



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, November 28, 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 November 7 Work Session Minutes
 - B. Receive November 14 EDA Minutes
 - C. Approve November 14 Council Minutes
 - D. Receive October Fire Activity Report
 - E. Receive October Hockey Association Gambling Report
 - F. Receive Resignation of Fire Department Lieutenant 14 Troy Stalcar
 - G. Approve Internal Posting for Fire Department Lieutenant 14 Position
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**
 - A. TIF 2-4 Spending Plan Public Hearing – Rebecca Kurtz, Ehlers
9. **Old Business**
10. **New Business**
 - A. Variance Application for 305 1st St NE
 - B. Discuss Enhanced IDs for Solicitors
 - C. Approve Utility Rates for 2023 (Resolutions)
 - D. CLOSED SESSION – City Administrator Performance Evaluation
 - E. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Minidazzle
Lunch with Santa
Red Cross Blood Drive
Toys for Tots
Coat Drive
Coats for Kids
14. **Adjournment**

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

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
November 7, 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, November 7, 2022.

2. ROLL CALL

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

Members absent: Councilmember Larry Stelmach.

Staff present: City Administrator Riley Grams, Public Works Director Nick Waldbillig, Financial Consultant Gary Groen, Alyson Fauske, WSB & Associates; Emily Brown, WSB & Associates.

Others present: Barry Super, City Resident; Michealle Wallgren, City Resident; Douglas Wallgren, City Resident; John Hall, City Resident; Frank Ruzicka, City Resident; Deanna Burke, City Resident; Karen Meyer, City Resident; Sharon Jones, City Resident; Jackie Fair, City Resident; Jim Mikolai, City Resident; Richard McGlynn, City Resident; Carolyn McGlynn, City Resident; Brent Maves, City Resident; Collen Stanton, City Resident; Peter Stanton, City Resident; James Kelly, City Resident; Audra Plackner, Student; Darrell Healy, City Resident

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS UTILITY RATES

Grams stated after the third quarter utility bills were delivered to property owners, Staff and City Council received several complaints questioning their utility bills.

Councilmembers Johnson and Hultstrom asked Staff to prepare a discussion item on the City's current utility rates for the November 7 work session. At the December 13, 2021, Council meeting, the City Council reviewed a completed utility rate study conducted by Ehlers and approved updated utility rates for 2022 and 2023. The overarching goals of the utility rate study were to ensure that the City's enterprise funds is self-sufficient, pay for the operations, maintenance and capital expenses/debt service needed to operate the system, and maintain an adequate cash balance reserve.

Grams commented one of the other major driving forces of changing the rates was the Council's desire to ensure that lower consumption users did not financially subsidize higher consumption users. In order to accommodate the Council's direction, Ehlers and

Staff developed a rate structure that accomplished that. Utility rates, particularly sewer rates, were structured in a way that those who consume high volumes of water on a quarterly basis (i.e., those with irrigation systems, pools, etc.) paid a higher rate in both water and sewer. This recommended utility rate structure met the Council's direction, and the Council approved the rate structure as presented. The water utility rate was approved by a 5-0 vote, the sanitary sewer rate was approved by a 4-1 vote (Johnson opposed), and the storm sewer rate was approved by a 5-0 vote. A copy of that meetings minutes were included in the packet.

Grams reported one of the other recommendations of the utility rate study was to conduct an updated study in 2023 in order to set rates for 2024 and beyond. This would have allowed the City to complete the then on-going water meter replacement project (which was completed shortly afterwards) and allow the City at least one full year of data using the updated smart meters. The meter replacement project was a massive project in which every single meter in the City was changed out. The old meters, in some cases, were well over 20 years old and were highly inaccurate at metering water entering each property. This is noted through the City's higher than normal water loss data (water loss is the amount of unbilled water that the City pays for but does not charge for, usually due to leaks at properties or aging and inaccurate water meters). Previous to the new water meters, the City was experiencing approximately 20% water loss throughout the entire City. Again, this is water used by properties, but not billed by the City. Once the new meters have been installed, we are currently collecting data to determine our new water loss percentage. However, because the meters are so new, we have not been able to collect a meaningful set of data yet to determine our updated water loss amount. We hope to have this new data sometime next year.

Grams explained the new smart meters are far more accurate at metering actual water consumption at each property. It's likely that many residents were receiving a high volume of "free" water which placed a cost burden on the City's utility system. The new smart meters allow City Staff to observe actual water usage down to the minute. The City can more accurately determine if there is a probable leak at a property and recently City Staff has been contacting residents and property owners in cases where there is a suspected leak. Those residents have then been getting the leaks fixed, and Staff can actually see the amount of water used decrease. Many times, residents report that even though they have an irrigation system, they "rarely use it". Staff can go into the utility system and determine just how frequently a residents irrigation system is being used as well as the number of gallons. In most cases, residents simply were not aware that their irrigation systems were being used that frequently or just how much water is actually used during a typical watering session.

Grams stated the City has also been aggressive in its attempt to overhaul the City's utility infrastructure system in recent years. Several water and sanitary sewer projects needed to be completed in the past few years in order to maintain a healthy and adequate utility system for the City's property owners. Unfortunately, this has placed a larger financial burden on the utility accounts. City staff did attempt to get the lift station project included in the Governor's bonding bill request, but ultimately the Legislature were unable to reach a bonding deal during this past session, and no projects were funded. However, we remain hopeful that in next year's bonding session, Osseo's lift station project will again be considered for possible funding. Should that be successful, those funds would go directly into the City's sanitary sewer system to pay for

the project bonds, reducing the financial burden on the sewer account. Staff has included a spreadsheet showing the capital expenses that have been included in the City's utility accounts for Council's review. Each of these projects have been approved by Council in the past, including how to finance the projects. Likewise, the Met Council rates to handle and treat sanitary sewer water have continued to increase each year, increasing by 8% alone in 2022. The sanitary sewer rates have been built with an estimated 5% increase year after year. For 2022 alone, the cost for the City to send all of its waste water through our system to the Met Council's system for eventual treatment was \$186,000.

Grams explained the main complaint that the City has received with this most recent quarterly billing has been how the sanitary sewer rates are structured. Currently, the rates are structured so that all water coming into the property is charged for sewer rates regardless of how the water leaves the property (whether that's through the drain, or through a residential lawn or garden) gallon for gallon. This means that for every gallon of water a resident used, they paid the sewer charge on that same gallon of water. Back in 2019, the Council reviewed utility rates and one of the options was to structure the sewer rates by winter quarterly averaging. Winter quarterly averaging is a method of stabilizing sewer rates by calculating an average sewer usage during non-outdoor watering quarters. This method is used by a majority of cities currently to calculate sewer rates. However, in 2019, the Council opted not to move to that method of sewer calculations because doing so would raise the base sewer rate significantly. The rates themselves would go up, but the number of actual gallons used would be lower for properties. This would shift some of the financial burden from the higher consumption users to the lower consumption users. Because of this, the Council maintained the existing sewer rate structure into 2022 and 2023.

Grams stated in reviewing potential options for the Council to consider, Staff would suggest that the Council freeze the current utility rates heading into 2023. Right now, the rates, as approved by Council last year, are scheduled to slightly increase in 2023. If the Council would like Staff to conduct a new utility rate structure in the first quarter of 2023, we might be able to recommend new rates and possibly a new rate structure to take effect at the beginning of quarter two in 2023 (April 1, 2023) which would be before the bulk of the watering season begins. The Council would need to pass a new Resolution prior to the end of this year, that rescinds Resolutions 2021-66 and 2021-67 (which set the 2023 water and sewer utility rates for 2023) and freezes those rates heading into 2023. Staff would not recommend any changes to the storm sewer rates, as those are unaffected by water and sanitary sewer usage. Staff and Council would then conduct a utility rate study, with the assistance of Ehlers, in early 2023 to set new rates for quarter two or quarter three of 2023 moving forward. Staff commented further on the proposed new rate structures and requested feedback from the Council on how to proceed.

Waldbillig discussed how the new ultrasonic water meters were working for the City. He reported the previous low flow meters were very inaccurate in the past. He stated staff has completed dozens of meter tests over the past year and all of the new meters were reading accurately. He encouraged residents to get familiar with their water meter.

Grams stated he was pleased to report the City was purchasing 9% less water from Maple Grove after installing the new water meters. He commented further on the

infrastructure projects the City had completed to enhance the City's utility services. It was noted the cost to remove waste water from the City continued to increase yearly from the Met Council, which has contributed to increasing the City's utility rates.

Groen reviewed a schedule of financial obligations from the water, sewer and stormwater funds with the Council. He explained the City has made significant improvements and investments into its infrastructure system in the past several years, which included improvements to the City's lift station.

Grams discussed the proposed rates for 2023 noting they were approved by the Council in 2021. He recommended the Council freeze the water and sewer rates for 2023, keeping them at the 2022 levels. He also suggested a utility rates study be completed early in 2023.

Hultstrom commented on the Central Avenue improvement project noting payments would be made on this project through 2029. She discussed how these improvements, along with other improvement bonds had to be paid off by the utility funds.

Vickerman stated in her conversations with the public the main concern was with the sewer rates for people using over 15,000 gallons of water. She suggested a cap be put in place, in order to assist these residents because they are not high users, but rather are moderate users. She asked if the City was collecting too much money to pay its bills.

Johnson expressed concern with how high water and sewer bills were getting for Osseo residents. He did not support keeping the current rates for 2023. He supported the Council taking action to reduce the sanitary sewer charge because it was too high.

Poppe opened the meeting for public comments.

John Hall, 808 3rd Street NE, stated he previously served on the City Council and noted the January through March water usage was used for the sanitary sewer rates. He reported this was not the case anymore. He explained June through September half of his water does not go down the sanitary sewer yet he was still paying a high fee. He recommended the City have irrigation water be separate from household water usage. He explained he had a pool in his backyard that needed filling each summer, and he also planted some new grass seed, all of which required a great deal of water. He stated he received a water bill that was \$1,090 and noted half of this water did not go down the drain. He feared there was a glitch in the City's water system. He encouraged the City to be conservative with its own water usage and requested the City reconsider their sewer rates.

James Kelly, 624 3rd Avenue NE, commented on the City's water and sewer rates noting the City spent \$400,000 on new water meters. He reviewed documentation he had on when his meter was read each month. He expressed concern with the fact he was required to water new sod in his yard in order to keep it from dying. He expressed frustration with the fact the City was not reading his meter on the right date and his bills were inaccurate.

Deanna Burke, 640 3rd Avenue NE, stated her problem was not with her water bill, but rather was with the sidewalk that was installed in 2020. She explained her water could

not be turned off at the street because the key could not go down the shaft in order to turn off the water. She reported the main water valve in her basement was leaking very slowly and it needs to be replaced. She learned the water to her house could not be turned off in June of this year and has been asking when this could be fixed at the street level in order for her to fix her interior plumbing. She asked that the City address this concern.

Peter Stanton, 625 5th Avenue, stated he spoke with Administrator Grams last week. He feared that the City was operating its utilities in a for-profit manner. He discussed how he has been working to locate the water purchasing agreement between the cities of Osseo and Maple Grove. He reviewed the rates the City was paying to purchase water from Maple Grove. He encouraged the City to be more transparent with this information and that this information be provided to the public. He understood the City needed to make improvements to its infrastructure, but he feared the City was charging too much for its water and sewer rates. He encouraged the Council to reconsider its rates to be more fair for the residents of Osseo.

Barry Super, 224 7th Avenue, discussed how his water bills have increased in 2022 and noted he intentionally let his lawn go brown this summer. He encouraged the Council to reconsider the sewer rates that are being charged to residents because at this time they were extremely high.

Poppe closed the meeting for public comments.

Poppe thanked all of the residents that voiced their concerns at this meeting. He stated with the information that was presented in 2021, the Council did not take into consideration what occurred during watering seasons. He discussed how the new water meters were impacting bills, along with the sewer rates. He supported the Council looking into the utility rates further early in 2023 in order to make changes.

Vickerman supported the Council taking another look at the utility rates in early 2023 in order to adjust the tiers and structure. She anticipated this would take more than one meeting to figure out, especially if the City were to move to setting the sewer rate seasonally. She supported the City freezing rates for 2023 and that further workshop meetings be held in early 2023.

Mr. Hall encouraged the City to complete an audit to ensure people were paying the correct amount for their utility bills. He stated he would hate for this community to become too expensive for homeowners to live in.

Vickerman supported the City pursuing State funding to assist with future infrastructure projects because this would greatly assist the City with its utility funds going forward.

B. REVIEW 2020, 2021 AND 2022 STREET AND ALLEY PROJECTS

Alyson Fauske, WSB & Associates, provided the Council with an update on the 2020, 2021 and 2022 street and alleyway projects. She discussed how she and her staff have addressed the concerns from the 2020 and 2021 projects. She reviewed how the 2022 soil washouts were addressed, along with Alley 5.

Hultstrom asked if paving could be completed yet this year on Alley 5. Ms. Fauske reported cold weather paving plans were in place and noted the work would be done during the warmest part of the day.

Johnson questioned if the ground that was torn up along Alley 2 was City or private property. Emily Brown, Project Manager for WSB, explained this area (Wiley Properties) was torn out in order to repour some concrete to assist with better drainage. She indicated this work was completed by the contractor.

Further discussion ensued regarding how water would drain from the new alleyways along with the challenges of getting new storm sewer connections in place.

Johnson commented on the property who had driveway drainage concerns stating water would continue to drain into this garage. Ms. Fauske explained the concrete driveway was removed in order to reconstruct the alleyway. She noted the property owner requested the driveway be replaced with bituminous. Ms. Brown discussed the pitch and elevations of the new driveway and alleyway.

Ms. Fauske described how the 2021 windowpane sidewalk panels along Central Avenue were addressed. She reported she reached out to the League of Minnesota Cities to see if this was a loss prevention matter.

Johnson reported the tapered edges of the windowpane sidewalk was the most concerning. He suggested these portions be roughed up in order to prevent a slip and fall. Ms. Fauske explained there was a solution that could be applied to the windowpane portions of the sidewalks, but noted she was waiting to hear back from the League of Minnesota Cities before making a recommendation to the Council.

Johnson requested further information regarding the watering system along Central Avenue. Waldbillig spoke to the issues that occurred noting there was a break in the watering system. He reported the bad valves and pumps were replaced. He commented further on how the raised bed soaker lines were repaired and replaced.

Ms. Fauske discussed the in progress repairs that were being made at 532 2nd Avenue and 440 2nd Avenue as part of the 2020 street project. She described how the retaining walls were being addressed by the contractor. Lastly, she commented on the 2020 sod work noting this project would be rebid in 2023. She stated going forward she would continue to communicate with residents and the Council as work finishes up on these projects.

Hultstrom requested staff follow up with a letter to the one property owner that has been unreachable.

Johnson asked if WSB had an onsite inspector that oversees these projects during construction. Ms. Fauske stated she has inspectors on these projects, however, these inspectors were not onsite 24/7. She noted WSB communicates with contractors on when work would be done to ensure inspectors can be onsite when necessary.

Hultstrom commented she did not believe public works had failed at any point during these projects. She indicated that have done a tremendous job throughout each of these projects.

Johnson requested the Council address the water shut off concern that was raised this evening. Waldbillig noted there was a curb stop within the 2020 project that was in question. He explained typically all curb stops are tested before and after a project. He believed this was done, but noted the curb stop in question had a slight bend in it. He reported a contractor would be pulling out the sidewalk panel in order to assist with determining if the bend was in place before or after the project.

5. ADJOURNMENT

The Work Session adjourned at 7:54 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
November 14, 2022**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, November 14, 2022.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Duane Poppe, and Larry Stelmach.

Members absent: Ashlee Mueller and Kenny Nelson.

Staff present: Executive Director Riley Grams, City Attorney Mary Tietjen, and Dan Tienten, Ehlers & Associates.

Others present: Sean Sweeney, Hall Sweeney Properties; Isabel Hall, Hall Sweeney Properties; and Joshua Jamsen, Hall Sweeney Properties.

2. APPROVAL OF AGENDA

A motion was made by Johnson, seconded by Aho, to approve the Agenda as presented. The motion carried 5-0.

3. APPROVAL OF MINUTES – OCTOBER 10, 2022

A motion was made by Stelmach, seconded by Johnson, to approve the minutes of October 10, 2022, as presented. The motion carried 5-0.

4. MATTERS FROM THE FLOOR – None

5. PUBLIC HEARINGS – None

6. ACCOUNTS PAYABLE

Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Aho, to approve the Accounts Payable. The motion carried 5-0.

7. OLD BUSINESS – None

8. NEW BUSINESS

A. HALL SWEENEY DEVELOPMENT UPDATE AND TIF 2-4 UPDATE – Dan Tienter, Ehlers

Dan Tienter, Senior Financial Specialist with Ehlers & Associates, stated Staff and Ehlers continue to work with the Hall Sweeney development team to negotiate a terms sheet and provide assistance to fund the financing gap in the project. This assistance includes tax increment from the TIF District No. 2-11 and potential grant funding. The developer continues to see increasing construction costs and rising interest rates, which are impacting the financing for the project. Staff and Ehlers are continuing to work with the development team to review the challenges and options. Mr. Tienter stated that they will continue to update the EDA and Council on the status of the project, next steps and timeline. Staff commented further on the progress being made on this project and noted the EDA would be considering a Resolution on December 12 that would remove 23 parcels from TIF District No. 2-4.

Stelmach questioned what would happen if costs continue to increase into 2023. Mr. Tienter stated the developer was pursuing grants to assist with the rise in costs. He reported if costs increase too greatly, the project may not be feasible.

Johnson noted he visited with the developer and architect today via telephone. He asked if the buildings would still be taken down the first of January. Grams indicated this would be contingent upon the successful approval of a development agreement. He stated the only way the developer would take the buildings down is if they have an approved agreement and TIF package in place.

Johnson commented he was still concerned with the traffic at the intersection of 6th and Central Avenue. He recommended a semi-four be installed at this intersection.

Mr. Tienter discussed the parcels that could be removed from TIF District 2-4. He described what would be accomplished by removing these parcels by the end of the year. He commented further on how funds would pool for this district and these properties going forward. It was his recommendation that the EDA take action on December 12 to have the parcels removed from TIF District 2-4.

Johnson asked where the \$470,000 was on the EDA's financial statement. Grams reported this funding would be located within the pooled funds for this specific TIF district.

Johnson questioned what happened to the other 23 parcels within this TIF district.

Poppe indicated these properties were all part of the Bell Tower redevelopment district.

Johnson inquired what two parcels would remain in the TIF district. Mr. Tienter reported both properties were part of the NAPA development.

Grams thanked the EDA for their feedback and noted this item would be coming back to the EDA on December 12.

B. REVIEW DRAFT 2023 EDA BUDGET

Grams explained each year, the EDA sets their own fiscal budget for the following year. The budget is usually approved during the last meeting of the year in December. Staff reviewed the proposed EDA budget for next year. The revenue side of the budget is mostly comprised of interest off of EDA held investments. On the expenditure side, we have expenses related to operating EDA meetings (Board compensation, supplies, legal services, minutes, etc.) as well as the I-94 West Chamber of Commerce membership, expenses related to any Board member training/travel, TIF management costs for Ehlers, and the transfer of funds to the City general fund for staff time reimbursement. The EDA should discuss any potential changes to the 2023 budget and direct Staff accordingly. Staff will make any EDA recommended changes and update the budget worksheet as directed. The updated EDA budget will come back to the EDA for final approval at the December 12 EDA meeting.

Johnson requested Staff look into the amount of funds that are sitting in decertified TIF districts that could come out. Grams reported he would discuss this further with Rebecca Kurtz from Ehlers.

Stelmach stated he supported the EDA budget as proposed. He requested Staff log their EDA hours in 2023 for comparison purposes. Grams stated he could have Staff complete this task.

Johnson recommended the membership fee with the I-94 West Chamber of Commerce be covered by the EDA in 2023.

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

Aho encouraged residents to consider attending Small Business Saturday on Saturday, November 26 in downtown Osseo.

10. ADJOURNMENT

A motion was made by Stelmach, seconded by Aho, to adjourn at 6:34 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
November 14, 2022**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, November 14, 2022.

2. ROLL CALL

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

Members absent: Councilmember Alicia Vickerman.

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

Others present: Andy Schreder, Rum River Consultants; Carri Levitski, Rum River Consultants.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Stelmach, seconded by Hultstrom, to table action on Item 10E to the November 28, 2022 City Council meeting. The motion carried 4-0.

A motion was made by Hultstrom, seconded by Johnson, to approve the Agenda as amended removing Item 10E. The motion carried 4-0.

5. CONSENT AGENDA

- A. Approve October 24 Work Session Minutes
- B. Approve October 24 Council Minutes
- C. Approve Hire of Firefighter Erin Lynne
- D. Accept Resignation of Firefighter Dylan Kamp
- E. Accept Resignation of Firefighter John Nyquist
- F. Approve Exempt Permit for NWTF West Metro Struttin' ZoneX-35503 for Gambling Activities
- G. Receive September Hockey Association Gambling Report
- H. Receive October American Legion Gambling Report
- I. Receive October Fire Gambling Report
- J. Receive October Lions Club Gambling Report

Johnson requested a change to the October 24 minutes on Page 3, noting the Hall Sweeney units would be smaller than the 5 Central units.

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

6. MATTERS FROM THE FLOOR – None

7. SPECIAL BUSINESS

A. RENTAL INSPECTIONS PROGRAM UPDATE – Carri Levitski, Rum River Consultants

Andy Schreder, owner and inspector with Rum River Consultants, provided the Council with an update on the rental inspections program. He thanked the residents and property owners in Osseo for the opportunity to work with the City. He discussed the history of his business and reported his company was nominated by its peers and received the 2022 Building Department of the Year.

Carri Levitski, Rum River Consultants, spoke to the benefits of the public/private partnership the City has with Rum River Consultants, especially when it comes to managing the City's rental properties. She commented on how she analyzed the properties in Osseo in order to determine those that were rentals. She discussed the units that were inspected in 2022 and those that would be inspected in 2023. She reported Osseo had a total of 75 rental properties which included 23 apartment buildings, eight duplexes, three triplexes, three fourplexes and 38 single family homes. She noted the City of Osseo had 600 total rental units. She discussed the new forms and informational packets that were sent to rental property owners. The results from the inspections were further reviewed with the Council and it was noted that Osseo had a great rental housing stock.

Stelmach asked if the properties that required a reinspection were needing a third or fourth inspection. Ms. Levitski reported most of these properties had passed their rental inspection and did not require a third inspection. She noted there were a few properties that required larger projects and would be reinspected when those projects are completed.

Johnson questioned what action Rum River would be taking to bring the non-compliant properties into compliance. Ms. Levitski explained she would continue to reach out to these properties. Grams indicated he could look at getting legal involved if allowed within the rental policy.

Johnson asked how often rental properties were inspected. Ms. Levitski stated properties were inspected every other year, but were charged a rental fee on a yearly basis.

Hultstrom thanked Andy and Carri for providing the Council with a detailed presentation on the City's rental inspection program.

Johnson thanked Rum River Consultants for doing a great job on behalf of the residents of Osseo.

Grams stated he appreciated the partnership the City had with Andy and Carri.

B. CANVASS 2022 CITY ELECTION RESULTS

Grams stated the City Council serves as the canvassing board for City elections. The Council must meet to canvass the returns and declare the results within three to ten days after a general election. The canvass board publicly canvasses the election returns by reviewing the abstract (from the County) and write-in reports (M.S. 205.185, subd. 3; 205.065, subd. 5).

A motion was made by Johnson, seconded by Stelmach, to adopt Resolution No. 2022-62, accepting the 2022 City Election results and declare the candidates with the most votes as elected.

Hultstrom explained there was a large number (40%) of under votes this year within the Council race.

The motion carried 4-0.

8. PUBLIC HEARINGS – None
9. OLD BUSINESS – None
10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF NOVEMBER 14, 2022

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, received an update on the Hall Sweeney development, and discussed the draft 2023 budget.

A motion was made by Stelmach, seconded by Johnson, to Confirm the EDA Actions of November 14, 2022. The motion carried 4-0.

B. APPROVE HIRE OF BRETT LETOURNEAU FOR FULL TIME POLICE OFFICER

Police Chief Mikkelson stated in August 2022, Council approved the hiring of a full-time police officer and to promote from within the department a Lieutenant. Letourneau spent two years as a full-time police officer with St. Anthony and Mora Police Departments. Letourneau was a part-time officer with the Osseo Police Department from 1999 until 2014. He left the department to concentrate on his towing business. Letourneau is now ready to move back to a full-time career in law enforcement. It was noted Letourneau has gone through the interview, background, and psychological process and has been medically cleared.

Hultstrom stated Officer Letourneau was very impressive and she supported his hire as a full-time police officer.

A motion was made by Hultstrom, seconded by Stelmach, to approve the hire of Brett Letourneau for Full-Time Police Officer. The motion carried 4-0.

C. APPROVE PROMOTION OF TODD KINTZI FOR POLICE LIEUTENANT

Police Chief Mikkelson stated this position was discussed at the Public Safety Meeting in March of 2022 and they recommended that the Council consider the position. At the August 22, 2022, Council Meeting, the Council brought the position forth to consider and I agreed that this position was needed within the department. At the October 10, 2022, Council Meeting, the Council was asked to approve the posting of the position. The Council agreed that the position should be posted internally. Officer Kintzi gave his letter of interest and went through an interview process with the HR committee and the City Administrator. Staff is seeking Council approval for the promotion that will take effect in 2023 after Officer Letourneau is off FTO.

A motion was made by Hultstrom, seconded by Stelmach, to approve the promotion of Officer Todd Kintzi to Police Lieutenant in 2023. The motion carried 4-0.

D. APPROVE UPDATED EMPLOYEE PERSONNEL POLICY

Grams stated with the recently negotiated and Council approved Police Union contract complete, Staff began looking at the existing Personnel Policy that establishes a uniform and equitable system of personnel administration for employees of the City. This policy covers all full-time and part-time employees who are not covered by a Union (in Osseo's case, this is all employees that are not FT Police Officers). Historically the City has made every attempt to mirror much of what the Police Union has negotiated in their contract, and vice versa. You'll note that several items that have been previously negotiated into the City's Personnel Policy were recently updated in the Police Union contract (including paid parental leave and adjustments to the PTO accrual rate).

Grams explained, City Attorney Mary Tietjen reviewed the City's Personnel Policy to determine if any updates were needed based on any specific changes to recent employment laws both Federally and at the State level. Staff also had an opportunity to provide feedback on and changes they would like to see. The draft Personnel Policy includes all recommended changes. Grams then met with the Council Human Resources Committee (Councilmembers Vickerman and Hultstrom) on October 10, 2022, to discuss the proposed changes and formulate a recommendation to the full Council for review. The full Council received the proposed updates to the Personnel Policy at the October 24, 2022, work session meeting, and a majority of the Council directed Staff to bring the draft policy to a future Council meeting for final consideration and approval. Staff commented further on the proposed changes to the personnel policy and recommended approval.

Johnson discussed an amendment on Page 20, noting the \$500 monthly allowance was a taxable benefit. Grams reported he could make this change.

A motion was made by Hultstrom, seconded by Stelmach, to approve the updated City of Osseo Personnel Policy as amended. The motion carried 4-0.

E. CLOSED SESSION – DISCUSS ANNUAL PERFORMANCE EVALUATION OF CITY ADMINISTRATOR

Action on this item was tabled to the November 28, 2022 City Council meeting.

F. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable as presented. The motion carried 4-0.

11. ADMINISTRATOR REPORT

Grams thanked everyone who participated in the General Election last week. He congratulated Mayor Poppe, Councilmember Hultstrom and Mark Schulz for winning their race in the election.

12. COUNCIL AND ATTORNEY REPORTS

City Attorney Tietjen wished everyone a Happy Thanksgiving.

Hultstrom thanked all of the residents of Osseo that got out and voted last week. She stated she was honored to be able to serve the residents for another four years.

Johnson thanked all of the election judges for working to make the election last week possible.

Stelmach congratulated Councilmember Hultstrom and Mayor Poppe for winning their reelection. He also welcomed Councilmember Mark Schulz back to the City Council.

Stelmach encouraged residents to visit downtown Osseo on Small Business Saturday, which would be held on Saturday, November 26.

Poppe thanked the residents of Osseo for their continued support.

13. ANNOUNCEMENTS

Poppe encouraged residents to participate in the Annual Winter Warm-Up Coat Drive for the Harbor Light Center which would be held through November 30. Donations of new or gently used coats would be taken at the Police Department lobby.

Poppe reported City Hall would be closed on November 24 and November 25 for the Thanksgiving Holiday.

Poppe encouraged residents to participate in the Red Cross Blood Drive, which would be held on Wednesday, November 30 from 1:00 p.m. to 7:00 p.m. at the Community Center Room A.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Johnson, to adjourn the City Council meeting at 7:44 p.m. The motion carried 4-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved



Osseo Fire Department

Monthly Activity Report – October 2022

Incident Responses

Fire	8
Fire Alarm – Apartment	4
Check Problem Burn	1
Smoke Indoors	1
Assist	1
Assist PD	1
EMS	16
Cardiac – CPR Needed	1
Unconscious	3
Heart	6
Breathing	1
Choking	1
Lift Assist	2
Down	1
Pain	1
Mutual Aid	5
Brooklyn Park	4
Maple Grove	1
Total	29

Training

- Car Fire Propane Training
- SCBA Training

Activities & Other

- OFDRA Steak Fry
- Halloween Event

Osseo Maple Grove Hockey Association Gambling Report to City of Osseo

1. Report for the month of Oct-22

2. Check as appropriate:

 x pulltabs

 x tipboards

3. Gross receipts 369,271

4. Expenses - total 354,101

Expenses itemized:

Compensation	<u>7,389</u>
Prizes	<u>328,767</u>
Pull tab games/taxes	<u>4,582</u>
Supplies/misc/payroll proc./storage	<u>640</u>
Combined receipts	<u>11,524</u>
Cash long/short	<u>324</u>
Rent	<u>875</u>

5. Profits 15,170

6. Distribution of profits (itemized)

OMGHA 100,000

Signed:

Greg Cheatham

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



City of Osseo City Council Meeting Item

Agenda Item: Acknowledge the Stepping Down of Lieutenant 14 Troy Stalcar

Meeting Date: November 28, 2022

Prepared by: Mike Phenow, Fire Chief

Attachments: *none*

Policy Consideration:

Consider acknowledging the stepping down of Troy Stalcar from the Lieutenant 14 position.

Previous Action or Discussion:

Troy Stalcar was hired as a firefighter in May of 2011, promoted to Lieutenant 14 in March of 2019. He has served admirably in the role of lieutenant, leading and mentoring firefighters both at the station and on emergency scenes.

On November 9th, I received the following in an email from Lieutenant Stalcar: "This is my official resignation from the position of Lt. 14. I can remain in the position until you find a suitable replacement and then will return to a firefighter position." Lieutenant Stalcar cited a desire to return to the roles and responsibilities of a firefighter as the primary reason for the change.

Options:

The City Council may choose to:

1. Acknowledge the stepping down of Troy Stalcar from the Lieutenant 14 position
2. Table action on this item for more information

Recommendation/Action Requested:

Staff recommends the City Council acknowledges the stepping down of Troy Stalcar from the Lieutenant 14 position.



City of Osseo City Council Meeting Item

Agenda Item: Approve Internal Posting of Lieutenant 14 Position

Meeting Date: November 28th, 2022

Prepared by: Mike Phenow, Fire Chief

Attachments: none

Policy Consideration:

Consider approving the posting of the Lieutenant 14 position.

Background:

With the stepping down of Troy Stalcar from the position of Lieutenant 14, we need to post the position internally to get it filled.

Budget or Other Considerations:

This is just re-filling an existing position, so there will be no budget impact.

City Goals Met By This Action:

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

Develop team work among the City's leadership team

Options:

The City Council may choose to:

1. Approve the posting of the position;
2. Approve the posting of the position with noted changes/as amended;
3. Deny the posting of the position;
4. Table action on this item for more information.

Recommendation/Action Requested:

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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 (1)	\$750	Beautification
Harold E. Johnson (2)	\$750	Beautification



MEMORANDUM

TO: City Council Members, City of Osseo
FROM: Dan Tienter & Rebecca Kurtz, Ehlers
DATE: November 21, 2022
SUBJECT: Tax Increment Financing District No. 2-4 Spending Plan

In 2021, the Legislature enacted temporary authority to transfer unobligated tax increments for purposes of assisting private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, if doing so will create or retain jobs in the State. Any transfer under this provision must be for the purposes of assisting private developments that meet all the following criteria:

- It consists of the construction of substantial rehabilitation of buildings and ancillary facilities;
- It creates or retains jobs in the State, including construction jobs; **and**
- Construction commences before December 31, 2025 and would not have commenced before that date without the assistance.

Prior to approving the use of this Temporary Transfer Authority by resolution, the EDA and City must create a written Spending Plan that authorizes the development authority to provide the assistance or make the investment that make the development qualify. The City must approve the Spending plan after holding a public hearing.

Increment must be transferred under this provision by December 31, 2022. Funds must be spent by December 31, 2025. If funds are not spent, must be returned to the contributing TIF district, and the funds could be used for projects that qualify as redevelopment projects.

TIF No. 2-4 Background

In October 2000, the EDA and City of Osseo (the “City”) established Tax Increment Financing District No. 2-4 (the “District”) to assist with the removal of a contaminated auto salvage yard and to provide space to expand the commercial area of the downtown. Redevelopment efforts resulted in the development of office, warehouse and retail projects, including the Cotten’s NAPA Auto Parts (NAPA) project.

The District had multiple obligations including pay-as-you-go notes and general obligation bonds. In February 2022, the General Obligation TIF Refunding Bonds, Series 2011A were paid in full with increment. The only current obligation is the Pay-as-you-go Note for the NAPA project with an outstanding balance of approximately \$162,995 (the “Note”). Debt service is paid from the tax increment generated from the two parcels that are part of the NAPA redevelopment. The District will terminate in 2028, and it is projected that the Note

will be not paid in full. As a pay-as-you-go note, the EDA and City are not responsible for any unpaid balance.

At the end of the year, the District will have unobligated tax increment of approximately \$470,000. The City may consider approving a Spending Plan to transfer this increment to a separate fund and use the increment prior to December 2025 for projects that meet the Temporary Transfer Authority and the City's Spending Plan. If the funds are not spent by December 2025, they will transfer back to TIF 2-4 and must be spent as redevelopment tax increment.

Council Options

- The City Council may hold a public hearing and consider approval of a Spending Plan for the TIF District No. 2-4, which will allow the City to use the \$470,000 under the terms of the Spending Plan and Temporary Transfer Authority.

If the Council adopts the Spending Plan, Ehlers will work with staff to file the Plan with the State and complete the transfer of funds by December 31, 2022.

- The City Council may take no action. If action is not taken to approve the Spending Plan, the \$470,000 will remain in the fund for TIF 2-4 and must be used under the statutory requirements for redevelopment tax increment.

Adopted: November ____, 2022

Osseo Economic Development Authority City of Osseo, Hennepin County, Minnesota

Spending Plan

Tax Increment Financing District No. 2-4: Bell Tower



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, Minnesota 55113

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Spending Plan for Tax Increment Financing District No. 2-4: Bell Tower

PURPOSE

The Osseo Economic Development Authority (the “Authority”) administers Tax Increment Financing District No. 2-4: Bell Tower (the “TIF District”) in the City of Osseo, Minnesota (the “City”), and proposes to adopt a Spending Plan for the TIF District in accordance with Minnesota Statutes, Section 469.176 Subd. 4n (the “Act”).

The Act grants the Authority temporary authorization to transfer unobligated tax increment to provide improvements, loans, interest rate subsidies or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, which will create or retain jobs in the State, including construction jobs, so long as such private development commences no later than December 31, 2025, and would not have commenced before that date without such assistance. Such transfers must be made by resolution, pursuant to the terms of a spending plan approved by the Authority and by the City, following a public hearing of the City Council.

PLAN

The Authority is authorized as follows:

- (a) To use available tax increments from the TIF Districts to provide assistance in connection with a private development consisting of (1) the redevelopment of a blighted site to include rental housing (the “Development”) and (2) redevelopment projects in the City which will result in expansion of the City’s tax base. These projects will further the goals set forth in the City’s Comprehensive Plan and within the Development Program for Municipal Development District No. 2, and which will result in the creation and retention of jobs in the State, including construction jobs.

Preference for the assistance is to finance a portion of the costs of demolition and site preparation of five substandard parcels in the City’s downtown, which are included in Tax Increment Financing District No. 2-11: Hall Sweeney. This allows the proposed developer of the Development to acquire the parcels, demolish the substandard buildings, and construct a multi-family, rental housing project. The proposed developer has submitted a Letter of Intent to the Authority in which it has represented that construction of the Development shall

commence before December 31, 2025 (unless a later commencement date is authorized by law), and the Development would not commence by such date without the assistance provided pursuant to this Spending Plan.

- (b) To amend the budget set forth in the Tax Increment Financing Plan for Tax Increment Financing District No. 2-4 as necessary to provide for the assistance authorized by this Spending Plan.
- (c) To take any other action necessary and authorized under the Act in connection with the construction or substantial rehabilitation of facilities of the type described in clause (a) above.

The assistance provided pursuant to this Plan shall be subject to Minnesota Statutes, Sections 116J.993 to 116J.995 (the “Business Subsidy Law”), if applicable, and shall be subject to the City’s Business Subsidy Policy.

ADOPTED: November 28, 2022

ATTEST:

Mayer

City Clerk

EXTRACT OF MINUTES OF A MEETING
OF THE CITY COUNCIL OF THE
CITY OF OSSEO, MINNESOTA

HELD: November 28, 2022

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Osseo, Hennepin County, Minnesota (the "City Council"), was duly called and held at the City Hall in said City on November 28, 2022, at 7:00 P.M.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING A SPENDING PLAN FOR
TAX INCREMENT FINANCING DISTRICT NO. 2-4

A. WHEREAS, the City of Osseo, Minnesota (the "City") has previously established Tax Increment Financing District No. 2-4 (the "TIF District") and adopted and amended the tax increment financing plan therefor (the "TIF Plan"); and

B. WHEREAS, in connection with the amendment of the TIF Plan, the administration of the TIF District was transferred from the City to the Economic Development Authority in and for the City (the "EDA"); and

C. WHEREAS, the EDA has developed and approved a spending plan for the TIF District in accordance with Minnesota Statutes, Section 469.176, subdivision 4n (the "Spending Plan"), to utilize existing tax increment revenues from the TIF District in order to stimulate construction or rehabilitation of private development in a way that will also create or retain jobs; and

D. WHEREAS, as required by Minnesota Statutes, Section 469.176, subdivision 4n, the City must approve the EDA's Spending Plan after holding a duly-noticed public hearing therefor; and

E. WHEREAS, the City has performed all actions required by law to be performed prior to the approval of the Spending Plan, including, but not limited to, causing notice of a public hearing to be published in a newspaper of general circulation in the City and on the City's public website at least ten days, but not more than 30 days, prior to the date of the hearing, and holding a public hearing on the date hereof on the approval of the Spending Plan.

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

1. The Spending Plan for the TIF District is hereby approved.
2. The EDA is hereby authorized to carry out the terms of the Spending Plan in such manner as it determines to be consistent with the TIF Plan and in accordance with Minnesota Statutes, Section 469.176, subdivision 4n.

The motion for adoption of the foregoing resolution was duly seconded by member _____ and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

and the following voted against same:

Adopted this 28th day of November, 2022.

Mayor

Attest: _____
City Administrator

STATE OF MINNESOTA
COUNTY OF HENNEPIN
CITY OF OSSEO

I, the undersigned, being the duly qualified and acting City Administrator of the City of Osseo, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes with the original minutes of a meeting of the City Council of said City held on the date therein indicated, which are on file and of record in my office, and the same is a full, true and complete transcript therefrom insofar as the same relates to a Resolution Approving a Spending Plan for Tax Increment Financing District No. 2-4.

WITNESS my hand as such City Administrator of the City Council of the City of Osseo, Minnesota, this 28th day of November, 2022.

City Administrator



Osseo City Council Meeting Item

Agenda Item: Consider Variance for Private Garage at 305 1st St NE

Meeting Date: November 28, 2022

Prepared by: Joe Amerman, Community Management Coordinator

Attachments: Variance Application
Acknowledgement of Responsibility
Narrative
Site Plans
Photos of Site
Draft Resolution Approving Variances

Policy Consideration:

The owners of the single-family residential property at 305 1st St NE seek a variance to build an addition to their garage with a rear yard setback of 1' 6".

Previous Action or Discussion:

The Osseo Planning Commission held a public hearing on this item at its November 21 meeting. The Planning Commission voted 5-0 to approve. Commissioners Mueller and Nelson were absent.

In 2020 the City unanimously approved a garage height and setback variance at property located one block from the address of this application. Variances are considered on an individual basis and do not set a precedent.

Background:

305 1st St NE is located in the R-1 One- and Two-Family Residential District of the city, several blocks east of the Central Business District. According to Hennepin County records this property was built in 1941.

At issue is the distance between the existing garage and the northern boundary of the property, which is 1' 6". At the time the home and garage were built Osseo had not yet adopted current setback requirements, which did not occur until the 1990's. This code established the setbacks included in the attachments for each of the city's zoning districts. Any homes, garages, accessory structures, or other buildings which already existed at that time, but would no longer be allowed, were immediately considered 'legal non-conforming'.

Now the applicants would like to expand their garage, as illustrated in the included building plans. However, §153.150 (B) (5) states that "*no non-conforming structure or use shall be enlarged, increased, or extended to occupy a greater area than was occupied when the use became non-conforming. . .*". This prevents the applicants from expanding the garage as it currently exists. While the applicants acknowledge they could technically build an accessory structure such as a shed, the applicants argue that given the setback requirements (5 feet from the side/rear yards, 25 feet from the front, and no less than 5 feet from the principal structure) it simply isn't feasible. So a variance is needed.

Variance Analysis:

While the City must consider variance applications in light of the standards listed in the zoning code and state statute, some of the standards are open to interpretation.

Variances must be found to be in general agreement with the purposes and intent of the zoning ordinances, and when the variances align with the goals laid out in the comprehensive plan. Even if all standards are met, the City is not obligated to grant a variance in any situation.

General Intent:

The address of the application is in the R-1 District, the stated intent of this district is “to recognize fully or partially developed one- and two-family residential areas including supporting public and semi-public facilities, to provide for future development of a similar nature, and to protect the desired low intensity living environment from encroachment by conflicting land use.”

Staff believes that this variance would not meaningfully alter the ‘low intensity’ character of this area. However, this is a determination the Council must make.

Comprehensive Plan

The 2040 Comprehensive Plan guides this area for Detached Residential uses. Detached Residential is ‘the traditional detached single-family house, which has been the largest land use in Osseo by area. The density range for detached residential housing is four to eight dwelling units per acre. In addition to single-family detached houses, this land use category could allow accessory units and duplexes.”

This proposed garage addition does not change local densities (which for this area sits at 4.85 units per acre) or appear to conflict with any other stated goal of the 2040 Comprehensive Plan related to detached housing.

Practical Difficulties

In 2011, Minnesota state statutes established the “Practical Difficulties” test as the standard for granting variances. This replaces the earlier ‘undue hardship’ standard, though the Osseo City Code still uses the hardship language and is considered an easier standard to meet. There are three components to this test.

- Reasonableness
 - The applicant must propose to use the property in a reasonable way but cannot do so under the rules of the ordinance.
 - *The City Council must judge whether an expansion of the garage is a reasonable use of the property.*
- Uniqueness
 - Is the applicant’s problem due to circumstances unique to the property, not caused by the landowner? According to the League of Minnesota Cities, this generally relates to the physical characteristics of a particular piece of property. By that they mean, the unique challenge should relate to the land and not the personal preferences of the owner.
 - In this case the applicants believe that their garage’s status as ‘legal non-conforming’, and how that status limits their ability to expand their garage space, constitutes a unique physical challenge.
 - *The City Council must determine whether the legal status of the existing garage creates a unique physical challenge.*
- Essential Character
 - Would granting a variance change the essential character of the area?
 - *The City Council must consider whether the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area.*

If the City finds the project meets these standards, it may choose to grant a variance. A final important note, according to the League of Minnesota Cities, a city exercises 'quasi-judicial' authority' when considering variances. Which means the City is able to evaluate facts of the application against the legal standards for a variance and has some leeway in making that determination, much like a judge. However, the City is limited to using those standards.

Budget or Other Considerations:

As with most land use applications, there is a \$500 fee for variance applications to cover in-house staff costs. This was received with the application. The City has 60 days to issues a decision but can grant itself another 60 days if needed. The application was received on October 12.

City Goals Met By This Action:

Develop and implement the Comprehensive Plan Update.

Increase communication with citizens and encourage citizen engagement.

Promote a healthy and high-quality standard of living.

Plan and provide for safe and high-quality housing options.

Options:

The City Council may choose to:

1. Approve the variance request;
2. Approve the variance request with noted changes/as amended;
3. Deny the variance request; or
4. Table action on this item for more information.

**Application For:**

Variance

Residential ☒Commercial ☐Sign ☐

415 Central Avenue, Osseo, MN 55369

Phone 763.425.2624

Fax 763.425.1111

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

Property Information:Site address: 305-1ST St NE Osseo

Property identification number: _____

Property legal description: Lot: _____ Block: _____ Tract/Addition: _____

Property type (check one): Abstract: _____ Torrens: _____

Description of request (list the practical difficulties of your request – attach more if necessary):

garage addition for storage of items
that used to be stored at parents home.
Please see attached pages + pictures

Applicant Information:Name: Don + Nancy Seitz Daytime phone: D 763-843-1143
N 763-360-1746Address: 305-1ST St NE Osseo Email Address: Donandnancyseitz@gmail.com

Applicant agrees to reimburse the City of all legal and/or engineering costs incurred by the City, provide plans/drawings/survey for submittal, and pay any additional water and/or sewer assessments that may be due pending a check of City records.

Signature: Nancy Seitz Date: 10-12-2022

Property Owner Information:

Name: Donald + Nancy Seitz Daytime phone: B-763-843-1163
N-763-360-1766
Address: 305-1ST St NE Osseo Email Address: donandnancyseitz
@gmail.com

Signature: Nancy Seitz [Signature] Date: 10-12-2022

*The City of Osseo requires that the Property Owner sign and date all land use applications.
Applications will not be accepted unless the Property Owner has signed the application.*

.....
For City use only:

Receipt number: 174312 Date received: 10/12/22 (\$500 Application Fee)

Any other fees? N/A Received by: KB

Notice to press date: 11.3.22 Press publication date: 11.10.22

Scheduled Planning Commission date: 11.21.22

Scheduled City Council date: 11.28.22



415 Central Avenue
Osseo, MN 55369
Phone 763.425.2624
Fax 763.425.1111

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I further understand that additional fees incurred by the City such as engineering or legal costs will be my responsibility.

I agree to allow access by City personnel to the property for purposes of review of my application and to erect a temporary sign indicating the application proposed.

Date

10-12-2022

Signature of Applicant

Nancy Seitz [Signature]

Name and Address of Applicant
(Please Print)

Donald + Nancy Seitz

305-1ST ST NE

Osseo MN 55369

Phone Number

home 763-425-2920 D-cell 763-843-1163
N cell - 763-360-1766

Email Address

donandnancyseitz@gmail.com

Name and Address of Contact
(If Other Than Applicant)

Phone Number

Email Address

Thank you for taking the time to consider our request on a variance to expand on our garage.

We are Don & Nancy Seitz, 305 1st Street NE. We purchased our home in 2005. We have lived in the Osseo area our entire lives. Nancy's parents purchased their Osseo home in 1956 and lived there until they passed away. We both graduated from Osseo High School. We both work in the area, Don for Osseo Schools and Nancy for Topline Financial Credit Union. You could say we have been and will be lifelong Osseo residents.

We need to expand the storage we currently have at our home. Don has a lot of archery targets and fishing gear, seasonal décor and lawn furniture etc. that he used to store at his Mother's home which was sold in May 2022. Renting a storage unit is very costly and inconvenient. We currently have a 2 car garage and a small shed that holds our vehicles, lawn mower, snow blower, tools etc. We are hoping to add onto our garage so that it would hold the items that used to be stored at Don's moms as well as the items currently in the shed.

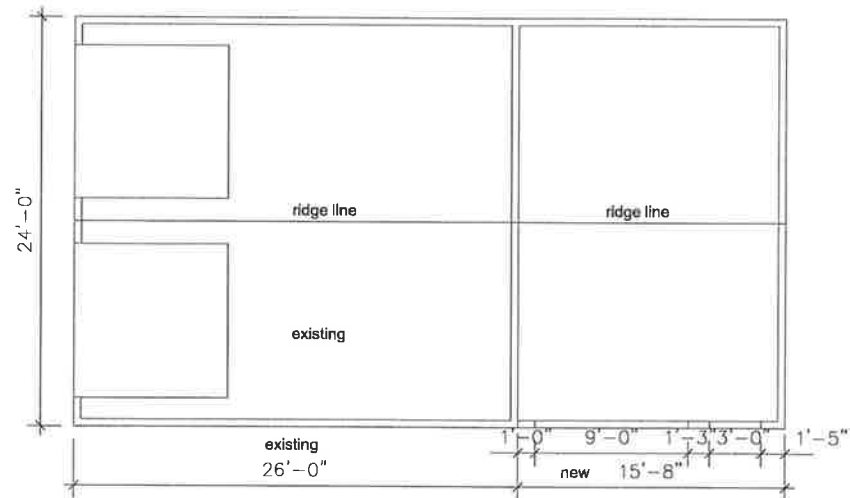
We understand that we are supposed to have a 5 foot set back. If we can't get a variance for that, and would be forced to build a separate building, there would be a lot of "wasted space" in the back corner of our lot (see pictures). We have spoken with our neighbors, Cliff & Sue Gates and Kathi Vnuk, who are adjacent to our property, and they have no issues if we build following the lines of our current garage. Kathi has a privacy fence that currently goes the length of where the garage would be and there is a chain link fence between us and Cliff & Sue.

Please consider giving us this variance.

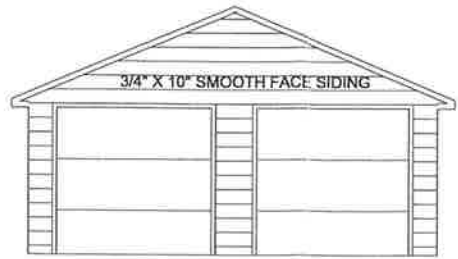
Thank you

Don & Nancy Seitz

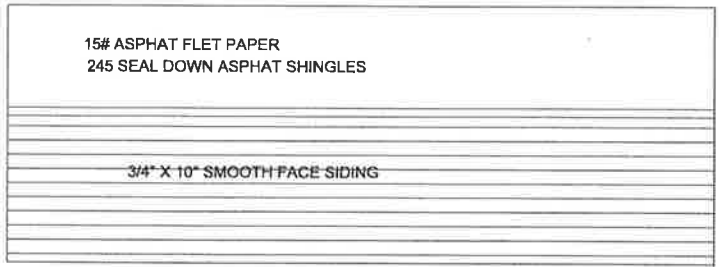
INSPECTOR'S COPY



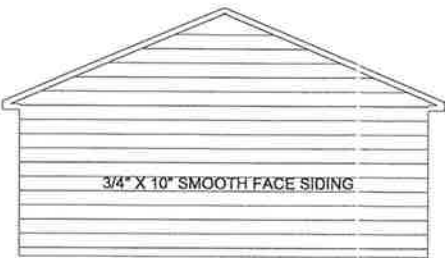
FLOOR PLAN
SCALE 1/4" = 1'-0"



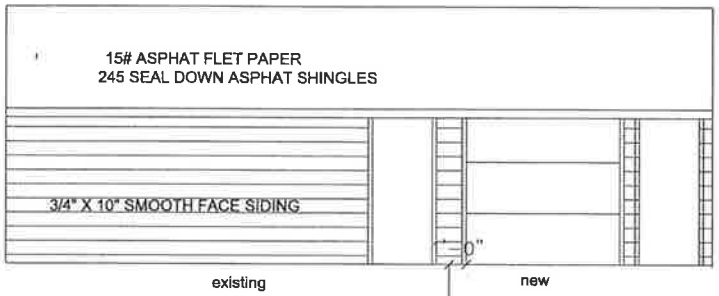
WEST VEIW
SCALE 1/4" = 1'-0"



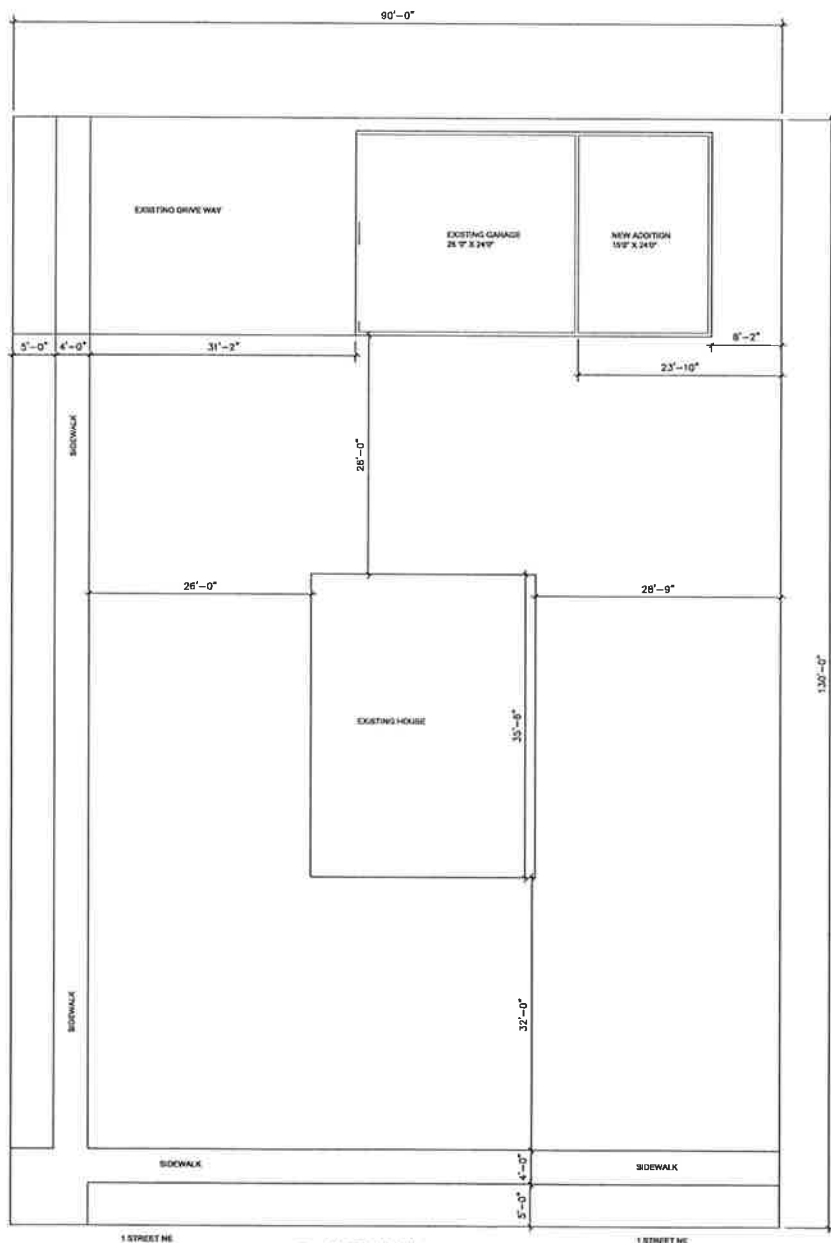
SOUTH VEIW
SCALE 1/4" = 1'-0"



EAST VEIW
SCALE 1/4" = 1'-0"



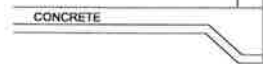
NORTH VEIW
SCALE 1/4" = 1'-0"



SITE PLAN
SCALE 1/8" = 1'-0"

DON NANCY SEITZ
305 1ST NE
OSSEO, MN 55369

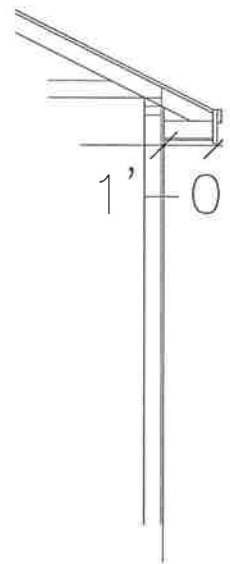
- 1/2 ANCHOR BOLTS
- 6" BLOCK
- 4" THICKENED EDGE SLAB
- 2" FOAM
- 4" OF S&G FILL



FOOTING DETAIL
SCALE 3/4" = 1'-0"



CORNICE DETAIL
SCALE 3/4" = 1'-0"



ROOF/SIDE WALL DETAIL
SCALE 3/4" = 1'-0"

CITY OF OSSEO
Date 8-30-22
REVIEWED
Dan Kirkpatrick
For Code Compliance



This shed would be
replaced by garage
addition at
305-1ST ST NE





Back corner of
property at
305-1ST St NE



CITY OF OSSEO
Resolution No. 2022-XX

**RESOLUTION APPROVING A VARIANCE FOR A PRIVATE GARAGE ADDITION WITH A 1 FOOT REAR YARD
SETBACK AT 305 1st STREET NE**

WHEREAS, Don and Nancy Seitz ("Applicants") own property located at 305 1st St NE, Osseo (PID 18-119-21-23-0087) and legally described in the attached Exhibit A made part hereof by this reference (the "Property"); and

WHEREAS, the Applicant's property is zoned One- and Two-Family Residential, R-1, which is intended to recognize fully or partially developed one- and two-family residential areas including supporting public and semi-public facilities, to provide for future development of a similar nature, and to protect the desired low intensity living environment from encroachment by conflicting land use; and

WHEREAS, City Code Chapter 153 Appendix A: LOT REQUIREMENTS AND STANDARDS prescribes an accessory side and rear yard setback of 5 feet; and

WHEREAS, the proposed private garage addition is depicted in a site plan and elevation drawing submitted by the Applicants; and

WHEREAS, the Applicants submitted a variance application for the Property dated October 12, 2022, to allow construction of a private garage that is with a rear yard setback of 1 foot, as per the Plans; and

WHEREAS, the Applicant has indicated that the proposed accessory building must be constructed in such a way to provide desired storage and consistency with the principal structure; and

WHEREAS, Minn. Stat. § 462.357, subd.6. provides as follows:

The Board of Appeals shall consider variance requests in accordance with the following standards:

- A. Variances shall only be permitted when they are in harmony with the general purposes and intent of the zoning code.
- B. Variances shall only be permitted when consistent with the comprehensive plan.
- C. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning code.
 - 1. "Practical difficulties" shall mean that the property owner proposes to use the property in a reasonable manner not permitted by the zoning code; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.
 - 2. Economic considerations alone do not constitute practical difficulties.
- D. The Board of Appeals may not permit as a variance any use that is not allowed under the zoning code for property in the zone where the land is located.
- E. The Board of Appeals may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

WHEREAS, on November 21, 2022, the Planning Commission conducted a public hearing, reviewed the application, and found that the standards for granting a variance were satisfied and recommended approval;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that, after consideration of all information regarding this matter including the testimony presented at the public hearing and subject to the terms and conditions below, the City Council makes the following findings with regard to the requested variances:

1. The variances are in harmony with the general purposes and intent of the City's code of ordinances,

because the proposed private garage is consistent with ensuring a more compatible development pattern and allowing the proposed indoor storage will protect the neighborhood's aesthetic; and

2. The variances are consistent with the City's comprehensive plan, because they are not inconsistent with the overall vision and land use guidance for the area; and
3. The Applicant has demonstrated that practical difficulties exist:
 - a. in using the Property without the variances, because if the strict letter of the regulation were to be carried out, the private garage could not be extended; and
 - b. the situation is due to circumstances unique to the Property and not created by the Applicants, because the need for a variance is created by the preexisting status as a legal non-conforming structure; and
 - c. the variances will not alter the essential character of the neighborhood, because the proposed addition is consistent with other nonconforming properties in the surrounding area.
4. The Applicant has demonstrated that practical difficulties are not based on economic considerations alone, because the purpose of the variance is to get the best and most efficient use of the property and is not based exclusively on a desire to increase the value or income potential of the land. The variance will allow better storage of personal property on the site.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Osseo does hereby approve the requested variances to the private garage height, setback, and area requirements, subject to the following terms and conditions, which the City Council determines relate to and are proportional to the impact created by the variances:

1. The private garage shall be constructed in accordance with the Plans.

Adopted by the Osseo City Council this 28th day of November, 2022.

The motion for the adoption of the foregoing resolution was made by XX, seconded by XX, and upon vote being duly taken thereon, the following voted in favor thereof: ,

and the following voted against the same: XX,

and the following was absent: XX,

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.
CITY OF OSSEO)

We, the undersigned, being the duly qualified Mayor and Clerk of the City of Osseo, Hennepin County, Minnesota, a Minnesota municipal corporation, hereby certify that the above and foregoing Resolution No. 2022-XX is a true and correct copy of the Resolution as adopted by the City Council the 28th day of November, 2022.

Duane E. Poppe, Mayor

Katrina Jones, City Clerk

Exhibit A

Lots 1-2-7 & 8, Blocks 18 to 21 incl, Replat City of Attraction Addition
Hennepin County, Minnesota



City of Osseo City Council Meeting Item

Agenda Item:	Solicitor Picture Identification
Meeting Date:	November 28 th , 2022
Prepared by:	Shane Mikkelsen, Chief of Police
Attachments:	Solicitor Application, Solicitor ID, Example of a future ID

Policy Consideration:

Purchase and create a way for Solicitors to be given a city-issued picture identification when they are in Osseo.

Background:

Currently, a Solicitor would come into the police department, fill out an application, complete a criminal background history check, and then an ID is issued. Attached to this item are the application and the permit used. At the Public Safety Committee meeting in March of 2022, a discussion was had about changing the solicitor-issued permit to include a city-issued identification with a picture of the Solicitor. This was discussed, and the Public Safety Committee recommended bringing this item to the council.

We investigated our current setup for city identifications and found that this would be inadequate in terms of time, money, and safety for the office manager. We felt we would need software, a camera, and wiring connecting the camera to the office manager's computer. The camera would be mounted in the entryway of the police department, and the office manager would be able to stay in the office while taking the picture. After the picture and the information is entered into the ID, the officer manager can give it back to the Solicitor through the glass window.

Budget or Other Considerations:

We have found a software program that should work for what we need. The cost to the city would be \$182.00 for the first 50 IDs and then 104 for 50 ID's after the initial cost. We have found one camera that would work for \$300.00, and we have not received any costs for the wiring itself.

City Goals Met By This Action:

Develop teamwork among the city's leadership team.

Options:

The City Council may choose to:

1. Approve the needed changes in software and hardware for the police department to create a Solicitor ID with pictures.
2. Deny making Solicitor ID with pictures.
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1. Approve the needed changes in software and hardware for the police department to create a Solicitor ID with pictures.

Next Step:

Purchase the software and hardware to make the Solicitor ID.



CITY OF OSSEO
415 Central Avenue
Osseo, MN 55369
Phone (763) 425-2624
Fax (763) 425-1111

Registration for:
Solicitors
Peddlers
Transient Merchants

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

Applicant Information:

Name _____ Home address _____
First Middle Last Street Address

_____ Home phone _____
City State Zip Code

Daytime phone _____ Other names used by applicant: _____

Date of Birth _____ Drivers License # _____ State _____

Height _____ Weight _____ Hair color _____ Eye color _____ Male _____ Female _____

Have you been convicted of a felony, gross misdemeanor, or misdemeanor in the past 5 years?
___Yes ___No *If Yes, please explain how this conviction may affect your proposed activities.

REQUIRED FEES <i>as of 1/1/2016</i>		FEES	
All Applicants:	Registration Form (Criminal Background Check) Authorization and Release	\$15 per individual	
		No fee	
Peddlers & Transient Merchants:	License	1 Day	\$15
		7 Days	\$25
		30 Days	\$50
		356 Days	\$150



CITY OF OSSEO

415 Central Avenue
Osseo, MN 55369
Phone (763) 425-2624
Fax (763) 425-1111

Release for:

Minnesota Data Practices Act
General Authorization & Release
Per MN Statute 13.05, § 4

To: **City of Osseo**
415 Central Avenue
Osseo, MN 55369

I, _____, hereby authorize and grant my informed consent to permit you, _____, [NSI] to release and make available to the Osseo Police Department and/or its agents and/or representatives, data classified as private which concerns me, except medical and psychological information, and which may be in your possession. The data that I authorize to be released consists of private data, as defined by MN State. 13.02, and has been collected by you as a result of my contacts and associations with you and/or your agents and representatives. The information for which release is authorized includes all data which has been collected, created, received, retained, or disseminated in whatever form which in any way relates to my dealings with you or your agency. I understand that the purpose of permitting the Osseo Police Department to have access to this information is to do a criminal background check on myself in order for me to be considered for employment with the City of Osseo.

I hereby authorize and grant my informed consent to permit you to make photocopies for the Osseo Police Department of data which concerns me and is in your possession.

This authorization shall be valid for a period of one year, but I reserve the right to, at any time prior to that expiration, cancel the written authorization by providing written notice to the Department or to you of that fact.

Date: _____

Applicant's full name printed: _____

Applicant's address: _____

(City)

(State)

(Zip)

SSN: _____ Date of birth: _____

Driver's license number: _____

Applicant's signature: _____



CITY OF OSSEO

415 Central Avenue
Osseo, MN 55369
Phone (763) 425-2624
Fax (763) 425-1111

License for:

Peddlers
Transient Merchants

*** Solicitors are not Licensed**

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

Business Information:

Business name _____

Address _____
Street Address City State Zip Code

Phone _____

Federal Tax ID: _____ MN Tax ID*: _____

****If a Minnesota Tax ID is not required, please explain on the reverse***

For Profit _____ Non-Profit _____ Supervisor/manager's name _____

Local point of distribution/address _____

Full description of merchandise you are selling _____

Merchandise in possession? ____ Yes ____ No

Dates and times you will be working in the City _____

List all vehicles that will be used during sales:

Vehicle #1 _____
Make Model Year Color License # State

Vehicle #2 _____
Make Model Year Color License # State

Last five cities where Applicant/Business has been licensed previously _____

I AGREE TO OPERATE SUCH BUSINESS IN ACCORDANCE WITH THE LAWS OF MINNESOTA AND THE ORDINANCES OF THE CITY OF OSSEO. THESE STATEMENTS ARE TRUE, CORRECT, AND ARE MADE WITH THE KNOWLEDGE THAT THIS INFORMATION MAY BE MADE PUBLIC. FALSE DISCLOSURES ARE SUBJECT TO PERJURY PROCEEDINGS AND FORFEITURE OF THE LICENSE APPLICATION.

Signature _____ Date _____

For City Use Only:

Receipt # _____ Date _____

REQUIRED FEES <i>as of 1/1/2016</i>		FEES		
All Applicants:	Registration Form (Criminal Background Check)	\$15 per individual		
	Authorization and Release	No fee		
Peddlers & Transient Merchants:	License	1 Day	\$15	
		7 Days	\$25	
		30 Days	\$50	
		356 Days	\$150	
		TOTAL	\$15+	

Background check completed? _____(Date) City employee doing check _____

City employee granting approval _____ Issue date _____

***For any monthly permit, this Permit is valid for 30 days from the issue date.**



Solicitors/Peddler Permit

This Certifies that **Jeffrey Marc Baumgartner**
Has been granted a license to solicit door to door within
the City of Osseo.

This permit expires on **December 31, 2020**

Osseo Police Department

Date

Solicitor

CITY OF OSSEO



Felicia Wallgren

Window Word

Start Date: 11/10/2022

End Date: 11/15/2022



City of Osseo City Council Meeting Item

Agenda Item:	Approve Utility Rates for 2023 (Resolutions)
Meeting Date:	November 28, 2022
Prepared by:	Riley Grams, City Administrator
Attachments:	Resolution Approving Water Utility Rates for 2023 Resolution Approving Sanitary Sewer Utility Rates for 2023

Policy Consideration:

Consider approving two attached Resolutions freezing water and sanitary sewer rates for 2023.

Background:

The City Council considering information regarding the utility funds at the November 7, 2022 work session. The Council directed Staff to freeze the water and sanitary sewer rates for 2023, which would allow Staff and Ehlers to conduct a utility rate study in early 2023 to set new rates beginning in quarter two of 2023. The two attached Resolutions rescind previously approved Resolutions setting water and sanitary sewer rates, and freezing the water and sewer rates for 2023.

Two separate actions will need to be conducted by Council.

Previous Action or Discussion:

Council discussed this action at the November 7 work session and directed Staff to prepare Resolutions to freeze water and sanitary sewer rates for 2023.

Options:

The City Council may choose to:

Resolution 1 – Water Utility Rates

1. Approve the attached Resolution rescinding Resolution 2021-66 and freezing water utility rates for 2023;
2. Deny approval of the attached Resolution;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the attached Resolution rescinding Resolution 2021-66 and freezing water utility rates for 2023.

Resolution 2 – Sanitary Sewer Utility Rates

1. Approve the attached Resolution rescinding Resolution 2021-67 and freezing sanitary sewer utility rates for 2023;
2. Deny approval of the attached Resolution;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the attached Resolution rescinding Resolution 2021-67 and freezing sanitary sewer utility rates for 2023.

Next Step:

Staff will publicize the frozen utility rates and then conduct a utility rate study in early 2023.

Resolution No. 2022-xx

**RESOLUTION RESCINDING RESOLUTION NO. 2021-66 AND SETTING WATER USER FEES
FOR 2023**

WHEREAS, on December 13, 2021, the City Council approved Resolution No. 2021-66 setting 2022 and 2023 water rates; and

WHEREAS, the City Council discussed freezing the water rates for 2023 at the November 7, 2022, work session meeting; and

WHEREAS, the City Council has directed Staff to conduct a utility rate study, with the assistance of Ehlers, in early 2023.

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

1. Resolution No. 2021-66 is rescinded.
2. The following water user rates established for 2022 will remain in effect until further notice:

Quarterly Water Rates		2022
Flat Rates		
Minimum (includes 8,000 gallons for single family residential users)		21.84
3/4"		21.84
1"		21.84
1.5"		32.76
2"		43.68
3"		109.20
4"		436.81
6"		436.81
Usage Rates		
Residential		
Tier 1 (8,000 to 16,000 gallons)		4.37
Tier 2 (16,000-24,000 gallons)		5.46
Tier 3 (over 24,000 gallons)		6.83
Multi Family		
all Usage		4.64

Commercial	
Tier 1 (to 50,000 gallons)	4.37
Tier 2 (50,000-100,000 gallons)	5.02
Tier 3 (100,000-125,000 gallons)	5.78
Tier 4 (over 125,000)	6.64
Irrigation	
All usage	6.83
Bulk Water Sales	
All usage	6.83

Resolution No. 2022-xx

**RESOLUTION RESCINDING RESOLUTION NO. 2021-67 AND SETTING SANITARY SEWER
USER FEES FOR 2023**

WHEREAS, on December 13, 2021, the City Council approved Resolution No. 2021-67 setting 2022 and 2023 sanitary sewer rates; and

WHEREAS, the City Council discussed freezing the sanitary sewer rates for 2023 at the November 7, 2022, work session meeting; and

WHEREAS, the City Council has directed Staff to conduct a utility rate study, with the assistance of Ehlers, in early 2023.

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

1. Resolution No. 2021-67 is rescinded.
2. The following sanitary sewer user fees established for 2022 will remain in effect until further notice:

2022: A base charge of \$55.44 per quarter which includes 15,000 gallons and \$10.67 per 1,000 gallons beyond 15,000 gallons.



City of Osseo City Council Meeting Item

Agenda Item: CLOSED SESSION – Discuss Annual Performance Evaluation of City Administrator

Meeting Date: November 28, 2022

Prepared by: Riley Grams, City Administrator

Attachments: None

Policy Consideration:

Consider entering into a closed session to discuss the performance evaluation of the City Administrator for 2022.

Background:

The Council HR Committee has asked to conduct a closed session review of the City Administrator performance evaluation with the entire Council.

Under Minnesota Statute regarding the Open Meeting Law, after a public body meets in a closed session to evaluate the performance of an employee, the body is required to summarize the conclusions regarding the evaluation at its next open meeting. A summary of the closed session proceedings will be given at the next open meeting, on December 12, 2022.

Recommendation/Action Requested:

Staff recommends the City Council motion to close the meeting pursuant to Minnesota Statutes Section 13D.05, subd. 3(a), convene to a closed meeting to conduct the review, and then re-open the meeting and announce that a summary will be given at the meeting on December 12, 2022.



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00085

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000183	Federal Tax	Federal Withholding	101-21701	4,572.38
Eftps - Fit And Fica	INV0000183	Medicare	Fica Withholding	101-21703	1,485.28
Eftps - Fit And Fica	INV0000183	Social Security	Fica Withholding	101-21703	4,028.68
Vendor Eftps - Fit And Fica Total:					10,086.34
Vendor: Further					
Further	INV0000173	Employee HSA	Employee H.S.A Contribution	101-21711	950.93
Vendor Further Total:					950.93
Vendor: Icma Retirement Corporation					
Icma Retirement Corporation	INV0000172	DFC - ICMA	Deffered Comp	101-21705	300.00
Vendor Icma Retirement Corporation Total:					300.00
Vendor: MN Department of Revenue					
MN Department of Revenue	INV0000184	State Tax	State Withholding	101-21702	2,256.86
Vendor MN Department of Revenue Total:					2,256.86
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000177	DFC-MSRS (Empower)	Deffered Comp	101-21705	375.00
Msrs Dfc/Hcsp	INV0000178	Employee HSA	Hcsp	101-21712	434.82
Vendor Msrs Dfc/Hcsp Total:					809.82
Vendor: Pera					
Pera	INV0000182	PERA	Pera	101-21704	3,973.77
Pera	INV0000182	PEPFF	Pera	101-21704	6,096.51
Vendor Pera Total:					10,070.28
Grand Total:					24,474.23

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	24,474.23
Grand Total:	24,474.23

Account Summary

Account Number	Account Name	Expense Amount
101-21701	Federal Withholding	4,572.38
101-21702	State Withholding	2,256.86
101-21703	Fica Withholding	5,513.96
101-21704	Pera	10,070.28
101-21705	Deffered Comp	675.00
101-21711	Employee H.S.A Contrib	950.93
101-21712	Hcsp	434.82
Grand Total:		24,474.23

Project Account Summary

Project Account Key	Expense Amount
None	24,474.23
Grand Total:	24,474.23



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00081

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Abdo Financial Solutions, LLC					
Abdo Financial Solutions, LLC	464063	OCT 2022 FS Consulting staff augmnt & tech asst	Accounting/Auditing	101-41550-301	4,460.00
Abdo Financial Solutions, LLC	464063	OCT 2022 FS Consulting staff augmnt & tech asst	Accounting/Auditing	601-49400-301	1,784.00
Abdo Financial Solutions, LLC	464063	OCT 2022 FS Consulting staff augmnt & tech asst	Accounting/Auditing	602-49400-301	1,784.00
Abdo Financial Solutions, LLC	464063	OCT 2022 FS Consulting staff augmnt & tech asst	Accounting/Auditing	604-49400-301	892.00
Vendor Abdo Financial Solutions, LLC Total:					8,920.00
Vendor: Advanced Irrigation Inc					
Advanced Irrigation Inc	57398100522	Central Ave Irrigation Blow Outs	Central Avenue Beautification	101-42350-215	875.00
Vendor Advanced Irrigation Inc Total:					875.00
Vendor: Bohler-Penny, Jenny					
Bohler-Penny, Jenny	11/12/22	REFUND COMM CTR DAMAGE DEPOSIT 11/12/22	Community Center Deposits	101-22001	250.00
Vendor Bohler-Penny, Jenny Total:					250.00
Vendor: Campion, Barrow and Associates					
Campion, Barrow and Associa	33059	MN PUBLIC SAFETY LAW ENFORCMNT TEST B LATOURNEAU	Personnel/Recruitment	101-41900-355	455.00
Vendor Campion, Barrow and Associates Total:					455.00
Vendor: Centerpoint Energy					
Centerpoint Energy	11/07/2022	OCT 2022 Natural Gas Service	Natural Gas Service	101-41700-390	231.67
Centerpoint Energy	11/07/2022	OCT 2022 Natural Gas Service	Natural Gas Service	101-41800-390	50.86
Centerpoint Energy	11/07/2022	OCT 2022 Natural Gas Service	Natural Gas Service	101-42000-390	66.91
Centerpoint Energy	11/07/2022	OCT 2022 Natural Gas Service	Natural Gas Service	101-42350-390	31.33
Centerpoint Energy	11/07/2022	OCT 2022 Natural Gas Service	Natural Gas Service	602-49400-390	17.14
Vendor Centerpoint Energy Total:					397.91
Vendor: Central Telephone					
Central Telephone	M22144	2023 ANNUAL MAINTENANCE PROTECTION PLAN	Telecommunications	101-41700-321	1,802.00
Vendor Central Telephone Total:					1,802.00
Vendor: CenturyLink					
CenturyLink	NOV. 6, 2022	NOV 2022 LIFT STATION SVC	Telecommunications	602-49400-321	118.62
Vendor CenturyLink Total:					118.62
Vendor: Cintas Corp.					
Cintas Corp.	4135844517	PD 10/31/22 MAT SVC	Operations	101-41900-211	6.41
Cintas Corp.	4127596063	PW 8/8/2022 MAT SVC	Operations	101-42000-211	12.39
Cintas Corp.	4130349034	PW 9/6/22 MAT SVC	Operations	101-42000-211	12.39
Cintas Corp.	4133081670	PW 10/3/22 MAT SVC	Operations	101-42000-211	12.39
Vendor Cintas Corp. Total:					43.58
Vendor: Cintas First Aid & Safety					
Cintas First Aid & Safety	8405940010	PUBLIC WORKS FIRST AID KIT SERVICE	Operations	101-42000-211	28.40
Vendor Cintas First Aid & Safety Total:					28.40
Vendor: City Of Maple Grove					
City Of Maple Grove	21484	OCT 2022 8,516 GAL/WATER USAGE	Operations	601-49400-211	16,027.11
Vendor City Of Maple Grove Total:					16,027.11

Pending Expense Approval Report

Packet: APPKT00081

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Clarity Church					
Clarity Church	11/20/22	REFUND COMM CENTER DEPOSIT/FEE FOR 11/20/22	Community Center Deposits	101-22001	350.00
Vendor Clarity Church Total:					350.00
Vendor: Comcast Business					
Comcast Business	159400052	11/15 - 12/14/22 TRUNK LINE	Telecommunications	101-41700-321	331.46
Vendor Comcast Business Total:					331.46
Vendor: Core & Main Lp					
Core & Main Lp	R891616	PW CURB STOP REPAIR PARTS 45LA115W	Operations	601-49400-211	278.02
Core & Main Lp	R894171	PW CURB STOP REPAIR PARTS	Operations	601-49400-211	138.47
Vendor Core & Main Lp Total:					416.49
Vendor: Craig Rapp, LLC					
Craig Rapp, LLC	CPG-OSS-11.1.22.1	2023 LEADERSHIP DEV. MONTHLY PEER GROUP: R. GRAMS	Dues/Membership	101-41110-255	1,600.00
Vendor Craig Rapp, LLC Total:					1,600.00
Vendor: ECM Publishers Inc					
ECM Publishers Inc	919886	AD 1270508 NOV 21 PH SEITZ VARIANCE	Printing/Publishing Service	101-41650-351	125.05
Vendor ECM Publishers Inc Total:					125.05
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000170	Federal Tax	Federal Withholding	101-21701	4,379.37
Eftps - Fit And Fica	INV0000170	Social Security	Fica Withholding	101-21703	4,026.02
Eftps - Fit And Fica	INV0000170	Medicare	Fica Withholding	101-21703	1,482.64
Vendor Eftps - Fit And Fica Total:					9,888.03
Vendor: Ehlers & Associates, Inc					
Ehlers & Associates, Inc	92396	ARBITRAGE REPORT 9/12/22 GO IMP BONDS SERIES 2019A	Other Professional Services	311-47250-310	3,750.00
Vendor Ehlers & Associates, Inc Total:					3,750.00
Vendor: Element Technologies LLC					
Element Technologies LLC	IVC61554	PC & LAPTOP SETUP REMOTE & ONSITE SUPPORT	It Service	101-41515-302	1,725.00
Element Technologies LLC	IVC61556	CROWDSTRIKE COMPLETE SUITE UPGRADE	It Service	101-41515-302	150.00
Element Technologies LLC	SLA61851	NOVEMBER 2022 IT SERVICES	It Service	101-41515-302	4,689.30
Element Technologies LLC	INV61309	ORDER #9845 PD COMPUTERS/SERVERS	Equipment	240-41900-570	17,433.37
Vendor Element Technologies LLC Total:					23,997.67
Vendor: Ferguson Waterworks #2518					
Ferguson Waterworks #2518	504409	SP-W765EBV VAC BRKR IRRIGATION PARTS	Equip Repair/ Maintenance	101-42350-221	145.45
Vendor Ferguson Waterworks #2518 Total:					145.45
Vendor: Finken Water Solutions					
Finken Water Solutions	38225TL	10/31/22 PD BOTTLED WATER DELIVERY	Operations	101-41900-211	36.95
Vendor Finken Water Solutions Total:					36.95
Vendor: Further					
Further	INV0000159	Employee HSA	Employee H.S.A Contribution	101-21711	950.93
Further	16286057	NOV 2022 H.S.A. PARTICIPANT FEE	Other Professional Services	101-41110-310	32.50
Vendor Further Total:					983.43
Vendor: Hennepin County Information Technology					
Hennepin County Information	1000194583	OCT 2022 PD RADIO LEASE & FLEET FEES	Radio Communications	101-41900-220	1,467.39
Hennepin County Information	1000194582	OCT 2022 OFD RADIO LEASE & FLEET FEES	Radio Communications	101-41920-220	716.18
Vendor Hennepin County Information Technology Total:					2,183.57

Pending Expense Approval Report

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Hennepin County Sheriff					
Hennepin County Sheriff	1000194542	OCT 2022 BOOKING FEE	Incarceration Services	101-41900-316	75.00
Vendor Hennepin County Sheriff Total:					75.00
Vendor: Icma Retirement Corporation					
Icma Retirement Corporation	INV0000158	DFC - ICMA	Deffered Comp	101-21705	300.00
Vendor Icma Retirement Corporation Total:					300.00
Vendor: Innovative Office Solutions					
Innovative Office Solutions	IN4011073	DOCUMENT/CERTIFICATE FRAMES 8.5 X 11	Operations	101-41000-211	25.53
Innovative Office Solutions	IN4009850	ADMIN OFFICE SUPPLIES, ENVELOPES, FOLDERS	Office Operations	101-41110-201	77.57
Vendor Innovative Office Solutions Total:					103.10
Vendor: Jimmy's Johnnys					
Jimmy's Johnnys	MP214969	10/21 - 11/1/2022 PORTA POTTY BOERBOOM PARK	Operations	101-42350-211	37.72
Jimmy's Johnnys	MP214970	10/21 - 11/1/2022 SIPE PARK PORTA POTTY	Operations	101-42350-211	51.43
Vendor Jimmy's Johnnys Total:					89.15
Vendor: Mellany Yang					
Mellany Yang	NOV 19, 2022	REFUND COMM CTR DEPOSIT 11/19/22	Community Center Deposits	101-22001	250.00
Vendor Mellany Yang Total:					250.00
Vendor: Metro Sales Inc					
Metro Sales Inc	INV2154421	4Q22 PD COPIER BASE RATE AND 3Q22 USAGE CHARGES	Office Operations	101-41900-201	181.46
Metro Sales Inc	INV2151892	NOV 2022 PD COPIER CONTRACT LEASE CHG	Leases/Rentals	101-41900-410	78.88
Vendor Metro Sales Inc Total:					260.34
Vendor: Metro West Inspection Svcs Inc					
Metro West Inspection Svcs Inc	3481	OCT 2022 BUILDING INSPECTION SERVICES	Building Inspections Payable	101-20222	761.70
Vendor Metro West Inspection Svcs Inc Total:					761.70
Vendor: Minnesota Department of Public Safety					
Minnesota Department of Pu	November 1, 2022	2003 Fell Trl CMT2714 Plates	Vehicle Repairs/Maintenance	101-42000-217	23.25
Vendor Minnesota Department of Public Safety Total:					23.25
Vendor: Minnesota Equipment Inc					
Minnesota Equipment Inc	P86992	PW JOHN DEERE BROOM WHEELS	Equip Repair/ Maintenance	101-42000-221	179.50
Vendor Minnesota Equipment Inc Total:					179.50
Vendor: Minnesota Life Insurance Company					
Minnesota Life Insurance Co	548248	Life Insurance Monthly Premium Sept	Medical/Dental/Life/Ltd	101-21706	120.90
Minnesota Life Insurance Co	549814	Life Insurance Monthly Premium Oct	Medical/Dental/Life/Ltd	101-21706	84.90
Minnesota Life Insurance Co	580531	Life Insurance Monthly Premium Nov	Medical/Dental/Life/Ltd	101-21706	84.90
Minnesota Life Insurance Co	548248	Life Insurance Monthly Premium Sept	Med/Den/Life/Ltd/Std Insura	101-41110-130	18.25
Minnesota Life Insurance Co	549814	Life Insurance Monthly Premium Oct	Med/Den/Life/Ltd/Std Insura	101-41110-130	18.25
Minnesota Life Insurance Co	580531	Life Insurance Monthly Premium Nov	Med/Den/Life/Ltd/Std Insura	101-41110-130	18.25
Minnesota Life Insurance Co	548248	Life Insurance Monthly Premium Sept	Med/Den/Life/Ltd/Std Insura	101-41650-130	5.00
Minnesota Life Insurance Co	549814	Life Insurance Monthly Premium Oct	Med/Den/Life/Ltd/Std Insura	101-41650-130	5.00
Minnesota Life Insurance Co	580531	Life Insurance Monthly Premium Nov	Med/Den/Life/Ltd/Std Insura	101-41650-130	5.00
Minnesota Life Insurance Co	548248	Life Insurance Monthly Premium Sept	Med/Den/Life/Ltd/Std Insura	101-41900-130	35.00

Pending Expense Approval Report

Packet: APPKT00081

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Minnesota Life Insurance Co	549814	Life Insurance Monthly Premium Oct	Med/Den/Life/Ltd/Std Insura	101-41900-130	55.00
Minnesota Life Insurance Co	580531	Life Insurance Monthly Premium Nov	Med/Den/Life/Ltd/Std Insura	101-41900-130	40.00
Minnesota Life Insurance Co	548248	Life Insurance Monthly Premium Sept	Med/Den/Life/Ltd/Std Insura	101-42000-130	15.00
Minnesota Life Insurance Co	549814	Life Insurance Monthly Premium Oct	Med/Den/Life/Ltd/Std Insura	101-42000-130	15.00
Minnesota Life Insurance Co	580531	Life Insurance Monthly Premium Nov	Med/Den/Life/Ltd/Std Insura	101-42000-130	15.00
Vendor Minnesota Life Insurance Company Total:					535.45
Vendor: Minute Maker Secretarial					
Minute Maker Secretarial	M1594	NOV 7 CC WORKSESSION MEETING MINUTES	Recording Services	101-41000-307	227.00
Vendor Minute Maker Secretarial Total:					227.00
Vendor: MN Department of Revenue					
MN Department of Revenue	INV0000171	State Tax	State Withholding	101-21702	2,152.83
Vendor MN Department of Revenue Total:					2,152.83
Vendor: MN PEIP					
MN PEIP	1233463	Dec 2022 Med/Dental Premiums	Medical/Dental/Life/Ltd	101-21706	1,543.41
MN PEIP	1233463	Dec 2022 Med/Dental Premiums	Med/Den/Life/Ltd/Std Insura	101-41110-130	1,271.60
MN PEIP	1233463	Dec 2022 Med/Dental Premiums	Med/Den/Life/Ltd/Std Insura	101-41650-130	635.80
MN PEIP	1233463	Dec 2022 Med/Dental Premiums	Med/Den/Life/Ltd/Std Insura	101-41900-130	7,266.79
MN PEIP	1233463	Dec 2022 Med/Dental Premiums	Med/Den/Life/Ltd/Std Insura	101-42000-130	2,510.32
Vendor MN PEIP Total:					13,227.92
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000163	DFC-MSRS (Empower)	Deffered Comp	101-21705	375.00
Msrs Dfc/Hcsp	INV0000164	Employee HSA	Hcsp	101-21712	433.81
Vendor Msrs Dfc/Hcsp Total:					808.81
Vendor: My Medical Clinic					
My Medical Clinic	13460	10/17/2022 Physical/Drug test PD Off B. Latourneau	Personnel/Recruitment	101-41900-355	147.00
Vendor My Medical Clinic Total:					147.00
Vendor: NAPA - Cottens Osseo					
NAPA - Cottens Osseo	294740	PW Oil change supplies	Vehicle Repairs/Maintenance	101-42000-217	20.76
NAPA - Cottens Osseo	291181	Battery charger for PW	Equip Repair/ Maintenance	101-42000-221	515.00
Vendor NAPA - Cottens Osseo Total:					535.76
Vendor: OFDRA - Osseo Fire Dept. Relief Assoc.					
OFDRA - Osseo Fire Dept. Reli	11/21/22 email SC 2	Pension Fund Contribution - Voluntary	Fire Relief Contributions	101-41920-123	5,000.00
OFDRA - Osseo Fire Dept. Reli	11/21/22 email SC	Fire State Aid Contribution	Fire Relief Contributions	101-41920-123	19,281.48
Vendor OFDRA - Osseo Fire Dept. Relief Assoc. Total:					24,281.48
Vendor: Pera					
Pera	INV0000169	PEPFF	Pera	101-21704	5,926.60
Pera	INV0000169	PERA	Pera	101-21704	3,976.16
Vendor Pera Total:					9,902.76
Vendor: Premier Bank					
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Grams	Office Operations	101-41110-201	21.46
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Wallgren	Operations	101-41110-211	127.88
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Grams	Software	101-41515-309	194.27

Pending Expense Approval Report

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Cell/Travel/Ins/Dfc Allowance	101-41900-135	2.99
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Wallgren	Office Operations	101-41900-201	68.39
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Vehicle Repairs/Maintenance	101-41900-217	60.50
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Education/Meetings/Travel	101-41900-260	125.00
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Education/Meetings/Travel	101-41900-260	155.69
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Phenow	Dues/Membership	101-41920-255	16.11
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Phenow	Software	101-41920-309	54.00
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Lunde	Operations	101-42000-211	213.90
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Waldbillig	Operations	101-42350-211	92.58
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September Swenson	Central Avenue Beautification	101-42350-215	32.20
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Dues/Membership	115-41900-255	32.00
Premier Bank	Oct 2022 Stmt	Credit Card purchases - September	Dues/Membership	115-41900-255	32.00
Vendor Premier Bank Total:					1,228.97
Vendor: Prime Advertising & Design					
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Other Professional Services	101-41110-310	616.91
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Recycle/Organics/Cleanupday	101-41110-384	355.91
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Operations	101-41410-211	118.64
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Other Professional Services	101-41900-310	533.87
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Other Professional Services	101-41920-310	237.28
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Snow Management	101-42000-250	474.55
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Programming	101-42300-312	118.64
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Programming	101-42302-312	118.64
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Operations	250-42350-211	474.55
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Supplies	254-44370-853	272.87
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Printing/Publishing Service	601-49400-351	106.77
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Other Professional Services	602-49400-310	106.77
Prime Advertising & Design	83137	Design and print Winter 2022 Osseo Outlook	Printing/Publishing Service	604-49400-351	261.00
Vendor Prime Advertising & Design Total:					3,796.40
Vendor: Quality Flow Systems, Inc.					
Quality Flow Systems, Inc.	43930	Annual service check on new Lift Station equipment	Equip Repair/ Maintenance	602-49400-221	600.00
Vendor Quality Flow Systems, Inc. Total:					600.00
Vendor: Sage, Brendan					
Sage, Brendan	Nov. 9, 2022	REFUND COMM CTR DEPOSIT 11/9/22	Community Center Deposits	101-22001	250.00
Vendor Sage, Brendan Total:					250.00

Pending Expense Approval Report

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	11/16/22 STMT	FUEL CHARGES PUBLIC WORKS/OFD	Fuel - Vehicle/Equipment	101-41920-216	320.27
Sipe Bros. Inc.	11/16/22 STMT	FUEL CHARGES PUBLIC WORKS/OFD	Fuel - Vehicle/Equipment	101-42000-216	586.11
Vendor Sipe Bros. Inc. Total:					906.38
Vendor: Sun Life Assurance Co					
Sun Life Assurance Co	11/14/22	December 2022 STD/LTD Premiums	Medical/Dental/Life/Ltd	101-21706	45.49
Sun Life Assurance Co	11/14/22	December 2022 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41110-130	184.23
Sun Life Assurance Co	11/14/22	December 2022 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41650-130	21.84
Sun Life Assurance Co	11/14/22	December 2022 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41900-130	391.90
Sun Life Assurance Co	11/14/22	December 2022 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-42000-130	71.25
Vendor Sun Life Assurance Co Total:					714.71
Vendor: T.C. Winter Services					
T.C. Winter Services	1321	Ice B' Gone Magic Bagged Salt	Snow Management	101-42000-250	661.50
Vendor T.C. Winter Services Total:					661.50
Vendor: Tegrete Corporation					
Tegrete Corporation	103731	December 2022 Cleaning Services	Cleaning Service	101-41700-317	738.00
Tegrete Corporation	103731	December 2022 Cleaning Services	Cleaning Service	101-41800-317	245.00
Vendor Tegrete Corporation Total:					983.00
Vendor: Thomson Reuters - West					
Thomson Reuters - West	847299040	October 2022 O	Dues/Membership	101-41900-255	121.34
Vendor Thomson Reuters - West Total:					121.34
Vendor: Tims Quality Plumbing					
Tims Quality Plumbing	501706	25 4th St NE rental property sewer line repair	Rental Property Expenses	205-42350-801	289.00
Vendor Tims Quality Plumbing Total:					289.00
Vendor: Toll Gas & Welding Supply					
Toll Gas & Welding Supply	40164292	PW Q INDUSTRIAL CYLS	Operations	101-42000-211	12.03
Vendor Toll Gas & Welding Supply Total:					12.03
Vendor: Twin City Water Clinic Inc					
Twin City Water Clinic Inc	18238	NOV 2022 MONTHLY WATER SAMPLES	Operations	601-49400-211	60.00
Vendor Twin City Water Clinic Inc Total:					60.00
Vendor: Verizon Wireless					
Verizon Wireless	9919504147	10/2 - 11/1 Cell phone usage	Telecommunications	101-41110-321	65.21
Verizon Wireless	9919504147	10/2 - 11/1 Cell phone usage	Telecommunications	101-41900-321	589.95
Verizon Wireless	9919504147	10/2 - 11/1 Cell phone usage	Telecommunications	101-42000-321	243.52
Verizon Wireless	9919504147	10/2 - 11/1 Cell phone usage	Trolley Operations	204-42390-352	64.89
Verizon Wireless	9919504147	10/2 - 11/1 Cell phone usage	Telecommunications	601-49400-321	40.01
Vendor Verizon Wireless Total:					1,003.58
Vendor: Wells Catering Service					
Wells Catering Service	3571	Meals/food for Election Judges 11/8/2022	Operations	101-41410-211	170.82
Vendor Wells Catering Service Total:					170.82
Vendor: WEX Bank					
WEX Bank	84967647	FUEL CHARGES PD OCT 8 - NOV 7, 2022	Fuel - Vehicle/Equipment	101-41900-216	1,365.55
Vendor WEX Bank Total:					1,365.55

Pending Expense Approval Report

Packet: APPKT00081

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: WSB & Associates Inc					
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Engineering Service	101-41650-303	43.00
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Engineering Service	130-42000-303	416.75
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Other Professional Services	205-42350-310	985.35
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Engineering Service	412-42000-303	455.00
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Infrastructure	602-11101	725.00
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Infrastructure	602-11101	1,306.00
WSB & Associates Inc	10/31/2022	OCT 2022 ENGINEERING SERVICES	Engineering Service	604-49400-303	1,139.00
Vendor WSB & Associates Inc Total:					5,820.10
Vendor: Xcel Energy					
Xcel Energy	804235815	OCT 2022 Electric service	Electric Service	101-41700-380	1,092.89
Xcel Energy	804235815	OCT 2022 Electricity service	Electric Service	101-41800-380	239.90
Xcel Energy	804235815	OCT 2022 Electricity service	Emergency Preparedness	101-41900-402	10.89
Xcel Energy	804235815	OCT 2022 Electricity service	Traffic Signals/Street Lights	101-42000-226	2,422.19
Xcel Energy	804235815	OCT 2022 Electricity service	Electric Service	101-42000-380	391.00
Xcel Energy	804235815	OCT 2022 Electricity service	Gateway Sign Operations	101-42350-212	254.87
Xcel Energy	804235815	OCT 2022 Electricity service	Electric Service	101-42350-380	327.99
Xcel Energy	804235815	OCT 2022 Electricity service	Electric Service	601-49400-380	41.47
Xcel Energy	804235815	OCT 2022 Electricity service	Electric Service	602-49400-380	765.20
Vendor Xcel Energy Total:					5,546.40
Grand Total:					150,116.55

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	98,970.19
115 - POLICE DONATIONS/EXPENSES	64.00
130 - PAVEMENT MANAGEMENT	1,166.75
204 - TROLLEY	64.89
205 - PARK DEDICATION	1,274.35
240 - CABLE GRANTS	17,433.37
250 - COMMUNITY FUND	474.55
254 - MINIDAZZLE	272.87
311 - BONDS 2019 STR IMPROVE	3,750.00
412 - 2022-23 Alley & Street Projects	455.00
601 - WATER FUND	18,475.85
602 - SEWER FUND	5,422.73
604 - STORM WATER FUND	2,292.00
Grand Total:	150,116.55

Account Summary

Account Number	Account Name	Expense Amount
101-20222	Building Inspections Pay	761.70
101-21701	Federal Withholding	4,379.37
101-21702	State Withholding	2,152.83
101-21703	Fica Withholding	5,508.66
101-21704	Pera	9,902.76
101-21705	Deffered Comp	675.00
101-21706	Medical/Dental/Life/Ltd	1,879.60
101-21711	Employee H.S.A Contrib	950.93
101-21712	Hcsp	433.81
101-22001	Community Center Depo	1,100.00
101-41000-211	Operations	25.53
101-41000-307	Recording Services	227.00
101-41110-130	Med/Den/Life/Ltd/Std In	1,510.58
101-41110-201	Office Operations	99.03
101-41110-211	Operations	127.88
101-41110-255	Dues/Membership	1,600.00
101-41110-310	Other Professional Servi	649.41
101-41110-321	Telecommunications	65.21
101-41110-384	Recycle/Organics/Clean	355.91
101-41410-211	Operations	289.46
101-41515-302	It Service	6,564.30
101-41515-309	Software	194.27
101-41550-301	Accounting/Auditing	4,460.00
101-41650-130	Med/Den/Life/Ltd/Std In	672.64
101-41650-303	Engineering Service	43.00
101-41650-351	Printing/Publishing Servi	125.05
101-41700-317	Cleaning Service	738.00
101-41700-321	Telecommunications	2,133.46
101-41700-380	Electric Service	1,092.89
101-41700-390	Natural Gas Service	231.67
101-41800-317	Cleaning Service	245.00
101-41800-380	Electric Service	239.90
101-41800-390	Natural Gas Service	50.86
101-41900-130	Med/Den/Life/Ltd/Std In	7,788.69
101-41900-135	Cell/Travel/Ins/Dfc Allow	2.99
101-41900-201	Office Operations	249.85
101-41900-211	Operations	43.36
101-41900-216	Fuel - Vehicle/Equipmen	1,365.55
101-41900-217	Vehicle Repairs/Mainten	60.50
101-41900-220	Radio Communications	1,467.39

Account Summary

Account Number	Account Name	Expense Amount
101-41900-255	Dues/Membership	121.34
101-41900-260	Education/Meetings/Tra	280.69
101-41900-310	Other Professional Servi	533.87
101-41900-316	Incarceration Services	75.00
101-41900-321	Telecommunications	589.95
101-41900-355	Personnel/Recruitment	602.00
101-41900-402	Emergency Preparednes	10.89
101-41900-410	Leases/Rentals	78.88
101-41920-123	Fire Relief Contributions	24,281.48
101-41920-216	Fuel - Vehicle/Equipmen	320.27
101-41920-220	Radio Communications	716.18
101-41920-255	Dues/Membership	16.11
101-41920-309	Software	54.00
101-41920-310	Other Professional Servi	237.28
101-42000-130	Med/Den/Life/Ltd/Std In	2,626.57
101-42000-211	Operations	291.50
101-42000-216	Fuel - Vehicle/Equipmen	586.11
101-42000-217	Vehicle Repairs/Mainten	44.01
101-42000-221	Equip Repair/ Maintena	694.50
101-42000-226	Traffic Signals/Street Lig	2,422.19
101-42000-250	Snow Management	1,136.05
101-42000-321	Telecommunications	243.52
101-42000-380	Electric Service	391.00
101-42000-390	Natural Gas Service	66.91
101-42300-312	Programming	118.64
101-42302-312	Programming	118.64
101-42350-211	Operations	181.73
101-42350-212	Gateway Sign Operation	254.87
101-42350-215	Central Avenue Beautific	907.20
101-42350-221	Equip Repair/ Maintena	145.45
101-42350-380	Electric Service	327.99
101-42350-390	Natural Gas Service	31.33
115-41900-255	Dues/Membership	64.00
130-42000-303	Engineering Service	1,166.75
204-42390-352	Trolley Operations	64.89
205-42350-310	Other Professional Servi	985.35
205-42350-801	Rental Property Expense	289.00
240-41900-570	Equipment	17,433.37
250-42350-211	Operations	474.55
254-44370-853	Supplies	272.87
311-47250-310	Other Professional Servi	3,750.00
412-42000-303	Engineering Service	455.00
601-49400-211	Operations	16,503.60
601-49400-301	Accounting/Auditing	1,784.00
601-49400-321	Telecommunications	40.01
601-49400-351	Printing/Publishing Servi	106.77
601-49400-380	Electric Service	41.47
602-11101	Infrastructure	2,031.00
602-49400-221	Equip Repair/ Maintena	600.00
602-49400-301	Accounting/Auditing	1,784.00
602-49400-310	Other Professional Servi	106.77
602-49400-321	Telecommunications	118.62
602-49400-380	Electric Service	765.20
602-49400-390	Natural Gas Service	17.14
604-49400-301	Accounting/Auditing	892.00
604-49400-303	Engineering Service	1,139.00
604-49400-351	Printing/Publishing Servi	261.00
Grand Total:		150,116.55

Project Account Summary

Project Account Key	Expense Amount
None	150,116.55
Grand Total:	150,116.55



**2022 Osseo Police Department
Toys for Tots Drive**

Nov. 14th – Dec. 14th

Drop off site locations
can be found at
www.discoverosseo.com





ANNUAL WINTER WARM-UP

Coat DRIVE

HARBOR LIGHT CENTER

TO BENEFIT THE SALVATION ARMY

Any questions call
763-219-7134

ALL DONATIONS ARE GREATLY APPRECIATED. THANK YOU IN ADVANCE!

DONATE A NEW OR GENTLY USED COAT TO THE OSSEO POLICE DEPARTMENT



Help give a warm coat to those in need!

TIME FRAME

OCTOBER 1ST TO NOVEMBER 30TH

OSSEO POLICE DEPARTMENT

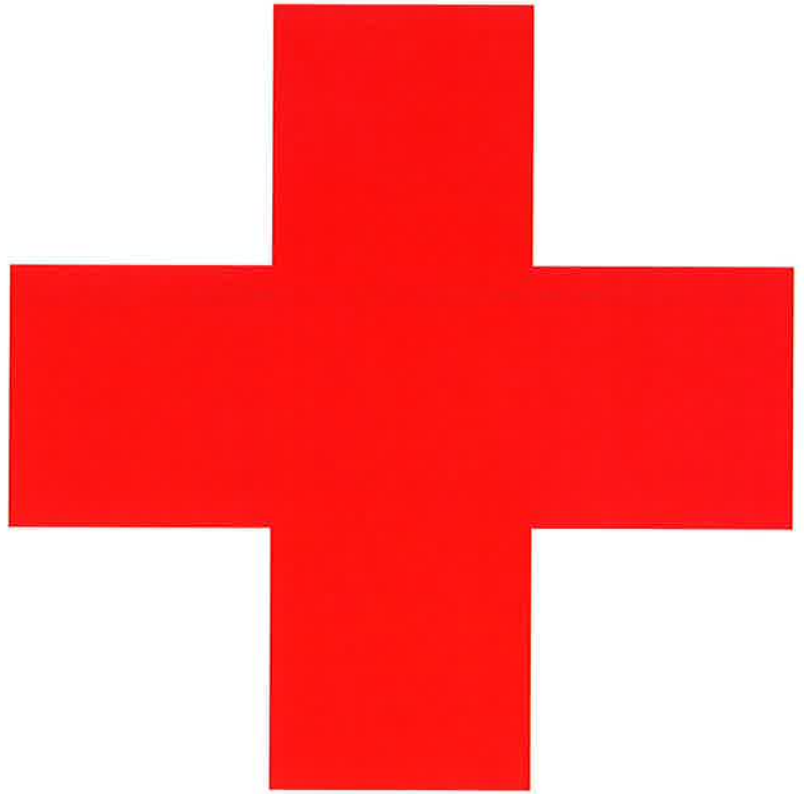
DROP OFF YOUR NEW OR GENTLY USED COATS!




Give blood.

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

American Red Cross



City of Osseo Blood Drive
Osseo City Hall

Community Center Room A
415 Central Avenue
Osseo, MN 55369

Wednesday, November 30, 2022
1:00 p.m. to 7:00 p.m.

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

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

**Come to give blood Nov. 28-Dec. 15 for a \$10 Gift Card
by email, thanks to our partners at Amazon!**



Scan to schedule
an appointment.

1-800-RED CROSS | 1-800-733-2767 | redcrossblood.org | Download the Blood Donor App

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2022 Osseo Police Department
Toys for Tots Drive
Nov. 14th – Dec. 14th

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ANNUAL WINTER WARM-UP
Coat DRIVE
HARBOR LIGHT CENTER
TO BENEFIT THE SALVATION ARMY

Any questions call
763-219-7134
ALL DONATIONS ARE GREATLY APPRECIATED. THANK YOU IN ADVANCE!

DONATE A NEW OR GENTLY USED COAT TO THE OSSEO POLICE DEPARTMENT



Help give a warm coat to those in need!

TIME FRAME
OCTOBER 1ST TO NOVEMBER 30TH
OSSEO POLICE DEPARTMENT
DROP OFF YOUR NEW OR GENTLY USED COATS!





Please call
(763) 424-5444
with questions.

**Osseo Police Department is
offering new winter coats to
kids/teens in need of one.**

