



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, September 12, 2022
7:00 p.m., Council Chambers

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

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 August 22 Council Minutes
 - B. Approve August 23 Work Session Minutes
 - C. Approve August 29 Work Session Minutes
 - D. Approve Hire of Laura Busse for Temporary Elections Assistant Position
 - E. Receive July and August Building Reports
 - F. Receive August Lions Club Gambling Report
 - G. Receive August American Legion Gambling Report
 - H. Accept Resignation of Police Reserve Officer Zach Prokosch
6. **Matters from the Floor**

Members of the public can submit comments online at www.DiscoverOsseo.com/virtual-meeting
7. **Special Business**
 - A. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Approve EDA Actions of September 12
 - B. Approve Feasibility Report for 2023 Street Reconstruction Project – Emily Brown, WSB & Associates (Resolution)
 - C. Approve Topsoil and Sod Replacement Quote Preparation and Bid for 2020 Street Project – Emily Brown, WSB & Associates (Resolution)
 - D. Approve 2022 Alley Project Change Order No. 1– Emily Brown, WSB & Associates (Resolution)
 - E. Consider Abatement for 124 1st Ave NE
 - F. CLOSED SESSION – Approve Contract with LELS Local #182 for Law Enforcement Services for 2023-2025
 - G. Adopt FY2023 Preliminary City Budget and Tax Levy (Resolutions)
 - H. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Osseo Trolley
Farmers Market

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.

14. Adjournment

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
August 22, 2022**

1. CALL TO ORDER

Acting Mayor Larry Stelmach called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, August 22, 2022.

2. ROLL CALL

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

Members absent: Mayor Duane Poppe.

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

Others present: Laura Brant, Interim Executive Director of the NHCC Foundation.

3. PLEDGE OF ALLEGIANCE

Stelmach led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Stelmach asked for additions or deletions to the Agenda.

A motion was made by Hultstrom, seconded by Vickerman, to accept the Agenda as presented. The motion carried 4-0.

5. CONSENT AGENDA

- A. Receive August 8 EDA Minutes
- B. Approve August 8 Council Minutes
- C. Approve Promotion of Firefighter Luke Churchill to Lieutenant 13
- D. Approve Termination of Firefighter Nic Martinson
- E. Approve Community Center Rental Fee Waiver for Lions Halloween Event on October 29
- F. Approve Gateway Sign Fee Waiver for American Legion Riders Chili Event on October 29
- G. Receive July Fire Department Gambling Report
- H. Receive July Fire Department Activity Report
- I. Receive July Lions Club Gambling Report
- J. Receive July Hockey Association Gambling Report

A motion was made by Johnson, seconded by Vickerman, to approve the Consent Agenda. The motion carried 4-0.

6. MATTERS FROM THE FLOOR – None

7. SPECIAL BUSINESS

A. NORTH HENNEPIN COMMUNITY COLLEGE FOUNDATION CITY GOLF CLASSIC TROPHY PRESENTATION

Laura Brant, Interim Executive Director of the NHCC Foundation, presented the City with the North Hennepin Community College Foundation City Golf Classic Trophy and congratulated Mayor Poppe on his efforts during the golf tournament in June.

B. APPROVE SPECIAL EVENT PERMIT FOR DUFFY’S LIONS ROAR PARTY

Grams requested the Council approve a special use permit for Duffy’s Lions Roar Party which will be held on September 9, 2022, from 8:00 a.m. to 1:00 a.m. on September 10, 2022. He commented further on the plans for the Lions Roar Party and recommended approval.

A motion was made by Hultstrom, seconded by Vickerman, to approve a Special Event Permit for Duffy’s Lions Roar Party. The motion carried 4-0.

C. ACCEPT DONATIONS

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Norman Lerbs, Darin Lerbs, & Corey Lerbs	\$500	Police
Norman Lerbs, Darin Lerbs, & Corey Lerbs	\$500	Fire
Osseo Fire Relief Association	\$1,000	Fire Equipment

Staff recommended the Council accept the donations.

A motion was made by Johnson, seconded by Hultstrom, to adopt Resolution No. 2022-49, accepting a donation from Norman Lerbs, Darin Lerbs, Corey Lerbs and the Osseo Fire Relief Association. The motion carried 4-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. APPROVE POLICE LIEUTENANT POSITION DESCRIPTION

Police Chief Mikkelsen reported staffing amongst police departments has become a problem. They have watched as policing has taken its share of very public hits, causing a breakdown of trust between the public and policing. That breakdown has a side effect on public perception and confidence in policing itself. It has caused a vacuum of sorts, with staffing taking the biggest hit. Chief Mikkelsen has watched hundreds of police

officers leave their careers to work in other professions; many leave with medical issues, and others that are still working in the field, question their career choices. These losses within the profession have now caused agencies to have many vacancies, causing agencies to do whatever they can to recruit and retain police officers. They have also watched as this breakdown has caused good people to choose to work in other career fields.

Police Chief Mikkelson stated that 2022 posed many issues in the police department; four officers have resigned in the last year to other agencies. In 2022, two officers resigned, one in February and one in June. For the officer hiring process, they had 12 applications, and six people showed up for the interviews. They hired two officers, but they will not be ready to be on their own until November of this year. Then recently, they lost another officer to a medical issue. The department has also been working with part-time officers to fill the schedule for many years. With the current issues within policing, they are struggling to fill vacation time with part-time officers. With the staffing issues in other departments, it is hard to get officers that work in other departments to commit to working here. It is challenging to find non-current officers to work part-time since there are so many full-time openings and a lack of candidates. They have in the past relied on retired officers working part-time, but now when an officer retires, they are leaving the policing field.

Police Chief Mikkelson explained this has caused them to be short-staffed with little or no help filling any time off. Chief Mikkelson has advised all officers that short-term vacations are denied, long-term vacations are not guaranteed, and he needs to know any time off requested through the end of the year. At the current staffing levels, they have had many hours of overtime this summer. After much discussion, creating a Lieutenant position within the police department would help the most with the least amount of budget impact. The first step is creating a job description for the position. The position would be salaried to help with short-term schedule fills and meet the department's demands. This position would help with administrative tasks and supervising officers within the department.

Vickerman stated she appreciated how this position would provide another step within the department in hopes of being able to retain good officers. She explained she did not like hearing about how stretched thin the department was at this time. Police Chief Mikkelson commented on how the new position would assist with future succession plans as well.

Johnson questioned what hours the current department worked and asked if this position would be filled internally or externally. Police Chief Mikkelson commented on the department's current staffing model noting the full-time officers work 12-hour shifts that were either 6:00 a.m. to 6:00 p.m. or 6:00 p.m. to 6:00 a.m. He explained the position would be posted internally.

Johnson asked when this position would be filled. Police Chief Mikkelson anticipated the Lieutenant position would begin in 2023.

Hultstrom inquired if this would be a union position. Grams clarified that this would be a non-union position.

Hultstrom explained she fully supported the proposed position and thanked the officers within the Osseo Police Department for their dedicated service to the community.

Stelmach supported the Police Chief expediting this hiring in order to provide for more coverage within the department.

A motion was made by Hultstrom, seconded by Vickerman, to approve the Police Lieutenant Position Description. The motion carried 4-0.

B. APPROVE POSTING FOR FULL-TIME POLICE OFFICER POSITION

Police Chief Mikkelsen stated this position would fall under the Full-Time Police Officer job description and backfill for the promotion to a Lieutenant within the agency. This position would be covered by the Law Enforcement Labor Services Local #182 contract.

Johnson asked if the department was under budget for 2022. Police Chief Mikkelsen stated this would be hard to tell because he was under for officers, but overtime was being used. He commented further on the struggles of hiring new officers. He discussed the Pathways to Policing program that was proposed by the governor that would assist in getting more people into policing.

A motion was made by Hultstrom, seconded by Johnson, to approve posting for the full-time Police Officer position.

Vickerman believed that Osseo was a desirable City to work for and she thanked Chief Mikkelsen for creating a great working environment within the police department.

The motion carried 4-0.

C. APPROVE LEASE EXTENSION FOR HENNEPIN COUNTY LIBRARY BRANCH

Grams stated the current lease agreement between the City of Osseo and the Hennepin County Library system to house a branch inside of City Hall is set to expire on December 31, 2022. Hennepin County Staff and Osseo Staff have discussed a lease extension for a term of 5 years beginning on January 1, 2023 and ending on December 31, 2027. The lease itself remains unchanged. Staff reviewed the lease that extends the lease for a term of five additional years. The Osseo Library branch has been a great resource for residents and visitors for years, dating back to 2002. Beginning in 2017, the County began paying the City \$1,000 annually to cover the costs of utility (electric, gas and water) services for the space. The Risk Management Committee consulted on the most recent lease extension and have agreed to the terms and directed Staff to bring the lease extension to the City Council for consideration.

A motion was made by Johnson, seconded by Vickerman, to approve the Lease Extension with Hennepin County Library for a term ending December 31, 2027. The motion carried 4-0.

D. APPROVE TOBACCO LICENSE FOR OSSEO SMOKES & VAPES, LLC

Grams explained Aymane Ross Hajji has submitted a new application for a tobacco license to open Osseo Smokes & Vapes, LLC., at the property located at 124 County Road 81 N. A pro-rated amount of \$229.17 for eleven months has been received for the remainder of the July 1, 2022 – July 1, 2023, license period. The background investigation fee was received, and the investigation was completed by the Police Department. The Council should allow for public comment to consider approval of the tobacco license.

A motion was made by Hultstrom, seconded by Vickerman, to open the public comment period at 7:47 p.m. The motion carried 4-0.

A motion was made by Hultstrom, seconded by Vickerman, to close the public comment period at 7:48 p.m. The motion carried 4-0.

A motion was made by Hultstrom, seconded by Vickerman, to approve the tobacco license for Osseo Smokes & Vapes, LLC with prorated fees for eleven months. The motion carried 4-0.

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 4-0.

11. ADMINISTRATOR REPORT

Grams reported he was looking forward to attending Lions Roar again this year.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom congratulated Luke Churchill for being appointed to the Lieutenant 13 position. She welcomed Osseo Smokes and Vapes to the City.

Hultstrom commented on the matters that were discussed by the LMC HR and Data Practices Committee last week.

Vickerman thanked the City and Staff for another great year of Music and Movies in the Park.

13. ANNOUNCEMENTS

Stelmach encouraged the public to attend Music and Movies in the Park on Tuesday, August 23, 2022, at 7:00 p.m. where Sparks School of Music will be playing and Sing 2 will be screened at dusk.

Stelmach encouraged the public to attend the Delinquents Car Club and Union Speed and Style Car Pinewood Derby Event on Saturday, August 27, 2022, at 3:00 p.m.

Stelmach invited the public to attend Lions Roar on Friday, September 9 and Saturday, September 10, 2022.

Stelmach explained the Osseo farmers market would run each Tuesday through September from 3:00 p.m. to 7:00 p.m.

Stelmach stated City Hall would be closed on Monday, September 5 for Labor Day.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Vickerman, to adjourn the City Council meeting at 8:03 p.m. The motion carried 4-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
August 23, 2022**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Tuesday, August 23, 2022.

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, Public Works Director Nick Waldbillig, Alyson Fauske, WSB & Associates, Monica Hile, Vice President WSB & Associates, Emily Brown, WSB Associates, and City Attorney Mary Tietjen.

Others present: Patricia Cochran, City Resident; John Cochran, City Resident; Carol Nielsen, City Resident; Sarita Nelson, City Resident; Colleen Klobucar, City Resident; Peter Stanton, City Resident; Tim Lijewski, City Resident; Brad Wutschke, City Resident; Barb Wutschke, City Resident; Jim Mikolai, City Resident; Diane Hasbargen, City Resident; Naomi Wills, City Resident; Colleen Stanton, City Resident; Preston Kroska, City Resident.

3. AGENDA

Council agreed to discuss the work session items.

Johnson read a statement regarding the roles and responsibilities of the City Council, City staff and WSB. He noted he was concerned with the boulevard area which has sunk and become a tripping hazard.

4. DISCUSSION ITEMS

A. 2020, 2021 AND 2022 STREET AND ALLEY PROJECTS

Alyson Fauske, WSB & Associates, stated over the past couple of weeks residents from the 2020, 2021 and 2022 Street and alley project areas have contacted Council to discuss items that are not to their satisfaction. She explained she appreciated the time that Council has spent with residents, her colleagues and herself so that she can understand the tasks to be addressed. She commented on a high-level summary of what she's heard, what is being done (or what has been done) to address the issue, and what will be done differently in the future in effort to avoid these issues.

Ms. Fauske explained as a contractor progresses with work on the project the city is contractually obligated to promptly pay for that work but there are still mechanisms in

place that ensure that the final product meets or exceeds the City's standards, such as retaining a portion of the project costs when processing a pay voucher and the performance bond that the contractor issues in favor of the City. During the project closeout process the contractor provides a warranty bond to ensure that the contractor performs corrective work that appears within the project during the warranty period. The warranty period begins from the date that the City Council accepts the improvements, and for this project, the warranty runs for two years. Ms. Fauske noted it is worth mentioning that sod is not included in the warranty bond, as the contractor is responsible for maintenance of the sod for 30 days and if the sod is in good condition at that time and has taken root at that time, sod becomes the property owners' responsibility. Staff reviewed the issues that have been raised in further detail with the Council, noting a change order should be considered for the driveway grade on the north end of Alley 5.

Hultstrom stated one of her major concerns with Alley 5 was with Colleen's garage. Ms. Fauske reported the concerns with the garage would be addressed with the proposed reconstruction of the north end of Alley 5. She noted the alleyway would be lowered through the change order.

Johnson commented further on the work that would be needed to improve the situation at Colleen's garage. Ms. Fauske explained the intention of the change order project would be to return the drainage on Colleen's property to the alley.

Johnson recommended the puddle on the other end of Alley 5 be addressed as well. Ms. Fauske stated this matter was on the punch list and would be addressed.

Vickerman questioned if the change order would address the tight corner at Alley 5. Emily Brown, Project Manager with WSB, noted this would be addressed.

Vickerman requested further information on how the elevation was decided for the alleyway projects. Ms. Fauske discussed how alleyway projects are constructed. She reported elevations are set for the contractor. She commented on the corrective work that would be done by the contractor to fix the issues within the alleys. She explained WSB cannot dictate means and methods for the contractors, but does address glaring issues with questions. She then discussed how back pitched driveways are addressed. The issues that can occur when alleys are reconstructed were further reviewed.

Johnson stated it was his understanding the contractor was to power trowel the alleys, and the contractor opted to hand trowel them. He believed power troweling would have been a better option. He stated the alleys from 2019 had perfect water runoff and then were power troweled while the 2022 alleys were hand troweled, and the water did not properly runoff. Ms. Fauske questioned if WSB can dictate the means and methods for contractors. Monica Hile, Vice President with WSB, reported WSB can look at dictating the methods for construction and put language in the contract to specify what type of work would not be accepted. However, contractors have the opportunity to modify those in order to produce the same work product based on their expertise. She indicated WSB would have to review this language and the product specifications in order to ensure the City gets the bids they want along with high quality work. She noted WSB typically defers to MNDOT specifications for industry standards.

Stelmach explained he was thinking about this matter as well and noted there was a general acceptance that the contractor would have to redo some of their work because they opted for a method that ran a risk. While it doesn't do anything for the residents that were facing ponding on Alley 5, the contractor had free will to complete the project and now it has to be corrected. He reported it was said the impact it was having on residents, but the contractor had to make it right. He discussed the flat driveways on Alley 5 and thanked WSB for taking on the reconstruction of the driveway concerns. He stated this meant a lot to him.

Vickerman questioned if the large pooling areas between 5th Street and 6th Street would be addressed. Ms. Fauske explained the ponding on Alleys 8 and 9 would be corrected.

Stelmach asked what alleys were having corrective measures. Emily Brown, WSB & Associates, reported all alleyways were having corrective measures, some requiring more work than others.

Further discussion ensued regarding the drainage coming from the south end of Alley 2.

Johnson inquired why storm sewer was not installed in this alleyway. Ms. Fauske recalled that the storm sewer elevation could not be pitched properly because the area was too flat.

Johnson reported the other end of this alley was much higher than the other end of the alley. He commented on the big pool that collected on this alleyway after the last rainfall. He requested Staff investigate this further to ensure this pool would be corrected through the punch list.

Vickerman asked if the parking lot had to drain into the alleyway. Ms. Fauske stated she did not see a way to change this flow.

Hultstrom commented on the note that says Alley 2 drains to fresh water. She questioned if this alley had storm sewer. Ms. Brown stated the only alley that has storm sewer drainage structures was Alley 5. She commented further on the structures that were in place along Alley 5. It was noted all of the other alleys only have sanitary sewer.

Hultstrom expressed concern that Aggregate Industries warranty on the product was breached. She noted the alleyway was supposed to have a week cure rate, it was poured on a Friday and they brought a cement truck in on a Tuesday. She reported Aggregate Industries knows where their trucks went and knows the warranty has been broken. She was concerned with how warranty issues would be addressed going forward because she did not want the City held liable for any costs or concerns because the contractor broke the warranty. Ms. Fauske stated in these instances, the City does not have a warranty with the manufacturer of the product but rather with the contractor. She indicated the warranty period would begin two years from the date of final payment. She noted if a breach occurred and equipment was running over the concrete, this would be the responsibility of the contractor. She commented further on the performance and warranty bonds that were in place with the contractor.

Johnson stated it was his understanding that all alleyways would require work. Ms. Fauske reported work was required on all alleyways to some varying degree.

Johnson questioned how corrections would be made when concrete was already in place. Ms. Fauske described how the low areas would be addressed through a grinding method or panel replacement.

Stelmach inquired how the breach was documented at this time.

Hultstrom reported Aggregate Industries is aware that they poured product and they keep track of where their product was poured.

Stelmach questioned if the City had documentation of this event. Ms. Fauske stated she was not aware of when the City would be the holder of such a guarantee from a supplier, rather the City's guarantee lies with the warranty bond which provides a two year warranty on the project.

Stelmach explained if the vendor who did the work conceded that they drove on the concrete before they should have, he wanted to know where this concession was documented. He wanted the City to be empowered.

Hultstrom reported Aggregate Industries knows the warranty was broken, but she didn't have documentation. Ms. Fauske reported if the panel that was driven on cracks or fails in the next two years, the City has the warranty bond which would require the contractor to do corrective work. City Attorney Tietjen advised the City's remedy is through the bond, which was for a 24-month period.

Hultstrom requested the punch list be provided to all City Councilmembers.

Stelmach asked that the punch list be updated as the weeks go on and be resent to the Council. Ms. Fauske noted she can provide the Council with this information along with summaries of the project costs.

Vickerman requested further information on why the City has to choose certain bids. City Attorney Tietjen reported by State law the City was required to accept the lowest responsible bid.

Ms. Fauske turned the discussion to the 2021 street project and the window pane sidewalk panels.

Hultstrom stated she believed the window pane style sidewalks were slippery, especially in front of Benedictine or Steeple Point. She noted the slope of the concrete towards the ramps was very slippery.

Johnson suggested the sidewalk panels in this area be grinded down to remove the slippery surface. Ms. Fauske reported all ADA requirements would still have to be met by the City if the truncated dome area was changed.

Ms. Fauske then discussed the 2020 street project and commented on the retaining walls.

Hultstrom stated she had concerns with the gaps between the retaining walls and the stairways noting a foot could get stuck in this area, which was a public safety concern for her.

Johnson indicated he was also concerned with the different step heights and depths. Ms. Fauske commented on the rise of the steps noting the original design had two steps being equal with the first step being a ramp. After discussing this further with the resident, she was informed the resident wanted only steps and no ramp.

Hultstrom requested Ms. Fauske speak with this resident further to see if there were concerns regarding the stairs and retaining wall.

Vickerman suggested Staff also further investigate the ADA requirements for steps and retaining walls to see if steps could be two different heights.

Ms. Fauske discussed the catwalk and driveway for two different properties that were included in the 2020 street project. She explained 18 feet was a minimum driveway length.

Hultstrom reported this resident spoke to the Council and Staff on numerous occasions and this resident was told they could have the driveway extended towards the house. She requested Staff speak with this resident to see where things stand. Ms. Fauske stated she would reach out to this resident.

Ms. Fauske commented on the sod for the 2020 project. She reported all dead areas were resodded in late September or early October of 2020 and were inspected after 30 days. She explained in the spring of 2021 there were two properties that were identified for sod replacement this year. She discussed how the drought impacted the sod along with how some sod shrunk and was now below the curb line. She requested direction from the Council on how to proceed.

Stelmach stated he was in the 2020 project area. He discussed how the sod that had died on his property sunk two to three inches. He questioned if this was normal. Mr. Fauske explained she was not a sod expert, but noted the intent was to have the sod at the height of the back of the curb. She reported if the ground sunk two or three inches where the sod had died, the Council would have to decide how to address this concern.

Hultstrom questioned if WSB had walked on the boulevards within the 2020 project area. She stated these boulevards felt very spongy, which led her to believe the soil under the sod was poor quality. While she was not a sod expert, she believed the underlaying soil was "squishy", which was a safety issue. Ms. Fauske reported it would be difficult for Staff to determine who had done corrective work on the boulevard and who had not.

Johnson stated he believed mulch was used under the soil and noted mulch breaks down over time, which would lead to the sod dying and sinking. Ms. Fauske explained she did not see what type of soil was spread under the soil, nor was she a sod expert. She reported a MNDOT standard of topsoil was supposed to be used under the sod.

Stelmach suggested all future projects require contractors to let staff know the type of soil and sod that is being installed. Ms. Hile reported the City could collect tickets for the topsoil different from the sod. She indicated this would require more staff time, but would be an option for the City.

Stelmach supported the City not installing sod until later in the fall in order to reduce the stress of watering.

Hultstrom asked if the Mayor would allow residents in attendance to speak at this meeting.

Poppe suggested the Council get their questions answered prior to taking comments from the public.

Hultstrom questioned if core samples could be taken to see what type of soil was installed under the sod. Ms. Fauske reported she did not have a lot of experience with soil mechanics or organics, and could investigate the matter further.

Stelmach stated this may not be the best use of City resources.

Hultstrom indicated she received a message from a resident (Kenny Nelson at 509 Third Avenue) stating the soil spread under the sod was black dirt mulch with a lot of wood.

Vickerman anticipated there was a certain amount of compaction that occurred after black dirt was spread and sod was laid. She supported the City filling the boulevards higher in order to accommodate or plan for this. She suggested the City consider seeding boulevards in the future.

Hultstrom stated the City needs to know what the problem was before they can determine a solution.

Poppe opened the meeting for public comment.

Preston Kroska, 601 2nd Avenue NE, thanked the Council for allowing him to speak. He reviewed a photo of the material that was installed under his sod, noting the material had wood chips. He stated he sent an email to staff regarding this concern. He commented further on the material that was used and recommended the City use normal topsoil in the future so it does not break down. He stated ideally, the City should be using four inches of topsoil. He stated he supported sod not being installed until the fall for watering purposes.

Patricia Cochran, 501 2nd Avenue NE, explained she agreed with Mr. Kroska noting the topsoil that was used under the sod had a great deal of wood chips. She requested the City take care of the boulevard along Second Avenue NE that was all weeds.

Carol Nielsen, 400 2nd Avenue NE, stated her boulevard was full of weeds and her boulevard has sunk an inch and a half. She explained she was exacerbated by the entire situation and has pulled many of the weeds, because she has never had them in her yard before. She reported much of the sod that was installed has died which was a

concern to her. She indicated she paid her taxes along with her assessment and she would like this matter resolved by the City.

Sarita Nelson, 509 Third Avenue NE, reported the soil in front of her home sunk and was spongy. She explained she was worried about her children tripping in the boulevard and falling into the street. She requested the City help her, and the other residents within the 2020 project area remedy this situation. She thanked the Council for holding this meeting and for allowing the residents to voice their concerns.

Mr. Kroska explained it was his understanding the 2020 street project came in \$25,000 under budget. He asked if refunds would be given to residents for overpayment. He feared that WSB would be offering more lip service and would not be addressing the concerns of the residents of Osseo. It was his hope the Council had a better representative from WSB working on behalf of the community.

Poppe closed the meeting for public comment.

Vickerman explained she would like to see the City raising the level of soil in the boulevards in order to address the tripping hazard that was present at this time.

Grams commented the City has never offered rebates or refunds while he has worked for the City. He explained the City had no policy in place to address this matter. He indicated the Council could discuss this topic and would have to put a policy in place before this matter could be considered. He stated assessments were for the benefit of the property and the value to the property would remain the same whether or not the project came in over or under bid.

City Attorney Tietjen discussed the process that could be followed per State Statute, if a reassessment process were to be pursued by the City. Grams reported if the project were to come in over budget, the City would eat the cost and would not pass this amount onto the property owners.

Stelmach stated he supported the Council discussing this topic further at a future worksession meeting.

Hultstrom agreed. She explained she supported the City addressing the boulevard safety concerns at this time. Grams reported if the majority of the Council supported work being done to address the 2020 boulevards, the City had funding available from the project budget to cover this expense.

Poppe questioned if the City should consider seeding or sod for the boulevards. Grams stated this was always a debate. He explained sod works when the fill was good and it was laid properly. He indicated the homeowners also had to agree to take care of the sod. He stated Staff was aware of the fact the City could do more education with the property owners to ensure the sod was being cared for properly.

John Cochran, 501 2nd Avenue NE, stated he watered his yard, including the boulevard. He discussed how the water truck from the contractor watered the sod sparingly, and noted residents would have to assist with watering the sod to ensure the sod lived.

Vickerman questioned if the City could offer vouchers to assist residents with watering their new sod. Grams commented he has not seen this done in the past. Ms. Fauske reported the contract requires contractors to water new sod for 30 days after it is installed.

Johnson explained there were rolls of sod that were dead within a week or two after being installed in 2020. Ms. Fauske noted a bulk of this sod had already been replaced.

Hultstrom commented she supported sod being replaced in cooler temperatures for the properties in the 2020 street project.

Grams stated going forward his only concern with requiring sod to be installed in the fall would be how to stabilize the topsoil. He noted temporary seeding may be required for the boulevard or disturbed areas.

Poppe reported 2020 was an anomaly year due to the weather and drought.

Further discussion ensued regarding how topsoil would be managed if sod was not installed immediately.

Public Works Director Waldbillig encouraged the Council to take a project specific approach to sod installation versus putting a policy in place that would require all sod to be installed in the fall. Grams supported this recommendation and stated education of the public would be important to ensure all sod was properly watered.

Poppe requested Staff report back to the Council with bids to resod and add soil to the 2020 boulevards.

Johnson questioned who would cover the expense for this work. Grams stated the City would cover this expense.

Hultstrom thanked Ms. Fauske and Ms. Brown for all of their attention to the Council's concerns.

Stelmach thanked all of the residents that reached out to the Council with their concerns. He stated he also appreciated how WSB was working with the Council as a collaborative partner.

Vickerman thanked all of the residents who contacted the Council and provided pictures of their concerns. She stated she appreciated the fact the City would be addressing the safety concerns that have been voiced.

Ms. Fauske stated she would request estimates for adding soil and resodding the 2020 boulevards and reported all future sodding would be completed on a case by case basis. She then reviewed her commitment to communication for all projects with the City going forward.

5. ADJOURNMENT

The Work Session adjourned at 8:25 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
August 29, 2022**

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 29, 2022.

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, Public Works Director Nick Waldbillig, Police Chief Shane Mikkelsen, Fire Chief Mike Phenow, City Accountant Shelly Cisewski and Financial Consultant Gary Groen.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. 2023 BUDGET REVIEW

Grams stated this coming year appears to be a perfect storm for the budget unfortunately. There are a number of revenue decreases and a number of expenditure increases lined up for 2023 that are hitting at a difficult time with high inflation continuing to be a factor. A number of the budget issues were discussed at this work session and the hope is that the Council will discuss items and provide some general direction to Staff to update the budget head of the September 12, 2022, Council meeting in which the Council should approve the 2023 preliminary budget and tax levy. The City will not be able to raise the tax levy after it has been preliminarily approved at the September 12 meeting, it can only be lowered, which is why the preliminary budget is referred to as the "high water mark" during the budgeting process.

Grams reported that preliminarily approved tax levy would then be sent to Hennepin County to develop the projected property tax statements that would be delivered to property owners at some point in October. The Council will then have the opportunity to discuss the final budget further at the November 28, 2022, work session meeting, before approving the final version of the budget and tax levy at the December 12, 2022, meeting. Staff commented further on the property tax levy and net tax numbers for the 2023 budget compared to the 2022 budget.

Grams commented further on the proposed expenditures and revenues for 2023. Staff stated as mentioned, this appears to be a perfect storm of a budget as the tax levy is

projected to increase sharply for 2023. With expenditures increasing by \$417,000, revenue only increasing by \$38,000, and the addition of \$49,000 for the fund balance policy, the net result is an increase in the tax levy of \$428,549 (a 24.55% tax levy increase).

Stelmach requested Staff define tax capacity. Groen provided the Council with a definition for tax capacity which was the City's market value with a specific percentage applied. He noted the City's tax capacity increased by almost 15% this year.

Fire Chief Phenow reviewed the budget for the Fire Department with the Council and provided an overview on the compensation for his firefighters. He commented on how he had to institute duty crews on holiday weekends in order to have proper coverage for the City. The funding needed for training was discussed along with how some of this funding was reimbursed by the State. He commented further on his recruiting efforts for the department.

Hultstrom questioned when benefits were offered to fire fighters. Fire Chief Phenow explained fire fighters had to work 32 hours per week in order to receive benefits.

Johnson reported he was an advocate for fire fighters receiving more pay and noted he supported the proposed raise. However, he suggested the raise be split between 2023 and 2024, if possible. Fire Chief Phenow stated his number was lower than the number Grams included in the budget.

Johnson asked if the new staff member working for the Fire Department was also supposed to be assisting the Public Works Department. Grams stated this could be broken down further by Staff.

Stelmach commented on how the proposed wage increase and scheduling for the fire department would benefit the fire fighters, especially given the competitive job market at this time.

Hultstrom indicated she fully supported the wage increase being completed in 2023. She encouraged the Council to be mindful of the competitive job market. She stated the police and fire departments were the cornerstones of the community and had to be properly funded. She stated she wanted the fire fighters to know that they are valued by the Council and the entire community.

The consensus of the Council was to move forward with the pay numbers in the budget for the fire department.

Police Chief Mikkelsen reviewed the police budget in further detail with the Council. He reported the increases were based around adding another officer to the department. He discussed how the use of part-time officers would decline after the new officer was hired. He explained the new position had been posted but he was uncertain when this individual would be brought on full time.

Hultstrom indicated she supported the proposed police budget given how short staffed the department was at this time and that officers were having to respond to domestic calls alone.

Stelmach agreed stating he hoped the department would have the new Lieutenant on board prior to May or June of 2023. He thanked Police Chief Mikkelson for cultivating a positive culture within the police department. He noted he supported the proposed police budget as presented.

Hultstrom questioned what the usage was on the Tips 411 app. Police Chief Mikkelson stated he received two or three tips each month. He explained he wrote an article for a newsletter that encourages the public to utilize this app. He commented further on how the app was used by the department for social media posts.

Stelmach stated he appreciated the chaplain program, and he appreciated the fact there was no price increase proposed for 2023.

Vickerman asked if there were any grants available to assist the police department with getting an electric F-150 that could be used as a squad. She indicated this would assist the department with reduce fuel costs. Chief Mikkelson stated the City would be paying more for an electric squad and would also have electric bills. He explained he has had discussions internally and even with gas prices as high as they were, he did not believe it was worth this expense. He reported there was also concern that an electric squad would not make it through a 12-hour shift given the amount of electronic equipment in each squad. He stated he did not want to be the first to venture into this market, but rather would see how electric squads were working for other departments, prior to making a large investment.

Hultstrom indicated the City of Minneapolis was not happy with their electric vehicles.

Stelmach supported Chief Mikkelson moving forward with the lieutenant position. He questioned what date in 2022 the City could afford to move forward with the new police officer. Grams explained this position was not in the 2022 budget and Staff would have to make adjustments in order to fund this new position.

Stelmach requested Staff provide the Council with further information on the predicted turnaround time for the new hire and back fill timeline. Grams anticipated the hiring process would take anywhere from six weeks to three or four months.

Council's consensus was to direct Chief Mikkelson to move forward with the lieutenant position with the hiring to occur as soon as possible.

Public Works Director Waldbillig reviewed the public works budget with the Council. He discussed the "fence", which would essentially be trees, that would be installed near Sipe Park.

Stelmach asked if the price of salt was up. Waldbillig reported the cost was slowly going up per ton, along with the cost for delivery.

Council consensus was to support the public works budget as presented.

Further discussion ensued regarding the City's health insurance.

Hultstrom questioned if all ARP money was allocated. Grams stated he could provide the Council with an update on how much remains. He noted the remainder was potentially allocated for two remaining infrastructure projects.

Hultstrom suggested the carpet cleaning at the Community Center be reduced to three or four times a year to assist with cutting costs.

Stelmach stated the City could consider sending its newsletter out electronically in order to save on postage and Staff time.

Hultstrom asked if the CIP transfer could be reconsidered in order to assist with addressing the proposed tax levy increase. Grams reported Staff would be meeting to discuss the CIP. He suggested the amount remain the same within the preliminary levy and noted changes could be made before the end of December. He discussed how delaying CIP purchases impacts the City down the road if purchases were pushed off too long.

Hultstrom inquired if the wage increase had to be 8.2% plus a 3% merit. While she valued the staff members working at City hall, she stated she was having a hard time supporting a double digit wage increase, especially considering the fact employees were now able to work remotely from home. She reported residents wanted to see City employees working back in the office and not working from home. She stated she would like to know how the Council felt about this matter.

Hultstrom commented on the alley project that was delayed in 2020 to 2021 to help the budget. She questioned if the City should consider taking this same action with the 2023 project.

Stelmach explained employees are not getting paid less when they were working remotely. He discussed how COVID changed the world and proved how much work can be done remotely. He stated historically, the Council has reviewed COLA and CPI when considering wage increases. He commented on the COLA rates that were being proposed for social security and the military, which were approaching 10%. He stated the 8.2% being proposed was under COLA. He noted this number could always be reduced in December, if the market were to readjust.

Hultstrom stated she was hearing concerns from residents asking why Staff was not working in the office at City Hall. She explained she has visited City Hall several different Fridays and the only person working onsite was the City Clerk.

Stelmach suggested Councilmember Hultstrom inform City Administrator Grams when she receives these types of complaints. Grams stated it was very rare that there was only one staff member at City Hall. He indicated there could be two or three staff members very often if people are at lunch or training. He discussed how Staff worked to stagger lunches in order to keep City Hall covered.

Vickerman explained she was not going to argue with the COLA increase because this was an adjustment that allowed people to cover the cost of living. She reported a COLA increase should not be considered a raise. She stated she believed having employees at

City Hall was a perception issue. She discussed how working remotely was a tool but was something that may have to be adjusted in order to meet the needs of the public.

Stelmach agreed stating he could support the proposed wage increases from Staff and looked forward to reviewing these numbers again in December.

Johnson stated he had a problem with the 11% wage increases. He anticipated residents would not appreciate a 15% to 20% property tax increase especially when this included an 11% wage increase for City employees. He suggested the Council reconsider this matter given the financial situation the City was in. He discussed how much the Tyler software has cost the City. He stated he wanted to better understand how much the City has spent on this software. Grams stated he can put together accounting for the expense of the Tyler software along with the fees from ABDO. Groen reported the software purchase was originally part of a bond issuance that would be repaid over 10 to 15 years.

Johnson explained he was hearing complaints that the City's utilities were quite high. He feared that the expense for the Tyler software was adding to this growing concern. Groen further described how payments are made to cover the expense of the Tyler software.

Hultstrom questioned if Staff knew how much had been spent on training from ABDO and for the Tyler software. Groen stated when he ran the numbers for the audit, which was his last point of reference, the City had bonded for \$125,000 for the Tyler software and half had been spent.

Stelmach anticipated the Tyler software would be a great benefit to Staff in the end. Groen discussed how the SCADA and water meter reading software has needed updates and the new software would benefit the City long-term.

Further discussion ensued regarding the utility rate structure and the updates that were made to the sewer rates.

Hultstrom expressed frustration with how the new Tyler software was not meeting the needs of the City, was requiring a great deal of training from ABDO, and was costing the City more than was originally anticipated. She explained she has not received a raise while she has been on the Council, even though she was going above and beyond by visiting with residents in the rain to address the concerns with the 2022 alley project. She encouraged the Council to reconsider the percentage of a raise Staff would be receiving in 2023, especially when considering the average mean income in Osseo.

Stelmach thanked Councilmember Hultstrom for interacting with the public and stated this was part of the job as a Councilmember. He reiterated that Staff was providing the Council with a high-water mark and these numbers could be reconsidered in December.

Vickerman commented a City was different than a private company and discussed how much it cost to bring in, properly train and retain high quality candidates for City positions. She stated she did not support cutting off COLA increases.

Hultstrom explained she had a problem with providing double digit raises when there were residents who could not pay their rent increases, utilities or property taxes. She discussed how every staff member at City Hall had turned over in the past five years and stated she would not be able to support a double digit pay increase.

Poppe reiterated that the Council was being asked to consider the high-water mark at this time. He noted the COLA could be further discussed going forward. He reported the budget was reduced every year after being preliminarily approved in September.

Hultstrom requested Staff provide her with further information on the donations the City has received. Groen stated he would provide this information to the Council.

Stelmach reported the City's proposed levy increase was lower than the school districts. He was of the opinion the City's budget would be pared down by the end of the year.

Hultstrom indicated the preliminary budget would be considered by the Council on September 12, 2022. She anticipated residents would react very poorly when they receive their preliminary tax statements if the City's was proposing a 20+% tax increase along with the school district.

Hultstrom asked if the Council would consider delaying the 2023 street project. Groen explained the estimated cost for this project was rolled into bonds the City already sold, which meant the street project could not be delayed.

Stelmach stated he supported the budget moving forward with the understanding the fire department budget would be adjusted prior to the September 12, 2022, Council meeting.

5. ADJOURNMENT

The Work Session adjourned at 8:53 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial



City of Osseo City Council Meeting Item

Agenda Item: Approve Hire of Laura Busse for Temporary Elections Assistant Position

Meeting Date: September 12, 2022

Prepared by: Katrina Jones, City Clerk

Attachments: None

Policy Consideration:

Consider approving the hire of Laura Busse for temporary Elections Assistant.

Background:

This position will assist the City Clerk and Staff prior to the general election with absentee voting and in preparation for the elections by assisting with equipment testing, helping to prep other materials, and other duties as assigned. This position will help Staff to continue to complete their daily tasks, better assist residents with voting, and continue to learn Tyler Technologies.

City Administrator Grams and City Clerk Jones met with the HR Committee on July 29, 2022, to discuss the position and how the position would be funded. The Council approved the position description and posting at the Council meeting on July 11, 2022.

Staff received 3 applications; one candidate did not respond, another withdrew for another opportunity, and one interview was conducted. Laura is a qualified candidate that has worked in tax accounting and cash management positions; she understands the temporary role's responsibilities and is willing to complete the necessary training for the position.

Budget or Other Considerations:

This position was not included in the 2022 budget. Funding would come from any remaining elections budget, after the initial budgeted items, and then from contingency funds.

Staff will track the total hours to be able to accurately budget for the position during future election years.

City Goals Met By This Action:

Recruit high quality Staff, continue to train Staff, and work to promote Staff retention.

Options:

The City Council may choose to:

1. Approve the hire of Laura Busse for temporary Elections Assistant;
2. Approve the hire of Laura Busse for temporary Elections Assistant with noted changes/as amended;
3. Deny the hire of Laura Busse for temporary Elections Assistant;

4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the hire of Laura Busse for temporary Elections Assistant.

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921240080	7/11/2022	22068	\$ 15,735	JP and Kelsey Awad	209 8th Ave NE	BL	8 windows w/i existing		\$ 75.00	\$ 1.00		\$76.00
1311922140122 (PID for reference)	7/11/2022	22069	\$ -	Celtic Crossing Apts	110 Regan Lane (apt building)	MEC	reconnect a/c		\$ 45.00	\$ 1.00		\$46.00
1311922110106	7/11/2022	22070	\$ 2,068	Ross Bonine	617 2nd Ave NW	PL	water heater		\$ 75.00	\$ 1.00		\$76.00
1311922110106	7/11/2022	22071	\$ -	Ross Bonine	617 2nd Ave NW	EL	water heater		\$ 40.00	\$ 1.00		\$41.00
1811921230196	7/13/2022	22072	\$ 9,700	Deals LLC	325 1st St NE	PL/ME	Replace Water lines and 9 fixtures, water heater (\$95 PL/\$75 ME)		\$ 170.00	\$ 2.00		\$172.00
1811921230196	7/13/2022	22073	\$ -	Deals LLC	325 1st St NE	EL	House remodel, electric service charge		\$ 190.00	\$ 1.00		\$191.00
1811921340029	7/14/2022	22074	\$ 1,785	Bill Sander	317 7th Avenue SE	PL	water heater		\$ 75.00	\$ 1.00		\$76.00
n/a	7/13/2022	22075	\$ -	Minger Construction	East of Cd Rd 81 starting at 85th Ave	ROW	MCES Brooklyn Park and Osseo Interceptor		\$ 350.00	\$ -		\$350.00
1311922140108	7/19/2022	22076	\$ -	Bell Tower Osseo LLC et al (Arrow Companies)	201 Broadway St W	ELC	kitchen and lunchroom remodel		\$ 90.00	\$ 1.00		\$91.00
1811921340027	7/20/2022	22077	\$ 1,000	Kim Getchell	301 7th Ave SE	BL	egress window		\$ 75.00	\$ 1.00		\$76.00
1811921220055	7/21/2022	22079	\$ 7,421	Deanna Burke	640 3rd Ave NE	ME	furnace and a/c		\$ 75.00	\$ 1.00		\$76.00
1811921220055	7/21/2022	22080	\$ -	Deanna Burke	640 3rd Ave NE	EL	reconnect furnace and a/c		\$ 45.00	\$ 1.00		\$46.00
1811921210058	7/21/2022	22081	\$ 7,000	Lenny Frolov Rev Trust	407 5th Ave NE	ME	furnace and a/c		\$ 75.00	\$ 1.00		\$76.00
1811921240080	7/25/2022	22082	\$ -	JP and Kelsey Awad	209 8th Ave NE	EL	Adding wall in basement to make bedroom, added outlets and smokes, added lites main floor kit, dining/living room		\$ 90.00	\$ 1.00		\$91.00
1811921220036	7/26/2022	22083	\$ -	Hero PHC	425 4th Ave NE	U	sewer repair		\$ 475.00	\$ -		\$475.00
1811921220034	7/26/2022	22086	\$ 15,900	Mike Forsberg	501 4th Ave NE	PL	water heater. Water softener, laundry tub and faucet		\$ 125.00	\$ 2.00		\$127.00
1811921220036	7/26/2022	22087	\$ -	Darrin Beekman	425 4th Ave NE	PL	sewer repair		\$ 75.00	\$ -		\$75.00
1811921210018	7/27/2022	22089	\$ 1,059	Mark Krieg	609 5th Ave NE	PL	Plumbing fixtures for bathroom remodel		\$ 75.00	\$ 1.00		\$76.00

July 2022 - City of Osseo

[illegible]

August 2022 - City of Osseo

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921330035	8/2/2022	22094	\$ -	KL & KL Investments (Ceramic Industrial Coatings)	325 Co Rd 81	EL	c89268 add ckt to panel to power new drum		\$ 45.00	\$ 1.00		\$46.00
1811921310005	8/2/2022	22095	\$ 3,861	Jim and Denice Vasseur	524 Broadway St E	BL	replacing tub with shower		\$ 75.00	\$ 1.00		\$76.00
1811921310092	8/2/2022	22096	\$ 20,000	Deluxe Properties LLC	33 7th Ave NE	BL	Overlay roof		\$ 100.00	\$ 1.00		\$101.00
n/a	8/1/2022	22097	\$ -	Comcast	125 1st Ave NW	ROW	new cable		\$ 325.00	\$ -		\$325.00
1811921230114	8/2/2022	22098	\$ 1,860	Joyce Miller	217 E Broadway	PL	water heater		\$ 75.00	\$ 1.00		\$76.00
1311922140109	8/2/2022	22099	\$ -	Bell Tower Osseo LLC et al (Arrow Companies)	101 Broadway St W	EL	office remodel suite #200		\$ 900.00	\$ 1.00		\$901.00
1811921310051	8/2/2022	22100	\$ -	Troy and Kim Stalcar	233 7th Ave Se	EL	main floor remodel		\$ 90.00	\$ 1.00		\$91.00
1811921330106	8/16/2022	22101	\$ 1,200	Catherine Bennyhoff	32 2nd Ave NE	PL	water heater		\$ 75.00	\$ 1.00		\$76.00
1811921330035	8/18/2022	22102	\$ 22,300	KL & KL Investments (Ceramic Industrial Coatings)	325 Co RD 81	BLC	ductwork for new office space		\$ 383.50	\$ 11.50		\$395.00
1311922110022	8/18/2022	22104	\$ 15,450	Benjamin Fitzsimmons	100 6th St NW	BL	replace 2 entry doors, 2 storm doors, 1 patio door		\$ 75.00	\$ 1.00		\$76.00
1811921240031	8/18/2022	22107	\$ -	Jeffrey Stelmach	509 East Broadway	EL	dedicated ckt for microwave afci/gfci protection for kitchen outlets & lighting switchleg for 6 new wafer lights in kitchen		\$ 45.00	\$ 1.00		\$46.00
1811921240087	8/18/2022	22108	\$ -	Lee Fundanet	25 8th Ave NE	EL	reconnect a/c		\$ 45.00	\$ 1.00		\$46.00
1811921220103	8/19/2022	22110	\$ 2,000	Mark Schulz	316 4th St NE	PL	water heater		\$ 75.00	\$ 1.00		\$76.00
1811921240087	8/22/2022	22111	\$ 5,147	Lee Fundanet	25 8th Ave NE	ME	a/c		\$ 75.00	\$ 1.00		\$76.00
1811921330035	8/23/2022	22112	\$ 3,800	KL & KL Investments (Ceramic Industrial Coatings)	325 Co Rd 81	BLC	new restroom layout		\$ 103.25	\$ 2.00	\$ 67.11	\$172.36
1811921220093	8/18/2022	22109	\$ 12,480	Dennis Regan	525 2nd Ave NE	BL	tear off, modify, and rebuild deck		\$ 236.00	\$ 6.00	\$ 153.40	\$395.40

August 2022 - City of Osseo

[illegible]

Osseo Lions Club Gambling Report

5 F

to
City of Osseo

Report for the month/year of Aug-22

Check as appropriate:

XXXXXX paddle wheel

XXXXXX pull tabs

 raffle

 other (specify) LG100A

Gross Receipts 622,300.83 LG100A-10A

Prizes Paid 553,410.45 LG100A-10B

Net Receipts 68,890.38 LG100A-10C

Expenses - Total 41,268.71 Total Itemized

Expenses itemized:

Pulltabs	5,138.38
Compensation	8,846.60
Accounting Services	430.60
Rent	8,843.64
Electronic pull-tab provider fees	17,570.86
Electronic linked bingo provider fees	61.61
Supplies Bank charges etc	200.00
Cash Short (Over)	177.02
Profits \$ 27,621.67 G1A Line 24	41,268.71

Lawful Purpose Expenditures

MN Department of Revenue - Wagering Tax	\$ 7,773.00
St. John's Lutheran School - Science Curriculum Updates	1,000.00
OSH Boys Hockey Booster Club	1,000.00
St. Vincen DePaul Catholic Church	2,000.00
Total Contributions	\$ 11,773.00

Signed



Attach additional information if necessary.

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

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

1. Report for the Month of August, 2022.

2. Check as appropriate:

☒ Paddlewheel

☒ Pulltabs

☐ Bingo

☐ Raffle

☒ Other Etabs/Linked E-Bingo _____

3. Gross Receipts: \$541126 _____

4. Less prizes paid \$467016 _____

5. Net Receipts \$74110 _____

6. Expenses/Taxes \$47,493 _____

Expenses Itemized:

Compensation \$11,022

Misc. (accounting, trash, clean, insurance) \$984

Cost of Games \$16,467

State Gambling Tax \$16,365

Federal Gambling Tax \$1,277

Meat Raffle Gift Certs \$1,200

7. Profit \$26,617

8. Distribution of Profits


Utility Bills A-16 \$5,401

Alley Assessment City of Osseo \$28,126

Youth A-7 \$9,000

Homelessness/Poverty/Disability A-2 \$0

Veteran A-6 \$2000

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

Agenda Item: Accept Resignation of Police Reserve Officer Zach Prokosch

Meeting Date: September 1, 2022
Prepared by: Shane Mikkelson, Chief of Police

Attachments: Resignation Letter

Policy Consideration:

Reserve Officer Prokosch has submitted a letter of resignation.

Background:

Reserve Officer Prokosch started with the department on April 19, 2019 and has accepted an offer from the Blaine Police Department as a full-time police officer. His last day with the Osseo Police Department will be September 1, 2022.

Budget or Other Considerations:

This action will not affect the current budget.

City Goals Met By This Action:

Develop teamwork among the City's leadership team.

Options:

The City Council may choose to:

1. Accept the resignation of Police Reserve Officer Zach Prokosch.
2. Deny the resignation of Police Reserve Officer Zach Prokosch.

Recommendation/Action Requested:

Staff recommends the City Council choose option (1) Accept the resignation of Police Reserve Officer Zach Prokosch.

To whom it may concern,

I would like to start off by saying thank you. Thank you for giving me the opportunity to be a member of the Osseo police department. Thank you for taking me in and showing me many ways to do this job that I have grown to enjoy so much. Lastly thank you for making me feel like a valued member of the department. As a reserve officer I feel in many departments they get left to the side and not valued, but here we are valued and treated as an equal. I have grown drastically in not only my law enforcement career but as a person since starting here in 2018 and that is because of everyone that I have come in contact with here at Osseo.

That being said as I am advancing in my career in law enforcement I will be unable to continue as a reserve officer for the city of Osseo starting September 1st 2022. This is a very hard decision as I have grown to think of the department as a second family and it will be sad to go. I will use everything I have learned here in my future career and will never forget the friends I have made.

Thank you again,

Zach Prokosch

A handwritten signature in black ink, appearing to be 'Zach Prokosch', with a long horizontal line extending to the right.

Resolution No. 2022-xx

RESOLUTION ACCEPTING DONATION 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 donation would be of benefit to the citizens of Osseo; and

WHEREAS, the following has proposed this contribution to the City of Osseo and the donation be used for the specific purpose as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Harold E. Johnson	\$750	Beautification
Osseo Fire Relief Association	\$225	Fire Equipment



City of Osseo City Council Meeting Item

Agenda Item: Confirm EDA Actions of September 12, 2022

Meeting Date: September 12, 2022

Prepared by: Riley Grams, City Administrator

Attachments: None

The EDA took the following actions at their regular meeting on September 12, 2022:

- 1) Received an update on the Osseo Urban Townhomes
- 2) Received an update on the proposed Hall Sweeney apartment development
- 3) Approved EDA accounts payable

Options:

The City Council may choose to:

1. Approve the EDA actions of September 12, 2022;
2. Deny the EDA actions of September 12, 2022;
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 12, 2022.



Agenda Item: Approve the Feasibility Report and Call the Public Hearing for the 2023 Street Reconstruction Project

Meeting Date: September 12, 2022

Prepared By: Alyson Fauske, PE (MN), City Engineer

Attachments: Feasibility Report and Resolution

Policy Consideration:

Request to approve the following:

1. Resolution receiving feasibility report and calling for the improvement hearing.

Background:

The 2023 Street Reconstruction Project consists of replacement of the pavement, full curb replacement and minor utility improvements to the following streets:

8 th Avenue NE	3 rd Street NE	Broadway Street E
9 th Avenue NE	1 st Street NE	North Oaks Dr

The Feasibility Report includes an option to install a new sidewalk on 3rd Street NE, 8th Avenue NE, 1st Street NE and 9th Avenue NE.

The project also includes pavement replacement for 1½ Street NE and the mill and overlay CR 81 Service Road and 1st Street NW

Utility Improvements

Sanitary sewer televising, and geotechnical and pavement coring was performed as a part of preparing the feasibility report to help calculate pavement design and recommended utility repairs. The sanitary sewer pipes in the project area in need of rehabilitation were lined in conjunction with the 2016 and 2020 sewer lining projects therefore the only sanitary sewer improvements proposed with this project is to install chimney seals and adjust the castings to match the new paved surface.

The project area is served by City watermain. There are no known issues with the watermain therefore the project will entail relocating hydrants as needed and adjusting gate valves.

Storm sewer facilities exist on 1st St NW, North Oaks Dr, and the Cr 81 Service Road. Existing manholes, manhole castings, and catch basins will be repaired/replaced to meet current City standards. New storm sewer will be extended along 8th Ave NE from Broadway St E to 1st St NE to facilitate drainage.

Storm sewer is not proposed for 1st ½ Street NE as runoff is handled with the storm sewer in Central Avenue.

Right of Way/Easements

All of the proposed improvements are within right of way, therefore no permanent easements are necessary. Currently, 1st ½ Street functions as an extension of the adjacent businesses instead of a public street. Upon completion of the project the City Council may want to consider vacating this right of way.

Pedestrian Facilities

As part of the City's initiative to increase walkability around the City, an option to install sidewalk on 3rd Street NE, 9th Avenue NE, 1st Street NE, and 8th Avenue NE is included for consideration to include in the project. The report evaluates the impact that various sidewalk widths (five or six feet) and boulevard widths (zero or five feet) would have on things such as trees, landscaping, and utilities. Additionally, each optional sidewalk layout was evaluated for connectivity to the existing sidewalk and benefit to adjacent properties.

If the optional sidewalk is selected, the recommended location and geometry of new sidewalk for each street are listed below. The addition of sidewalk within the project will be located to best fit the existing right-of-way and minimize the impacts to adjacent property owners.

Recommended Sidewalk			
Street Segment	From	To	Sidewalk Recommendation
3 rd Street NE	7 th Avenue NE	9 th Avenue NE	Install 5-foot-width walk with 5-foot boulevard on north side of street.
9 th Avenue NE	3 rd Street NE	1 st Street NE	Install 6-foot-width walk with no boulevard on east side of street.
1 st Street NE	8 th Avenue NE	9 th Avenue NE	Install 5-foot-width walk with 5-foot boulevard on north side of street.
8 th Avenue NE	1 st Street NE	3 rd Street NE	Install 5-foot-width walk with 5-foot boulevard on east side of street from 1 st Street NE to 3 rd Street NE.
8 th Avenue NE	Broadway Street E	1 st Street NE	<p>Due to the proximity of the house at 801 Broadway Street E on the east side of 8th Avenue NE, and due to the lift station on the west side of 8th Avenue NE, no walk is recommended on 8th Avenue NE from Broadway Street E to 1st Street NE.</p> <p>In lieu of placing the sidewalk in the street right of way, it is proposed to install a 5-foot width sidewalk adjacent to the noisewall between 9th Avenue NE and Broadway Street E. This work would require an agreement with MnDOT for placing the walk at this location.</p>

Public Involvement

A neighborhood open house for the proposed improvements was conducted on August 3, 2022. Preliminary information was presented to property owners regarding the proposed improvements, funding, schedule, and impacts associated with the project. Comment cards were made available to attendees at the meeting and responses that were received prior to the meeting are shown within the feasibility report.

Funding/Financing:

The total estimated project cost without the sidewalk option is estimated at \$1,543,745; including the sidewalk option increases the total estimated project cost to \$1,747,843. These estimates include all proposed street and utility improvements as well as all engineering, legal, financing, and administrative costs. Detailed cost estimates can be found in the attached feasibility report. The project estimate is based on projected construction costs for 2023 and includes a 10% contingency and 25% indirect costs. The indirect costs include engineering, legal, and administrative costs associated with the project.

Funding for the 2023 Street Reconstruction & Rehabilitation Project will be through assessments to benefitting properties and the City's street and utility funds. Assessments will be levied to the benefitting properties as outlined in Minnesota Statute 429 and the City's assessment policy. St. Vincent De Paul Cemetery will be exempt from the assessment according to Minnesota Statute 306.14. Two preliminary assessment rolls are included in **Appendix E** – one without the optional sidewalk improvements and one with the optional sidewalk improvements.

Financing the 2023 Street Reconstruction & Rehabilitation Project will be based on the City's special assessment policy which calls for 50% of the proposed reconstruction improvements to be specially assessed. The remaining 50% and 100% of the utility costs will be financed by the City. Proposed rehabilitation improvements will also be financed by the City.

A summary of the assessment rates for the various areas within the project are as follows:

Project Area	Single-Family Roadway Reconstruction	Industrial/Commercial/ Multi-Family Roadway Reconstruction
North Oaks Drive	n/a	\$65.00/LF
1 st ½ St NE	n/a	\$49.00/LF
8 th and 9 th Avenue area (without optional sidewalk)	\$8,930.00/unit	\$116.00/LF
8 th and 9 th Avenue area (with optional sidewalk)	\$10,690.00/unit	\$138.00/LF

The two options for project funding are summarized as follows:

2023 Street Reconstruction & Rehabilitation Project Project Funding Summary (without Optional Sidewalk Improvements)	
Funding Source	Proposed Funding
Special Assessments for 8 th and 9 th Ave Area (without optional sidewalk)	\$516,902
Special Assessments for North Oaks Dr	\$145,586
Special Assessments for 1 st ½ St NE	\$14,700
City Road Fund (without optional sidewalk)	\$799,319
City Drainage Fund	\$41,388
City Sanitary Sewer Fund	\$18,975
City Watermain Fund	\$6,875
TOTAL (without optional sidewalk)	\$1,543,745

2023 Street Reconstruction & Rehabilitation Project Project Funding Summary (with Optional Sidewalk Improvements)	
Funding Source	Proposed Funding
Special Assessments for 8 th and 9 th Ave Area (with optional sidewalk)	\$617,624
Special Assessments for North Oaks Dr	\$145,586

Special Assessments for 1 st ½ St NE	\$14,700
City Road Fund (with optional sidewalk)	\$902,695
City Drainage Fund	\$41,388
City Sanitary Sewer Fund	\$18,975
City Watermain Fund	\$6,875
TOTAL (with optional sidewalk)	\$1,747,843

Schedule:

The next step for this project is to hold an improvement hearing on October 10, 2022. Immediately following the improvement hearing, Council will consider authorizing the preparation of plans and specifications. A detailed schedule is included within the feasibility report and is as follows:

City Council Receives Feasibility Report/Orders Public Hearing	September 12, 2022
Public Hearing	October 10, 2022
Plan/Specification Preparation	October 2022 – January 2023
City Council Approves Plans/Specs and Authorizes Bidding	January 23, 2023
Project Bidding	February 2023
Assessment Hearing	March 2023
City Council Awards Construction Contract	April 2023
Construction.....	May – October 2023

Previous Action or Discussion:

Council authorized a feasibility report on May 23, 2022.

Budget or Other Considerations:

Project will be funded in accordance with the City's special assessment policy.

Options:

The City Council may choose to:

1. Adopt the attached resolution receiving the feasibility report and calling for the improvement hearing for the 2023 Street Reconstruction and Rehabilitation Project;
2. Adopt the attached resolution receiving the feasibility report and calling for the improvement hearing for the 2023 Street Reconstruction and Rehabilitation Project 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 receiving the feasibility report and calling for the improvement hearing for the 2023 Street Reconstruction and Rehabilitation Project.

Next Step:

October 10, 2022: Hold improvement hearing and authorize preparation of plans and specifications.



FEASIBILITY REPORT

2023 STREET RECONSTRUCTION & REHABILITATION PROJECT

CITY OF OSSEO | HENNEPIN COUNTY, MINNESOTA

SEPTEMBER 12, 2022

Prepared for:
City of Osseo
415 Central Avenue
Osseo, MN 55369

WSB PROJECT NO. 020591-000



FEASIBILITY REPORT

2023 STREET RECONSTRUCTION & REHABILITATION PROJECT

**FOR THE CITY OF OSSEO
HENNEPIN COUNTY, MINNESOTA**

SEPTEMBER 12, 2022

Prepared By:





September 12, 2022

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

Re: Feasibility Report
2023 Street Reconstruction & Rehabilitation Project
City of Osseo, MN
WSB Project No. 020591-000

Dear Honorable Mayor and City Council Members:

Attached for your review is a feasibility report which addresses improvements associated with the 2023 Street Reconstruction & Rehabilitation Project.

The project is proposed to be funded by special assessments to benefitting properties and City funding sources.

We would be happy to discuss this report with you at your convenience. Please contact me at 612.214.2855 if you have any questions or concerns.

Sincerely,

WSB

A handwritten signature in black ink that reads "Emily Brown". The signature is fluid and cursive, with the first name "Emily" and last name "Brown" clearly distinguishable.

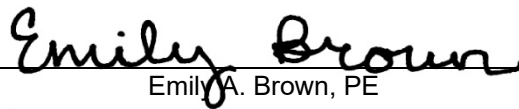
Emily Brown, PE
Project Manager

Attachment

srb

CERTIFICATION


I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.


Emily A. Brown, PE

Date: September 12, 2022

Lic. No. 51773

Quality Control Review Completed By:


Alyson L. Fauske, PE

Date: September 12, 2022

Lic. No. 42437

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CERTIFICATION SHEET
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Public Comment Summary

1. EXECUTIVE SUMMARY

The 2023 Street Reconstruction & Rehabilitation Project consists of roadway improvements on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, 1st Street NE, Broadway Street E, North Oaks Drive, CR 81 Service Road, 1st Street NW, and 1 ½ Street NE. A map illustrating the project location is shown on **Figure 1** in **Appendix A**.

Improvements on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, 1st Street NE, Broadway Street E, and North Oaks Drive consist of pavement replacement, full curb replacement, and minor utility improvements. Pavement replacement is the proposed improvement for 1 ½ Street NE. A mill and overlay is proposed for CR 81 Service Road and 1st Street NW.

Installation of a new sidewalk is an option proposed on 3rd Street NE, 8th Avenue NE, 1st Street NE, and 9th Avenue NE and will be located on the side of the road that will result in minimum impacts to mailboxes, trees, and roadside utilities while maintaining connectivity to existing sidewalks. This option is presented for consideration to meet the City's walkability goals and the location of the sidewalk was reviewed to minimize impacts to neighboring properties.

The cost of the 2023 Street Reconstruction & Rehabilitation Project, based on the recommended scope of work, is estimated at **\$1,747,843**. This includes a 10% contingency and 25% indirect costs. Funding for the project will consist of special assessments and City street and utility funds.

The proposed project schedule includes construction beginning May 2023, with final completion by the fall of 2023.

The project is feasible, necessary, and cost-effective from an engineering standpoint and should be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

On May 23, 2022, the Osseo City Council authorized a feasibility report for the 2023 Street Reconstruction & Rehabilitation Project.

2.2 Scope

This feasibility report includes roadway, pedestrian, and utility improvements along the following roadways:

- 8th Avenue NE from 3rd Street NE to Broadway Street E
- 9th Avenue NE from St. Vincent Cemetery to 1st Street NE
- 3rd Street NE from 7th Avenue NE to 9th Avenue NE
- 1st Street NE from 8th Avenue NE to 9th Avenue NE
- Broadway Street E from 8th Avenue NE to City of Osseo Public Works
- North Oaks Drive from 6th Avenue NE to 93rd Avenue N (CR 30)
- CR 81 Service Road from Broadway Street E to 4th Street SE
- 1st Street NW from 1st Avenue NW to Central Avenue
- 1 ½ Street NE from Central Avenue to 1st Avenue NE

2.3 Data Available

Information and materials used in the preparation of this report include the following:

- City of Osseo Capital Improvement Plan
- City of Osseo Assessment Policy
- City of Osseo Property Index Records
- Geotechnical and Pavement Coring Reports
- Televising Reports
- Field Observations of the Area and Field Topography Surveys

2.4 Project History

The 2023 Street Reconstruction & Rehabilitation Project is identified in the City's Capital Improvement Plan to address the poor condition of these roadways.

The City held a neighborhood meeting on August 3, 2022, to receive input on the project. Many of the meeting attendees were generally supportive of the road reconstruction with concerns regarding the installation of sidewalk. Comments from the neighborhood meeting can be found in **Appendix F**.

3. EXISTING CONDITIONS

3.1 Surface

The streets included in the project have the following existing conditions.

Existing Conditions					
Street Segment	From	To	Existing Street Width	Right-of-Way Width	Curb
8 th Avenue NE	3 rd Street NE	Broadway Street E	38	60	Yes
9 th Avenue NE	St. Vincent Cemetery	1 st Street NE	28	50	Yes
3 rd Street NE	7 th Avenue NE	9 th Avenue NE	40	66	Yes
1 st Street NE	8 th Avenue NE	9 th Avenue NE	28	60	Yes
Broadway Street E	8 th Avenue NE	City Public Works Building	28	66	Yes
North Oaks Drive	6 th Avenue NE	93 rd Avenue N	24	25	Yes
CR 81 Service Road	Broadway Street E	2 nd Street SE	32	66	Yes
CR 81 Service Road	2 nd Street SE	4 th Street SE	37	66	Yes
1 st Street NW	1 st Avenue NW	Central Avenue	54	66	Yes
1 ½ Street NE	Central Avenue	1 st Avenue NE	28	30	No

A geotechnical report was completed by WSB in August of 2020. Eleven soil borings were taken along 3rd Street NE, 8th Avenue NE, 9th Avenue NE, 1st Street NE, and Broadway Street E. The street pavement thickness ranged from 3 inches to 5 inches. The full geotechnical report can be found in **Appendix D**.

A coring report was completed by WSB in July of 2022. Nine pavement cores were taken along CR 81 Service Road, 1st Street NW, and 1 ½ Street NE. The street pavement thickness ranged from 4.5 inches to 6 inches. The full coring report can be found in **Appendix D**.

The only existing sidewalk within the project area is located on 1st Street NW. The existing sidewalk conditions and recommended sidewalk options are shown in **Appendix B**.

Striped on-street, angled parking exists on 1st Street NW and CR 81 Service Road. On-street parking without striping exists on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, 1st Street NE, and Broadway Street E. No parking is allowed on North Oaks Drive.

Concrete curb and gutter exists on all streets identified above excluding 1 ½ Street NE. Generally, the curb and gutter on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, 1st Street NE, Broadway Street E, and North Oaks Drive is in poor condition with cracking, joint separation, and drainage concerns. The curb and gutter on CR 81 Service Road and 1st Street NW is in fair to good condition.

3.2 Drainage

Storm sewer facilities exist on 1st Street NW, North Oaks Drive, and CR 81 Service Road. There are no storm sewer facilities on 1 ½ Street NE though there are nearby facilities on Central Avenue. There are no storm sewer facilities on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, and 1st Street NE. All the storm water within this area surface drains to storm sewer on Broadway Street SE, 7th Avenue NE, or to MnDOT ditches to the north. The existing sewer system was noted to be in good condition. Minor flooding during rain events has been reported within the project area at the low points and in settled curb areas.

A wetland delineation was not completed as part of this project since no wetlands are located in the project area.

3.3 Sanitary Sewer

All properties within the project area are served by City sanitary sewer. The existing sewer system was televised and pipes in need of rehabilitation were lined as part of the 2016 and 2020 Sewer Lining Projects.

3.4 Watermain

The properties within the project area are served by City water. City maintenance records and resident input indicate no significant issues with the water system. Hydrant age and spacing was also reviewed in the project area.

3.5 Street Lighting

Streetlights within the project area consist of wood poles with cobra luminaires. Lighting is located at street intersections and mid-block. The streetlights are owned by Xcel Energy.

3.6 Private Utilities

Private utilities that have facilities in or near the project area will be notified during the final design phase of the project. They will be requested to coordinate any necessary repairs and replacements as needed at their cost. Private utility companies that have facilities within the project area include the following:

- CenterPoint Energy (Gas)
- Comcast (Telephone/Internet)
- Consolidated Communications (Telephone/Internet)
- Lumen (CenturyLink) (Telephone/Internet)
- Xcel (Electric/Gas)
- Verizon Business (MCI) (Telephone)
- Zayo (Fiber Optic)

4. PROPOSED IMPROVEMENTS

4.1 Surface

The proposed roadway improvements on 8th Avenue NE, 9th Avenue NE, 3rd Street NE, 1st Street NE, Broadway Street E, and North Oaks Drive consist of full removal and replacement of the bituminous pavement matching the City standard. All existing curb on this segment will be removed and replaced with new B618-styled curb and gutter. A bituminous pavement replacement is proposed for 1 ½ Street NE. A mill and overlay is proposed for CR 81 Service Road and 1st Street NW. Existing street widths and street parking availability will be maintained. Typical sections are included on **Figure 2** in **Appendix A**.

4.2 Drainage

Reconstruction of the streets provides the opportunity to improve drainage within the project area through the installation of new additional catch basins to minimize local flooding concerns previously described. New storm sewer will be extended along 8th Avenue NE from Broadway Street E to 1st Street NE to improve intersection drainage. Existing manholes, manhole castings, and catch basins will be repaired/replaced to meet current City standards.

4.3 Sanitary Sewer

Sanitary sewer manhole castings and rings will be reconstructed with a chimney seal.

4.4 Watermain

Watermain gate valves will be adjusted to match the proposed pavement surface. Hydrants will be relocated or replaced as needed to accommodate boulevard grading and sidewalk setback requirements.

4.5 Street Lighting

There are no proposed lighting improvements for this project.

4.6 Pedestrian Improvements

As part of the City's initiative to increase walkability around the City, optional sidewalk installation is being considered for this project on 3rd Street NE, 9th Avenue NE, 1st Street NE, and 8th Avenue NE. Four layouts were considered for the optional sidewalk installation: a 5-foot-wide walk with 5-foot boulevard on the east side of the street, a 5-foot-wide walk with 5-foot boulevard on the west side of the street, a 6-foot-wide walk with no boulevard on the west side of the street, and a 6-foot-wide walk with no boulevard on the east side of the street. In determining the benefit of sidewalk on the project, each optional sidewalk layout was evaluated for potential impacts, connectivity to existing sidewalk, and overall benefit to adjacent properties.

If the optional sidewalk is selected, the recommended location and geometry of new sidewalk for each street are listed below. The addition of sidewalk within the project will be located to best fit the existing right-of-way and minimize the impacts to adjacent property owners.

Recommended Sidewalk			
Street Segment	From	To	Sidewalk Recommendation
3 rd Street NE	7 th Avenue NE	9 th Avenue NE	Install 5-foot-wide walk with 5-foot boulevard on north side of street.
9 th Avenue NE	3 rd Street NE	1 st Street NE	Install 6-foot-wide walk with no boulevard on east side of street.

Recommended Sidewalk			
Street Segment	From	To	Sidewalk Recommendation
1 st Street NE	8 th Avenue NE	9 th Avenue NE	Install 5-foot-wide walk with 5-foot boulevard on north side of street.
8 th Avenue NE	1 st Street NE	3 rd Street NE	Install 5-foot-wide walk with 5-foot boulevard on east side of street from 1 st Street NE to 3 rd Street NE.
8 th Avenue NE	Broadway Street E	1 st Street NE	<p>Due to the proximity of the house at 801 Broadway Street E on the east side of 8th Avenue NE, and due to the lift station on the west side of 8th Avenue NE, no walk is recommended on 8th Avenue NE from Broadway Street E to 1st Street NE.</p> <p>In lieu of placing the sidewalk in the street right-of-way, it is proposed to install a 5-foot-wide sidewalk adjacent to the noise wall between 9th Avenue NE and Broadway Street E. This work would require an agreement with MnDOT for placing the walk at this location.</p>

As previously mentioned, the existing sidewalk conditions and recommended sidewalk options are shown in **Appendix B**.

4.7 Right-of-Way/Easements

All proposed improvements are located within the platted right-of-way. No permanent easements will be required. At the conclusion of the project, the City Council may want to consider vacating the street right-of-way for 1 ½ Street NE since the adjacent properties have frontage to other public right-of-way and the road functions as an extension of the adjacent properties.

4.8 Permits/Approvals

The anticipated permits and approvals required from the respective regulatory agencies are listed below:

- MN Pollution Control Agency NPDES.....Erosion/Stormwater
- Hennepin County Right-of-Way
- MnDOT Right-of-Way

4.9 Construction Access/Staging

The contractor will be responsible for providing access to properties throughout the project. Signed detours will be required to direct traffic around the construction zones, if needed, and notify users of the increased truck and construction activity as needed.

4.10 Public Involvement

A neighborhood open house for the proposed improvements was conducted on August 3, 2022, for property owners. Preliminary information was presented to five property owners regarding the proposed improvements, funding, schedule, and impacts associated with the project. Comment cards were made available to attendees at the meeting and responses that were received prior to completing this feasibility report are shown in **Appendix F**.

5. FINANCING

5.1 Opinion of Probable Cost

A detailed opinion of probable cost is included in **Appendix C** of this report. The opinion of probable cost is based on projected construction costs for 2023 and includes a 10% contingency and 25% indirect costs. The indirect costs include engineering, legal, and administrative costs associated with the project.

The opinion of probable cost is summarized as follows:

2023 Street Reconstruction & Rehabilitation Project Opinion of Probable Cost	
Improvement	Estimated Cost
Surface Improvements (8 th and 9 th Avenue Area)	\$1,032,124
Surface Improvements (North Oaks Drive)	\$292,208
Surface Improvements (1 ½ Street NE)	\$29,261
Surface Improvements (Rehabilitation)	\$122,914
Drainage Improvements	\$41,388
Sanitary Sewer Improvements	\$18,975
Watermain Improvements	\$6,875
TOTAL (without optional sidewalk)	\$1,543,745
Optional Sidewalk Improvements	\$204,098
TOTAL (with optional sidewalk)	\$1,747,843

5.2 Funding

Funding for the 2023 Street Reconstruction & Rehabilitation Project will be through assessments to benefitting properties and the City's street and utility funds.

Assessments will be levied to the benefitting properties as outlined in Minnesota Statute 429 and the City's assessment policy. St. Vincent De Paul Cemetery will be exempt from the assessment according to Minnesota Statute 306.14. Two preliminary assessment rolls are included in **Appendix E**, one without the optional sidewalk improvements and one with the optional sidewalk improvements.

Financing the 2023 Street Reconstruction & Rehabilitation Project will be based on the City's special assessment policy which calls for 50% of the proposed reconstruction improvements to be specially assessed. The remaining 50% and 100% of the utility costs will be financed by the City. Proposed rehabilitation improvements will also be financed by the City.

A summary of the assessment rates for the North Oaks Drive improvements is:

Industrial/Commercial/Multi-Family Roadway Reconstruction\$65.00/LF

A summary of the assessment rates for the 1 ½ Street NE improvements is:

Industrial/Commercial/Multi-Family Roadway Reconstruction\$49.00/LF

A summary of the assessment rates for the 8th and 9th Avenue area without optional sidewalk improvements is:

Single-Family Roadway Reconstruction \$8,930.00/unit
Industrial/Commercial/Multi-Family Roadway Reconstruction\$116.00/LF

A summary of the assessment rates for the 8th and 9th Avenue area with optional sidewalk improvements is:

Single-Family Roadway Reconstruction..... \$10,690.00/unit
Industrial/Commercial/Multi-Family Roadway Reconstruction\$138.00/LF

The two options for project funding are summarized as follows:

2023 Street Reconstruction & Rehabilitation Project Project Funding Summary (without Optional Sidewalk Improvements)	
Funding Source	Proposed Funding
Special Assessments for 8 th and 9 th Avenue Area (without optional sidewalk)	\$516,902
Special Assessments for North Oaks Drive	\$145,586
Special Assessments for 1 ½ Street NE	\$14,700
City Road Fund (without optional sidewalk)	\$799,319
City Drainage Fund	\$41,388
City Sanitary Sewer Fund	\$18,975
City Watermain Fund	\$6,875
TOTAL (without optional sidewalk)	\$1,543,745

2023 Street Reconstruction & Rehabilitation Project Project Funding Summary (with Optional Sidewalk Improvements)	
Funding Source	Proposed Funding
Special Assessments for 8 th and 9 th Avenue Area (with optional sidewalk)	\$617,624
Special Assessments for North Oaks Drive	\$145,586
Special Assessments for 1 ½ Street NE	\$14,700
City Road Fund (with optional sidewalk)	\$902,695
City Drainage Fund	\$41,388
City Sanitary Sewer Fund	\$18,975
City Watermain Fund	\$6,875
TOTAL (with optional sidewalk)	\$1,747,843

6. NECESSITY AND EFFECTIVENESS

The improvements proposed in this study are necessary for a number of reasons. The proposed street improvements provide the City with a cost-effective means of rehabilitating the streets, thereby extending the life expectancy of the streets, minimizing City maintenance efforts, and providing an adequate means of transportation for local residents.

The proposed improvements will provide a project large enough to ensure a competitive bidding environment and economy of scale, and therefore, are deemed to be cost-effective. Based on the information contained within this report, the proposed improvements as described can be considered to be necessary, cost-effective, and feasible from an engineering standpoint.

7. PROJECT SCHEDULE

The proposed schedule for the 2023 Street Reconstruction & Rehabilitation Project is as follows:

City Council Authorizes Feasibility Report	May 23, 2022
Neighborhood Meeting	August 3, 2022
City Council Receives Feasibility Report/Orders Public Hearing	September 12, 2022
Public Hearing	October 10, 2022
Plan/Specification Preparation	October 2022 – January 2023
City Council Approves Plans/Specs and Authorizes Bidding	January 23, 2023
Project Bidding.....	February 2023
Assessment Hearing	March 2023
City Council Awards Construction Contract	April 2023
Construction.....	May – October 2023

8. FEASIBILITY AND RECOMMENDATION

The 2023 Street Reconstruction & Rehabilitation Project consists of pavement improvements, optional pedestrian improvements, and minor utility improvements. Improvements included for consideration also include the optional addition of sidewalk at locations as depicted in **Appendix B**. The cost of the 2023 Street Reconstruction & Rehabilitation Project is estimated at **\$1,747,843** including optional sidewalk installation.

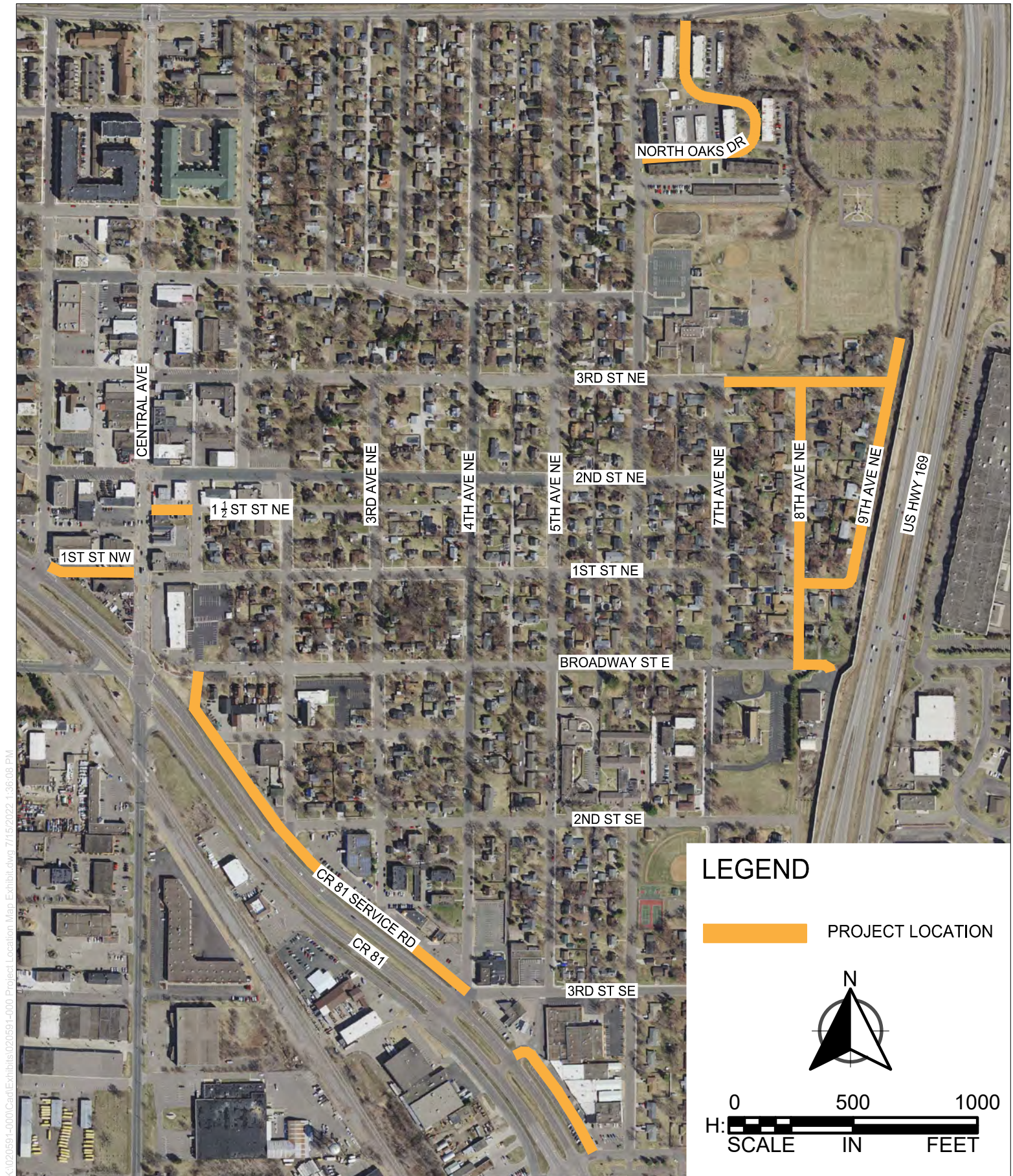
Based on the information contained within this report, the proposed improvements as described are necessary, cost-effective, and feasible from an engineering perspective. WSB recommends construction of the proposed improvements as detailed in this report. The economic feasibility of this project will be determined by the City Council.

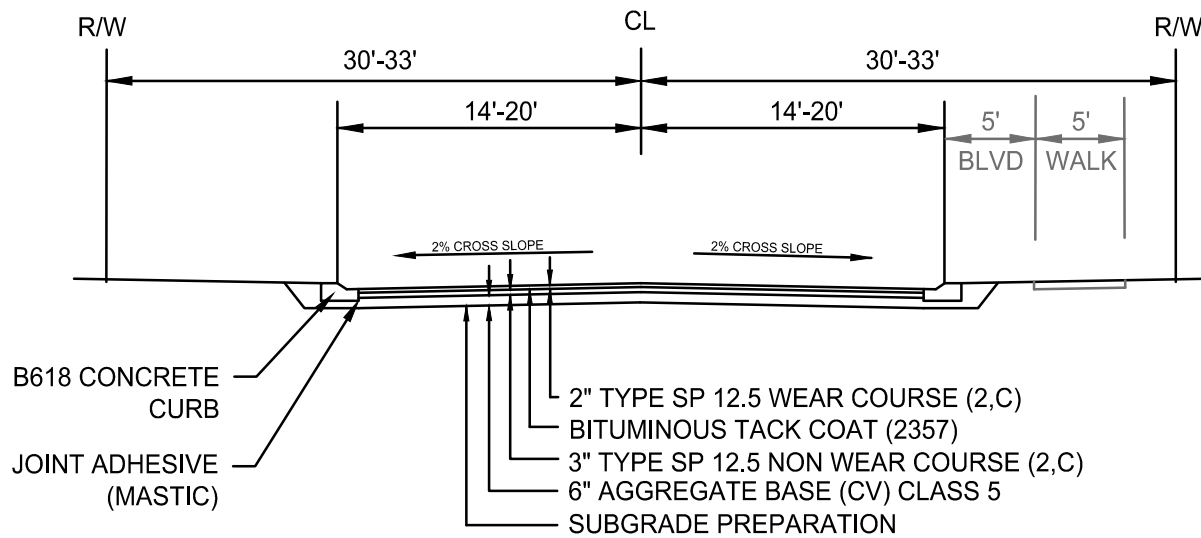
APPENDIX A

Figure 1 – Project Location Map

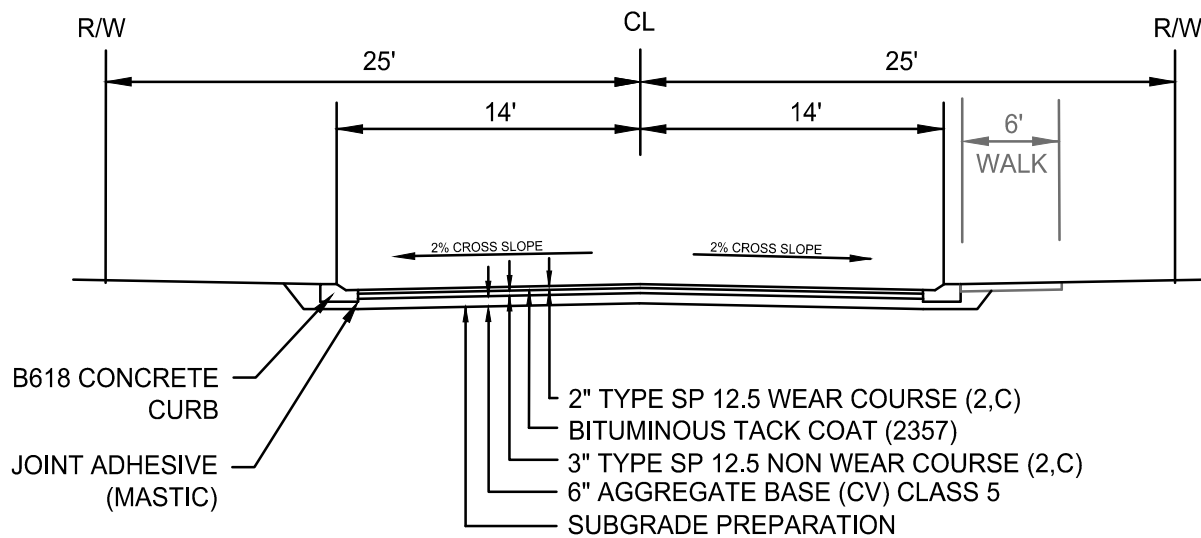
Figure 2 – Typical Sections

Figure 3 – Residential Driveway Apron Detail

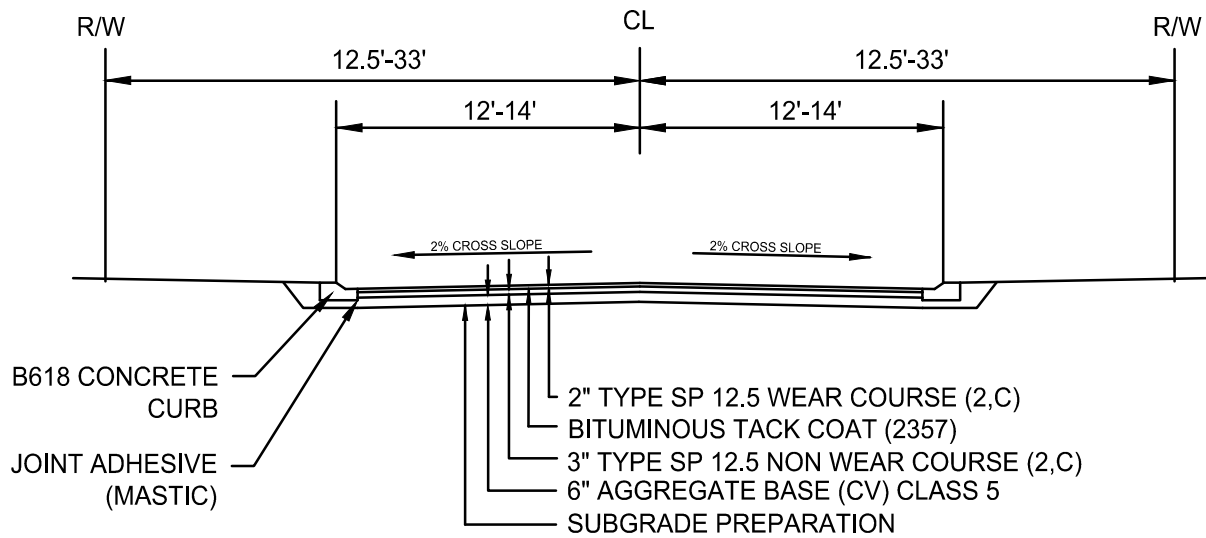




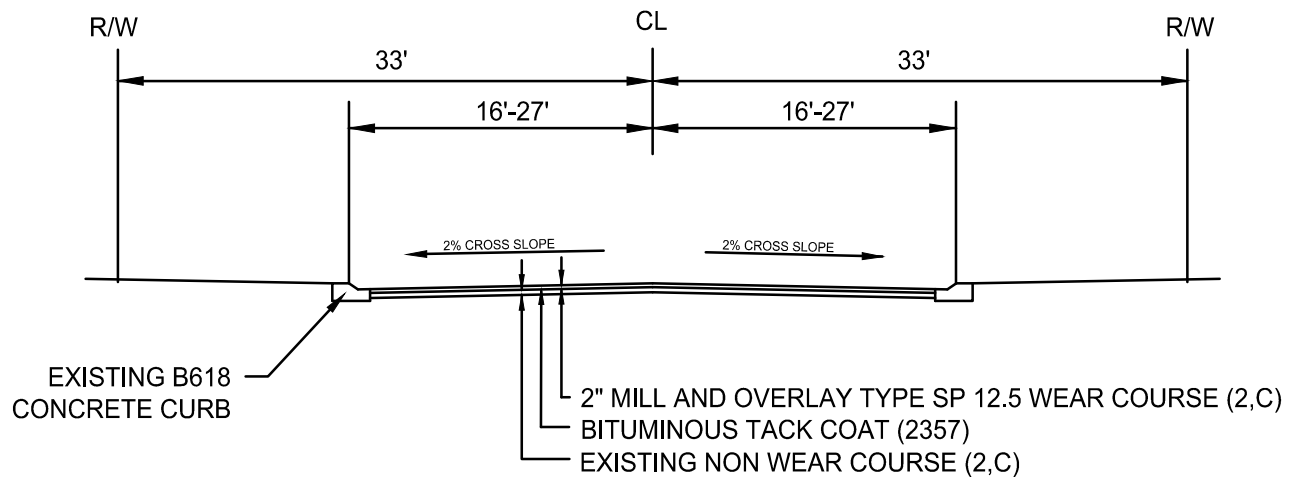
ROAD RECONSTRUCTION WITH FULL CURB REPLACEMENT
AND RECOMMENDED SIDEWALK IMPROVEMENT OPTION
3RD ST NE, 1ST ST NE, 8TH AVE NE



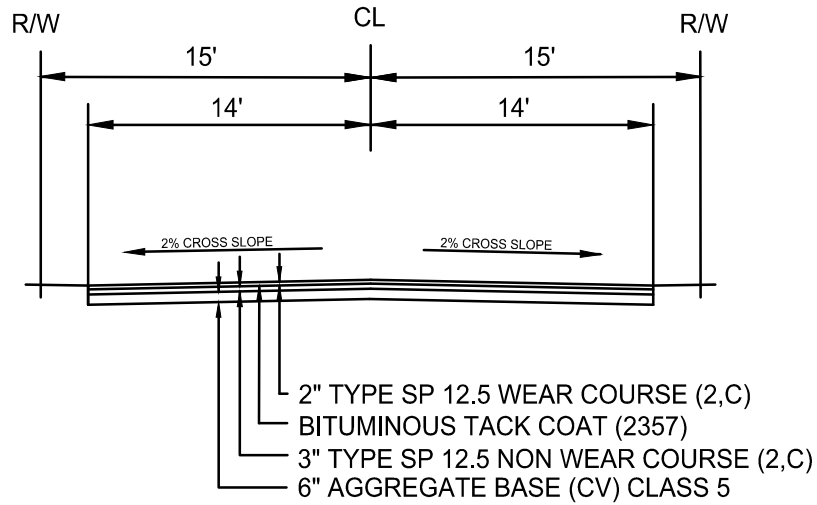
ROAD RECONSTRUCTION WITH FULL CURB REPLACEMENT
AND RECOMMENDED SIDEWALK IMPROVEMENT OPTION
9TH AVE NE



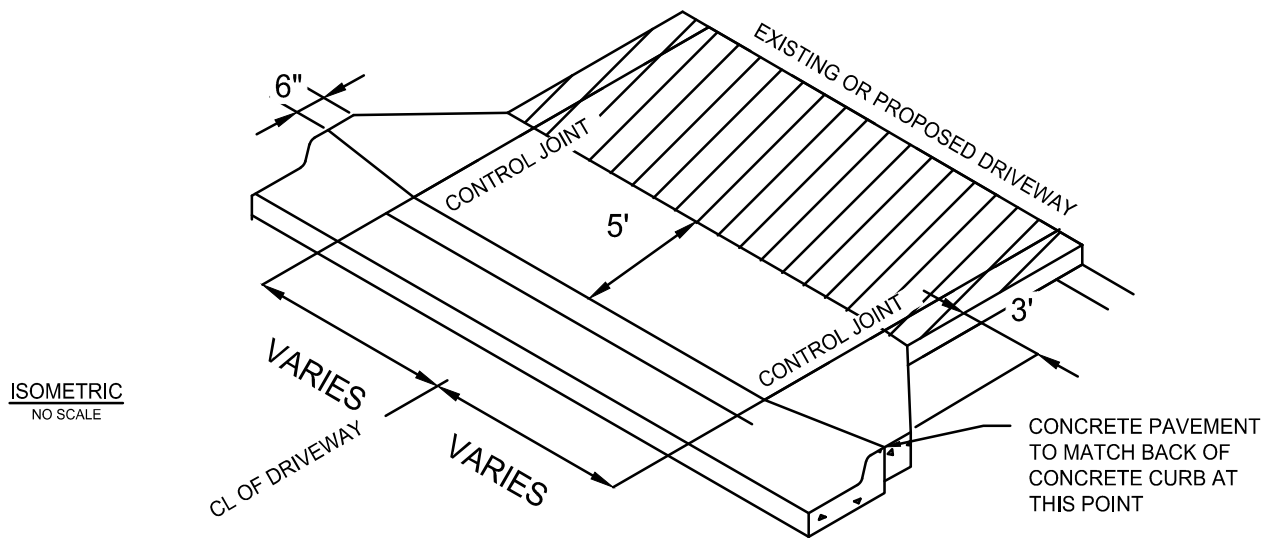
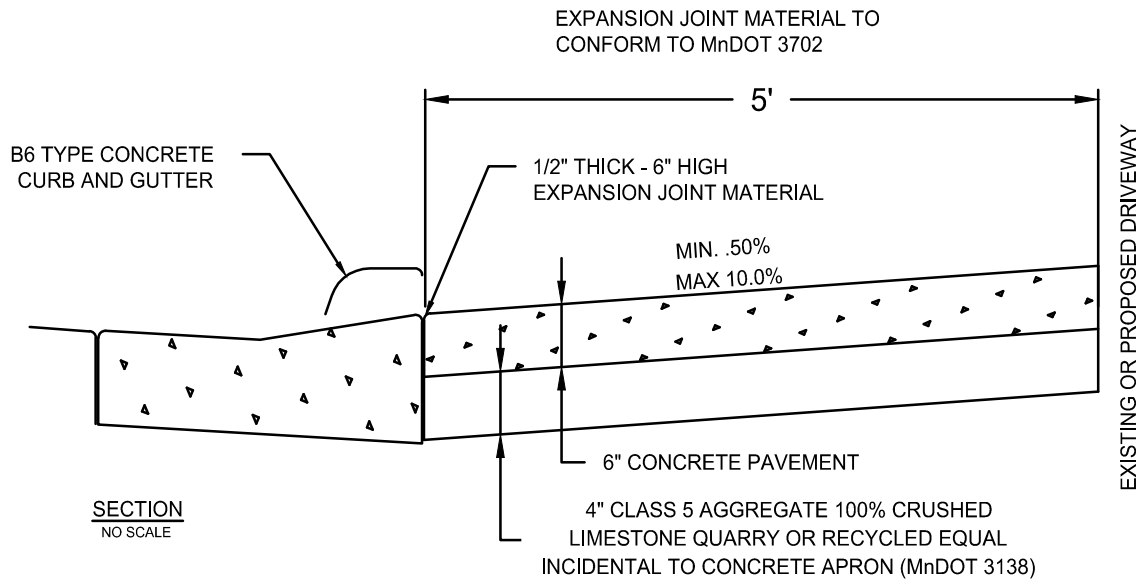
ROAD RECONSTRUCTION WITH FULL CURB REPLACEMENT
NORTH OAKS DRIVE, BROADWAY ST E



MILL AND OVERLAY
1ST ST NW, CR 81 SERVICE ROAD



ROAD RECONSTRUCTION
1 1/2 St NE



NOTE:

1. CONCRETE JOINS IN CONCRETE CURB NOT TO EXCEED 10' SPACING THROUGH DRIVEWAY SECTION.
2. DRIVEWAY WINGS ARE REQUIRED WITH THE B6 STYLE CURBING.

APPENDIX B

Sidewalk Options – Existing Conditions and Impacts



K:\020591-000\Card\Exhibits\020591-000 Preliminary Layout Exhibit.dwg 7/26/2022 12:33:31 PM

K:\020591-000\Card\Exhibits\020591-000_Sidewalk_Options.dwg, 7/26/2022 10:36:53 AM



Sidewalk Impacts Summary – Recommended Locations

Location			Impacts	
			6' Walk at Back of Curb	5' Walk with 5' Boulevard
Image 1	3rd St NE	North Side	None	None
Image 2	3rd St NE	North Side	Power Pole	None
Image 3	3rd St NE	North Side	Power Pole, Hydrant, 2 Brick Light Posts	2 Brick Light Posts
Image 4	3rd St NE	North Side	Misc. Landscaping, Bush	Misc. Landscaping, Bush, Tree, Light Pole
Image 5	3rd St NE	North Side	None	2 Trees, Light Pole
Image 6	9th Ave NE	East Side	None	None
Image 7	9th Ave NE	East Side	None	None
Image 8	9th Ave NE	East Side	None	None
Image 9	9th Ave NE	East Side	None	None
Image 10	9th Ave NE	East Side	None	None
Image 11	9th Ave NE	East Side	None	None
Image 12	9th Ave NE	East Side	None	None
Image 13	9th to Broadway	Along wall	None	
Image 14	9th to Broadway	Along wall	None	
Image 15	9th to Broadway	Along wall	None	
Image 16	9th to Broadway	Along wall	None	
Image 17	1st St NE	North Side	Power Pole	Power Pole
Image 18	1st St NE	North Side	Power Pole	Power Pole, Fence
Image 19	1st St NE	North Side	Light/Power Pole	Light/Power Pole, Misc. Landscaping
Image 20	8th Ave NE	East Side	None	None
Image 21	8th Ave NE	East Side	None	None
Image 22	8th Ave NE	East Side	None	None
Image 23	8th Ave NE	East Side	Light Pole, 2 Bushes	3 Bushes
Image 24	8th Ave NE	East Side	None	None
Image 25	8th Ave NE	East Side	None	None
Image 26	8th Ave NE	East Side	Tree	Tree
Image 27	8th Ave NE	East Side	Power Pole, Pavers (edge of driveway)	Pavers (edge of driveway)
Image 28	8th Ave NE	East Side	None	None
Image 29	8th Ave NE	East Side	None	None

Sidewalk Impacts Summary – Inadvisable Locations

Location			Impacts	
			6' Walk at Back of Curb	5' Walk with 5' Boulevard
SW Edge	3rd St NE	South Side	Tree Branches	Tree Branches
808	3rd St NE	South Side	Bush	Bush
SE Corner	3rd St NE	South Side	Misc. Landscaping	Misc. Landscaping
808	1st St NE	South Side	Potential Retaining Wall Needed	Potential Retaining Wall Needed
NW Corner	9th Ave NE	West Side	Misc. Landscaping	Misc. Landscaping
217	9th Ave NE	West Side	None	Tree
209	9th Ave NE	West Side	Misc. Landscaping	Misc. Landscaping
201	9th Ave NE	West Side	Fire Hydrant	Fire Hydrant
133	9th Ave NE	West Side	Light Pole	Light Pole, Tree
125	9th Ave NE	West Side	Misc. Landscaping, Bush, Tree, Fence	Misc. Landscaping, Bush, Tree, Fence
109	9th Ave NE	West Side	None	Tree
101	9th Ave NE	West Side	Misc. Landscaping	Misc. Landscaping, Tree
SW Corner	9th Ave NE	West Side	Fire Hydrant	Fire Hydrant
801	Broadway St E	East Side	Potential Retaining Wall Needed	NOT FEASIBLE
16	8th Ave NE	East Side	Potential Retaining Wall Needed	Potential Retaining Wall Needed
SW Corner	8th Ave NE	West Side	Lift Station	Lift Station, Tree
9	8th Ave NE	West Side	None	Small Boulder
25	8th Ave NE	West Side	None	Small Boulder
101	8th Ave NE	West Side	None	Tree
117	8th Ave NE	West Side	None	Tree
133	8th Ave NE	West Side	None	Fire Hydrant, Tree
201	8th Ave NE	West Side	None	Small Tree
209	8th Ave NE	West Side	Fence	Fence
217	8th Ave NE	West Side	None	Tree
225	8th Ave NE	West Side	None	Tree

Image Number 1



Image Number 2



Image Number 3



Image Number 4



Image Number 5



Image Number 6



Image Number 7



Image Number 8



Image Number 9



Image Number 10



Image Number 11



Image Number 12



Image Number 13



Image Number 14



Image Number 15



Image Number 16



Image Number 17



Image Number 18



Image Number 19



Image Number 20



Image Number 21



Image Number 22



Image Number 23



Image Number 24



Image Number 25



Image Number 26



Image Number 27



Image Number 28



Image Number 29



APPENDIX C

Opinion of Probable Cost

OPINION OF PROBABLE COST

WSB Project: 2023 STREET RECONSTRUCTION & REHABILITATION PROJECT
Project Location: CITY OF OSSEO, MN

Design By: HRD
Checked By: EAB

WSB Project No: 020591-000

Date: 9/7/2022

Item No.	MnDOT Specification No.	Description	Unit	Estimated Total Quantity	Estimated Unit Price	Estimated Total Cost
A. SURFACE IMPROVEMENTS (8TH AND 9TH)						
1	2021.501	MOBILIZATION	LS	0.77	\$ 61,000.00	\$ 46,970.00
2	2104.502	SALVAGE SIGN	EACH	8	\$ 50.00	\$ 400.00
3	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	200	\$ 4.00	\$ 800.00
4	2104.503	REMOVE CURB & GUTTER	L F	6215	\$ 4.50	\$ 27,967.50
5	2104.503	REMOVE CONCRETE GUTTER	L F	135	\$ 12.00	\$ 1,620.00
6	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	504	\$ 12.00	\$ 6,048.00
7	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	144	\$ 5.00	\$ 720.00
8	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	11000	\$ 4.00	\$ 44,000.00
9	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	0.78	\$ 15,000.00	\$ 11,700.00
10	2106.507	EXCAVATION - COMMON (P)	C Y	3156	\$ 20.00	\$ 63,120.00
11	2112.519	SUBGRADE PREPARATION	RDST	32	\$ 150.00	\$ 4,800.00
12	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	25	\$ 150.00	\$ 3,750.00
13	2130.523	WATER	MGAL	55	\$ 50.00	\$ 2,750.00
14	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	2179	\$ 25.00	\$ 54,475.00
15	2331.603	JOINT ADHESIVE	L F	6215	\$ 1.00	\$ 6,215.00
16	2360.504	TYPE SP 12.5 WEAR CRS MIX(2;B)3.0" THICK	S Y	144	\$ 45.00	\$ 6,480.00
17	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;C)	TON	1243	\$ 75.00	\$ 93,225.00
18	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	1865	\$ 80.00	\$ 149,200.00
19	2504.602	IRRIGATION SYSTEM REPAIR	EACH	13	\$ 600.00	\$ 7,800.00
20	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	6215	\$ 20.00	\$ 124,300.00
21	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	504	\$ 60.00	\$ 30,240.00
22	2531.603	CONCRETE GUTTER TYPE SPECIAL	S Y	90	\$ 60.00	\$ 5,400.00
23	2563.601	TRAFFIC CONTROL	LS	0.77	\$ 7,500.00	\$ 5,775.00
24	2564.502	INSTALL SIGN	EACH	8	\$ 200.00	\$ 1,600.00
25	2573.501	STABILIZED CONSTRUCTION EXIT	LS	0.77	\$ 2,000.00	\$ 1,540.00
26	2573.502	STORM DRAIN INLET PROTECTION	EACH	5	\$ 150.00	\$ 750.00
27	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	500	\$ 4.00	\$ 2,000.00
28	2574.507	COMMON TOPSOIL BORROW	C Y	307	\$ 30.00	\$ 9,210.00
29	2575.504	SODDING TYPE LAWN	S Y	2763	\$ 10.00	\$ 27,630.00
30	2575.523	WATER	MGAL	75	\$ 50.00	\$ 3,750.00
31	2575.523	RAPID STABILIZATION METHOD 3	MGAL	1.6	\$ 4,000.00	\$ 6,400.00
					CONSTRUCTION TOTAL	\$ 750,635.50
					CONTINGENCY TOTAL (10%)	\$ 75,063.55
					SUBTOTAL	\$ 825,699.05
					INDIRECT COST TOTAL (25%)	\$ 206,424.76
					TOTAL	\$ 1,032,123.81

B. SURFACE IMPROVEMENTS (NORTH OAKS DR)

32	2021.501	MOBILIZATION	LS	0.21	\$ 61,000.00	\$ 12,810.00
33	2104.502	SALVAGE SIGN	EACH	9	\$ 50.00	\$ 450.00
34	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	26	\$ 4.00	\$ 104.00
35	2104.503	REMOVE CURB & GUTTER	L F	2300	\$ 4.50	\$ 10,350.00
36	2104.503	REMOVE CONCRETE GUTTER	L F	45	\$ 12.00	\$ 540.00
37	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	90	\$ 5.00	\$ 450.00
38	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	2684	\$ 4.00	\$ 10,736.00
39	2104.518	REMOVE CONCRETE WALK	S F	325	\$ 4.00	\$ 1,300.00
40	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	0.22	\$ 15,000.00	\$ 3,300.00
41	2106.507	EXCAVATION - COMMON (P)	C Y	834	\$ 20.00	\$ 16,680.00
42	2112.519	SUBGRADE PREPARATION	RDST	12	\$ 150.00	\$ 1,800.00
43	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	5	\$ 150.00	\$ 750.00
44	2130.523	WATER	MGAL	14	\$ 50.00	\$ 700.00
45	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	522	\$ 25.00	\$ 13,050.00
46	2331.603	JOINT ADHESIVE	L F	2300	\$ 1.00	\$ 2,300.00
47	2360.504	TYPE SP 12.5 WEAR CRS MIX(2;B)3.0" THICK	S Y	90	\$ 45.00	\$ 4,050.00
48	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;C)	TON	304	\$ 75.00	\$ 22,800.00
49	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	455	\$ 80.00	\$ 36,400.00
50	2504.602	IRRIGATION SYSTEM REPAIR	EACH	4	\$ 600.00	\$ 2,400.00
51	2521.518	4" CONCRETE WALK	S F	325	\$ 6.00	\$ 1,950.00
52	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	2300	\$ 20.00	\$ 46,000.00
53	2531.603	CONCRETE GUTTER TYPE SPECIAL	S Y	45	\$ 60.00	\$ 2,700.00
54	2563.601	TRAFFIC CONTROL	LS	0.21	\$ 7,500.00	\$ 1,575.00
55	2564.502	INSTALL SIGN	EACH	9	\$ 200.00	\$ 1,800.00
56	2573.501	STABILIZED CONSTRUCTION EXIT	LS	0.21	\$ 2,000.00	\$ 420.00
57	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$ 150.00	\$ 300.00
58	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	100	\$ 4.00	\$ 400.00
59	2574.507	COMMON TOPSOIL BORROW	C Y	114	\$ 30.00	\$ 3,420.00
60	2575.504	SODDING TYPE LAWN	S Y	1023	\$ 10.00	\$ 10,230.00
61	2575.523	WATER	MGAL	15	\$ 50.00	\$ 750.00
62	2575.523	RAPID STABILIZATION METHOD 3	MGAL	0.5	\$ 4,000.00	\$ 2,000.00

CONSTRUCTION TOTAL \$ 212,515.00

CONTINGENCY TOTAL (10%) \$ 21,251.50

SUBTOTAL \$ 233,766.50

INDIRECT COST TOTAL (25%) \$ 58,441.63

TOTAL \$ 292,208.13

C. SURFACE IMPROVEMENTS (1 1/2 ST NE)

63	2021.501	MOBILIZATION	LS	0.02	\$ 61,000.00	\$ 1,220.00
64	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	44	\$ 4.00	\$ 176.00
65	2104.503	REMOVE CURB & GUTTER	L F	40	\$ 4.50	\$ 180.00
66	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	520	\$ 4.00	\$ 2,080.00
67	2104.518	REMOVE CONCRETE WALK	S F	130	\$ 4.00	\$ 520.00
68	2106.507	EXCAVATION - COMMON (P)	C Y	31	\$ 20.00	\$ 620.00
69	2112.519	SUBGRADE PREPARATION	RDST	2	\$ 150.00	\$ 300.00
70	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	2	\$ 150.00	\$ 300.00
71	2130.523	WATER	MGAL	3	\$ 50.00	\$ 150.00
72	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	31	\$ 25.00	\$ 775.00
73	2331.603	JOINT ADHESIVE	L F	40	\$ 1.00	\$ 40.00
74	2331.604	BITUMINOUS PATCH SPECIAL	S Y	10	\$ 40.00	\$ 400.00
75	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;C)	TON	60	\$ 75.00	\$ 4,500.00
76	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	90	\$ 80.00	\$ 7,200.00
77	2521.518	4" CONCRETE WALK	S F	130	\$ 6.00	\$ 780.00
78	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	40	\$ 20.00	\$ 800.00
79	2563.601	TRAFFIC CONTROL	LS	0.02	\$ 7,500.00	\$ 150.00
80	2573.501	STABILIZED CONSTRUCTION EXIT	LS	0.02	\$ 2,000.00	\$ 40.00
81	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$ 150.00	\$ 300.00
82	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	25	\$ 4.00	\$ 100.00
83	2574.507	COMMON TOPSOIL BORROW	C Y	2	\$ 30.00	\$ 60.00
84	2575.504	SODDING TYPE LAWN	S Y	14	\$ 10.00	\$ 140.00
85	2575.523	WATER	MGAL	1	\$ 50.00	\$ 50.00
86	2575.523	RAPID STABILIZATION METHOD 3	MGAL	0.1	\$ 4,000.00	\$ 400.00

CONSTRUCTION TOTAL \$ 21,281.00

CONTINGENCY TOTAL (10%) \$ 2,128.10

SUBTOTAL \$ 23,409.10

INDIRECT COST TOTAL (25%) \$ 5,852.28

TOTAL \$ 29,261.38

D. SURFACE IMPROVEMENTS (REHABILITATION AREAS)

87	2021.501	MOBILIZATION	LS	1	\$ 4,257.00	\$ 4,257.00
88	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	7534	\$ 2.50	\$ 18,835.00
89	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;C)	TON	852	\$ 75.00	\$ 63,900.00
90	2573.502	STORM DRAIN INLET PROTECTION	EACH	16	\$ 150.00	\$ 2,400.00

CONSTRUCTION TOTAL \$ 89,392.00

CONTINGENCY TOTAL (10%) \$ 8,939.20

SUBTOTAL \$ 98,331.20

INDIRECT COST TOTAL (25%) \$ 24,582.80

TOTAL \$ 122,914.00

91	2104.502	REMOVE CASTING	EACH	5	\$ 200.00	\$ 1,000.00
92	2503.503	12" RC PIPE SEWER DES 3006 CL V	L F	325	\$ 60.00	\$ 19,500.00
93	2506.502	CASTING ASSEMBLY	EACH	5	\$ 500.00	\$ 2,500.00
94	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	1	\$ 1,100.00	\$ 1,100.00
95	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	2	\$ 3,000.00	\$ 6,000.00

TOTAL \$	41,387.50
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96	2104.502	REMOVE CASTING	EACH	12	\$ 200.00	\$ 2,400.00
97	2506.502	CHIMNEY SEAL	EACH	12	\$ 250.00	\$ 3,000.00
98	2506.602	CASTING ASSEMBLY (SANITARY)	EACH	12	\$ 700.00	\$ 8,400.00

TOTAL	\$	18.975.00
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99	2504.602	ADJUST GATE VALVE & BOX	EACH	10	\$ 500.00	\$ 5,000.00
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TOTAL	\$	6.875.00
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100	2106.507	EXCAVATION - COMMON (P)	CY	655	\$	20.00	\$	13,102.47
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CONTINGENCY TOTAL (10%)	\$	14,843.51
SUBTOTAL	\$	168,878.65

EMENTS) \$	1,543,744.81
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GRAND TOTAL (WITH OPTIONAL SIDEWALK IMPROVEMENTS)	\$	1,747,843.12
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In review of this Opinion of Probable Cost, the Client understands that the Consultant has no control over the availability of labor, equipment or materials, market conditions, or the Contractor's method of pricing. This Opinion of Probable Cost is made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, expressed or implied, regarding the ultimate bids or negotiated cost of the Work.

APPENDIX D

Geotechnical Report Coring Report



GEOTECHNICAL REPORT

2021 STREET RECONSTRUCTION

OSSEO, MN

August 19, 2020

Prepared for:
City of Osseo
415 Central Avenue
Osseo, Minnesota 55369

WSB PROJECT NO. 016297-000



GEOTECHNICAL REPORT

2021 STREET RECONSTRUCTION

**FOR
CITY OF OSSEO**

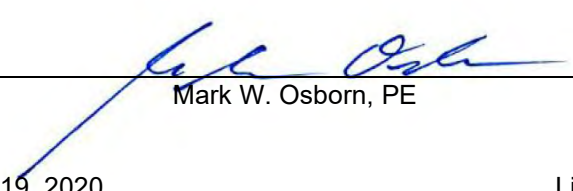
August 19, 2020



GEOTECHNICAL REPORT

CERTIFICATION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Mark W. Osborn, PE

Date: August 19, 2020

Lic. No. 41362



August 19, 2020

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

Re: Geotechnical Report
2021 Street Reconstruction
Osseo, MN
WSB Project No.: 016297-000

We have conducted a geotechnical subsurface exploration program for the above referenced project. This report contains our soil boring logs, an evaluation of the conditions encountered in the borings and our recommendations for utilities, subgrade improvements, pavement section, and other geotechnical related design and construction considerations.

If you have questions concerning this report or our recommendations, or for construction material testing for this project, please call us at 952.737.4660.

Sincerely,

WSB

A blue ink signature of Mark Osborn, consisting of a stylized first name and a last name that appears to be "Osborn".

Mark Osborn, PE
Geotechnical Project Engineer

A blue ink signature of Darin Hyatt, featuring a stylized first name and a last name that appears to be "Hyatt".

Darin Hyatt, PE
Senior Geotechnical Engineer

Attachment:
Geotechnical Report

MWO/tw

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TITLE SHEET

CERTIFICATION SHEET

LETTER OF TRANSMITTAL

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Appendix A

Soil Boring Exhibit

Logs of Test Borings

Symbols and Terminology on Test Boring Log

Notice to Report Users Boring Log Information

Unified Soil Classification System (USCS)

1. INTRODUCTION

1.1 Project Location

The site is located along portions of 3rd Street NE, 1st Street NE, Broadway Street NE, 8th Avenue NE, and 9th Avenue NE in Osseo, Minnesota. The approximate soil boring locations can be found on the Soil Boring Exhibit in **Appendix A**.

1.2 Project Description

It is proposed to reconstruct the roadway pavement sections and upgrade utilities along the proposed reconstruction area. We understand that the vertical and horizontal alignment of the roadways will remain similar to existing conditions.

WSB has developed recommendations for this project in consideration of the proposed layout, loadings, and configurations as understood at this time. When the designer develops additional information about final traffic volumes or other significant factors, the recommendations presented herein may no longer apply. WSB should be made aware of the revised or additional information in order to evaluate the recommendations for continued applicability.

1.3 Purpose and Project Scope of Services

Mr. Brandon Movall with our company authorized this scope of service on behalf of the City of Osseo. In order to assist the design team in preparing plans and specifications, we have developed recommendations for utilities, subgrade improvements, and pavement section. As such, we have completed a subsurface exploration program and prepared a geotechnical report for the referenced site. This stated purpose was a significant factor in determining the scope and level of service provided. Should the purpose of the report change the report immediately ceases to be valid and use of it without WSB's prior review and written authorization should be at the user's sole risk.

Our authorized scope of work has been limited to:

1. Clearing underground utilities utilizing Gopher State One Call.
2. Mobilization / demobilization of a truck mounted drill rig.
3. Drilling 11 standard penetration borings to about 10-foot depths.
4. Sealing the borings per Minnesota Department of Health procedures.
5. Perform soil classification and analysis.
6. Review of available project information and geologic data.
7. Providing this geotechnical report containing:
 - a. Summary of our findings.
 - b. Discussion of subsurface soil and groundwater conditions and how they may affect the proposed excavations and pavements.
 - c. Estimated R-value of the soils.
 - d. Recommended pavement section.
 - e. A discussion of soils for use as structural fill and site fill.

2. PROCEDURES

2.1 Boring Layout and Soil Sampling Procedures

WSB completed 11 standard penetration soil borings at the project site. WSB recommended the boring depths and selected the desired locations. Our field crew staked the borings by estimating from existing site features using dimensions obtained from the supplied site plan. The borings were located with a handheld GPS device for horizontal locations. The approximate boring locations are shown on the Soil Boring Exhibit in **Appendix A** which is an aerial photo. The borings were not elevated.

We completed the borings on July 2, 2020 with a truck-mounted CME-55 drill rig operated by a two-person crew. The drill crew advanced the borings using continuous hollow stem augers. The drilling information is provided on the boring logs.

Generally, the drill crew sampled the soil in advance of the auger tip at two and one-half (2 ½) foot intervals to the termination depth of the boring. The soil samples were obtained using a split-barrel sampler which was driven into the ground during standard penetration tests in accordance with ASTM D 1586, Standard Method of Penetration Test and Split-Barrel Sampling of Soils. The materials encountered were described on field logs and representative samples were containerized and transported to our laboratory for further observation and testing.

The samples were visually observed to estimate the distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We classified the soils according to type using the Unified Soil Classification System (USCS). A chart describing the USCS is included in **Appendix A**.

2.2 Groundwater Measurements and Borehole Abandonment

The drill crew observed the borings for free groundwater while drilling and after completion of the borings. These observations and measurements are noted on the boring logs. The crew then backfilled the borings to comply with Minnesota Department of Health regulations.

2.3 Boring Log Procedures and Qualifications

The subsurface conditions encountered by the borings are illustrated on the Logs of Test Borings in **Appendix A**. Similar soils were grouped into the strata shown on the boring logs, and the appropriate estimated USCS classification symbols were also added. The depths and thickness of the subsurface strata indicated on the boring logs were estimated from the drilling results.

The transition between materials (horizontal and vertical) is approximate and is usually far more gradual than shown. Information on actual subsurface conditions exists only at the specific locations indicated and is relevant only to the time exploration was performed. Subsurface conditions and groundwater levels at other locations may differ from conditions found at the indicated locations. The nature and extent of these conditions would not become evident until exposed by construction excavation. These stratification lines were used for our analytical purposes and, due to the aforementioned limitations, should not be used as a basis of design or construction cost estimates.

3. EXPLORATION RESULTS

3.1 Site and Geology

The borings were completed through the existing bituminous surfaced streets.

Geologic origins can be difficult to determine solely from boring samples. We referenced online geologic data of the area and used our experience to help determine geologic origin of the soils, however only a detailed geologic exploration would accurately determine the geologic history of the site.

The Hennepin County Geologic Atlas indicates the surficial geology of the area is mostly glacial meltwater flow into Lake Anoka consisting of sands with gravel. These deposits also include minor areas of cobbles.

3.2 Subsurface Soil and Groundwater Conditions

The boring profile generally consisted of pavement section and fill materials overlying glacial outwash deposits.

Pavement Section

The bituminous asphalt encountered in the borings ranged from about 3 to 5 inches in thickness, averaging just over 4 inches. The underlying aggregate base materials encountered ranged from about 4 to 14 inches in thickness and averaged just over 6 inches.

Fills

The fills encountered in the borings generally consisted of sand with some clay, silt, and gravel mixed in intermittently. The fills extended to depths of about 3 ½ to 5 feet below grade, with the exception of Boring PB-4 where the boring terminated within the fill materials at a depth of 11 feet. We also noted traces of topsoil in a portion of the fills at Boring PB-4.

Glacial Outwash

The glacial outwash consisted mostly of sands with occasional silts or gravels. These soils were generally brown to dark brown in color and moist.

A summary of the roadway pavement section and subgrade profiles are provided in Table 1 below.

Table 1: Roadway Profiles

Boring No.	Bituminous Thickness (inches)	Aggregate Base Thickness (inches)	Subgrade Soils (Upper 4 feet)
PB-1	5	14	(Fill: Sand with Silt), Sand
PB-2	4	5	(Fill: Sand), Sand
PB-3	4	5	(Fill: Sand)
PB-4	5	4	(Fill: Sand with Clay)
PB-5	3	6	(Fill: Sand)
PB-6	3 ½	4	(Fill: Sand)
PB-7	4 ½	6	(Fill: Sand), Sand
PB-8	4	9	(Fill: Sand)
PB-9	4	4	(Fill: Sand with Silt and Clay), Sand

Boring No.	Bituminous Thickness (inches)	Aggregate Base Thickness (inches)	Subgrade Soils (Upper 4 feet)
PB-10	4	4	(Fill: Sand with Silt)
PB-11	5	7	(Fill: Sand with Silt and Clay)

3.3 Strength Characteristics

The penetration resistance N-values of the materials encountered were recorded during drilling and are indicated as blows per foot (BPF). Those values provide an indication of soil strength characteristics and are located on the boring log sheets. Also, visual-manual classification techniques and apparent moisture contents were also utilized to make an engineering judgment of the consistency of the materials.

Table 2 presents a summary of the penetration resistances in the soils for the borings completed and remarks regarding the material strengths of the soils.

Table 2: Penetration Resistances

Soil Type	Classification	Penetration Resistances	Remarks
Fill	Mostly SP	5 to 13 BPF	Generally, poorly compacted
Glacial Outwash	SP	4 to 13 BPF	Very loose to medium dense

The preceding is a generalized description of soil conditions at this site. Variations from the generalized profile exist and should be assessed from the boring logs, the normal geologic character of the deposits, and the soils uncovered during site excavation.

3.4 Groundwater Conditions

WSB took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of the report. Note that groundwater levels may fluctuate due to seasonal variations (e.g. precipitation, snowmelt and rainfall) and/or other factors not evident at the time of measurement.

No groundwater was encountered during the drilling process. The bore holes were only left open a short period of time, and groundwater levels may not have stabilized.

It should be noted that groundwater readings generally level out fairly rapidly in granular soils such as those encountered in our borings.

4. ENGINEERING ANALYSIS AND RECOMMENDATIONS

4.1 Discussion

Fills

The existing fills below the roadway were likely placed as backfill for utilities and for pavement subgrade. While it is generally recommended to remove any fills that were not observed during placement or that do not have compaction tests, the risk of reuse of these existing granular fills is considered low. However, we do recommend that any debris or organics encountered during excavation be removed.

Boring PB-4 did note a trace of organics within the fill materials, however that has been in place for a long period of time and is at a sufficient depth that it should not affect the pavement area.

Glacial Deposits

Based on the results of our borings, the glacially deposited sands generally appear capable for utility placement and as pavement subgrade materials.

4.2 Backfill and Fill Selection and Compaction

The on-site non-organic soils may be reused as backfill and fill provided they are moisture conditioned and can be compacted to their specified densities. Wet soils that are excavated would need to be dried before reuse as an engineered fill.

Backfills with cobbles larger than six inches (6") should not be placed within 3 feet of grading grade or in contact with utilities. We recommend that clayey soils be moisture conditioned to within +/-2 percent of the optimum moisture content as determined from their standard Proctor tests (ASTM D-698). Fill should be spread in lifts of 8 to 12 inches, depending on the size and type of compaction equipment used.

Table 3 provides the recommended compaction levels.

Table 3: Recommended Level of Compaction for Backfill and Fill

Area	Percent of Standard Proctor Maximum Dry Density
Pavement: Within 3 feet of bottom of aggregate base Within 3 foot radius of vertical utility structure	100
Pavement: Greater than 3 feet below aggregate base	95
Utility Trench	95
Landscaping (non-structural)	90

4.3 Pavement Subgrade Preparation and Stability

We recommend excavation of any organic materials or debris encountered within or below the fill materials or at the base of the excavation.

The soils at the bottom of the excavation should be prepared in accordance with MnDOT Specification 2112, Subgrade Preparation. If the subgrade preparation operations encounter unstable soils, we recommend removing these unsuitable materials and replacing them with Select Grading Material (MnDOT 2105.1.A.6). If the on-site soils cannot be moisture conditioned and compacted as recommended, additional measures, such as placement of additional sand subbase or a section of coarse breaker run aggregate, can be completed to provide a firm base for subsequent fill placement.

Before placement of the sand subbase, the final subgrade should have proper stability within three vertical feet of grading grade (grade which contacts the bottom of the aggregate base). This will generally be achieved in fill areas with proper compaction of embankment materials and in cut areas through

proper subgrade preparation. The stability of the pavement subgrade should be evaluated prior to placement of the sand subbase using the test roll procedure (MnDOT 2111), except a fully loaded tandem axle dump truck or a full water truck should be utilized for the proof roll. If unstable soils are found under the test roll, these soils should be improved by means of scarification, moisture conditioning, and re-compaction, or by subcutting and replacement.

4.4 Pavement Area

Once the site has been prepared as recommended, we anticipate the prepared subgrade soils will consist mostly of sands and sands with silt or clay.

Based on the MnDOT Flexible Pavement Guide from 2017, the R-values of the subgrade soils would generally be 70. Based on the variability of fills materials including traces of clay and silts, we used a design R-value of 50 for the roadway subgrade.

No traffic information was available for these roadways. As these roadways service mostly residential areas, we used an estimated value of 50,000 Equivalent Single Axle Loads (ESAL's) for roadway design. This is based on an Urban vehicle classification on a 2-lane road. We estimated that traffic volumes would increase at an average rate of less than 1.0%. This is also based on a 10-ton road design.

Based on the City's minimum requirement of 5 inches of bituminous, we recommend the pavement section in Table 3. It should be noted that this section exceeds the section calculated using MnDOT's MnPAVE design software.

Table 4: Recommended Flexible Pavement Section

Section	Thickness (inches)	Granular Equivalent
Bituminous Course, MnDOT 2360 SPWEB340C	3	6.75
Bituminous Course, MnDOT 2360 SPWEB340C	2	4.5
Aggregate Base, MnDOT 3138 (Class 5, 5Q, or 6)	5	5
Geotextile Fabric, MnDOT Spec 3733, Type V	Yes	-
Subgrade Preparation, MnDOT 2112	Yes	-
TOTAL	-	16.25

We recommend limiting Recycled Asphalt Pavement (RAP) within the upper wear course to a maximum of 10 percent in order to minimize cracking. We have assumed a traffic level of 3 in our design to provide resistance to rutting.

Aggregate base placement for pavement support should meet the gradation and quality requirements for Class 5, 5Q, or 6 per MnDOT specification 3138. Aggregate base material should be compacted to 100 percent of its standard Proctor maximum dry density.

Within several years after initial paving, some thermal shrinkage cracks will develop. We recommend routine maintenance be performed to improve pavement performance and increase pavement life. Pavement should be sealed with a liquid bitumen sealer to retard water intrusion into the base course and subgrade. Localized patch failures may also develop where trucks or buses turn on the pavement. When these occur, they should be cut out and patch repaired.

The pavement sections above provide options to meet the ESAL requirements. Other pavement design options would be acceptable as well as long as they meet the minimum requirements for bituminous thickness, aggregate base thickness, and can meet the ESAL requirements.

4.5 Utilities

Invert elevations for the watermain and sanitary sewer are anticipated to be about 8 feet below grade. Based on the borings, the subgrade soils for the utilities will consist chiefly of sands or sands with silt or clay. These soils are generally suitable for utility placement.

Underground utilities are expected to be installed by backhoes completing the excavations and placing fills. Soil compactors should be used to compact the fill in even lifts to the specified densities.

4.6 Construction Considerations

Good surface drainage should be maintained throughout the work so that the site is not vulnerable to ponding during or after a rainfall. The excavation for soil correction to densify loose fill, or for excavation to footing depths, should not encounter groundwater intrusion. However, if water enters the excavations, it should be promptly removed prior to further construction activities. Under no circumstances should fill or concrete be placed into standing water.

Soil corrections at this site for foundations and pavement subgrades may not be continuous. We recommend tapering the fills back to native soils at a ten to one (10:1) slope.

4.7 Construction Safety

All excavations should comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P "Excavations and Trenches". This document states that excavation safety is the responsibility of the contractor. Reference to this OSHA requirement should be included in the job specifications.

The responsibility to provide safe working conditions on this site, for earthwork, building construction, or any associated operations is solely that of the contractor. This responsibility is not borne in any manner by WSB.

4.8 Cold Weather Construction

It is our understanding that construction is unlikely to occur during the winter months. However, if the construction does continue into the winter months we recommend the following guidelines.

Roadbed embankments should not be constructed during periods when the embankment material freezes while being placed and compacted, nor should embankment material be placed on soil that is frozen to a depth greater than 4 inches. When the soils are frozen to a depth exceeding 4 inches, at a time when weather conditions are such that embankment construction could be continued without the material freezing as it is being placed and compacted, the contractor may be permitted to excavate the frozen soil and proceed with the embankment construction for so long as the weather will permit. The frozen soils should be pulverized or replaced with other suitable soils to construct the embankments as specified. Only unfrozen fill should be used.

Placement of fill and/or foundation concrete should not be permitted on frozen soil, and the bearing soils under footings or under the floor slab should not be allowed to freeze after concrete is placed, because excessive post-construction settlement could occur as the frozen soils thaw.

4.9 Field Observation and Testing

The soil conditions illustrated on the Logs of Test Borings in **Appendix A** are indicative of the conditions only at the boring locations. For this reason, we recommend that excavations at this site be observed by a soil engineer or technician prior to fill or backfill placement or construction of foundation elements to determine if the soils are capable of supporting the fill backfill and/or foundation loads. These observations are recommended to judge if the unsuitable materials have been removed from within the planned construction area and an appropriate degree of lateral oversize has been provided.

WSB also recommends a representative number of field density tests be taken in engineered fill and backfill placed to aid in judging its suitability. Fill placement and compaction should be monitored and tested to determine that the resulting fill and backfill conforms to specified density, strength or

compressibility requirements. We recommend at least one compaction test for every 2,000 square feet of building area at vertical intervals not exceeding two (2) feet, and one compaction test for every 150 feet of utility trench at a vertical interval of two (2) feet. Prior to use, proposed fill and backfill material should be submitted to the WSB laboratory for testing to verify compliance with recommendations and project specifications.

Dynamic Cone Penetrometer (DCP) tests can be completed in the aggregate base in lieu of density testing. We recommend following MnDOT Specification 2211.3.D.2.c.

WSB would be pleased to provide the advised field observation, monitoring and testing services during construction.

4.10 Plan Review and Remarks

The observations, recommendations and conclusions described in this report are based primarily on information provided to WSB, obtained from our subsurface exploration, our experience, several assumptions and the scopes of service developed for this project and are for the sole use of our client. We recommend that WSB be retained to perform a review of final design drawing and specifications to evaluate that the geotechnical engineering report has not been misinterpreted. Should there be changes in the design or location of the structures related to this project or if there are uncertainties in the report we should be notified. We would be pleased to review project changes and modify the recommendations in this report or provide clarification in writing.

The entire report should be kept together; for example, boring logs should not be removed and placed in the specifications separately.

The boring logs and related information included in this report are indicators of the subsurface conditions only at the specific locations indicated on the Soil Boring Exhibit and times noted on the Logs of Test Boring sheets in **Appendix A**. The subsurface conditions, including groundwater levels, at other locations on the site may differ significantly from conditions that existed at the time of sampling and at the boring locations.

The test borings were completed by WSB solely to obtain indications of subsurface conditions as part of a geotechnical exploration program. No services were performed to evaluate subsurface environmental conditions.

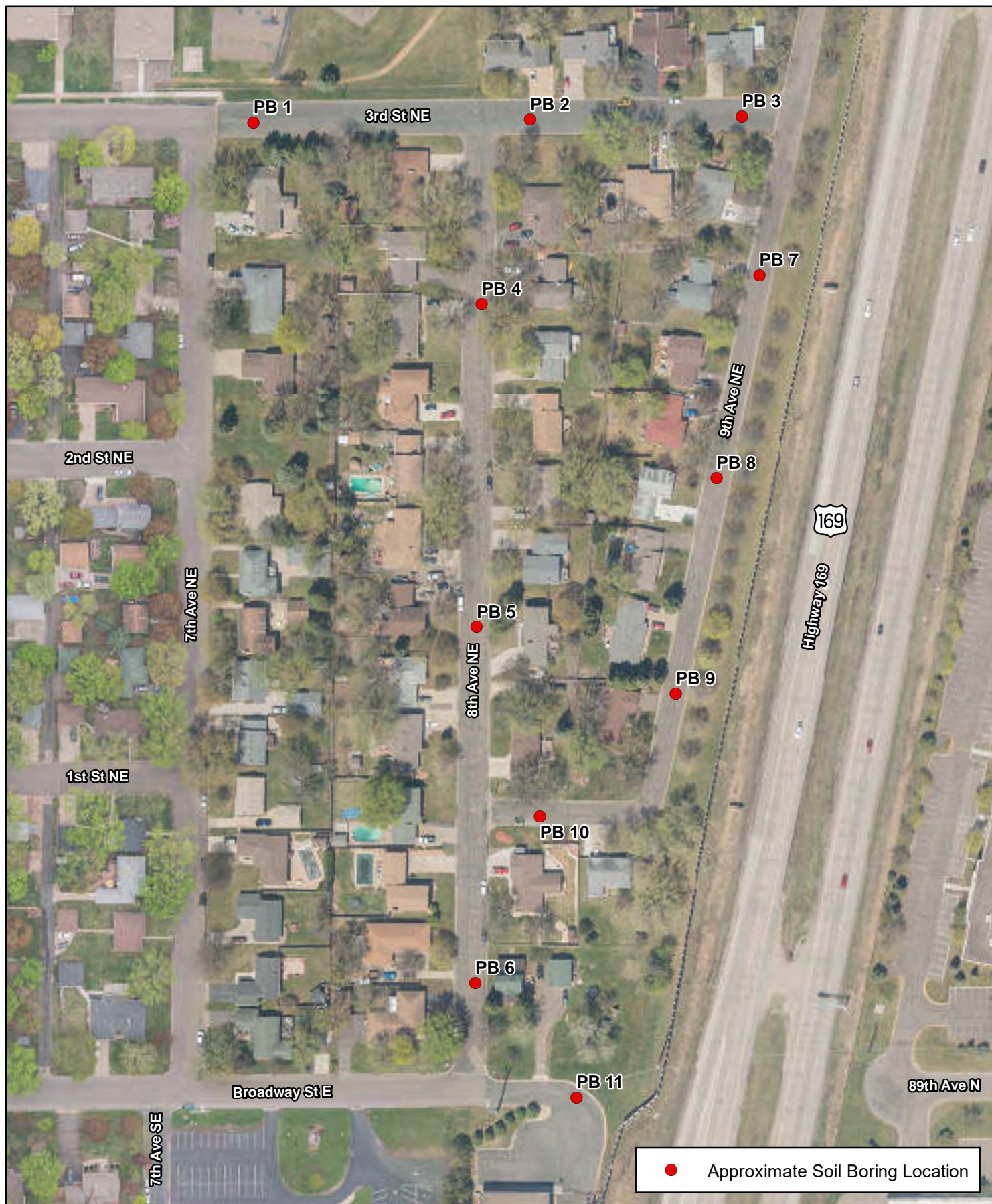
WSB has not performed observations, investigations, explorations, studies or testing that are not specifically listed in the scope of service. WSB should not be liable for failing to discover any condition whose discovery required the performance of services not authorized by the Agreement.

5. STANDARD OF CARE

The recommendations and opinions contained in this report are based on our professional judgment. The soil testing and geotechnical engineering services performed for this project have been performed with the level of skill and diligence ordinarily exercised by reputable members of the same profession under similar circumstances, at the same time and in the same or a similar locale. No warranty, either expressed or implied, is made.

APPENDIX A

Soil Borings Exhibit
Logs of Test Borings
Symbols and Terminology on Test Boring Log
Notice to Report Users Boring Log Information
Unified Soil Classification Sheet (USCS)



Soil Boring Location Sketch

Geotechnical Report
2021 Street Improvements
Osseo, MN
WSB Project: 016297-000



0 150
Feet
1 inch = 150 feet



LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-1

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6	12
1	5" BITUMINOUS 14" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section			HSA	1						
2	SAND MIXED WITH SILT AND GRAVEL, brown and dark brown, moist	SP	Fill			SB	2	5					
3													
4	SAND, fine grained, brown to light brown, moist, loose	SP	Glacial Outwash			HSA							
5						SB	3	6					
6													
7						HSA							
8						SB	4	5					
9						HSA							
10						SB	5	8					
11													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	1:52 pm	11	9.5	5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-PLOT - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH STREETS\BORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-2

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	8.5	17
0	4" BITUMINOUS 5" AGGREGATE BASE: SAND WITH GRAVEL, brown, moist		Pavement Section										
1	SAND, light brown, moist	SP	Fill			HSA	1						
2													
3						SB	2	13					
4	SAND, fine grained, light brown, moist, loose	SP	Glacial Outwash			HSA							
5													
6						SB	3	9					
7	SAND, fine grained, light brown, moist, medium dense	SP				HSA							
8													
9													
10						SB	4	10					
11													
						HSA							
						SB	5	11					

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	11:00 am	11	9.5	5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

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LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-3

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	7	14
0	4" BITUMINOUS 5" AGGREGATE BASE: SAND WITH GRAVEL, brown, moist		Pavement Section										
1	SAND, brown, moist	SP	Fill			HSA	1						
2													
3						SB	2	10					
4						HSA							
5	SAND, fine to medium grained, brown to light brown, moist, loose	SP	Glacial Outwash			SB	3	8					
6													
7						HSA							
8						SB	4	5					
9						HSA							
10	- Very loose @ 10 ft					SB	5	4					
11													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	11:30 am	11	9.5	6	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

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LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-4

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6.5	13
0	5" BITUMINOUS 4" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section										
1	SAND MIXED WITH CLAY BALLS, reddish brown, moist	SP	Fill			HSA	1						
2													
3						SB	2	8					
4													
5													
6						SB	3	9					
7													
8													
9						SB	4	5					
10													
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100													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	10:20 am	11	9.5	6	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown

Notes:

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LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-5

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	8.5	17
0.5	3" BITUMINOUS 6" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section										
1.0	SAND, light brown, moist	SP	Fill			HSA	1						
2.0													
3.0						SB	2	5					
4.0						HSA							
5.0	SAND, fine grained, light brown, moist, loose	SP	Glacial Outwash			SB	3	7					
6.0													
7.0						HSA							
8.0						SB	4	13					
9.0	SAND WITH GRAVEL, fine to coarse grained, brown to dark brown, moist, medium dense	SP				HSA							
10.0						SB	5	13					
11.0													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	10:02 am	11	9.5	6	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

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LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-6

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot	
						TYPE	No.				0	11
0	3 1/2" BITUMINOUS 4" AGGREGATE BASE: SAND WITH GRAVEL, brown, moist		Pavement Section									
1	SAND, brown, moist	SP	Fill			HSA	1					
2												
3						SB	2	5			5	
4						HSA						
5	SAND, fine to medium grained, brown to dark brown, moist, loose	SP	Glacial Outwash			SB	3	5			5	
6												
7	SAND, fine grained, light brown, moist, loose	SP										
8						SB	4	7			7	
9						HSA						
10												
11						SB	5	7			7	

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	9:38 am	11	9.5	5.5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-7

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6	12
0	4 1/2" BITUMINOUS 6" AGGREGATE BASE: SAND WITH GRAVEL, brown to dark brown, moist		Pavement Section										
1	SAND, light brown, moist	SP	Fill			HSA	1						
2													
3						SB	2	6					
4	SAND, fine grained, light brown, moist, loose	SP	Glacial Outwash			HSA							
5													
6						SB	3	6					
7													
8						HSA							
9													
10						SB	4	8					
11													
						HSA							
						SB	5	6					

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	11:58 am	11	9.5	5.5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-VALUE - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-8

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6.5	13
0.5	4" BITUMINOUS 9" AGGREGATE BASE: SAND, a little gravel, dark brown, moist		Pavement Section										
1.0						HSA	1						
1.5	SAND, brown to light brown, moist	SP	Fill										
2.5						SB	2	8					
3.5													
4.0						HSA							
4.5													
5.0	SAND WITH TRACE SILT, fine grained, light brown, moist, very loose	SP	Glacial Outwash			SB	3	4					
6.0													
6.5						HSA							
7.0													
7.5						SB	4	7					
8.0	SAND, fine to medium grained, brown to dark brown, moist, loose	SP											
8.5													
9.0						HSA							
9.5													
10.0	- Light brown and fine grained @ 9 1/2 ft												
10.5						SB	5	9					
11.0													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS							START: 7/02/2020		END: 7/02/2020	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
7/02/2020	12:32 pm	11	9.5	6	None			R. Kurth		Noah Brown
								Notes:		

GEOTECHNICAL N-VALUE - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-9

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	8.5	17
0.5	4" BITUMINOUS 4" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section										
1.0	SAND MIXED WITH TRACE SILT AND CLAY, brown and dark brown and light brown, moist	SP	Fill			HSA	1						
2.0													
3.0						SB	2	12					
4.0													
4.0	SAND, fine grained, brown, moist, loose to very loose	SP	Glacial Outwash			HSA							
5.0													
6.0						SB	3	10					
7.0													
8.0						HSA							
9.0													
10.0						SB	4	4					
11.0													
11.0	SAND, a little Gravel, fine grained, light brown, moist, medium dense	SP				HSA							
12.0													
13.0						SB	5	13					

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	1:06 pm	11	9.5	6	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-10
PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6.5	13
0	4" BITUMINOUS 4" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section										
1	SAND MIXED WITH SILT, brown, moist	SP	Fill			HSA	1						
2													
3						SB	2	8					
4						HSA							
5	SAND, fine to coarse grained, brown, moist, loose	SP	Glacial Outwash			SB	3	6					
6													
7						HSA							
8						SB	4	9					
9						HSA							
10	- Fine grained @ 10 ft					SB	5	8					
11													

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	1:25 pm	11	9.5	5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-VALUE - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

LOG OF TEST BORING



PROJECT NAME: Osseo 2021 Street Recon
CLIENT/WSB #: 016297-000

PROJECT LOCATION: Osseo, MN

BORING NUMBER PB-11

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot	
						TYPE	No.				0	11
0	5" BITUMINOUS 7" AGGREGATE BASE: SAND WITH GRAVEL, dark brown, moist		Pavement Section									
1	SAND WITH CLAY AND SILT, traces of Organic fines, dark brown and black, moist	SP-SC	Fill			HSA	1					
2												
3						SB	2	5				
4						HSA						
5	SAND WITH TRACE CLAY, fine to medium grained, light brown, moist, loose	SP	Glacial Outwash			SB	3	5				
6												
7	SAND, fine to medium grained, light brown, moist, loose	SP										
8						SB	4	7				
9						HSA						
10	- Reddish brown @ 9 1/2 ft											
11						SB	5	5				

End of Boring 11.0 ft.

WATER LEVEL MEASUREMENTS

START: 7/02/2020

END: 7/02/2020

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/02/2020	9:15 am	11	9.5	5.5	None		3 1/4" HSA 0' - 9.5'	R. Kurth	Noah Brown
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB.GDT - 8/17/20 07:28 - K:\016297-000\GEOTECH-CMT\GEOTECH-STREETSBORING LOGS1.GPJ

SYMBOLS AND TERMINOLOGY ON TEST BORING LOG

SYMBOLS			
Drilling and Sampling		Laboratory Testing	
<u>Symbol</u>	<u>Description</u>	<u>Symbol</u>	<u>Description</u>
HSA	3 1/4" LD. Hollow Stem Auger	MC	Moisture content, % (ASTM D2216)
FA	Flight Auger	DD	Dry Density, pcf
HA	Hand Auger	LL	Liquid Limit (ASTM D4318)
RC	Size A, B, or N rotary casing	PL	Plastic Limit (ASTM D4318)
CS	Continuous split barrel sampling		
DM	Drilling Mud		- Inserts in last column
JW	Jetting Water		
SB	2" O.D. split barrel sampling	Qu	Unconfined compressive strength, psf (ASTM D2166)
_L	2 1/2" or 3 1/2" OD split barrel liner sampler	Pq	Penetrometer Reading, tsf (ASTM D1558)
_T	2" or 3" thin walled tube sample	Ts	Torvane Reading, ts
W	Wash sample	G	Specific Gravity (ASTM D854)
B	Bag sample	SL	Shrinkage limits (ASTM D427)
P	Test Pit sample	OC	Organic Content (ASTM D2974)
_Q	BQ, NQ, or PQ wire line system	SP	Swell Pressure, tsf (ASTM D4546)
_X	AX, BX, or NX double tube barrel	PS	Percent swell under pressure (ASTM D4546)
N	Standard penetration test, blow per foot	FS	Free swell, % (ASTM D4546)
CR	Core recovery, percent	SS	Shrink swell, % (ASTM D4546)
WL	Water level	pH	
n/a	no measurement recorded	SC	Sulfate content, parts/million or mg/l
		CC	Chloride content, parts/million or mg/l
		C	One dimensional consolidation (ASTM D2435)
		Qc	Triaxial compression (ASTM D2850 and D4767)
		DS	Direct Shear (ASTM D3080)
		K	Coefficient of permeability, cm/sec (ASTM D2434)
		P	Pinhole Test (ASTM D4647)
		DH	Double hydrometer (ASTM D4221)
		MA	Particle size analysis (ASTM D422)
		R	Laboratory electrical resistivity, ohm-cm (ASTM G57)
		VS	Field vane shear (ASTM D2573)
		RQD	Rock quality designation, percent
		IR	Infiltration Test (ASTM D3385)

TERMINOLOGY							
Particle Sizes				Soil Layering and Moisture			
<u>Type</u>	<u>Size Range</u>	<u>Term</u>	<u>Visual Observation</u>				
Boulders	> 12"	Lenses	Small pockets of different soils				
Cobbles	3" - 12"	Lamination	< 1/4" thick stratum				
Coarse gravel	3/4" - 3"	Layer	1/4" - 12" thick stratum				
Fine gravel	#4 sieve - 3/4"	Stratified	Altering lenses of varying materials or colors				
Coarse sand	#4 sieve - #10 sieve	Varved	Altering laminations of clay, silt, fine sand, or colors				
Medium sand	#10 sieve - #40 sieve	Dry	Powdery, no noticeable water				
Fine sand	#40 sieve - #200 sieve	Moist	Damp, below saturation				
Silt	100% passing #200 sieve, and > 0.005 mm	Wet	MC above plastic limit				
Clay	100% passing #200 sieve, and < 0.005 mm	Waterbearing	Pervious soil below water table				
		Saturated	Cohesive soil with MC above liquid limit				
Gravel Content				Standard Penetration Resistance (N-value)			
Coarse-Grained Soils		Fine-Grained Soils		Cohesionless Soils		Cohesive Soils	
<u>% Gravel</u>	<u>Description</u>	<u>% Gravel</u>	<u>Description</u>	<u>N-Value</u>	<u>Relative Density</u>	<u>N-Value</u>	<u>Consistency</u>
2 - 15	A little gravel	2 - 5	Trace of gravel	0 - 4	Very loose	0 - 4	Very soft
16 - 30	With gravel	5 - 15	a little gravel	5 - 10	Loose	5 - 8	Soft
31 - 49	Gravelly	16 - 30	with gravel	11 - 30	Medium dense	9 - 15	Firm
		31 - 49	Gravelly	31 - 50	Dense	16 - 30	Hard
				>50	Very dense	>30	Very hard

NOTICE TO REPORT USERS BORING LOG INFORMATION

Subsurface Profiles

The subsurface stratification lines on the graphic representation of the test borings show an approximate boundary between soil types or rock. The transition between materials is approximate and is usually far more gradual than shown. Estimating excavation depths, soil volumes, and other computations relying on the subsurface strata may not be possible to any degree of accuracy.

Water Level

WSB & Associates, Inc. took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of this report. The groundwater level may fluctuate due to seasonal variations caused by precipitation, snowmelt, rainfalls, construction or remediation activities, and/or other factors not evident at the time of measurement.

The actual determination of the subsurface water level is an interpretive process. Subsurface water level may not be accurately depicted by the levels indicated on the boring logs. Normally, a subsurface exploration obtains general information regarding subsurface features for design purposes. An accurate determination of subsurface water levels is not possible with a typical scope of work. The use of the subsurface water level information provided for estimating purposes or other site review can present a moderate to high risk of error.

The following information is obtained in the field and noted under "Water Level Measurements" at the bottom of the log.

Sample Depth:	The lowest depth of soil sampling at the time a water level measurement is taken.
Casing Depth:	The depth to the bottom of the casing or hollow stem auger at the time of water level measurement.
Cave-in Depth:	The depth at which a measuring tape stops in the bore hole.
Water Level:	The point in the bore hole at which free-standing water is encountered by a measure device from the surface.

Obstruction Depths

Obstructions and/or obstruction depths may be noted on the boring logs. Obstruction indicates the sampling equipment encountered resistance to penetration. It must be realized that continuation of drilling, the use of other drilling equipment or further exploration may provide information other than that depicted on the logs. The correlation of obstruction depths on the log with construction features such as rock excavation, foundation depths, or buried debris cannot normally be determined with any degree of accuracy. For example, penetration of weathered rock by soil sampling equipment may not correlate with removal by certain types of construction equipment. Using this information for estimating purposes often results in a high degree of misinterpretation.

Accurately identifying the obstruction or estimating depths where hard rock is present over the site requires a scope of service beyond the normal geotechnical exploration program. The risk of using the information noted on the boring logs for estimating purposes must be understood.

UNIFIED SOIL CLASSIFICATION SYSTEM

UNIFIED SOIL CLASSIFICATION AND SYMBOL CHART		
COARSE-GRAINED SOILS (more than 50% of material is larger than No. 200 sieve size.)		
GRAVELS More than 50% of coarse fraction larger than No. 4 sieve size	Clean Gravels (Less than 5% fines)	
	GW	Well-graded gravels, gravel-sand mixtures, little or no fines
	GP	Poorly-graded gravels, gravel-sand mixtures, little or no fines
	Gravels with fines (More than 12% fines)	
	GM	Silty gravels, gravel-sand-silt mixtures
	GC	Clayey gravels, gravel-sand-clay mixtures
SANDS 50% or more of coarse fraction smaller than No. 4 sieve size	Clean Sands (Less than 5% fines)	
	SW	Well-graded sands, gravelly sands, little or no fines
	SP	Poorly graded sands, gravelly sands, little or no fines
	Sands with fines (More than 12% fines)	
	SM	Silty sands, sand-silt mixtures
	SC	Clayey sands, sand-clay mixtures
FINE-GRAINED SOILS (50% or more of material is smaller than No. 200 sieve size.)		
SILTS AND CLAYS Liquid limit less than 50%	ML	Inorganic silts and very fine sands, rock flour, silty of clayey fine sands or clayey silts with slight plasticity
	CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays
	OL	Organic silts and organic silty clays of low plasticity
SILTS AND CLAYS Liquid limit 50% or greater	MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts
	CH	Inorganic clays of high plasticity, fat clays
	OH	Organic clays of medium to high plasticity, organic silts
HIGHLY ORGANIC SOILS	PT	Peat and other highly organic soils

LABORATORY CLASSIFICATION CRITERIA

$$GW \quad C_u = \frac{D_{60}}{D_{10}} \text{ greater than } 4; C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}} \text{ between } 1 \text{ and } 3$$

GP Not meeting all gradation requirements for GW

GM Atterberg limits below "A" line or P.I. less than 4
 GC Atterberg limits above "A" line with P.I. greater than 7
 Above "A" line with P.I. between 4 and 7 are borderline cases requiring use of dual symbols

$$SW \quad C_u = \frac{D_{60}}{D_{10}} \text{ greater than } 4; C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}} \text{ between } 1 \text{ and } 3$$

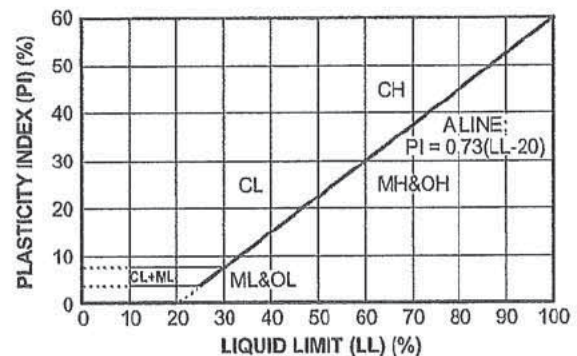
SP Not meeting all gradation requirements for GW

SM Atterberg limits below "A" line or P.I. less than 4
 SC Atterberg limits above "A" line with P.I. greater than 7
 Limits plotting in shaded zone with P.I. between 4 and 7 are borderline cases requiring use of dual symbols.

Determine percentages of sand and gravel from grain-size curve. Depending on percentage of fines (fraction smaller than No. 200 sieve size), coarse-grained soils are classified as follows:

Less than 5 percent GW, GP, SW, SP
 More than 12 percent GM, GC, SM, SC
 5 to 12 percent Borderline cases requiring dual symbols

PLASTICITY CHART



Pavement Investigation Report

To: Emily Brown
City of Osseo

Date: July 22, 2022

Re: Pavement Investigation
Osseo 2023 Street Improvement Project
R-020591-000
Osseo, Minnesota

WSB is pleased to submit this report detailing the results of our field pavement investigation and recommendations for pavement rehabilitation.

Our field investigation included documenting the existing pavement conditions, obtaining pavement cores, power or hand auger through any existing aggregate base and measure and visually classify both the aggregate base and the immediate underlying subbase or subgrade material.

Based on the field data obtained and summarized in our report, we are providing recommendations on reconstruction or rehabilitation techniques that we feel would be both viable and bring the most value to meet the project goals. The recommendations provided are based solely on our understanding of those goals therefore many other pavement rehabilitation techniques may also be feasible.

An aerial map with the approximate core locations and a summary table of the field data obtained at each location are presented in this report. Photographs of the pavement cores obtained, along with photographs of existing pavement surface conditions at those locations can be found in the **Appendix**.

We appreciate the opportunity to provide our professional services as part of your project and we look forward to working with you again.

If you have any questions about this report or the recommendations it contains, please don't hesitate to contact us.

Sincerely,



Matt Indihar, PE
Pavement Management
mindihar@wsbeng.com
218.341.3614



Sam Lundquist
Pavement Management
slundquist@wsbeng.com
612.214.5949

Project Understanding:

We understand the City of Osseo is seeking to improve their existing bituminous pavements on the Service Road along County Road 81, and 2 small sections of city streets through reconstruction or rehabilitation construction techniques. We understand our services were requested to aid the design team in preparing projects plans and specifications. We have assumed the roadways receive standard daily traffic with some larger trucks using the streets for deliveries to local businesses.

Field Exploration:

WSB performed the field exploration on June 22, 2022. A total of nine (9) locations were cored and bored within the proposed pavement rehabilitation area. The approximate locations investigated and presented are shown in **Figure 1**.

Figure 1: Core Location Map



Summary of Field Exploration:

The nine (9) cores obtained in this area had bituminous depths ranging from 4.5 inches to 6 inches, with a wear or top lift ranging from 1.5 inches to 2 inches and a base layer ranging from 2.5 inches to 4 inches. The condition of the cores obtained were classified for each apparent lift of asphalt, and all cores and lifts were classified as a range from fair/poor to good condition with fair/poor cores showing raveling and cracking in each layer or throughout the core. The aggregate base appeared to be sand with gravel, brown in color, and ranged in depths from 6 inches to 11 inches. The subbase at most locations was identified as sand with trace amounts of gravel, brown or dark brown in color. Subbase at location 7 was identified as sand with clay, dark brown in color. The project area exhibited various amounts of transverse, longitudinal, and alligator cracking. Chipseal was stripping at most locations and alligator cracking was noted in chipseal layer as well. Refer to field notes for more detailed distresses for each sample location.

Our Field Data is further detailed in **Table 1** and **Table 2**.

Table 1: Existing Pavement Observations

Core ID	Location	Number of Lanes	Lane Width (ft)	Functional Classification	Curb and Gutter	Surface Distresses	Drainage Condition
1	Service Rd, County Rd 81	2	17'	Commercial Service Road	Yes	Transverse and Longitudinal Cracking, Chipseal Alligator Cracking, Some Surface Stripping	Good
2	Service Rd, County Rd 81	2	17'	Commercial Service Road	Yes	Transverse and Longitudinal Cracking, Chipseal Alligator Cracking, Some Surface Stripping	Good
3	Service Rd, County Rd 81	2	10' Lane, 6' Shoulder	Commercial Service Road	Yes	Transverse and Longitudinal Cracking, Chipseal Alligator Cracking, Some Surface Stripping, Large Patched Areas	Good
4	Service Rd, County Rd 81	2	10' Lane, 6' Shoulder	Commercial Service Road	Yes	Transverse and Longitudinal Cracking, Chipseal Alligator Cracking, Some Surface Stripping	Good
5	Service Rd, County Rd 81	2	10' Lane, 6' Shoulder NW Bound Land	Commercial Service Road	Yes	Transverse and Longitudinal Cracking, Chipseal Alligator Cracking, Some Surface Stripping	Good
6	Service Rd, County Rd 81	2	16' Lane	Commercial Service Road	Yes	Good Condition, Minimal Transverse Cracking	Good
7	1st 1/2 St NE	2	14'	Commercial Street	Yes	Extensive Transverse, Longitudinal, and Alligator Cracking, Surface Stripping	Good
8	1st St NE	2	51' Street width with angled parking both sides	Commercial Street	Yes	Some Transverse and Longitudinal Cracking	Good
9	1st St NE	2	51' Street width with angled parking both sides	Commercial Street	Yes	Some Transverse and Longitudinal Cracking	Good

Table 2: Existing Pavement Section Details

Core ID	Location	Bituminous Depth (in)	Lift Thickness (in) and Condition	Base Depth and Type	Subbase or Subgrade Type
1	Service Rd, County Rd 81	4.50	2" Wear, Fair, Some raveling throughout core	11", Sand with Gravel, Brown	Sand, Trace Gravel, Dark Brown
2	Service Rd, County Rd 81	4.75	1.75" Wear, Fair/Poor, Raveling in base layer	10, Sand with Gravel, Brown	Sand, Trace Gravel, Brown
3	Service Rd, County Rd 81	5.00	2" Wear, Fair, Some raveling in wear layer	11", Sand with Gravel, Brown	Sand, Trace Gravel, Brown
4	Service Rd, County Rd 81	5.75	2" Wear, Good	11", Sand with Gravel, Brown	Sand, Trace Gravel, Brown
5	Service Rd, County Rd 81	5.00	2" Wear, Good	11", Sand with Gravel, Brown	Sand, Trace Gravel, Brown
6	Service Rd, County Rd 81	5.75	2" Wear, Good	11", Sand with Gravel, Brown	Sand, Trace Gravel, Brown
7	1st 1/2 St NE	5.00	1.5" Wear, Fair/Poor, Raveling throughout core	8", Sand with Gravel, Brown	Sand with Clay, Dark Brown
8	1st St NE	6.00	2" Wear, Fair, Minimal raveling throughout core	6", Sand with Gravel, Brown	Sand, Fine-medium Grained, Light Brown
9	1st St NE	5.50	2" Wear, Good	6", Sand with Gravel, Brown	Sand, Trace Gravel, Brown

Recommendations for Rehabilitation:

Based on the conditions of the existing bituminous subsurface data gathered by WSB, and discussions with Emily Brown on what the City of Osseo hopes to do in these areas we are recommending two rehabilitation techniques be considered.

Our first recommendation would be a mill and overlay process for the majority of the locations. This would involve grinding a portion of the in-place asphalt surface and topping it with a bituminous wearing course over the entire surface. A mill and overlay can only eliminate some of the surface distresses, thus it is common to see cracks reflecting through the new pavement within a few years. We recommend that the milling be between 2.5 and 3 inches and replaced with a wear course mix.

Excessive alligator cracking and stripping was noted at sample location 7 on 1st ½ St. For this area we would recommend a full depth pavement removal and replacement. This would entail of the complete removal and disposal of the existing bituminous pavements. The underlying base should be compacted, shaped and proof rolled immediately prior to bituminous paving.

Key Considerations:

The Service Road between 1st St SE and East Broadway appeared to be in good condition and does not need any rehabilitation or replacement. Areas recommended for mill and overlay would only extend to the intersection of the Service Road and 1st Se SE (see photos for Core 6).

Any unstable base soils discovered during a proofroll would likely require sub cutting and replacement. Potential costs associated with these corrections should be anticipated.

Pavement Design:

The new bituminous pavement section and mix type should be designed and specified by a Civil Engineer in consideration of the loads, climate, desired life expectancy and other key factors.

Limitations:

The field data presented should be considered approximate and only valid for the location investigated. We have assumed smooth transitions of the similar materials between locations when formulating the recommendations provided.

Our recommendations are based solely on the data obtained through our limited field investigations and our experience with similar reconstructive and rehabilitation work for the locale. We consider local contractor experience and industry costs associated with the various rehabilitation techniques available in conjunction with project specific details.

Appendix:

- Photographs of Cores
- Photographs of Existing Surface Condition

Appendix

Core 1



Core 1



Core 2



Core 2



Core 3



Core 3



Core 4



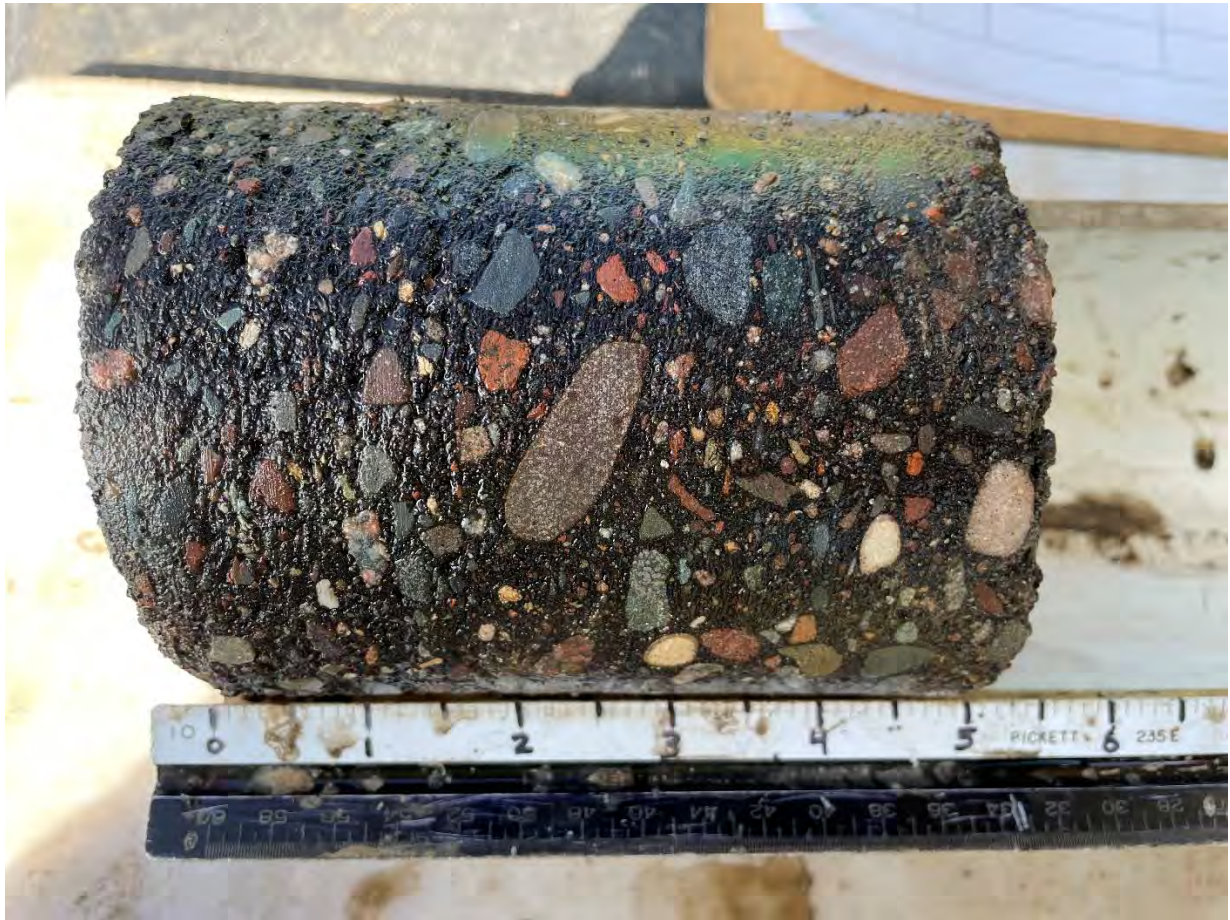
Core 4



Core 5



Core 5



Core 6



Core 6



Core 7



Core 7



Core 8



Core 8



Core 9



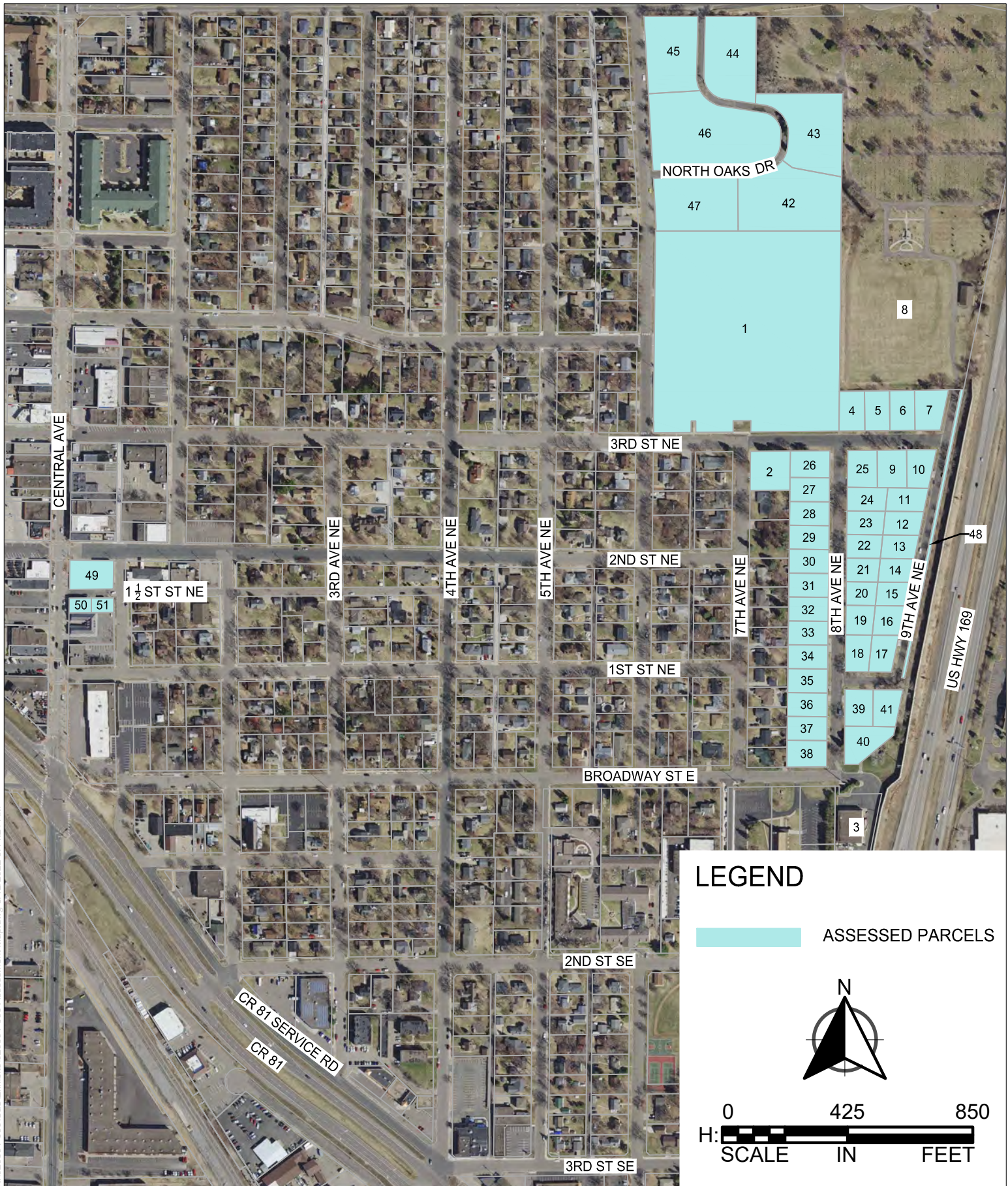
Core 9



APPENDIX E

Assessment Map
Preliminary Assessment Rolls

K:\020591-000\Card\Exhibits\020591-000 Assessment Map.dwg, 8/12/2022 9:14:21 AM



**CITY OF OSSEO
2022 STREET RECONSTRUCTION & REHABILITATION PROJECT
PRELIMINARY ASSESSMENT ROLL (WITHOUT OPTIONAL SIDEWALK IMPROVEMENTS)**

Date: 9/12/2022		<u>Rate</u>
WSB Project No.: 020591-000	Complete Reconstruction Residential Single-Family Per Unit Assessment:	\$8,930.00

Date: 9/12/2022	<u>Rate</u>
WSB Project No.: 020591-000	Complete Reconstruction Residential Single-Family Per Unit Assessment: \$8,930.00
	Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment: \$116.00

MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT RATE	FRONT FOOTAGE (LF)	FOOTAGE ASSESSMENT RATE	PROPOSED ASSESSMENT
1	1811921210001	OSSEO SCHOOL DIST NO 279	11200 93RD AVE N	MAPLE GROVE MN 55369	324 6TH AVE N E	COMMERCIAL					
2	1811921240065	BARRY C SUPER/LARAA L L VEIT	224 7TH AVE N E	OSSEO MN 55369	224 7TH AVE N E	RESIDENTIAL	0.5	\$8,930.00	300	\$116.00	\$34,800.00
3	1811921420003	CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	800 BROADWAY ST E	INDUSTRIAL					\$4,465.00
4	1811921310006	D & C MARKGRAF	801 3RD ST N E	OSSEO MN 55369	801 3RD ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
5	1811921310005	ROBERT & MARIE KYKER TRUST	9147 IVES LA N	MAPLE GROVE MN 55369	809 3RD ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
6	1811921310004	LONNIE GLOVER ET AL	817 3RD ST NE	OSSEO MN 55369	817 3RD ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
7	1811921310003	M & D POLICH	825-3RD ST NE	OSSEO MN 55369	825 3RD ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
8	1811921120003	CH ST VINC DE PAUL	9100 93RD AVE N	BROOKLYN PARK MN 55445	8601 93RD AVE N	COMMERCIAL					
9	1811921310008	J P W HALL & C M HALL	808 3RD ST N E	OSSEO MN 55369	808 3RD ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
10	1811921310009	L L NYGARD & D D NYGARD	217 9TH AVE N E	OSSEO MN 55369	217 9TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
11	1811921130010	L D KEAST & J S KEAST	209 9TH AVE N E	OSSEO MN 55369	209 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
12	1811921130011	DAVID A JOHNSON	201 9TH AVE N E	OSSEO MN 55369	201 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
13	1811921130012	CARLOS RODRIGUEZ	133 9TH AVE N E	OSSEO MN 55369	133 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
14	1811921130013	M J AMUNDSON & J M AMUNDSON	125 9TH AVE N E	OSSEO MN 55369	125 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
15	1811921130014	ANITA K NASH	117 9TH AVE N E	OSSEO MN 55369	117 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
16	1811921130015	A T NELSON & S A NELSON	109 9TH AVE NE	OSSEO MN 55369	109 9TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
17	1811921130016	B C HAIDER & M J HAIDER	101 9TH AVE N E	OSSEO MN 55369	101 9TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
18	1811921130017	CRAIG A DAUGHERTY	100 8TH AVE N E	OSSEO MN 55369	100 8TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
19	1811921130018	CURTIS R LIBBY & WIFE	108 8TH AV NE	OSSEO MN 55369	108 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
20	1811921130019	LISA C BURKE	116 8TH AVE N E	OSSEO MN 55369	116 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
21	1811921130020	PAULA WEEKLY	7517 XERXES AVE N	MINNEAPOLIS MN 55444	124 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
22	1811921130021	D M CAMILLO ETAL SUBJ/LE	132 8TH AVE N E	OSSEO MN 55369	132 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
23	1811921130022	SUSAN CRAWFORD	200 8TH AVE N E	OSSEO MN 55369	200 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
24	1811921130023	AMANDA DRISCOLL & C DRISCOLL	208 8TH AVE N E	OSSEO MN 55369	208 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
25	1811921130007	C L RASMUSSENC L RASMUSSEN	216 8TH AVE N E	OSSEO MN 55369	216 8TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
26	1811921240078	HARTKOPF FAMILY TRUST	225 8TH AVE N E	OSSEO MN 55369	225 8TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
27	1811921240079	DIANE CROSS & DAVID CROSS	217 8TH AVE N E	OSSEO MN 55369	217 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
28	1811921240080	R B ALLAN & B J ALLAN TRS	209 8TH AVE N E	OSSEO MN 55369	209 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
29	1811921240081	R F JOHNSON/LINDA L JOHNSON	201 8TH AVE N E	OSSEO MN 55369	201 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
30	1811921240082	NICHOLAS TORRES/LISA MILLER	133 8TH AVE N E	OSSEO MN 55369	133 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
31	1811921240083	M G OVERMAN & D A OVERMAN	125 8TH AVE N E	OSSEO MN 55369	125 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
32	1811921240084	B C WALLIN & J C WALLIN	117 8TH AVE N E	OSSEO MN 55369	117 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
33	1811921240085	NICHOLAS T CONOVER	109 8TH AVE N E	OSSEO MN 55369	109 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
34	1811921240086	S D BERGMAN & B L BERGMAN	101 8TH AVE N E	OSSEO MN 55369	101 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
35	1811921240087	SUNFISH LAND DEVELOPMENT LLC	25 8TH AVE N E	OSSEO MN 55369	25 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
36	1811921240088	DONNA DILLAN/WILLIAM DILLAN	17 8TH AVE N E	OSSEO MN 55369	17 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
37	1811921240089	T G JOHNSON & S R JOHNSON	9 8TH AVE N E	OSSEO MN 55369	9 8TH AVE N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
38	1811921240090	ANGELA MARIE SPINLER	6715 140TH AVE	CLEAR LAKE MN 55319	725 BROADWAY ST E	RESIDENTIAL	0.5	\$8,930.00			\$4,465.00
39	1811921130024	J & C TODD	16 8TH AVE N E	OSSEO MN 55369	16 8TH AVE N E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
40	1811921130026	J M ALEXANDER & A J BUMANN	801 BROADWAY ST E	OSSEO MN 55369	801 BROADWAY ST E	RESIDENTIAL	1.5	\$8,930.00			\$13,395.00
41	1811921130025	M J WOODS & J HULTSTROM	808 1ST ST N E	OSSEO MN 55369	808 1ST ST N E	RESIDENTIAL	1	\$8,930.00			\$8,930.00
48		CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	9TH AVE EAST FRONTAGE	PUBLIC			1038.25	\$116.00	\$120,437.00
GRAND TOTAL - PRELIMINARY PROJECT ASSESSMENT: \$516,902.00											

CITY OF OSSEO
2022 STREET RECONSTRUCTION & REHABILITATION PROJECT
PRELIMINARY ASSESSMENT ROLL (WITH OPTIONAL SIDEWALK IMPROVEMENTS)

Date: 9/12/2022	
WSB Project No.: 020591-000	Complete Reconstruction Residential Single-Family Per Unit Assessment: \$10,690.00

Date: 9/12/2022	<u>Rate</u>
WSB Project No.: 020591-000	Complete Reconstruction Residential Single-Family Per Unit Assessment: \$10,690.00
	Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment: \$138.00

MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT RATE	FRONT FOOTAGE (LF)	FOOTAGE ASSESSMENT RATE	PROPOSED ASSESSMENT
1	1811921210001	OSSEO SCHOOL DIST NO 279	11200 93RD AVE N	MAPLE GROVE MN 55369	324 6TH AVE N E	COMMERCIAL					
2	1811921240065	BARRY C SUPER/LARAA L L VEIT	224 7TH AVE N E	OSSEO MN 55369	224 7TH AVE N E	RESIDENTIAL	0.5	\$10,690.00	300	\$138.00	\$41,400.00
3	1811921420003	CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	800 BROADWAY ST E	INDUSTRIAL					\$5,345.00
4	181192130006	D & C MARKGRAF	801 3RD ST N E	OSSEO MN 55369	801 3RD ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
5	1811921130005	ROBERT & MARIE KYKER TRUST	9147 IVES LA N	MAPLE GROVE MN 55369	809 3RD ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
6	181192130004	LONNIE GLOVER ET AL	817 3RD ST NE	OSSEO MN 55369	817 3RD ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
7	181192130003	M & D POLICH	825 3RD ST NE	OSSEO MN 55369	825 3RD ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
8	1811921120003	CH ST VINC DE PAUL	9100 93RD AVE N	BROOKLYN PARK MN 55445	8601 93RD AVE N	COMMERCIAL					
9	181192130008	J P W HALL & C M HALL	808 3RD ST N E	OSSEO MN 55369	808 3RD ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
10	181192130009	L L NYGARD & D D NYGARD	217 9TH AVE N E	OSSEO MN 55369	217 9TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
11	181192130010	L D KEAST & J S KEAST	209 9TH AVE N E	OSSEO MN 55369	209 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
12	181192130011	DAVID A JOHNSON	201 9TH AVE N E	OSSEO MN 55369	201 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
13	181192130012	CARLOS RODRIGUEZ	133 9TH AVE N E	OSSEO MN 55369	133 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
14	181192130013	M J AMUNDSON & J M AMUNDSON	125 9TH AVE N E	OSSEO MN 55369	125 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
15	181192130014	ANITA K NASH	117 9TH AVE N E	OSSEO MN 55369	117 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
16	181192130015	A T NELSON & S A NELSON	109 9TH AVE N E	OSSEO MN 55369	109 9TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
17	181192130016	B C HAIDER & M J HAIDER	101 9TH AVE N E	OSSEO MN 55369	101 9TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
18	181192130017	CRAIG A DAUGHERTY	100 8TH AVE N E	OSSEO MN 55369	100 8TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
19	181192130018	CURTIS R LIBBY & WIFE	108 8TH AV NE	OSSEO MN 55369	108 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
20	181192130019	LISA C BURKE	116 8TH AVE N E	OSSEO MN 55369	116 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
21	181192130020	PAULA WEAKLY	7517 XERXES AVE N	MINNEAPOLIS MN 55444	124 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
22	181192130021	D M CAMILLO ETAL SUBJ/LE	132 8TH AVE N E	OSSEO MN 55369	132 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
23	181192130022	SUSAN CRAWFORD	200 8TH AVE N E	OSSEO MN 55369	200 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
24	181192130023	AMANDA DRISCOLL & C DRISCOLL	208 8TH AVE N E	OSSEO MN 55369	208 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
25	181192130007	C L RASMUSSEN/C L RASMUSSEN	216 8TH AVE N E	OSSEO MN 55369	216 8TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
26	1811921240078	HARTKOPF FAMILY TRUST	225 8TH AVE N E	OSSEO MN 55369	225 8TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
27	1811921240079	DIANE CROSS & DAVID CROSS	217 8TH AVE N E	OSSEO MN 55369	217 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
28	1811921240080	R B ALLAN & B J ALLAN TRS	209 8TH AVE N E	OSSEO MN 55369	209 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
29	1811921240081	R F JOHNSON/LINDA L JOHNSON	201 8TH AVE N E	OSSEO MN 55369	201 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
30	1811921240082	NICHOLAS TORRES/LISA MILLER	133 8TH AVE N E	OSSEO MN 55369	133 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
31	1811921240083	M G OVERMAN & D A OVERMAN	125 8TH AVE N E	OSSEO MN 55369	125 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
32	1811921240084	B C WALLIN & J C WALLIN	117 8TH AVE N E	OSSEO MN 55369	117 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
33	1811921240085	NICHOLAS T CONOVER	109 8TH AVE N E	OSSEO MN 55369	109 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
34	1811921240086	S D BERGMAN & B L BERGMAN	101 8TH AVE N E	OSSEO MN 55369	101 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
35	1811921240087	SUNFISH LAND DEVELOPMENT LLC	25 8TH AVE N E	OSSEO MN 55369	25 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
36	1811921240088	DONNA DILLAN/WILLIAM DILLAN	17 8TH AVE N E	OSSEO MN 55369	17 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
37	1811921240089	T G JOHNSON & S R JOHNSON	9 8TH AVE N E	OSSEO MN 55369	9 8TH AVE N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
38	1811921240090	ANGELA MARIE SPINLER	6715 140TH AVE	CLEAR LAKE MN 55319	725 BROADWAY ST E	RESIDENTIAL	0.5	\$10,690.00			\$5,345.00
39	181192130024	J & C TODD	16 8TH AVE N E	OSSEO MN 55369	16 8TH AVE N E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
40	181192130026	J M ALEXANDER & A J BUMANN	801 BROADWAY ST E	OSSEO MN 55369	801 BROADWAY ST E	RESIDENTIAL	1.5	\$10,690.00			\$16,035.00
41	181192130025	M J WOODS & J HULTSTROM	808 1ST ST N E	OSSEO MN 55369	808 1ST ST N E	RESIDENTIAL	1	\$10,690.00			\$10,690.00
48		CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	9TH AVE EAST FRONTAGE	PUBLIC			1038.25	\$138.00	\$143,278.50
GRAND TOTAL - PRELIMINARY PROJECT ASSESSMENT: \$617,623.50											

CITY OF OSSEO
2022 STREET RECONSTRUCTION & REHABILITATION PROJECT
PRELIMINARY ASSESSMENT ROLL (NORTH OAKS DR)

Date: 9/12/2022	<u>Rate</u>
WSB Project No.: 020591-000	

Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment:	\$65.00
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<p align="center">CITY OF OSSEO</p> <p align="center">2022 STREET RECONSTRUCTION & REHABILITATION PROJECT</p> <p align="center">PRELIMINARY ASSESSMENT ROLL (1 1/2 ST NE)</p>	
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Date: 9/12/2022		<u>Rate</u>
WSB Project No.: 020591-000		

Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment:		\$49.00
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MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT	FRONT FOOTAGE (L.F.)	FOOTAGE ASSESSMENT	PROPOSED ASSESSMENT
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[illegible]

APPENDIX F

Public Comment Summary

Name: Juliana Hultstrom

Address: 808 1st St NE

Comment: I'd like to express no sidewalks over here in 8th and 9th ! They are not wanted or needed for little foot traffic, I catch, on my camera it would be waste. Not to mention contentious.

I could support extending sidewalk on 3rd Street another block east to 8th-this is all I see as benefit!

Resolution No. 2022-xx

**RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING FOR THE
IMPROVEMENT HEARING ON THE 2023 STREET RECONSTRUCTION PROJECT**

WHEREAS, pursuant to a motion of the City Council adopted April 12, 2021, a report has been prepared by the City Engineer with reference to the following proposed alley and utility improvements:

- Streets reconstruction:
 - 8th Avenue NE from 3rd St NE to Broadway St E
 - 9th Avenue NE from St. Vincent Cemetery to 1st St NE
 - 3rd Street NE from 7th Ave NE to 9th Ave NE
 - 1st Street NE from 8th Ave NE to 9th Ave NE
 - Broadway Street E from 8th Ave NE to City of Osseo Public Works
 - North Oaks Dr from 6th Ave NE to 93rd Ave N (CR 30)
- Street rehabilitation:
 - CR 81 Service Road from Broadway St E to 4th St SE
 - 1st Street NW from 1st Ave NW to Central Ave
 - 1st ½ Street NE from Central Ave to 1st Ave NE

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such alley and utility improvements in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$1,747,843.
2. A public hearing shall be held on such proposed improvement on the 10th day of October 2022, at 7:00 p.m. Pursuant to Minnesota Statutes, Section 13D.021, all members of the City Council will participate in the meeting remotely via electronic means, rather than the Council's regular meeting place at City Hall, 415 Central Avenue, Osseo, Minnesota. The city clerk shall give mailed and published notice of such hearing and improvement as required by law. Such notice will inform the public how to monitor the meeting and participate in the public hearing.



Memorandum

Agenda Item: 2020 Street Reconstruction Project- Authorize Preparation and Distribution of Quote Package to replace topsoil and sod at various locations

Meeting Date: September 12, 2022

Prepared By: Alyson Fauske, PE (MN), City Engineer

Attachments: Resolution

Policy Consideration:

Request to approve the following:

1. Resolution authorizing the preparation and distribution of a quote package to replace topsoil at various locations.

Background

The sod that the contractor originally placed in July 2020 died and was replaced in October 2020. Based on inspections from November 2020 and the spring of 2021 portions of the boulevard sod was replaced at 525, 533 and 632 2nd Avenue NE in June 2022. This year several property owners reached out with concerns about the dead sod, settlement within the restored area, and the soil used. At the August 23, 2022, work session the council indicated a desire to solicit quotes to replace the topsoil and sod in these areas.

Following the work session the project site was visited and 150 cubic yards of topsoil and 1,112 square yards of sod is proposed to be replaced and consist of areas meeting one or more of the following criteria:

1. Sod has died
2. Restoration area is less than 75% green
3. Restoration area is weedy
4. Boulevard area is at least 0.5" lower than the adjacent curb

Schedule & Budget

The estimated cost for the topsoil and sod listed above is \$17,000. The quote package will include a completion date in 2022.

City Goals Met By This Action:

Delivery of service and positive relations with residents.

Recommendation/Action Requested:

The City Council may choose to:

1. Approve the attached resolution authorizing the preparation and distribution of a Quote Package to replace topsoil and sod at various locations within the 2020 Street Reconstruction Project;
2. Approve the attached resolution authorizing the preparation and distribution of a Quote Package to replace topsoil and sod at various locations within the 2020 Street Reconstruction Project; with noted changes or as amended;
3. Deny the recommended action;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose Option (1): Authorize the preparation and distribution of a Quote Package to replace topsoil and sod at various locations within the 2020 Street Reconstruction Project.

Next Step:

Prepare and distribute quote package.

Resolution No. 2022-xx

**RESOLUTION AUTHORIZING THE PREPARATION AND DISTRIBUTION OF A QUOTE PACKAGE TO
REPLACE TOPSOIL AND SOD AT VARIOUS LOCATIONS WITHIN THE 2020 STREET
RECONSTRUCTION PROJECT**

WHEREAS, the City of Osseo awarded the 2020 Street Reconstruction Project contract to Asphalt Surface Technologies Corporation of St. Cloud, Minnesota on May 26, 2020;

AND WHEREAS, sod was initially placed by the contractor in July, 2020;

AND WHEREAS, sod was replaced by the contractor in October, 2020;

AND WHEREAS, upon inspection of the sod in November, 2020 and the summer of 2021, portions of the boulevard sod at 525, 533, and 632 2nd Avenue NE was noted to be in a condition to warrant replacement and were subsequently resodded June 3, 2022;

AND WHEREAS, at the August 23, 2022, work session the City Council indicated a desire to replace the topsoil and sod at locations where the sod was dead and/or lay beneath the top of the adjacent curb.

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

1. Authorizes WSB and Associates to prepare and distribute a quote package for the replacement of topsoil and sod at various locations throughout the project.



Memorandum

Agenda Item: 2022 Alley Reconstruction Project- Approve Change Order No. 1

Meeting Date: September 12, 2022

Prepared By: Alyson Fauske, PE (MN), City Engineer

Attachments: Resolution and Change Order No. 1

Policy Consideration:

Request to approve the following:

1. Resolution approving Change Order No. 1.

Background

The project includes reconstruction of several alleys throughout the city, including "Alley 5" between 4th Avenue NE and 5th Avenue NE from 93rd Avenue N to 4th Street NE. The original design increased the elevation of the northern portion of this alley to increase the cover over the storm pipe on the north side of the alley resulting in a back-pitched driveway and a fence gate that can no longer swing open into the alley. As discussed at the 8/23/2022 work session this portion of Alley 5 is proposed to be reconstructed to the preconstruction elevation at no cost to the city. At the work session it was discussed that this work would be done as a Change Order to the current project in order to get the work done this construction season.

Schedule & Budget

The contractor indicated that this work will be done in October. The proposed change order will revise the contract completion date to November 11, 2022 and will be at no cost to the city. It is proposed that the City pay the contractor for the work through the Contract, and WSB will make payment to the City for the cost of the Change Order. Processing the Change Order in this manner means the additional work completed by the Contractor will be subject to the same contract requirements as all other work completed for the project (i.e. performance, warranty, etc.)

Previous Action or Discussion:

On May 23, 2022, Council awarded the contract for the 2022 Alley Reconstruction Project to Concrete Idea, Inc.

City Goals Met By This Action:

Maintaining city infrastructure.

Recommendation/Action Requested:

The City Council may choose to:

1. Approve the attached resolution approving Change Order No.1;
2. Approve the attached resolution approving Change Order No.1; with noted changes or as amended;
3. Deny the recommended action;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose Option (1): Approve the attached resolution approving Change Order No.1.

Next Step:

Complete construction.

WSB Project No. 018184-000		Owner Project No. N/A		Change Order No. 1		
Project Title/Description: 2022 Alley Reconstruction Project						
Owner: City of Osseo						
Owner Address: 415 Central Avenue Osseo, MN 55369-1131						
Contractor: Concrete Idea, Inc						
Contractor Address 5295 Ranchview Lane Plymouth, MN 55446						
Total Change Order Amount: \$38,126.50						
<p>Description:</p> <p>In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions.</p> <p>The Engineer in concurrence with the City of Champlin, agree to adjusting the quantities and unit pricing for bid items for items affected by plan revisions. This work includes removing and replacing approximately 170' on the north end of the alley bound by as shown in the attached plan sheet. These changes are necessary because of the driveway grading and other corrective work.</p> <p>This work is subject to MnDOT 2301 as defined in the project specifications, including 2301.3.M.3 Protection Against Cold Weather. This work will revise the final completed date for this project to November 11, 2022.</p> <p>This work will be considered "Contract Revisions" as provided for by Specification 1402. Payment for this work will be at Negotiated Prices.</p>						
Estimate Of Cost: <i>(Include any increases or decreases in contract items, any negotiated or force account items.)</i>						
Group/Funding Category	Item No.	Description	Unit	Unit Price	+ or – Quantity	+ or – Amount \$
Local	2021.501	MOBILIZATION	LS	\$7,800.00	1	\$7,800.00
Local	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$4.50	37	\$166.50
Local	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$4.50	100	\$450.00
Local	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$9.00	45	\$405.00
Local	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$9.00	240	\$2,160.00
Local	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$9.00	99	\$891.00
Local	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$7,500.00	0.1	\$750.00
Local	2106.507	EXCAVATION - COMMON (P)	C Y	\$4.00	40	\$160.00
Local	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	\$8.50	40	\$340.00
Local	2301.504	CONCRETE PAVEMENT 6"	S Y	\$67.50	240	\$16,200.00
Local	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,C)3.0" THICK	S Y	\$36.00	99	\$3,564.00
Local	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$72.00	45	\$3,240.00
Local	2563.601	TRAFFIC CONTROL	LS	\$3,500.00	0.1	\$350.00
Local	2573.502	STORM DRAIN INLET PROTECTION	EAC H	\$75.00	2	\$150.00
Local	2574.507	COMMON TOPSOIL BORROW	C Y	\$25.00	10	\$250.00
Local	2574.508	FERTILIZER TYPE 3	LB	\$10.00	5	\$50.00
Local	2575.504	SODDING TYPE LAWN	S Y	\$20.00	60	\$1,200.00
Net Change This Change Order						\$38,126.50

Due to this change, the contract time: *(check one)*

☐ Is NOT changed

☒ May be revised as provided in MnDOT Specification 1806

Number of Working Days Affected by this Contract Change:

Number of Calendar Days Affected by this Contract Change: 42

Approved By Project Engineer: _____ Date: _____

Print Name: _____ Phone: _____

Approved By Contractor: _____ Date: _____

Print Name: _____ Phone: _____

Approved By Owner: _____ Date: _____

Print Name: _____ Phone: _____

Resolution No. 2022-xx

**RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE
2022 ALLEY RECONSTRUCTION PROJECT**

WHEREAS, the City of Osseo awarded the 2022 Alley Reconstruction contract to Concrete Idea, Inc. of Plymouth, Minnesota;

AND WHEREAS, Change Order No. 1 lowers the elevation of "Alley 5" between 4th Avenue NE and 5th Avenue NE from 93rd Avenue N to 4th Street NE to mitigate a back-pitched driveway;

AND WHEREAS, Change Order No. 1 increases original contract amount by \$38,126.50;

AND WHEREAS, the City will be reimbursed for the cost of Change Order No. 1. The City will pay the contractor for the work through the Contract, and WSB will make payment to the City for the cost of the Change Order.

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

1. Change Order No. 1 is hereby approved.
2. The City Administrator is hereby authorized and directed to execute Change Order No. 1 with Concrete Idea, Inc. in the name of the City of Osseo for the 2022 Alley Reconstruction Project.



City of Osseo City Council Meeting Item

Agenda Item: Consider Abatement of 124 1st Ave NE

Meeting Date: September 12, 2022

Prepared by: Shane Mikkelsen, Chief of Police

Attachments: Pictures
Abatement Notice
City Ordinance Violation Letter

Policy Consideration:

Consider approving the abatement of 124 1st Ave NE.

Background:

The police department has received many complaints about the overgrown bushes and vegetation at 124 1st Ave NE. On July 21, 2022, Officer Smith sent a letter to the owner of 124 1st Ave NE, Deborah Cameron. Deborah Cameron currently lives at 9553 Pilgrim Lane in Maple Grove. The letter, which is attached, states that Officer Smith had received a complaint about the property and then went to the property and verified that there was an issue. Officer Smith gave Cameron until July 31, 2022, to fix the issue. Officer Smith, in the meantime, has been out of the workplace, so Chief Mikkelsen followed up on some of his open cases.

Chief Mikkelsen then went to the residence on August 24, 2022, and found that the noxious weeds had not been trimmed or cut down. Several pictures of the violation were taken, which are also attached, and then an abatement order was issued to the property and a citation for the violation of City ordinances.

A copy of the abatement order was posted to the property's front door. Chief Mikkelsen tried to deliver the documents to Cameron at her address in Maple Grove but was unable to contact her in person. Chief Mikkelsen then sent a copy of the citation and the abatement order via the mail. On September 8, 2022, the letter and citation were returned by the Post Office stating that the house was vacant, and they could not be delivered. That same day Chief Mikkelsen drove to the residence and found that the home was not vacant since it was full of healthy animals; the envelope containing the Abatement letter and the citation were left on the door.

Chief Mikkelsen returned to the home after midnight on September 8, 2022, and found that the blinds had been closed and the dogs had been put into kennels. Someone is living at the residence and is taking care of the animals.

Budget or Other Considerations:

Cost of trimming the noxious weeds can be certified to the property's taxes if the invoice is unpaid.

City Goals Met By This Action:

Develop teamwork among the City's leadership team.

Options:

The City Council may choose to:

1. Approve the abatement of 124 1st Ave NE;
2. Approve the abatement of 124 1st Ave NE with noted changes/as amended;
3. Deny the abatement of 124 1st Ave NE;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the abatement of 124 1st Ave NE.

Next Step:

If approved, Police will work with Public Works to ensure they feel safe and organized in trimming.





Shane Mikkelson
Police Chief

Osseo Police Department
415 Central Avenue, Osseo, MN 55369-1195



Office 763-424-5444
Fax 763-424-4616
Emergency 911
Dispatcher 952-258-5321

07-21-22
Re:22005659

Ms. Cameron,
A complaint was received regarding your property at 124 1st Ave NE. I followed up and verified your property violates Osseo city ordinance 93.16(H), which states:

§ 93.16 PUBLIC NUISANCES AFFECTING HEALTH.

The following are hereby declared to be nuisances affecting health:

(H) All noxious weeds and other rank growths of vegetation upon public or private property;

Please remove the weeds and trim the bushes by 07-31-22 to avoid fines/fees. If you have any questions, feel free to contact me.

Michael Smith #6611
Police Officer
City of Osseo
O:763-424-5444 ex 203
msmith@ci.osseo.mn.us



Osseo Police Department
415 Central Avenue, Osseo, MN 55369-1195



Shane Mikkelson
Police Chief

Office 763-424-5444
Fax 763-424-4616
Emergency 911
Dispatcher 763-525-6220

ABATEMENT NOTICE

08/24/2022
Ref: 22005659
Cameron
124 1st Ave NE
Osseo, MN 55369

Dear Property Owner,
Complaints have been received regarding the property's condition at 124 1st Ave NE. The following Osseo city ordinances have been violated:

93.16H

All noxious weeds and other rank growths of vegetation upon the public or private property

A citation for the violation was indicated in a previous letter sent on 07/21/2022. Please remove all weeds and overgrown bushes by noon on Thursday, September 1st, 2022. Failure to comply will result in abatement action against the property per Osseo city ordinances 93.23 and 93.24. The council will consider the abatement on September 12th at 7:00 pm.

Please direct any questions or concerns to the Osseo Police Department.

Chief Shane Mikkelson
Osseo Police Department
763-424-5444 EXT 202
smikkelson@ci.osseo.mn.us



City of Osseo City Council Meeting Item

Agenda Item: CLOSED SESSION – Approve Contract with LELS Local #182 for Law Enforcement Services for 2023-2025

Meeting Date: September 12, 2022
Prepared by: Riley Grams, City Administrator

Attachments: None

Policy Consideration:

Consider entering a closed session to discuss the Law Enforcement Labor Services contract for law enforcement services for the years 2023-2025.

Background:

The Council HR Committee has asked to conduct a closed session review of the LELS contract. Under the Minnesota Open Meeting Law, the Council may convene in a closed meeting to discuss and review the proposed contract.

Recommendation/Action Requested:

Staff recommends the City Council move to close the meeting, as follows: “Motion to move into a closed meeting pursuant to Minnesota Statutes section 13D.03 to discuss and review the proposed LELS contract for 2023-2025.”

For the closed session, the Council will convene to the Conference Room to conduct the review. After finishing the discussion, the Council should return to the Council Chambers and re-open the meeting by motion and vote. The Council would then take action based on one of the options outlined below.

Options after re-opening the meeting:

The City Council may choose to:

1. Approve the contract with LELS for Law Enforcement Services for years 2023-2025;
2. Approve the contract with LELS for Law Enforcement Services for years 2023-2025, with noted changes/as amended;
3. Deny approving the contract with LELS;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the contract with LELS for Law Enforcement Services for years 2023-2025.



City of Osseo City Council Meeting Item

Agenda Item: Adopt FY2023 Preliminary City Budget and Tax Levy (Resolutions)

Meeting Date: September 12, 2022

Prepared by: Riley Grams, City Administrator

Attachments: 2023 General Fund Expenditures Budget Summary
2023 General Fund Expenditures Budget Detail
2023 General Fund Revenue Budget
2023 Osseo Tax Levy Worksheet
2023 Preliminary Budget Presentation
Resolutions Adopting 2023 Budget and Property Tax Levy and Reducing Debt Service Levies

Policy Consideration:

Consider adopting the 2023 preliminary Osseo city budget and proposed tax levy.

Background:

The City Council previously reviewed the preliminary 2023 budget developed by City Staff at the work session meeting on August 29. Many of the recommendations made by the Council at the work session meeting have been incorporated into the proposed budget attached to this agenda item, however, a majority of the City Council directed staff to bring the preliminary budget largely as presented back to the Council for preliminary approval at the September 12 meeting.

The proposed preliminary 2023 city budget shows a full balanced budget between expenditures and revenue. The total proposed expenditures budget for 2023 is \$3,370,306. This represents an increase of 9.37% over the 2022 adopted budget (\$288,836 total increase). The following is a department-by-department update:

	2022 Budgeted Amount	2023 Projected Budgeted Amount	Total Increase (Decrease)	Percent Increase (Decrease)
General Government	\$812,641	\$795,186	(\$17,455)	-2.15%
Public Safety	\$1,295,903	\$1,583,419	\$300,437	23.42%
Public Works	\$209,951	\$246,711	\$36,760	17.51%

Parks & Recreation	\$130,026	\$144,184	\$14,158	10.89%
Contingency	\$20,000	\$10,000	(\$10,000)	-50.0%
TOTAL GENERAL FUND OPERATIONS	\$2,455,600	\$2,779,500	\$323,900	13.19%
CIP Transfer	\$625,870	\$590,806	(\$35,064)	-5.60%
Budget Totals	\$3,081,470	\$3,370,306	\$288,836	9.37%

In addition to approving the 2023 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	\$2,008,055
General Obligation Bond 2016B	\$135,000

The General Fund Levy amount includes \$49,113 added to satisfy the general fund balance policy.

The current expenditures budget, including taxes levied for debt and fiscal disparities, results in a tax levy increase of 15.04% increase (\$262,501). This means that to fully balance the budget, we will ask the property owners of Osseo to pay \$262,501 more in taxes to cover all the services the City offers. The expected tax capacity rate will increase slightly in 2023 from 57.20% to 57.78% (an increase of 0.58% from 2022, and a total decrease of 19.57% since 2013).

The City Council should consider the preliminary 2023 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 2023 budget at their work session meeting on August 29, 2022. Several recommendations were made and incorporated into the attached budget as presented this evening, with noted direction from the majority of the Council to present a similar budget at the September 12 meeting.

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

There are two Resolutions that the Council should consider this evening. The first is the Resolution adopting the 2023 preliminary city budget and tax levy. The second is the Resolution adopting the reduction in debt service tax levies for 2023. This will require two separate actions by the Council.

Options:

The City Council may choose to:

A) Adopt Resolution approving 2023 budget and tax levy

1. Adopt the attached Resolution approving the 2023 budget and property tax levy;
2. Approve the preliminary 2023 City of Osseo Budget and General Tax Levy, with noted changes/as amended;
3. Table action on this item for more information.

B) Adopt Resolution approving 2023 budget and tax levy

1. Adopt the attached Resolution reducing debt service tax levies for 2023;
2. 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 2023

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022				2023 Projected	Increase (Decrease)	Increase (Decrease)
DIVISION					BUDGET	YTD	BALANCE	% of Budget	BUDGET	vs. 2022	
Mayor and Council	\$ 30,112	\$ 40,957	\$ 36,900	\$ 34,923	\$ 37,041	\$ 16,246	\$ 20,795	43.86%	\$ 35,032	\$ (2,009)	-5.42%
Administration	327,459	361,428	356,378	387,007	433,593	187,299	246,294	43.20%	384,601	(48,992)	-11.30%
Elections	7,594	1,364	12,382	1,192	7,969	1,263	6,706	15.85%	1,200	(6,769)	-84.94%
Legal Services	39,707	53,002	48,968	48,232	45,800	23,676	22,124	51.69%	51,450	5,650	12.34%
IT Services	16,020	18,860	52,768	55,265	61,602	20,453	41,149	33.20%	57,457	(4,145)	-6.73%
Financial Services	17,662	18,958	28,277	62,754	16,120	27,005	(10,885)	167.52%	36,725	20,605	127.82%
Planning & Zoning	81,988	86,369	77,757	95,075	101,879	46,336	55,543	45.48%	109,638	7,759	7.62%
City Hall Campus	74,916	86,515	92,663	87,778	92,813	66,461	26,352	71.61%	101,048	8,235	8.87%
Community Center	9,935	10,297	8,673	11,294	15,824	6,957	8,867	43.96%	18,035	2,211	13.97%
Total General Government	\$ 605,393	\$ 677,750	\$ 714,766	\$ 783,520	\$ 812,641	\$ 395,696	\$ 416,945	48.69%	\$ 795,186	\$ (17,455)	-2.15%
Police	\$ 782,577	\$ 874,370	\$ 1,006,693	\$ 1,139,657	\$ 1,094,103	\$ 516,890	\$ 577,213	47.24%	\$ 1,274,563	\$ 180,460	16.49%
Inspections	\$ 39,707	\$ 44,202	\$ 35,364	\$ 8,344	\$ 33,600	\$ 590	\$ 33,010	1.76%	\$ 63,200	\$ 29,600	88.10%
Fire	\$ 138,480	\$ 155,347	\$ 154,107	\$ 147,902	\$ 155,279	36,455	118,824	23.48%	245,657	90,378	58.20%
Total Public Safety	\$ 960,764	\$ 1,073,919	\$ 1,196,164	\$ 1,295,903	\$ 1,282,982	\$ 553,935	\$ 729,047	43.18%	\$ 1,583,419	\$ 300,437	23.42%
Public Works	\$ 187,479	\$ 194,258	\$ 196,267	\$ 183,276	\$ 209,951	\$ 119,524	\$ 90,427	56.93%	\$ 246,711	\$ 36,760	17.51%
Total Public Works	\$ 187,479	\$ 194,258	\$ 196,267	\$ 183,276	\$ 209,951	\$ 119,524	90,427	56.93%	\$ 246,711	\$ 36,760	17.51%
Parks	\$ 76,469	\$ 89,315	\$ 91,333	\$ 88,058	\$ 99,515	52,761	\$ 46,754	53.02%	\$ 109,716	\$ 10,201	10.25%
Recreation	8,585	27,674	8,006	30,381	30,511	8,532	21,979	27.96%	34,468	3,957	12.97%
Total Parks/Recreation	\$ 85,054	\$ 116,990	\$ 99,339	\$ 118,439	\$ 130,026	61,293	\$ 68,733	47.14%	\$ 144,184	\$ 14,158	10.89%
Contingency	\$ 10,698	\$ 460	\$ -	\$ -	\$ 20,000	-	\$ 20,000	0.00%	\$ 10,000	\$ (10,000)	-50.00%
General Fund Operations	\$ 1,849,388	\$ 2,063,376	\$ 2,206,536	\$ 2,381,138	\$ 2,455,600	\$ 1,130,448	\$ 1,325,152	46.04%	\$ 2,779,500	\$ 323,900	13.19%
Transfer for Improvements	\$ 652,870	\$ 625,870	\$ 565,870	\$ 565,870	\$ 625,870	\$ 312,935	\$ 312,935	50.00%	\$ 590,806	\$ (35,064)	-5.60%
Total General Expenditures	\$ 2,502,258	\$ 2,689,246	\$ 2,772,406	\$ 2,947,008	\$ 3,081,470	\$ 1,443,383	\$ 1,638,087	46.84%	\$ 3,370,306	\$ 288,836	9.37%

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	City of Osseo															
2	General Fund Expenditures Budget Worksheet															
3	For the Year 2023															
4															Note: Accounts indicating an "A" are allocatable to enterprise funds	
5				2018	2019	2020	2021		2022				2023 Projected			
6	ACCOUNT	DESCRIPTION	Actual	Actual	Actual	Actual		Budgeted	6/30/2022	% of Budget	Remaining		Amount	Notes		
7																
8	MAYOR AND COUNCIL															
9	101-41000-106	PART TIME WAGES	\$ 13,200	\$ 19,145	\$ 19,000	\$ 17,417	\$ 19,000	\$ 9,500	50.00%	\$ 9,500	\$ 19,000	Council pay review every other year. Review for 2024.				
10	101-41000-125	EMPLOYER FICA/MEDICARE CONTRIBUTION	\$ 1,010	\$ 1,454	\$ 1,454	\$ 1,332	\$ 1,565	\$ 727	46.45%	\$ 838	\$ 1,454	7.65% of wages (6.2% for FICA and 1.45% for Medicare)				
11	101-41000-139	WORK COMP INSURANCE	\$ 50	\$ 88	\$ 84	\$ -	\$ 101	\$ -	0.00%	\$ 101	\$ 111	LMCIT recommended to budget for a 10% increase				
12	101-41000-211	OPERATIONS	\$ 722	\$ 236	\$ 2,395	\$ 2,730	\$ 1,500	\$ 264	17.60%	\$ 1,236	\$ 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	\$ 4,996	\$ 4,775	\$ 2,471	51.75%	\$ 2,304	\$ 4,917	LMC (3391), Metro Cities (1261), West Metro Mayors (34), NW League of Muni (231)				
15	101-41000-260	REGISTRATION/TRAINING/TRAVEL	\$ 680	\$ 6,314	\$ 275	\$ 588	\$ 1,500	\$ 941	62.73%	\$ 559	\$ 2,000	Council training and travel				
16	101-41000-307	RECORDING SERVICES	\$ 10,127	\$ 7,177	\$ 9,015	\$ 7,860	\$ 8,300	\$ 2,343	28.23%	\$ 5,957	\$ 6,500	Meeting minutes, codfying, CCX televing, recording				
17		TOTAL	\$ 30,112	\$ 40,957	\$ 36,900	\$ 34,923	\$ 37,041	\$ 16,246	43.86%	\$ 20,795	\$ 35,032	-5.42%				
18																
19	ADMINISTRATION															
20	101-41110-101	FULL TIME WAGES	\$ 199,881	\$ 228,459	\$ 241,976	\$ 271,989	\$ 282,842	\$ 145,148	51.32%	\$ 137,694	\$ 223,891	A Variable merit increase plus 8.2% COLA (40% of wages allocated to enterprise funds)				
21	101-41110-124	PERA CONTRIBUTION	\$ 14,650	\$ 16,746	\$ 17,500	\$ 20,625	\$ 18,509	\$ 9,140	49.38%	\$ 9,369	\$ 18,060	A 7.5% wages				
22	101-41110-125	EMPLOYER FICA/MEDICARE CONTRIBUTION	\$ 16,105	\$ 17,924	\$ 18,176	\$ 19,128	\$ 18,879	\$ 11,386	60.31%	\$ 7,493	\$ 18,422	A 7.65% of wages (6.2% for FICA and 1.45% for Medicare)				
23	101-41110-130	MED/DEN/LIFE/LTD INSURANCE	\$ 19,310	\$ 16,761	\$ 14,082	\$ 10,074	\$ 26,333	\$ 8,068	30.64%	\$ 18,265	\$ 17,629	A Estimated medical and dental insurance for employees (11% medical & 5% dental increase)				
24	101-41110-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 4,620	\$ 4,620	\$ 6,557	\$ 8,956	\$ 5,985	\$ 3,715	62.07%	\$ 2,270	\$ 21,234	A Allowances and health insurance stipends for employees				
25	101-41110-139	WORK COMP INSURANCE	\$ 1,103	\$ 951	\$ 1,131	\$ 1,111	\$ 1,945	\$ 1,159	59.59%	\$ 786	\$ 2,140	A LMCIT recommended to budget for a 10% increase				
26	101-41110-201	OFFICE SUPPLIES	\$ 2,155	\$ 1,205	\$ 2,574	\$ 1,470	\$ 1,000	\$ 319	31.90%	\$ 681	\$ 1,000	A Office stationary and supplies				
27	101-41110-211	OPERATIONS	\$ 1,790	\$ 3,470	\$ 1,916	\$ 4,859	\$ 1,800	\$ 2,639	146.61%	\$ (839)	\$ 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	\$ 569	\$ 1,750	\$ 45	2.57%	\$ 1,705	\$ 1,925	ICMA, GFOA, MCFOA, MAMA, MCMA				
30	101-41110-260	REGISTRATION/TRAINING/TRAVEL	\$ 5,207	\$ 6,154	\$ 3,179	\$ 2,795	\$ 9,500	\$ 2,479	26.09%	\$ 7,021	\$ 6,000	ICMA, GFOA, MCFOA, MCMA Conferences				
31	101-41110-308	PROPERTY ASSESSING	\$ 25,904	\$ 29,093	\$ 31,089	\$ 32,124	\$ 31,000	\$ -	0.00%	\$ 31,000	\$ 33,000	Agreement with Hennepin County, levying, open book meeting				
32	101-41110-310	OTHER PROFESSIONAL SERVICES	\$ 107	\$ 9,426	\$ 472	\$ 480	\$ 825	\$ -	0.00%	\$ 825	\$ 500	Misc. Engineering or other non-finance related consulting				
33	101-41110-311	RENTAL INSPECTION PROGRAM	\$ 16,274	\$ 7,988	\$ 1,829	\$ 1,865	\$ 19,800	\$ -	0.00%	\$ 19,800	\$ 25,500	Rum River Consulting (75% of total revenue)				
34	101-41110-321	TELECOMMUNICATIONS	\$ 567	\$ 609	\$ 670	\$ 1,231	\$ 500	\$ 327	65.40%	\$ 173	\$ 496	Administrator cell phone (41.29/mo) and other Admin communication costs				
35	101-41110-322	POSTAGE/DELIVERY SERVICES	\$ 1,435	\$ 3,008	\$ 2,878	\$ 1,083	\$ 2,520	\$ 591	23.45%	\$ 1,929	\$ 2,388	A Postage machine (1030/quarter), (400/quarter goes to UB)				
36	101-41110-351	PRINTING/PUBLISHING	\$ 13,785	\$ 8,939	\$ 7,509	\$ 6,082	\$ 7,800	\$ 1,694	21.72%	\$ 6,106	\$ 7,510	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	\$ 76	\$ 80	\$ 76	95.00%	\$ 4	\$ 84	10% increase of YTD amount				
39	101-41110-384	RECYCLE/ORGANICS	\$ 1,490	\$ 2,172	\$ 1,255	\$ 115	\$ -	\$ 236	0.00%	\$ (236)	\$ -	Moved to the Community Fund for 2021				
40	101-41110-410	LEASES/RENTALS	\$ 1,679	\$ 1,684	\$ 1,582	\$ 2,375	\$ 2,225	\$ 277	12.45%	\$ 1,948	\$ 2,522	A Lease for copier and water cooler				
41		TOTAL	\$ 327,459	\$ 361,428	\$ 356,378	\$ 387,007	\$ 433,593	\$ 187,299	43.20%	\$ 246,294	\$ 384,601	-11.30%				
42																
43	ELECTIONS															
44	101-41410-106	WAGES - JUDGES	\$ 3,353		\$ 5,711	\$ -	\$ 3,500	\$ -	0.00%	\$ 3,500	\$ -	Wages: 11.18/hr (election judge) and 12.26/hr (head judge) - No election in 2023				
45		WAGES - CLERK	\$ 1,262	\$ 41		\$ -	\$ 1,300	\$ -	0.00%	\$ 1,300	\$ -	Clerk & PW Time for Elections				
46	101-41410-124	EMPLOYER PERA EXPENSE	\$ 54	\$ 3	\$ 196	\$ -	\$ 60	\$ -	0.00%	\$ 60	\$ -	City Clerk				
47	101-41410-125	EMPLOYER FICA/MEDICARE CONTRIBUTION	\$ 81	\$ 3	\$ 193	\$ -	\$ 90	\$ -	0.00%	\$ 90	\$ -	7.65% of wages (6.2% for FICA and 1.45% for Medicare)				
48	101-41410-139	WORK COMP INSURANCE	\$ 10	\$ (3)	\$ -	\$ -	\$ 19	\$ 16	84.21%	\$ 3	\$ -	Election Judges only				
49	101-41410-211	OPERATIONS	\$ 2,833	\$ 1,320	\$ 6,282	\$ 1,192	\$ 3,000	\$ 1,247	41.57%	\$ 1,753	\$ 1,200	Election machine maintenance contract, publishing, newsletter, etc (maintenance in off yrs)				
50		TOTAL	\$ 7,594	\$ 1,364	\$ 12,382	\$ 1,192	\$ 7,969	\$ 1,263	15.85%	\$ 6,706	\$ 1,200	-84.94%				
51																
52	LEGAL															
53	101-41500-211	LEGAL EXPENSES	\$ 1,103	\$ 1,164	\$ 961	\$ 3,007	\$ 1,300	\$ 451	34.69%	\$ 849	\$ 1,200	A Mileage, copying, postage, fees				
54	101-41500-304	LEGAL SERVICES - CIVIL	\$ 25,812	\$ 35,628	\$ 33,607	\$ 29,985	\$ 30,000	\$ 16,925	56.42%	\$ 13,075	\$ 32,000	Kennedy Graven retainer (less EDA projects), Ordinance updates				
55	101-41500-306	LEGAL SERVICES - PROSECUTION	\$ 12,792	\$ 16,210	\$ 14,400	\$ 15,240	\$ 14,500	\$ 6,300	43.45%	\$ 8,200	\$ 18,250	Berglund, Baumgartner, Kimble and Glaser (includes updated monthly retainer)				
56		TOTAL	\$ 39,707	\$ 53,002	\$ 48,968	\$ 48,232	\$ 45,800	\$ 23,676	51.69%	\$ 22,124	\$ 51,450	12.34%				
57																
58	INFORMATION TECHNOLOGY															
59	101-41515-302	IT CONSULTANT	\$ 16,020	\$ 18,860	\$ 40,815	\$ 31,098	\$ 42,372	\$ 18,879	44.56%	\$ 23,493	\$ 42,372	A Element retainer (Essential Care package 2848/mo retainer) plus average additional monthly onsite costs				
60	101-41515-309	WEBSITE HOSTING			\$ 11,953	\$ 24,167	\$ 1,230	\$ 1,574	127.97%	\$ (344)	\$ 3,000	City website hosting and domain costs				
61	101-41515-309	EMAIL/LICENSING/SECURITY COSTS			\$ -	\$ -	\$ 18,000	\$ -	0	\$ 18,000	\$ 12,085	City-wide email licensing, additional IT security costs per recent tech upgrades				
62		TOTAL	\$ 16,020	\$ 18,860	\$ 52,768	\$ 55,265	\$ 61,602	\$ 20,453	33.20%	\$ 41,149	\$ 57,457	-6.73%				
63																
64	FINANCE CONSULTING															
65	101-41550-300	MERCHANT FEES/MISC	\$ -	\$ 2,202	\$ 2,268	\$ 14,935	\$ -	\$ 2,355	0.00%	\$ (2,355)	\$ -	Merchant fees removed 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	\$ 1,177	\$ -	\$ 710	#DIV/0!	\$ (710)	\$ 19,795	Tyler Tech annual fees				
68	101-41550-301	FINANCIAL CONSULTANT	\$ 6,019	\$ 6,206	\$ 24,939	\$ 46,642	\$ 6,000	\$ 23,940	399.00%	\$ (17,940)	\$ 6,000	A Gary Groen (40% of 15000)				
69	101-41550-301	AUDITING	\$ 9,400	\$ 9,550	\$ -	\$ -	\$ 10,120	\$ -	0.00%	\$ 10,120	\$ 10,930	A BerganKDV (40% of 27325 - FY2022 audit costs). FY2021 was final year of current BerganKDV agreement.				
70		TOTAL	\$ 17,662	\$ 18,958	\$ 28,277	\$ 62,754	\$ 16,120	\$ 27,005	167.52%	\$ (10,885)	\$ 36,725	127.82%				
71																
72	PLANNING AND ZONING															
73	101-41650-101	FULL TIME WAGES	\$ 61,079	\$ 63,571	\$ 42,570	\$ 68,320	\$ 73,258	\$ 34,552	47.16%	\$ 38,706	\$ 81,640	Variable merit increase plus 8.2% COLA				
74	101-41650-106	PART TIME WAGES	\$ 2,950	\$ 465	\$ -	\$ 900	\$ 1,260	\$ -	0.00%	\$ 1,260	\$ 1,260	Planning Commission meeting stipends				
75	101-41650-124	PERA CONTRIBUTION	\$ 4,581	\$ 4,756	\$ 3,205	\$ 5,124	\$ 5,652	\$ 2,591	45.84%	\$ 3,061	\$ 6,663	7.5% wages				
76	101-41650-125	EMPLOYER FICA/MEDICARE CONTRIBUTION	\$ 5,203	\$ 5,218	\$ 3,366	\$ 5,251	\$ 5,765	\$ 2,622	45.48%	\$ 3,143	\$ 6,796	7.65% of wages (6.2% for FICA and 1.45% for Medicare)				
77	101-41650-130	MED/DEN/LIFE/LTD INSURANCE	\$ 99	\$ 95	\$ 2,182	\$ 7,102	\$ 6,414	\$ 4,647	72.45%	\$ 1,767	\$ -	Estimated medical and dental insurance for employees (11% medical & 5% dental increase) - Employee opted out				
78	101-41650-135	CELL/TRAVEL/INSURANCE ALLOW	\$ 4,200	\$ 4,200	\$ 1,615	\$ -	\$ 2,100	\$ -	0.00%	\$ 2,100	\$ 7,200	Health insurance stipends				
79	101-41650-139	WORK COMP INSURANCE	\$ 294	\$ 315	\$ 436	\$ 459	\$ 480	\$ 409	85.21%	\$ 71	\$ 528	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	\$ (334)	\$ 100	\$ -	0.00%	\$ 100	\$ 100	Maps and other City Planning supplies				
82	101-41650-255	DUES/MEMBERSHIPS	\$ -	\$ 667	\$ -	\$ -	\$ 500	\$ -	0.00%	\$ 500	\$ 250	American Planning Association membership				
												E:\Budget\Budget 2023\2023 PRELIMINARY BUDGET				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	City of Osseo															
2	General Fund Expenditures Budget Worksheet															
3	For the Year 2023															
4														Note: Accounts indicating an "A" are allocatable to enterprise funds		
5				2018	2019	2020	2021	2022				2023 Projected				
6		ACCOUNT	DESCRIPTION	Actual	Actual	Actual	Actual	Budgeted	6/30/2022	% of Budget	Remaining		Amount	Notes		
233	101-42350-125	EMPLOYER FICA/MEDICARE CONTRIBUTION		\$ 1,905	\$ 2,041	\$ 2,620	\$ 1,700	\$ 1,833	\$ 1,091	59.52%	\$ 742	\$ 2,624	A	7.65% of wages (6.2% for FICA and 1.45% for Medicare)		
234	101-42350-130	MED/DEN/LIFE/LTD INSURANCE		\$ 872	\$ 1,261	\$ 1,469	\$ 2,908	\$ 3,214	\$ 1,500	46.67%	\$ 1,714	\$ 4,081	A	Estimated medical and dental insurance for employees (11% medical & 5% dental increase)		
235	101-42350-135	CELL/TRAVEL/INSURANCE ALLOW		\$ 682	\$ 632	\$ 2,554	\$ 407	\$ 420	\$ 276	65.71%	\$ 144	\$ 720	A	Allocated allowance costs to Parks		
236	101-42350-139	WORK COMP INSURANCE		\$ 1,187	\$ 2,644	\$ 3,323	\$ 1,548	\$ 3,906	\$ 4,070	104.20%	\$ (164)	\$ 4,477	A	LMCIT recommended to budget for a 10% increase		
237	101-42350-211	PARK OPERATIONS		\$ 3,485	\$ 7,099	\$ 4,136	\$ 6,995	\$ 5,000	\$ 5,375	107.50%	\$ (375)	\$ 7,000	A	Misc operations for Parks (now includes fertilizer/weed control applications)		
238	101-42350-212	GATEWAY SIGN OPERATION		\$ 4,720	\$ 4,436	\$ 4,404	\$ 2,781	\$ 3,500	\$ 1,755	50.14%	\$ 1,745	\$ 4,000	A	Electric, insurance, maintenance		
239	101-42350-215	CENTRAL AVENUE STREETSCAPE		\$ 11,405	\$ 13,326	\$ 15,341	\$ 17,768	\$ 16,000	\$ 6,950	43.44%	\$ 9,050	\$ 16,000	A	Flower baskets, spring planting, fall cleanup, weekly maintenance, supplies/materials		
240	101-42350-216	FUEL		\$ 1,338	\$ 1,514	\$ 988	\$ 1,431	\$ 1,500	\$ 893	59.53%	\$ 607	\$ 1,700	A	Fuel for parks vehicles		
241	101-42350-217	VEHICLE REPAIRS/MAINTENANCE		\$ 900	\$ 585	\$ 654	\$ 397	\$ 600	\$ 1,122	187.00%	\$ (522)	\$ 1,000	A	Misc repair for parks vehicles		
242	101-42350-218	UNIFORMS/PROTECTIVE GEAR		\$ 197	\$ 119	\$ 144	\$ 137	\$ 175	\$ 100	57.14%	\$ 75	\$ 210	A	Protective gear for parks		
243	101-42350-220	RADIO COMMUNICATIONS		\$ 97	\$ 117	\$ 20	\$ -	\$ 100	\$ -	0.00%	\$ 100	\$ -	A	Radio costs for parks		
244	101-42350-221	EQUIPMENT REPAIRS/MAINTENANCE		\$ 865	\$ 1,865	\$ 631	\$ 3,360	\$ 1,500	\$ 291	19.40%	\$ 1,209	\$ 1,500	A	Small equipment repair		
245	101-42350-222	PW BUILDING REPAIR/MAINT		\$ 441	\$ 794	\$ 815	\$ 922	\$ 750	\$ 136	18.13%	\$ 614	\$ 750	A	Parks allocation of PW repair costs		
246	101-42350-321	TELECOMMUNICATIONS		\$ 564	\$ 389	\$ 243	\$ 416	\$ 500	\$ 238	47.60%	\$ 262	\$ 500	A	Parks allocation of PW telecommunications costs		
247	101-42350-355	PERSONNEL/RECRUITMENT		\$ 127	\$ 733	\$ -	\$ -	\$ 500	\$ -	0.00%	\$ 500	\$ 250	A	Posting add for Summer Part Time help position in paper		
248	101-42350-375	PROPERTY/LIABILITY INSURANCE		\$ 13,235	\$ 14,013	\$ 15,437	\$ 17,849	\$ 19,519	\$ 8,538	43.74%	\$ 10,981	\$ 20,495	A	5% budgeted increase		
249	101-42350-376	AUTO INSURANCE		\$ 304	\$ 427	\$ 260	\$ 255	\$ 280	\$ 368	131.43%	\$ (88)	\$ 386	A	5% budgeted increase		
250	101-42350-380	ELECTRIC		\$ 4,546	\$ 4,283	\$ 3,991	\$ 4,221	\$ 4,700	\$ 2,611	55.55%	\$ 2,089	\$ 5,250	A	Electric costs for parks		
251	101-42350-390	GAS - HEATING		\$ 923	\$ 727	\$ 716	\$ 801	\$ 1,000	\$ 770	77.00%	\$ 230	\$ 1,500	A	Gas heat for parks buildings		
252	101-42350-410	LEASE/RENTALS		\$ 3,002	\$ 3,129	\$ 1,275	\$ 604	\$ 3,000	\$ 425	14.17%	\$ 2,575	\$ 1,000	A	Leases for various items (skating rink warming house)		
253		TOTAL		\$ 76,469	\$ 89,315	\$ 91,333	\$ 88,058	\$ 99,515	\$ 52,761	53.02%	\$ 46,754	\$ 109,716		10.25%		
254																
255	101-41350-310	CONTINGENCY		\$ 10,698	\$ 460	\$ -	\$ -	\$ 20,000	\$ -	0.00%	\$ 20,000	\$ 10,000		Unforseen expenses		
256																
257	101-49300-720	TRANSFER TO OTHER FUND		\$ 652,870	\$ 625,870	\$ 565,870	\$ 565,870	\$ 625,870	\$ 312,935	50.00%	\$ 312,935	\$ 590,806		Transfer to Capital Improvement Plan		
258																
259																
260	TOTAL GENERAL FUND EXPENDITURES			\$ 2,502,258	\$ 2,689,246	\$ 2,772,406	\$ 2,947,008	\$ 3,081,470	\$ 1,443,383	46.84%	\$ 1,638,087	\$ 3,370,306		9.37%		
261																
262												\$ 288,836		Increase for 2023		
263																
264														Updated 9/7/22 RG		
265														Updated 8/23 GG-2022 YTD		

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City of Osseo
Schedule of General Property Tax Levies

Actual for the years ended December 31, 2012 thru 2021 and projected 2023

	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Proposed Tax Levy 2023	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	1,745,554	2,008,055	\$ 262,501	15.04%
Property Taxes Levied for Debt Service														
New Debt Levies - (None included)														
2003C Refunding Bonds - Fund 325	17,539	17,144									135,000	135,000	-	0.00%
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	-	-	-	0.00%
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	-	-	-	
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	135,000	-	0.00%
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	1,880,554	2,143,055	262,501	13.96%
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)	(287,829)	30,345	-9.54%
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	1,562,380	1,855,226	\$ 292,846	18.74%
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	29,022	2,471	9.31%
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	4,635,299	594,482	14.71%
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	4,664,321	\$ 596,953	14.68%
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)	(602,271)	(14,316)	2.43%
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)	(851,127)	(103,203)	13.80%
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	3,210,923	\$ 479,434	17.55%
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%	57.20%	57.78%	0.58%	1.01%
% Increase in Tax Capacity Rate		13.224%	-0.461%	-5.267%	-2.638%	-2.696%	-8.609%	-4.970%	-2.295%	-0.032%	-0.483%	0.580%		
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	372,160	100,000	12.04%
Equipment	92,180	-	52,688	72,446	79,691	87,660	128,675	131,464	131,464	131,464	131,464	131,464	-	0.00%
Facilities	46,090	-	52,688	72,446	79,691	87,660	123,675	127,660	127,660	127,660	127,660	127,660	-	0.00%
Parks	4,609	30,000	5,269	28,978	31,876	35,050	33,470	34,586	34,586	34,586	34,586	-	(34,586)	-100.00%
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	631,284	\$ 65,414	0.87%

1,836,611

18,615

Osseo 2023 Preliminary Budget & Tax Levy

SEPTEMBER 12, 2022

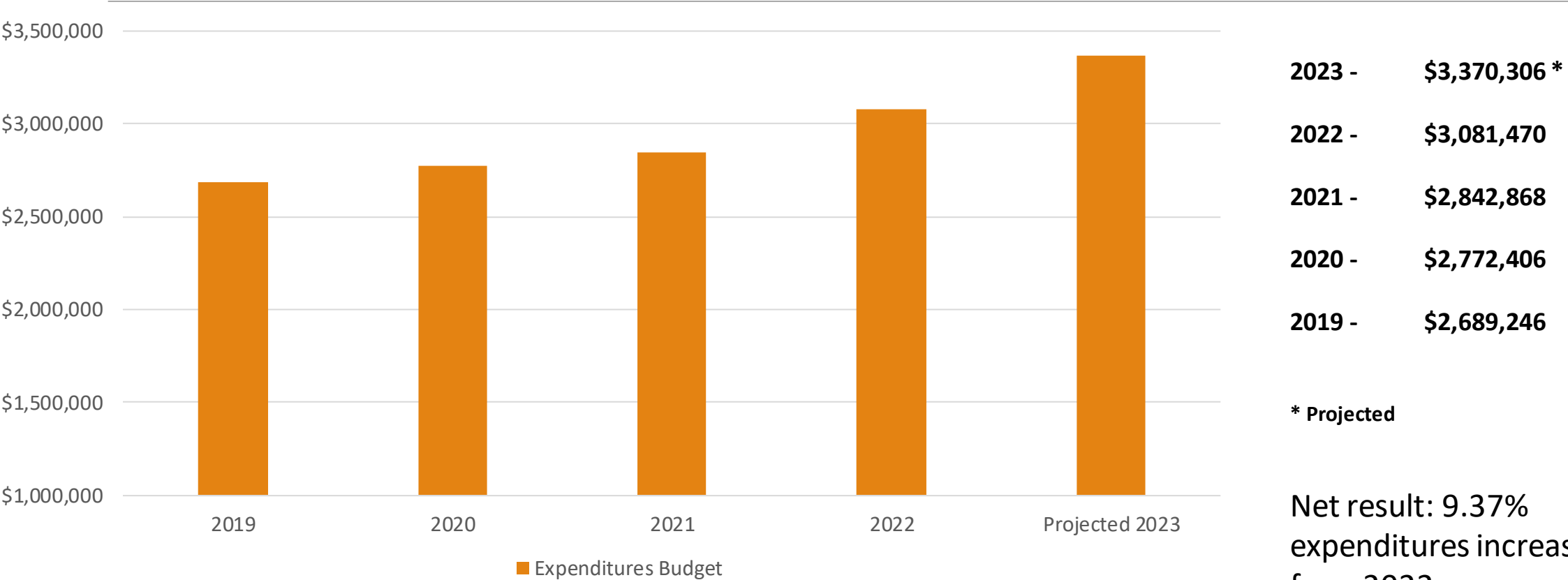
OSSEO CITY HALL, COUNCIL CHAMBERS



2023 Budget Schedule

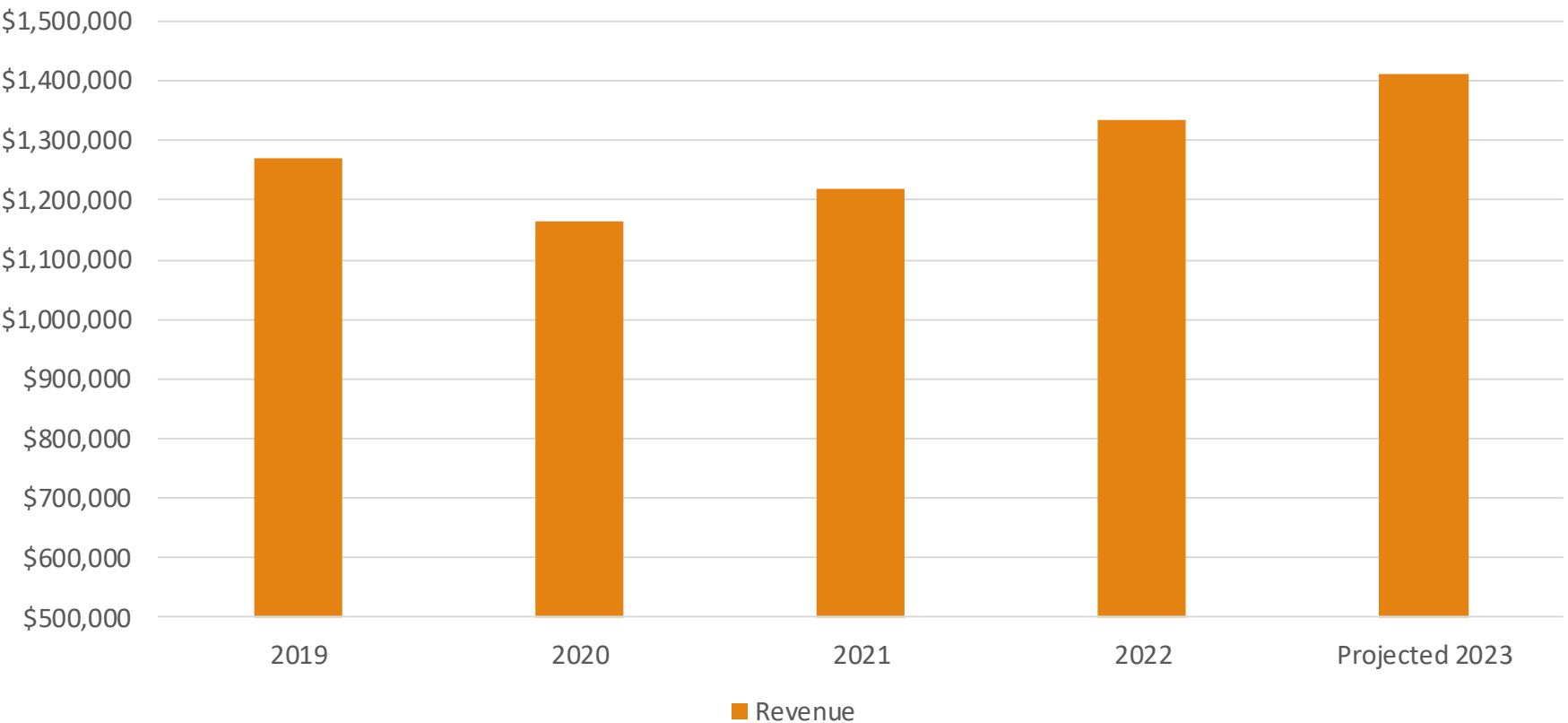
Aug 8-19	Department Heads meet with City Administrator and Finance to discuss 2023 budget needs/wants
August 29	Council holds first budget work session meeting
September 12	<i>Council adopts preliminary budget and tax levy at Council meeting</i>
September 30	Staff sends preliminary tax levy information to Hennepin County for projected property tax statements
November 28	Council holds final budget work session meeting
December 12	Council holds Truth in Taxation public hearing at Council meeting
December 12	Council adopts final 2023 budget and tax levy at Council meeting

Expenditures Budget



Net result: 9.37%
expenditures increase
from 2022

Revenue (Non-Tax Levy) Budget



2023 -	\$1,411,364 *
2022 -	\$1,335,916
2021 -	\$1,220,260
2020 -	\$1,163,479
2019 -	\$1,269,656

* Projected

Net result: 5.65% non-tax levy revenue decrease from 2022

Projected 2023 Budget By The Numbers

Expense budget increased from \$3,081,470 in 2022 to \$3,370,306 in 2023 (+\$288,836 for a 9.37% increase).

Non-tax levy revenue increased from \$1,335,916 in 2022 to \$1,411,364 in 2023 (+\$75,448 for a 5.65% increase).

General Fund Obligation debt service levies remained the same between 2022 and 2023 (\$135,000).

Net result: Final preliminary tax levy increased from \$1,745,554 in 2022 to \$2,008,055 in 2023 (+\$262,501 for an 15.04% increase). This includes a separate \$49,113 tax levy increase to satisfy the City's general fund balance policy.

2023 Preliminary Budget Final Notes

- Important to remember that once the Council adopts the preliminary 2023 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 2023 Truth in Taxation public hearing on Monday, December 12, 2022 at 7:00 PM.
- Council will approve the final 2023 budget and tax levy at the December 12, 2022 meeting.

City of Osseo
Resolution No. 2022-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:

General Fund Revenue budget	\$3,419,419
General Fund Expenditure budget	\$3,370,306

BE IT FURTHER RESOLVED that the following sums of money are levied for the current year, collectable in 2023, upon the taxable property in said City of Osseo for the following purposes:

General Fund Levy	\$2,008,055
--------------------------	--------------------

BE IT FURTHER RESOLVED that the following sums of money be levied for the current year, collectable in 2023, upon the taxable property in said City of Osseo for the following purposes:

General Obligation Improvement Refunding Bond 2016B	\$135,000
--	------------------

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. 2022-XX

RESOLUTION REDUCING DEBT SERVICE TAX LEVIES FOR 2023

WHEREAS, Hennepin County maintains a bond register with the City's scheduled bonded debt levies for taxes payable in 2023, 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 2023:

<u>DEBT SERVICE:</u>	<u>Scheduled</u> <u>Levy</u>	<u>Proposed</u> <u>Levy</u>	<u>Change to</u> <u>Levy</u>
2012A GO Improvement Bonds	\$10,930	0	(\$10,930)
2014A GO Improvement Bonds	\$29,504	0	(\$29,504)
2015A GO Street Reconstruction Bonds	\$190,680	0	(\$190,680)
2016B GO Improvement Refunding	\$158,764	\$135,000	(\$23,764)
2016A GO Street Reconstruction Bonds	\$27,903	0	(\$27,903)
2017A GO Street Reconstruction Bonds	\$37,086	0	(\$37,086)
2018A GO Improvement Bonds	\$28,467	0	(\$28,467)
2019A GO Improvement Bonds	\$38,027	0	(\$38,027)
2020A GO Bonds	\$34,054	0	(\$34,054)
2022A GO Bonds	\$141,381	0	(\$141,381)

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.



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00053

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Action Radio & Communication					
Action Radio & Communicatio	I17229	N-Ear 360Pro Listen - Officer C Malmon gear	Uniforms/Gear	101-41900-218	149.00
Vendor Action Radio & Communication Total:					149.00
Vendor: Advanced Irrigation Inc					
Advanced Irrigation Inc	54484080322	Central Ave raised beds drip zones parts/labor	Streetscape Project	130-42000-530	3,681.00
Vendor Advanced Irrigation Inc Total:					3,681.00
Vendor: Amazon Capital Services, Inc					
Amazon Capital Services, Inc	11K3-Y4H9-6WPF	OFD Dispatch Room chair	Operations	101-41920-211	59.97
Vendor Amazon Capital Services, Inc Total:					59.97
Vendor: Amrill Okonkwo					
Amrill Okonkwo	8/27/22	Refund Community Center deposit 7/30 & 8/27	Community Center Deposits	101-22001	250.00
Vendor Amrill Okonkwo Total:					250.00
Vendor: Aspen Mills Inc					
Aspen Mills Inc	299353	Captain's Badge & Bars - M. Cogswell	Uniforms/Gear	101-41920-218	107.83
Aspen Mills Inc	299561	EMT Pants/Boots - C Stearns	Uniforms/Gear	101-41920-218	161.90
Vendor Aspen Mills Inc Total:					269.73
Vendor: Berglund, Baumgartner, Kimball & Glaser, LLC					
Berglund, Baumgartner, Kimb	Sept 2, 2022	August 2022 Legal Prosecution Services	Legal Service - Prosecution	101-41500-306	1,200.00
Vendor Berglund, Baumgartner, Kimball & Glaser, LLC Total:					1,200.00
Vendor: Cintas Corp.					
Cintas Corp.	4130349050	9/6/22 City Hall Mat Service	Operations	101-41700-211	17.26
Cintas Corp.	4130349092	9/6/22 PD Mat Svc	Operations	101-41900-211	6.41
Vendor Cintas Corp. Total:					23.67
Vendor: Cintas First Aid & Safety					
Cintas First Aid & Safety	8405836270	8/17/22 PW First Aid Kit service/supplies	Operations	101-42350-211	58.50
Vendor Cintas First Aid & Safety Total:					58.50
Vendor: City Of Maple Grove					
City Of Maple Grove	21400	13,372 Gal/July Water Usage	Purchased Water	601-49400-385	25,166.10
Vendor City Of Maple Grove Total:					25,166.10
Vendor: Comcast					
Comcast	8/24/22	Sept 2022 City Hall service	Telecommunications	101-41700-321	376.74
Comcast	Aug 27, 2022	Sept 2022 City Hall Svc	Telecommunications	101-41700-321	20.01
Comcast	Aug 24, 2022	Sept 2022 Public Works servic	Telecommunications	101-42000-321	183.03
Vendor Comcast Total:					579.78
Vendor: Create Construction Llc					
Create Construction Llc	Sept 6, 2022 WSB letter	Pay Voucher No 3 - 2022 Alley Construction project	Street Improvement	412-42000-529	26,226.81
Vendor Create Construction Llc Total:					26,226.81
Vendor: Earl F Andersen					
Earl F Andersen	129430-IN FRT	Shipping & Handling PED Sign	Street Maintenance/Signage	101-42000-224	67.95
Vendor Earl F Andersen Total:					67.95
Vendor: ECM Publishers Inc					
ECM Publishers Inc	907168	Ad No. 1250067 Ordance No. 2022-03 THC Moratorium	Printing/Publishing Service	101-41110-351	82.58
Vendor ECM Publishers Inc Total:					82.58

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000102	Federal Tax	Federal Withholding	101-21701	4,785.75
Eftps - Fit And Fica	INV0000102	Medicare	Fica Withholding	101-21703	1,531.52
Eftps - Fit And Fica	INV0000102	Social Security	Fica Withholding	101-21703	3,841.60
Vendor Eftps - Fit And Fica Total:					10,158.87
Vendor: Element Technologies LLC					
Element Technologies LLC	IVC60121	WatchGuard AuthPoint 1 yr subscriptions	It Service	101-41515-302	1,435.34
Element Technologies LLC	SLA60483	September 2022 IT Services	It Service	101-41515-302	4,273.98
Vendor Element Technologies LLC Total:					5,709.32
Vendor: Fairbanks, Angela					
Fairbanks, Angela	Aug. 20, 2022	Refund Community Center Deposit 8/20/22	Community Center Deposits	101-22001	250.00
Vendor Fairbanks, Angela Total:					250.00
Vendor: Finken Water Solutions					
Finken Water Solutions	1329601	Sept 2022 417 1st Ave NE water softener rental	State Sales Tax	101-21550	2.63
Finken Water Solutions	1329599	Sept 2022 Admin water cooler rental	Operations	101-41700-211	13.00
Finken Water Solutions	20734TL	8/15/22 Admin bottled water delivery	Operations	101-41700-211	57.45
Finken Water Solutions	1329600	Sept 2022 PD water cooler rental	Operations	101-41900-211	8.00
Finken Water Solutions	20735TL	8/15/22 PD Bottled Water delivery	Operations	101-41900-211	105.95
Finken Water Solutions	1329601	Sept 2022 417 1st Ave NE water softener rental	Rental Property Expenses	205-42350-801	34.95
Vendor Finken Water Solutions Total:					221.98
Vendor: Fire Instruction Rescue Educat					
Fire Instruction Rescue Educat	5693	OFD Training - EVOC Driving Class	Fire Training - Reimbursable	101-41920-261	550.00
Vendor Fire Instruction Rescue Educat Total:					550.00
Vendor: Further					
Further	INV0000092	Employee HSA	Employee H.S.A Contribution	101-21711	1,181.93
Vendor Further Total:					1,181.93
Vendor: Gary A Groen, Cpa					
Gary A Groen, Cpa	8/31/22	August 2022 Financial consulting service	Accounting/Auditing	101-41550-301	876.00
Gary A Groen, Cpa	8/31/22	August 2022 Financial consulting service	Accounting/Auditing	601-49400-301	547.50
Gary A Groen, Cpa	8/31/22	August 2022 Financial consulting service	Accounting/Auditing	602-49400-301	547.50
Gary A Groen, Cpa	8/31/22	August 2022 Financial consulting service	Accounting/Auditing	604-49400-301	219.00
Vendor Gary A Groen, Cpa Total:					2,190.00
Vendor: Gopher State One Call Inc					
Gopher State One Call Inc	2080662	August 2022 Utility locate service	Other Professional Services	601-49400-310	38.48
Gopher State One Call Inc	2080662	August 2022 Utility locate service	Other Professional Services	602-49400-310	38.47
Vendor Gopher State One Call Inc Total:					76.95
Vendor: Henn Co Info Tech					
Henn Co Info Tech	1000191235	Aug 2022 PD Radio & fleet fee	Radio Communications	101-41900-220	1,695.75
Vendor Henn Co Info Tech Total:					1,695.75
Vendor: Henn Co Property Tax					
Henn Co Property Tax	18-119-21 22 0129	15 5th St NE 2nd half property tax 2022	Rental Property Expenses	205-42350-801	1,060.40
Henn Co Property Tax	18-119-21 22 0131	17 4th St NE 2nd half property tax 2022	Rental Property Expenses	205-42350-801	1,645.71

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Henn Co Property Tax	18-119-21 22 0133	25 4th St NE 2nd half property tax 2022	Rental Property Expenses	205-42350-801	1,505.49
Henn Co Property Tax	18-119-21 22 0142	417 1st Ave NE 2nd half property tax 2022	Rental Property Expenses	205-42350-801	1,505.49
Vendor Henn Co Property Tax Total:					5,717.09
Vendor: Icma Retirement Corporation					
Icma Retirement Corporation	INV0000091	DFC - ICMA	Deffered Comp	101-21705	200.00
Vendor Icma Retirement Corporation Total:					200.00
Vendor: Jimmy's Johnnys					
Jimmy's Johnnys	MP209254	August 2022 Boerboom Park porta potty rental	Operations	101-42350-211	88.00
Vendor Jimmy's Johnnys Total:					88.00
Vendor: Kennedy & Graven, Chartered					
Kennedy & Graven, Chartered	169129	July 2022 Civil Legal Services	Legal Service - Civil	101-41500-304	1,406.38
Vendor Kennedy & Graven, Chartered Total:					1,406.38
Vendor: Killmer Electric, Inc					
Killmer Electric, Inc	W18545	Troubleshoot Generator after lightning strike	Operations	101-41700-211	330.00
Vendor Killmer Electric, Inc Total:					330.00
Vendor: Kloster, Melissa					
Kloster, Melissa	16	August 2022 Strength class instruction	Programming	101-42300-312	450.00
Kloster, Melissa	Boerboom 8/20 & 8/27	Refund Boerboom Park deposit Jazzercise classes	Miscellaneous	110-36000	250.00
Vendor Kloster, Melissa Total:					700.00
Vendor: Laurie Wolfe					
Laurie Wolfe	9/6/22	July/August 2022 Yoga class instruction	Programming	101-42300-312	400.00
Vendor Laurie Wolfe Total:					400.00
Vendor: Law Enforce Labor Service					
Law Enforce Labor Service	Sept 2022	Sept 2022 PD Union Dues	Union Dues	101-21708	390.00
Vendor Law Enforce Labor Service Total:					390.00
Vendor: League Of Min Cities Ins Trust					
League Of Min Cities Ins Trust	8/11/22	Acct 40003256 Worker's Comp Prem. 1/1/21 - 1/1/22	Work Comp Insurance	101-41110-139	11,049.00
Vendor League Of Min Cities Ins Trust Total:					11,049.00
Vendor: Macqueen Equipment					
Macqueen Equipment	W10741	Sewer Jetter repair	Vehicle Repairs/Maintenance	602-49400-217	1,782.68
Vendor Macqueen Equipment Total:					1,782.68
Vendor: Menards - Brooklyn Park					
Menards - Brooklyn Park	50676	Sewer Jetter tools	Operations	602-49400-211	50.16
Vendor Menards - Brooklyn Park Total:					50.16
Vendor: Metro Sales Inc					
Metro Sales Inc	INV2112849	Sept PD copier lease charge	Leases/Rentals	101-41900-410	78.88
Vendor Metro Sales Inc Total:					78.88
Vendor: Metropolitan Council/Env Ser					
Metropolitan Council/Env Ser	1145171	October 2022 Waste Water Services	Sanitary Sewer Service	602-49400-386	15,500.00
Vendor Metropolitan Council/Env Ser Total:					15,500.00
Vendor: Miller Trucking					
Miller Trucking	Aug 25 WSB letter	Demolition/asbestos abatement 16 5th St/17 4th S	Other Professional Services	205-42350-310	45,129.00
Vendor Miller Trucking Total:					45,129.00
Vendor: Minger Construction Co., Inc.					
Minger Construction Co., Inc.	Aug 16 WSB letter	Payment No. 12 for Lift Stations & SCADA project	Infrastructure	602-11101	39,991.11
Vendor Minger Construction Co., Inc. Total:					39,991.11

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Minnesota Bureau of Criminal Apprehension					
Minnesota Bureau of Criminal	25016	Officer Kintzi Leadership/Crisis Training	Education/Meetings/Travel	101-41900-260	125.00
Vendor Minnesota Bureau of Criminal Apprehension Total:					125.00
Vendor: Mn Dept Of Health					
Mn Dept Of Health	8/16/22	3Q22 Water Supply Connect fee	Mn Water Connect Fee	601-21560	2,012.00
Vendor Mn Dept Of Health Total:					2,012.00
Vendor: Mn Dept Of Revenue					
Mn Dept Of Revenue	INV0000103	State Tax	State Withholding	101-21702	2,325.35
Vendor Mn Dept Of Revenue Total:					2,325.35
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000096	DFC-MSRS (Empower)	Deffered Comp	101-21705	575.00
Msrs Dfc/Hcsp	INV0000097	Employee HSA	Hcsp	101-21712	534.15
Vendor Msrs Dfc/Hcsp Total:					1,109.15
Vendor: Pera					
Pera	INV0000101	PERA	Pera	101-21704	4,001.11
Pera	INV0000101	PEPFF	Pera	101-21704	6,993.84
Vendor Pera Total:					10,994.95
Vendor: Pitney Bowes Global Fin Svcs L					
Pitney Bowes Global Fin Svcs	3105651197	3Q22 SendPro C Postage meter rental	Leases/Rentals	101-41110-410	197.19
Vendor Pitney Bowes Global Fin Svcs L Total:					197.19
Vendor: Pumps Tire Service, Inc.					
Pumps Tire Service, Inc.	700055138	PD Squad #121 tires/install/disposal fee	Vehicle Repairs/Maintenance	101-41900-217	732.48
Vendor Pumps Tire Service, Inc. Total:					732.48
Vendor: Prime Advertising & Design					
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Printing/Publishing Service	101-41110-351	403.42
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Printing/Publishing Service	101-41110-351	237.31
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	101-41410-211	237.31
Prime Advertising & Design	82432	Sept 2022 Website Hosting	Software	101-41515-309	100.00
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	101-41900-211	355.96
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Night To Unite	101-41900-404	189.85
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Other Professional Services	101-41920-310	189.85
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Programming	101-42300-312	94.92
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Programming	101-42302-312	142.38
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Lions Roar	250-36241	474.62
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	250-42350-211	237.31
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	257-42400-211	94.92
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Printing/Publishing Service	601-49400-351	284.77
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	602-49400-211	569.53
Prime Advertising & Design	82338	Design/layout/ad sales/print Fall Osseo Outlook	Operations	604-49400-211	284.77
Vendor Prime Advertising & Design Total:					3,896.92

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Regan, Dennis					
Regan, Dennis	Refund Ch 6352	Refund Variance Application fee 525 2nd Ave NE	Planning/Zoning Permits	101-32620	500.00
Vendor Regan, Dennis Total:					500.00
Vendor: Reinders					
Reinders	3090141	Broadleaf weed pesticide	Operations	101-42350-211	569.79
Vendor Reinders Total:					569.79
Vendor: Republic Services					
Republic Services	894-005892808	Sept 2022 Admin Document shredding svc	Office Operations	101-41110-201	15.00
Vendor Republic Services Total:					15.00
Vendor: Rum River Consultants					
Rum River Consultants	528	Through July 2022 - contract Rental Inspect Admin	Rental Inspection Program	101-41110-311	26,016.88
Vendor Rum River Consultants Total:					26,016.88
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	8/31/22 Statement	PW and FD fuel charges	Fuel - Vehicle/Equipment	101-41920-216	120.09
Sipe Bros. Inc.	8/31/22 Statement	PW and FD fuel charges	Fuel - Vehicle/Equipment	101-42000-216	829.77
Vendor Sipe Bros. Inc. Total:					949.86
Vendor: Sloth Inspections Inc					
Sloth Inspections Inc	8/31/22	August 2022 Electrical inspections	Electrical Inspections Payable	101-20221	1,552.80
Vendor Sloth Inspections Inc Total:					1,552.80
Vendor: Streicher's Inc.					
Streicher's Inc.	I1570032	Chief Mikkelson boots/flashlight	Officer Equipment	101-41900-213	313.97
Streicher's Inc.	I1570038	Chief Mikkelson handcuffs	Officer Equipment	101-41900-213	45.99
Streicher's Inc.	I1584428	Officer C Malmon tactical gear	Officer Equipment	101-41900-213	1,722.00
Streicher's Inc.	I1587007	Officer M Beyer tactical gear	Officer Equipment	101-41900-213	1,722.00
Streicher's Inc.	I1548546	1/27/22 A. Lamers shirt alteration	Uniforms/Gear	101-41900-218	40.00
Streicher's Inc.	I1574922	Officer C Malmon Uniform pants/shirt	Uniforms/Gear	101-41900-218	309.96
Streicher's Inc.	I1575540	Officer C Malmon uniform clothing	Uniforms/Gear	101-41900-218	279.96
Streicher's Inc.	I1577480	Officer Matt Beyer Uniform clothing/gear	Uniforms/Gear	101-41900-218	1,309.78
Streicher's Inc.	I1579033	Officer M Beyer holster	Uniforms/Gear	101-41900-218	169.99
Vendor Streicher's Inc. Total:					5,913.65
Vendor: Sun Life Assurance Co					
Sun Life Assurance Co	8/17/22	Sept 2022 LTD/STD premiums	Medical/Dental/Life/Ltd	101-21706	45.49
Sun Life Assurance Co	8/17/22	Sept 2022 LTD/STD premiums	Med/Den/Life/Ltd/Std Insura	101-41110-130	214.62
Sun Life Assurance Co	8/17/22	Sept 2022 LTD/STD premiums	Med/Den/Life/Ltd/Std Insura	101-41650-130	21.84
Sun Life Assurance Co	8/17/22	Sept 2022 LTD/STD premiums	Med/Den/Life/Ltd/Std Insura	101-41900-130	354.18
Sun Life Assurance Co	8/17/22	Sept 2022 LTD/STD premiums	Med/Den/Life/Ltd/Std Insura	101-42000-130	71.25
Vendor Sun Life Assurance Co Total:					707.38
Vendor: Superior/Brookdale Ford					
Superior/Brookdale Ford	171058	Squad car rear brake parts	Vehicle Repairs/Maintenance	101-41900-217	97.17
Superior/Brookdale Ford	171064	PD Squad caliper brake parts	Vehicle Repairs/Maintenance	101-41900-217	130.80
Vendor Superior/Brookdale Ford Total:					227.97
Vendor: Swank Motion Pictures Inc					
Swank Motion Pictures Inc	RG 3231583	DVD Sing 2 MMIP film 8/23/2	Operations	253-42400-211	495.00
Vendor Swank Motion Pictures Inc Total:					495.00
Vendor: Thomson Reuters - West					
Thomson Reuters - West	846980418	Aug 2022 Online/Software subscription charges	Dues/Membership	101-41900-255	121.34
Vendor Thomson Reuters - West Total:					121.34

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Tokle Inspections, Inc.					
Tokle Inspections, Inc.	8/31/22	August 2022 Electrical Inspection services	Electrical Inspections Payable	101-20221	144.00
Vendor Tokle Inspections, Inc. Total:					144.00
Vendor: Trophies By Linda					
Trophies By Linda	46871	OFD PAR tags/locker plates Kamp and Sterns	Uniforms/Gear	101-41920-218	49.20
Vendor Trophies By Linda Total:					49.20
Vendor: Trust In Us, Llc					
Trust In Us, Llc	94372	5/25/22 TIU Collection drug test	Other Professional Services	101-42000-310	20.00
Trust In Us, Llc	95344	9/6/22 TIU Collect drug test	Other Professional Services	101-42000-310	20.00
Vendor Trust In Us, Llc Total:					40.00
Vendor: Twin City Water Clinic Inc					
Twin City Water Clinic Inc	17982	July 2022 Water samples	Other Professional Services	601-49400-310	60.00
Vendor Twin City Water Clinic Inc Total:					60.00
Vendor: U.S. BANK EQUIPMENT FINANCE					
U.S. BANK EQUIPMENT FINAN	480157536	PW copier lease Aug & Sept	Operations	101-42000-211	156.26
Vendor U.S. BANK EQUIPMENT FINANCE Total:					156.26
Vendor: WIN-911					
WIN-911	5D6E4145-20221118	WIN-911 SCADA software 3-year subscription	Operations	601-49400-211	2,160.00
Vendor WIN-911 Total:					2,160.00
Vendor: WSB & Associates Inc					
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Other Professional Services	101-41920-310	3,052.00
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	130-42000-303	37.50
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	130-42000-303	324.00
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Other Professional Services	205-42350-310	1,587.00
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	409-42000-303	202.25
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	412-42000-303	42,797.35
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	412-42000-303	8,697.50
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Infrastructure	602-11101	2,510.50
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Infrastructure	602-11101	1,500.00
WSB & Associates Inc	July 31, 2022	July 2022 Engineering Service	Engineering Service	604-49400-303	2,326.00
Vendor WSB & Associates Inc Total:					63,784.10
Grand Total:					327,518.46

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	95,193.59
110 - CIP EQUIPMENT	250.00
130 - PAVEMENT MANAGEMENT	4,792.50
205 - PARK DEDICATION	52,468.04
250 - COMMUNITY FUND	711.93
253 - MUSIC/MOVIES IN THE PARK	495.00
257 - FARMERS MARKET	94.92
409 - 2020 STREET IMPROVEMENT	202.25
412 - 2022-23 Alley & Street Projects	77,721.66
601 - WATER FUND	30,268.85
602 - SEWER FUND	62,489.95
604 - STORM WATER FUND	2,829.77
Grand Total:	327,518.46

Account Summary

Account Number	Account Name	Expense Amount
101-20221	Electrical Inspections Pa	1,696.80
101-21550	State Sales Tax	2.63
101-21701	Federal Withholding	4,785.75
101-21702	State Withholding	2,325.35
101-21703	Fica Withholding	5,373.12
101-21704	Pera	10,994.95
101-21705	Deffered Comp	775.00
101-21706	Medical/Dental/Life/Ltd	45.49
101-21708	Union Dues	390.00
101-21711	Employee H.S.A Contrib	1,181.93
101-21712	Hcsp	534.15
101-22001	Community Center Depo	500.00
101-32620	Planning/Zoning Permits	500.00
101-41110-130	Med/Den/Life/Ltd/Std In	214.62
101-41110-139	Work Comp Insurance	11,049.00
101-41110-201	Office Operations	15.00
101-41110-311	Rental Inspection Progra	26,016.88
101-41110-351	Printing/Publishing Servi	723.31
101-41110-410	Leases/Rentals	197.19
101-41410-211	Operations	237.31
101-41500-304	Legal Service - Civil	1,406.38
101-41500-306	Legal Service - Prosecuti	1,200.00
101-41515-302	It Service	5,709.32
101-41515-309	Software	100.00
101-41550-301	Accounting/Auditing	876.00
101-41650-130	Med/Den/Life/Ltd/Std In	21.84
101-41700-211	Operations	417.71
101-41700-321	Telecommunications	396.75
101-41900-130	Med/Den/Life/Ltd/Std In	354.18
101-41900-211	Operations	476.32
101-41900-213	Officer Equipment	3,803.96
101-41900-217	Vehicle Repairs/Mainten	960.45
101-41900-218	Uniforms/Gear	2,258.69
101-41900-220	Radio Communications	1,695.75
101-41900-255	Dues/Membership	121.34
101-41900-260	Education/Meetings/Tra	125.00
101-41900-404	Night To Unite	189.85
101-41900-410	Leases/Rentals	78.88
101-41920-211	Operations	59.97
101-41920-216	Fuel - Vehicle/Equipmen	120.09
101-41920-218	Uniforms/Gear	318.93

Account Summary

Account Number	Account Name	Expense Amount
101-41920-261	Fire Training - Reimburse	550.00
101-41920-310	Other Professional Servi	3,241.85
101-42000-130	Med/Den/Life/Ltd/Std In	71.25
101-42000-211	Operations	156.26
101-42000-216	Fuel - Vehicle/Equipmen	829.77
101-42000-224	Street Maintenance/Sig	67.95
101-42000-310	Other Professional Servi	40.00
101-42000-321	Telecommunications	183.03
101-42300-312	Programming	944.92
101-42302-312	Programming	142.38
101-42350-211	Operations	716.29
110-36000	Miscellaneous	250.00
130-42000-303	Engineering Service	1,111.50
130-42000-530	Streetscape Project	3,681.00
205-42350-310	Other Professional Servi	46,716.00
205-42350-801	Rental Property Expense	5,752.04
250-36241	Lions Roar	474.62
250-42350-211	Operations	237.31
253-42400-211	Operations	495.00
257-42400-211	Operations	94.92
409-42000-303	Engineering Service	202.25
412-42000-303	Engineering Service	51,494.85
412-42000-529	Street Improvement	26,226.81
601-21560	Mn Water Connect Fee	2,012.00
601-49400-211	Operations	2,160.00
601-49400-301	Accounting/Auditing	547.50
601-49400-310	Other Professional Servi	98.48
601-49400-351	Printing/Publishing Servi	284.77
601-49400-385	Purchased Water	25,166.10
602-11101	Infrastructure	44,001.61
602-49400-211	Operations	619.69
602-49400-217	Vehicle Repairs/Mainten	1,782.68
602-49400-301	Accounting/Auditing	547.50
602-49400-310	Other Professional Servi	38.47
602-49400-386	Sanitary Sewer Service	15,500.00
604-49400-211	Operations	284.77
604-49400-301	Accounting/Auditing	219.00
604-49400-303	Engineering Service	2,326.00
Grand Total:		327,518.46

Project Account Summary

Project Account Key	Expense Amount
None	327,518.46
Grand Total:	327,518.46

CATCH A RIDE



NEED A RIDE WITHIN OSSEO CITY LIMITS?

- ⇒ To an Osseo doctor or dentist appointment
- ⇒ To pick up groceries
- ⇒ To run to the post office
- ⇒ To a hair appointment
- ⇒ To visit a friend

IT'S FREE

(TIPPING ISN'T EVEN ALLOWED)

MONDAY - THURSDAY

9:00 a.m. to 2:30 p.m.



Call **763-257-3142** to schedule a ride

Sponsored by the City of Osseo, Evans-Nordby Funeral Home, Heinen Motor Sports
and made possible by generous volunteer drivers

OSSEO FARMERS MARKET



THROUGH SEPT. 27
TUESDAYS 3 - 6:30 PM

Central Avenue & 5th Street NE by Boerboom Veterans Park

DiscoverOsseo.com