPT 1		9/1/2021				
Cash Payment	E 101-41500-211	OPERATIONS	AUG 2021 LEGAL SVC PROSECUTION EXPENSES		\$40.22	
Invoice SEPT 1		9/1/2021				
Cash Payment	E 101-41500-306	LEGAL SERVICE - PRO	AUG 2021 LEGAL SVC PROSECUTION APPEALS		\$220.00	
Invoice SEPT 1		9/1/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$1,460.22	
Refer	0	PRIME ADVERTISING & DESIGN IN	-			
Cash Payment	E 101-41515-309	SOFTWARE	SEPT 2021 WEBSITE HOSTING		\$100.00	
Invoice 78139		8/27/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$100.00	
Refer	0	PRIME ADVERTISING & DESIGN IN	-			
Cash Payment	E 101-41110-351	PRINTING/PUBLISHING	FALL 2021 NEWSLETTER GENERAL		\$2,240.18	
Invoice 77794		7/23/2021				
Cash Payment	E 250-42350-211	OPERATIONS	FALL 2021 NEWSLETTER COMMUNITY		\$574.41	
Invoice 77794		7/23/2021				
Cash Payment	E 101-42300-312	PROGRAMMING	FALL 2021 NEWSLETTER ADULT REC		\$114.88	
Invoice 77794		7/23/2021				
Cash Payment	E 101-42302-312	PROGRAMMING	FALL 2021 NEWSLETTER SENIOR GAMES		\$229.76	
Invoice 77794		7/23/2021				
Cash Payment	E 257-42400-211	OPERATIONS	FALL 2021 NEWSLETTER FARMERS MARKET		\$114.88	
Invoice 77794		7/23/2021				
Cash Payment	E 604-49400-211	OPERATIONS	FALL 2021 NEWSLETTER STORM WATER & MS4		\$402.09	
Invoice 77794		7/23/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$3,676.20	
Refer	0	QUALITY FLOW SYSTEMS, INC.	-			
Cash Payment	E 602-49400-211	OPERATIONS	MAY 2021 LIFT PUMP RENTAL		\$450.00	
Invoice 40997		5/28/2021				
Transaction Date	9/8/2021	Due 10/8/2021	PREMIER CHECKIN 10100	Total	\$450.00	
Refer	0	REVOLUTIONARY SPORTS LLC	-			

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Cash Payment	E 101-42301-312 PROGRAMMING	SPORTS CLASS INSTRUCTION SOCCER		\$3,995.00
		7/26-8/23		
Invoice 135	8/24/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$3,995.00
Refer	0 REVOLUTIONARY SPORTS LLC	-		
Cash Payment	E 101-42301-312 PROGRAMMING	SPORTS INSTRUCTION YOUTH CLASSES		\$4,377.50
		MAY-JUNE		
Invoice 48	8/26/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$4,377.50
Refer	0 SIPE BROS. INC.	-		
Cash Payment	E 101-41900-216 FUEL - VEHICLE/EQUIP	PD SQUAD FUEL		\$27.00
Invoice 08-06-21	8/16/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$27.00
Refer	0 SIPE BROS. INC.	-		
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	8/2 - 8/12 FUEL CHARGES PW		\$282.50
Invoice STMT 8/16/21	8/16/2021			
Cash Payment	E 101-41920-216 FUEL - VEHICLE/EQUIP	8/2 - 8/12 FUEL CHARGES FD		\$76.02
Invoice STMT 8/16/21	8/16/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$358.52
Refer	0 SIPE BROS. INC.	-		
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	8/16 - 8/30 FUEL CHARGES PW		\$236.30
Invoice STMT 8/31/21	8/31/2021			
Cash Payment	E 101-41920-216 FUEL - VEHICLE/EQUIP	8/16 - 8/30 FUEL CHARGES FD		\$90.38
Invoice STMT 8/31/21	8/31/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$326.68
Refer	0 ST CLOUD STATE UNIVERSITY	-		
Cash Payment	E 101-41110-260 EDUCATION/MEETING	2021 MCFOA ANNUAL CONFERENCE S. CISEWSKI		\$300.00
Invoice 217885-9178	6/6/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$300.00
Refer	0 THOMSON REUTERS-WEST	-		
Cash Payment	E 101-41900-255 DUES/MEMBERSHIP	AUGUST 2021 INFORMATION CHARGES		\$113.40
Invoice 844971097	9/1/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$113.40
Refer	0 TIMS QUALITY PLUMBING	-		
Cash Payment	G 601-11101 INFRASTRUCTURE	WATER METER REPAIR EVERGREENE APTS		\$650.00
Invoice 254996	8/4/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$650.00
Refer	0 TIMS QUALITY PLUMBING	-		
Cash Payment	G 601-11101 INFRASTRUCTURE	WATER METER REPAIR 301 3RD ST NE		\$691.00
Invoice 255147	8/4/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$691.00
Refer	0 TIMS QUALITY PLUMBING	-		
Cash Payment	G 601-11101 INFRASTRUCTURE	WATER METER REPAIR 233 3RD AVE NE		\$541.00
Invoice 255000	8/4/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total \$541.00

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Refer	0	TIMS QUALITY PLUMBING	-			
Cash Payment	G 601-11101	INFRASTRUCTURE	WATER METER REPAIR 332 1ST AVE NE			\$600.00
Invoice	254998	8/4/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$600.00
Refer	0	TROPHIES BY LINDA	-			
Cash Payment	E 101-41920-211	OPERATIONS	PLAQUE FOR MEZZANINE CONTRUCTION			\$192.00
Invoice	45970	8/26/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$192.00
Refer	0	TYLER TECHNOLOGIES, INC.	-			
Cash Payment	E 601-49400-310	OTHER PROFESSIONA	INCONE ANNUAL SAAS FEES YEAR1 8/1/20-7/31/21			\$9,681.50
Invoice	25-344745	8/1/2021				
Cash Payment	E 602-49400-310	OTHER PROFESSIONA	INCONE ANNUAL SAAS FEES YEAR1 8/1/20-7/31/21			\$9,681.50
Invoice	25-344745	8/1/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$19,363.00
Refer	0	TYLER TECHNOLOGIES, INC.	-			
Cash Payment	E 601-49400-310	OTHER PROFESSIONA	8/5/21 MATTHEW SMITH INCONE FINANCIALS			\$81.25
Invoice	25-346871	8/18/2021				
Cash Payment	E 602-49400-310	OTHER PROFESSIONA	8/5/21 MATTHEW SMITH INCONE FINANCIALS			\$81.25
Invoice	25-346871	8/18/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$162.50
Refer	0	TYLER TECHNOLOGIES, INC.	-			
Cash Payment	E 601-49400-310	OTHER PROFESSIONA	8/19/21 JENNA HACKFORT INCONE FINANCIALS			\$81.25
Invoice	25-348418	8/31/2021				
Cash Payment	E 602-49400-310	OTHER PROFESSIONA	8/19/21 JENNA HACKFORT INCONE FINANCIALS			\$81.25
Invoice	25-348418	8/31/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$162.50
Refer	0	US BANK - PW COPIER LEASE	-			
Cash Payment	E 101-42000-211	OPERATIONS	AUG 2021 PW COPIER LEASE			\$74.42
Invoice	450762323	8/16/2021				
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	Total		\$74.42
Refer	0	WSB & ASSOCIATES INC	-			
Cash Payment	E 604-49400-303	ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS MS4 RETAINER			\$649.00
Invoice	8/20/21	8/20/2021				
Cash Payment	E 602-49400-303	ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS SEWER PROJ RETAINER			\$1,277.50
Invoice	8/20/21	8/20/2021				
Cash Payment	E 409-42000-303	ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS 2020 STREET PROJ			\$1,566.50
Invoice	8/20/21	8/20/2021				
Cash Payment	E 412-42000-303	ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS 2022 ALLEY PROJ			\$3,359.00
Invoice	8/20/21	8/20/2021				

# City Of Osseo

## Payments

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Cash Payment	E 130-42000-303 ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS 2021 CENTRAL AVE PROJ		\$4,403.25
Invoice 8/20/21	8/20/2021			
Cash Payment	E 604-49400-303 ENGINEERING SERVIC	JULY 2021 ENGINEERING SVCS MS4		\$21.25
Invoice 8/20/21	8/20/2021			
Cash Payment	G 602-11101 INFRASTRUCTURE	JULY 2021 ENGINEERING SVCS LIFT STATION#1 UST REMOVAL		\$1,232.00
Invoice 8/20/21	8/20/2021			
Cash Payment	G 602-11101 INFRASTRUCTURE	JULY 2021 ENGINEERING SVCS LIFT STATION IMPROVEMENTS		\$5,955.75
Invoice 8/20/21	8/20/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$18,464.25
Refer	0 XCEL ENERGY	-		
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE RENTAL PROP. ELECTRIC SVC		\$11.62
Invoice 745001246	8/20/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$11.62
Refer	0 ALL TRAFFIC SOLUTIONS, INC.	-		
Cash Payment	E 110-41900-520 CAPITAL OUTLAY	3 SPEED DISPLAYS, SOLAR BATTERY KITS, 3 YR WARRANTY		\$12,900.00
Invoice SIN029605	8/26/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$12,900.00
Refer	0 BAKRIN, ABIMBOLA	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND COMM CENTER 9/5/21		\$130.00
Invoice 9/5/21	9/5/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$130.00
Refer	0 CINTAS - UNIFORMS AND RUGS	-		
Cash Payment	E 101-41700-211 OPERATIONS	9/9/21 MAT SVC CITY HALL		\$16.80
Invoice 4095317998	9/9/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$16.80
Refer	0 CINTAS - UNIFORMS AND RUGS	-		
Cash Payment	E 101-41900-211 OPERATIONS	5/20/21 MAT SVC PD		\$6.24
Invoice 4084889102	5/20/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$6.24
Refer	0 ECM PUBLISHING	-		
Cash Payment	E 250-42350-211 OPERATIONS	AD FOR OSSEO LIONS ROAR 8/26-8/27		\$375.00
Invoice 851192	8/29/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$375.00
Refer	0 ELEMENT TECHNOLOGIES LLC	-		
Cash Payment	E 101-41515-302 IT SERVICE	SEPT 2021 IT SVC		\$2,939.00
Invoice SLA54025	9/1/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$2,939.00
Refer	0 ELEMENT TECHNOLOGIES LLC	-		
Cash Payment	E 101-41515-302 IT SERVICE	REPLACEMENT LAPTOP BATTERY & ADAPTERS		\$82.85
Invoice IVC53679	8/31/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN 10100	<b>Total</b> \$82.85
Refer	0 FOREMOST PROMOTIONS	-		

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## Payments

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Cash Payment	E 115-41900-211 OPERATIONS	PD PROMOTIONAL GIVEAWAY ITEMS			\$1,383.97
Invoice	534804	8/17/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$1,383.97
Refer	0 HENN CO INFO TECH	-			
Cash Payment	E 101-41900-220 RADIO COMMUNICATI	AUG 2021 PD RADIO & FLEET FEES			\$1,520.74
Invoice	1000171029	9/2/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$1,520.74
Refer	0 HENN CO CORRECTIONS	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV	7/1 - 7/31/21 BOOKING FEES			\$884.50
Invoice	1000170479	8/16/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$884.50
Refer	0 HENN CO SHERIFF	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV	8/4 - 8/24/21 BOOKING FEES			\$407.55
Invoice	1000170775	8/31/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$407.55
Refer	0 HOLIDAY COMMERCIAL	-			
Cash Payment	E 101-41900-216 FUEL - VEHICLE/EQUIP	7/22 - 8/2 PD FUEL CHARGES			\$473.88
Invoice	8/12/21	8/12/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$473.88
Refer	0 INNOVATIVE OFFICE SUPPLY	-			
Cash Payment	E 101-41900-201 OFFICE OPERATIONS	COPY PAPER PD			\$67.84
Invoice	IN3458019	8/19/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$67.84
Refer	0 LAMERS, ADRIANNE	-			
Cash Payment	E 101-41900-213 OFFICER EQUIPMENT	OGC PD EXPENSE			\$521.50
Invoice	9/8/21	9/8/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$521.50
Refer	0 LAMERS, ADRIANNE	-			
Cash Payment	E 101-41900-218 UNIFORMS/GEAR	PD OFFICER UNIFORM EXPENSE			\$545.08
Invoice	082721	8/27/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$545.08
Refer	0 LEAGUE OF MN CITIES	-			
Cash Payment	E 101-41000-255 DUES/MEMBERSHIP	ANNUAL CITY MEMBERSHIP DUES 2021-22			\$3,128.00
Invoice	348420	9/8/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$3,128.00
Refer	0 MARTIN MCALLISTER PSYCHO IN	-			
Cash Payment	E 101-41900-310 OTHER PROFESSIONA	A. LAMERS PUBLIC SAFETY ASSESSMENT			\$550.00
Invoice	14140	8/31/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$550.00
Refer	0 MINNESOTA MAYORS ASSOCIATI	-			
Cash Payment	E 101-41000-255 DUES/MEMBERSHIP	2021-22 ANNUAL MEMBERSHIP DUES			\$30.00
Invoice	SEPT 1 2021	9/1/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	Total \$30.00
Refer	0 METROPOLITAN COUNCIL	-			

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## Payments

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Cash Payment	E 602-49400-386 SANITARY SEWER SE	OCT 2021 WASTE WATER SVCS			\$14,251.92
Invoice	1129389	9/8/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	<b>Total</b> \$14,251.92
Refer	0 METRO SALES INC				
Cash Payment	E 101-41900-410 LEASES/RENTALS	8/17 - 9/16 PD COPIER LEASE			\$73.04
Invoice	INV1872218	8/17/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	<b>Total</b> \$73.04
Refer	0 METRO SALES INC				
Cash Payment	E 101-41900-410 LEASES/RENTALS	5/17 - 8/16 PD COPIER USAGE			\$147.87
Invoice	INV1871910	8/16/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	<b>Total</b> \$147.87
Refer	0 THE APPRAISAL GROUP LTD				
Cash Payment	E 205-42350-310 OTHER PROFESSIONA	APPRAISAL OF 16 5TH ST NE - CLARKE			\$600.00
Invoice	2021291	8/5/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	<b>Total</b> \$600.00
Refer	0 TOKLE INSPECTION INC				
Cash Payment	G 101-20221 ELECTRICAL INSPECTION	AUG 2021 ELECTRICAL INSPECTIONS			\$976.80
Invoice	8/31/21	8/31/2021			
Transaction Date	9/9/2021	Due 10/9/2021	PREMIER CHECKIN	10100	<b>Total</b> \$976.80

### Fund Summary

#### 10100 PREMIER CHECKING

101 GENERAL FUND	\$91,686.44
110 CIP EQUIPMENT	\$12,900.00
115 POLICE DONATIONS/EXPENSES	\$1,383.97
120 FIRE DONATIONS/EXPENSES	\$6,262.31
130 PAVEMENT MANAGEMENT	\$4,403.25
205 PARK DEDICATION	\$646.57
250 COMMUNITY FUND	\$949.41
257 FARMERS MARKET	\$114.88
409 2020 STREET IMPROVEMENT	\$1,566.50
412 2022 Alley Project	\$3,359.00
601 WATER FUND	\$13,096.70
602 SEWER FUND	\$33,781.87
604 STORM WATER FUND	\$1,363.34
	<b>\$171,514.24</b>

Pre-Written Checks	\$58,297.47
Checks to be Generated by the Computer	\$113,216.77
<b>Total</b>	<b>\$171,514.24</b>





# **OSSEO FARMERS MARKET**

**TUESDAYS THROUGH SEPT. 28**

**3 ~ 6:30 PM**

416 Central Avenue

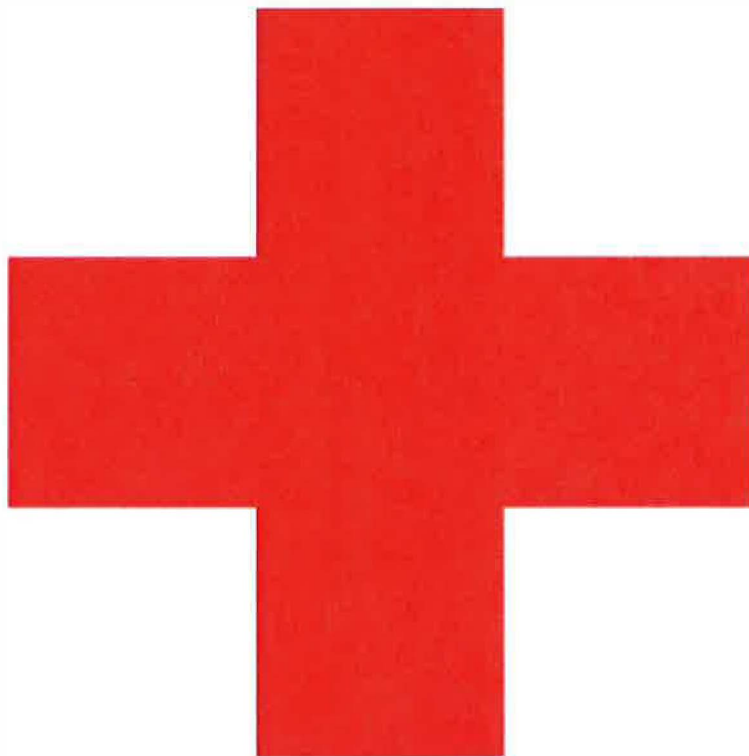
Central Avenue & 5<sup>th</sup> Street NE by Boerboom Veterans Park

[DiscoverOsseo.com](http://DiscoverOsseo.com)

*Give blood.*

Every 2 seconds someone  
in the U.S. needs blood.

**American Red Cross**



# **Blood Drive**

## **Osseo City Hall**

Community Center Room A  
415 Central Avenue, Osseo, MN 55369

**Wednesday, Sept. 15, 2021**  
**1:00 p.m. to 7 p.m.**

Please call 1-800-RED CROSS (1-800-733-2767) or visit [RedCrossBlood.org](http://RedCrossBlood.org) and enter: CITYOFOSSEO to schedule an appointment.

Maximize your blood donation. Help more patients. If you are an eligible type O, B- or A- donor, consider making a Power Red donation. Red blood cells are the most commonly transfused blood component.

Come to give Sept. 1-30 and receive a free haircut coupon by email from Sport Clips Haircuts. Offer valid at participating locations. Items are non-transferable & not redeemable for cash. Email required. Visit [rcblood.org/sport-clips](http://rcblood.org/sport-clips) for details.

1-800-RED CROSS 1-800-733-2767 [redcrossblood.org](http://redcrossblood.org) Download the Blood Donor App

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1-800-RED-CROSS (1-800-733-2767) or visit RedCrossBlood.org and enter: CITYOFOSSEO to schedule an appointment.