

AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
DECEMBER 21, 2023– 7:00 P.M.
9180 LEXINGTON AVENUE

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER: – Mayor Grote

- A. Roll Call - Council Members: DeVries, Harris, Winge and Benson

3. CITIZENS FORUM

This is a portion of the Council meeting where individuals will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak may be required to complete a sign-up sheet and give it to a staff person at the meeting. The Council may take action or reply at the time of the statement or may give direction to staff for future action based on the concerns expressed

4. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

5. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports 12-1 through 12-12, 2023 **pp. 1-6**
- B. Press Publications request to remain Official Newspaper for Lexington **pp. 7-8**
- C. City Report – November 2023 **pp. 9-15**
- D. North Metro TV – November 2023 Update **pp. 16-22**
- E. Planning & Zoning meeting minutes **pp. 23-24**

Consent Agenda:

The Consent Agenda covers routine administrative matters. These items are not discussed, and are approved in their entirety pursuant to the recommendations on the staff reports. A Council Member or citizen may ask that an item be moved from the Consent Agenda to the end of section 7 of the agenda in order to be discussed and receive separate action.

2. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – December 7, 2023 **pp. 25-28**
- B. Recommendation to Approve Claims and Bills:
Check #'s 15002 through 15022
Check #'s 15023 through 15031 **pp. 29-42**
- C. Financial Reports
- Cash Balances **pp. 43**
 - Fund Summary – Budget to Actual **pp. 44-45**

Action Items:

These items are intended primarily for Council discussion and action. It is up to the discretion of the Mayor as to what, if any, public comment will be heard on these items. Persons wishing to speak on discussion items must complete a sign-up sheet and give it to a staff person at the meeting.

3. ACTION ITEMS:

- A. Recommendation to approve Resolution NO. 23-21 A Resolution Approving Management, Non-Union Benefits and Amending the Personnel Policy Manual **pp. 46-48**
- B. Recommendation to approve Resolution NO. 23-22 A Resolution Ordering Preparation Of Report On Improvement – Griggs Avenue **pp. 49**
- C. Recommendation to approve Resolution NO. 23-23 A Resolution Ordering Preparation Of Report On Improvement- Griggs Avenue **pp. 50**
- D. Recommendation to approve Employment Contract with Matt Rivard – Liquor Store Manager **pp. 51-54**
- E. Recommendation to approve Cannabinoids License Renewal(s) **pp. 55-56**

4. MAYOR AND COUNCIL INPUT**5. ADMINISTRATOR INPUT****6. ADJOURNMENT**

/mv



No Council Workshop



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
23284436	Dec 1 2023	02:11	DWI-3RD DEGREE	LAKE DR / VILLAGE PKWY	CIRCLE PINES
Summary: TRAFFIC STOP RESULTED IN A DWI ARREST.					
23284454	Dec 1 2023	03:50	BURGLARY-RESIDENTIAL	2XX PINE HOLLOW DR	CIRCLE PINES
Summary: POLICE RESPONDED TO AN AUDIBLE BURGLAR ALARM.					
23284730	Dec 1 2023	12:57	LOST ANIMAL	XX EAST RD	CIRCLE PINES
Summary: POLICE RECEIVED A WALK-IN AT BASE FOR A FOUND ANIMAL REPORT.					
23285209	Dec 1 2023	22:59	DOMESTIC-VERBAL	88XX ARONA AVE	LEXINGTON
Summary: DOMESTIC.					
OFFICERS WERE DISPATCHED TO A VERBAL DOMESTIC IN THE 8800 BLOCK OF ARONA. PARTIES SEPARATED.					
CLEAR.					
23285441	Dec 2 2023	07:40	INFORMATION	XX INDIAN HILLS DR	CIRCLE PINES
Summary: POLICE RECEIVED A COMPLAINT REPORT IN THE 10 BLOCK OF INDIAN HILLS DR.					
23285883	Dec 2 2023	19:57	DOMESTIC-VERBAL	2XX AURORA LN	CIRCLE PINES
Summary: POLICE MEDIATED A FAMILY DOMESTIC IN CIRCLE PINES.					
23286172	Dec 3 2023	04:09	ASSIST OTHER AGENCY		LINO LAKES
23286155	Dec 3 2023	02:51	ASSIST OTHER AGENCY		LINO LAKES
23286560	Dec 3 2023	18:44	MEDICAL	90XX DUNLAP AVE	LEXINGTON
Summary: MEDICAL.					
OFFICERS WERE DISPATCHED TO THE 9000 BLOCK OF DUNLAP AVE ON A MEDICAL. OFFICERS ASSISTED RESCUE AND AMBULANCE IN CONDUCTING A MEDICAL ASSESSMENT. AMBULANCE TRANSPORTED FOR FURTHER EVALUATION AND TREATMENT.					
CLEAR.					
23286386	Dec 3 2023	13:26	MEDICAL	39XX WOODLAND RD	LEXINGTON
Summary: POLICE RESPONDED TO THE 3900 BLK OF WOODLAND RD FOR A WELFARE CHECK / MEDICAL.					
23286424	Dec 3 2023	14:41	ASSIST OTHER AGENCY		LINO LAKES
23286434	Dec 3 2023	14:57	SUSPICIOUS ACTIVITY	XX OAK LEAF LN	CIRCLE PINES
Summary: POLICE RESPONDED TO A SUSPICIOUS ACTIVITY REPORT IN THE 10 BLOCK OF OAK LEAF LANE.					
23286231	Dec 3 2023	08:13	MEDICAL	41XX LOVELL RD	LEXINGTON
Summary: POLICE RESPONDED TO THE 4100-BLK OF LOVELL FOR A MEDICAL. PATIENT TRANSPORTED TO HOSPITAL. CLEAR.					

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
23286366	Dec 3 2023	12:46	SUSPICIOUS ACTIVITY	XX SHEPHERD CT	CIRCLE PINES
Summary: SUSPICIOUS PERSON. POLICE RESPONDED TO THE 0-BLK OF SHERPARD CT FOR A SUSPICIOUS PERSON REPORT.					
23286808	Dec 4 2023	04:06	FIRE	69XX 21ST AVE SOUTH	CENTERVILLE
Summary: POLICE RESPONDED TO A VEHICLE FIRE IN THE 6900 BLOCK OF 21ST AVENUE.					
23287482	Dec 4 2023	22:49	MEDICAL	38XX LIBERTY LN	LEXINGTON
Summary: MEDICAL. OFFICERS RESPONDED TO THE 3800 BLOCK OF LIBERTY LN FOR THE REPORT OF A MEDICAL. EXCEPTIONAL CLEARANCE.					
23287256	Dec 4 2023	16:28	VEHICLE- LOCKOUT		CENTERVILLE
23286768	Dec 4 2023	01:34	MEDICAL	MAIN ST / PROGRESS RD	CENTERVILLE
Summary: MEDICAL. OFFICERS RESPONDED TO AREA OF MAIN ST/PROGRESS RD FOR THE REPORT OF A MEDICAL. EXCEPTIONAL CLEARANCE.					
23286999	Dec 4 2023	11:28	TRAFFIC	LAKELAND CIR / MAIN ST	CENTERVILLE
Summary: OFFICER OBSERVED A VEHILCE DRIVING WITH EXPIRED TABS IN THE 1600-BLK OF LAKELAND CIRCLE.					
23286861	Dec 4 2023	07:43	ASSIST OTHER AGENCY		LINO LAKES
23288125	Dec 5 2023	18:21	LIFT ASSIST	XX SOUTH DR	CIRCLE PINES
Summary: LIFT ASSIST. OFFICERS WERE DISPATCHED TO THE 90 BLOCK OF SOUTH DR ON A LIFT ASSIST. OFFICERS ASSISTED RESCUE IN LIFTING THE VICTIM. THERE WERE NO INJURIES. CLEAR.					
23288519	Dec 5 2023	08:01	HOUSE CHECK		CIRCLE PINES
23287715	Dec 5 2023	10:00	ASSIST OTHER NON LE	XX WEST RD	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 20 BLOCK OF WEST RD TO ASSIST APS WITH AN ESCORT TO A RESIDENCE FOR FURTHER INVESTIGATION.					
23287745	Dec 5 2023	10:38	CHECK WELFARE	XX OAK LEAF LN	CIRCLE PINES
Summary: POLICE RESPONDED TO A WELFARE CHECK.					
23283052	Nov 29 2023	12:01	HOUSE CHECK		CENTERVILLE
23283437	Nov 29 2023	20:26	THEFT	13XX MOUND TRL	CENTERVILLE
Summary: THEFT OFFICERS DISPATCHED TO THE 1300 BLOCK OF MOUND TRAIL FOR A THEFT REPORT. CLEAR.					
23283266	Nov 29 2023	16:15	INFORMATION	73RD ST / MILL RD	CENTERVILLE

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: INFORMATION.					
OFFICERS WERE DISPATCHED TO A PHONE CALL, SUSPICIOUS ACTIVITY REPORT. OFFICERS TOOK INFORMATION REGARDING A VEHICLE THAT HAD BEEN PARKED AND OCCUPIED FOR A FEW HOURS NEAR 73RD ST AND MILL RD.					
CLEAR.					
23283270	Nov 29 2023	16:21	ASSIST OTHER AGENCY		CENTERVILLE
23282776	Nov 29 2023	01:48	DOMESTIC	20XX MAIN ST	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 2000 BLOCK OF MAIN STREET FOR A DOMESTIC.					
EXCEPTIONAL CLEARANCE.					
23283450	Nov 29 2023	20:58	CHECK WELFARE	3XX HERITAGE TRL	CIRCLE PINES
Summary: CHECK WELFARE.					
OFFICERS WERE DISPATCHED TO THE 300 BLOCK OF HERITAGE TRL ON A WELFARE CHECK. OFFICERS MADE CONTACT AND VERIFIED EVERYONE WAS OK.					
CLEAR.					
23283497	Nov 29 2023	22:22	BARKING DOG - DISTURBING	2XX TWILIGHT TER	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 200 BLOCK OF TWILIGHT TER FOR A BARKING DOG DISTURBANCE.					
EXCEPTIONAL CLEARANCE.					
23282887	Nov 29 2023	08:28	HOUSE CHECK		CENTERVILLE
23283599	Nov 30 2023	03:12	ASSIST OTHER AGENCY		LINO LAKES
23283808	Nov 30 2023	11:21	WARRANT ATTEMPT	38XX MINUTEMAN LN	LEXINGTON
Summary: WARRANT ATTEMPT CONDUCTED ON THE 3800 BLOCK OF MINUTEMAN LN.					
CLEAR.					
23284153	Nov 30 2023	19:03	DOMESTIC	2XX MOONLITE DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO AN OPEN 911 CALL. PARTIES SEPARATED.					
CLEAR.					
23284033	Nov 30 2023	15:41	CHILD CUSTODY DISPUTE	17XX WESTVIEW ST	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 1700 BLOCK OF WESTVIEW ST REGARDING A CHILD CUSTODY DISPUTE. UPON ARRIVAL PARTIES WERE GOA.					
CLEAR.					

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
23288433	Dec 6 2023	07:51	DOMESTIC	72XX MILL RD	CENTERVILLE
Summary: VERBAL DOMESTIC. POLICE RESPONDED TO THE 7200-BLK OF MILL RD. FOR A DOMESTIC.					
23289044	Dec 6 2023	22:42	ANIMAL COMPLAINT	3XX FOREST DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 300 BLOCK OF FOREST DR FOR AN ANIMAL COMPLAINT.					
EXCEPTIONAL CLEARANCE.					
23288398	Dec 6 2023	04:57	ASSIST OTHER AGENCY		LINO LAKES
23288984	Dec 6 2023	21:18	CHECK WELFARE	7XX VILLAGE PKWY	CIRCLE PINES
Summary: WELFARE CHECK.					
OFFICERS WERE DISPATCHED TO A WELFARE CHECK OF A JUVENILE. OFFICERS MADE CONTACT WITH A PARENT WHO ADVISED THEY WERE FINE.					
23289164	Dec 7 2023	04:06	CHECK WELFARE	XX INDIAN HILLS DR	CIRCLE PINES
Summary: WELFARE CHECK.					
OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF INDIAN HILLS DR ON REPORTS OF A WELFARE CHECK.					
CLEAR.					
23289266	Dec 7 2023	08:39	MEDICAL	20XX WILLOW CIR	CENTERVILLE
Summary: OFFICER RESPONDED TO A MEDICAL ON THE 2000 BLOCK OF WILLOW CIR.					
CLEAR.					
23289614	Dec 7 2023	15:36	MEDICAL	20XX WILLOW CIR	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 2000 BLK OF WILLOW CIR REGARDING A FEMALE. FEMALE TRANSPORTED TO THE HOSPITAL.					
CLEAR.					
23289603	Dec 7 2023	15:25	MISC	18XX PRAIRIE DR	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 1800 BLK OF PRAIRIE DR FOR A MISC INCIDENT, NO ISSUES.					
CLEAR.					
23289823	Dec 7 2023	20:17	IDENTITY THEFT	90XX GRIGGS AVE	LEXINGTON
Summary: OFFICERS RECEIVED A PHONE CALL REGARDING AN IDENTITY THEFT.					
CASE ACTIVE.					
23289945	Dec 7 2023	22:59	MEDICAL	20XX MICHAUD WAY	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 2000 BLOCK OF MICHAUD WAY FOR A MEDICAL.					
EXCEPTIONAL CLEARANCE.					
23289380	Dec 7 2023	11:12	ASSIST OTHER AGENCY		LINO LAKES
23290174	Dec 8 2023	09:01	TAMPER WITH MV	17XX MEADOW LN	CENTERVILLE
Summary: MOTOR VEHICLE TAMPERING.					
OFFICERS INVESTIGATING A MV TAMPERING REPORT FROM THE 1700 BLK OF MEADOW LN.					
CASE ACTIVE.					
23290229	Dec 8 2023	10:16	MEDICAL	91XX NORTH HIGHWAY DR	LEXINGTON

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: POLICE RESPONDED TO THE 9100-BLK OF NORTH HIGHWAY DRIVE FOR A MEDICAL. PATIENT TRANSPORTED TO THE HOSPITAL BY AMBULANCE					
23290460	Dec 8 2023	15:28	EXTRA PATROL	20XX WILLOW CIR	CENTERVILLE
Summary: RP CALLED REQUESTING EXTRA PATROL.					
23290471	Dec 8 2023	15:22	CHILD CUSTODY DISPUTE	17XX WESTVIEW ST	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1700-BLK OF WESTVIEW FOR A CHILD CUSTODY DISPUTE.					
23291451	Dec 9 2023	19:58	MEDICAL	XX CIRCLE DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 10 BLK OF CIRCLE DR FOR A MEDICAL. FEMALE WAS TRANSPORTED TO THE HOSPITAL.					
CLEAR.					
23290926	Dec 9 2023	01:42	NOISE COMPLAINT	38XX PATRIOT LN	LEXINGTON
Summary: OFFICERS RESPONDED TO THE 3800 BLOCK OF PATRIOT LANE FOR A NOISE COMPLAINT.					
EXCEPTIONAL CLEARANCE.					
23291561	Dec 9 2023	23:07	LIFT ASSIST	1XX KEITH RD	CIRCLE PINES
Summary: LIFT ASSIST.					
OFFICERS WERE DISPATCHED TO THE 100 BLOCK OF KEITH RD ON REPORTS OF A LIFT ASSIST.					
CLEAR.					
23292304	Dec 11 2023	03:11	MEDICAL	69XX 21ST AVE SOUTH	CENTERVILLE
Summary: MEDICAL.					
OFFICERS RESPONDED TO THE 6900 BLOCK OF 21ST AVE S FOR THE REPORT OF A MEDICAL.					
EXCEPTIONAL CLEARANCE.					
23292488	Dec 11 2023	10:55	LIFT ASSIST	XX SOUTH DR	CIRCLE PINES
Summary: OFFICER RESPONDED TO THE 90 BLOCK OF SOUTH DRIVE FOR A LIFT ASSIST.					
CLEAR.					
23292831	Dec 11 2023	18:45	MEDICAL	38XX MINUTEMAN LN	LEXINGTON
Summary: OFFICERS RESPONDED TO THE 3800 BLK OF MINUTEMAN LN REGARDING A MEDICAL. VICTIM WAS TRANSPORTED TO THE HOSPITAL.					
CLEAR.					
23292654	Dec 11 2023	14:42	FRAUD	38XX PATRIOT LN	LEXINGTON
Summary: POLICE TOOK A FRUAD REPORT IN THE 3800 BLOCK OF PATRIOT LANE.					
23292264	Dec 11 2023	00:34	DWI-2ND DEGREE	1300-BLK MOUND TRL	CENTERVILLE
Summary: DUI.					
OFFICERS CONDUCTED A TRAFFIC STOP IN THE 1300 BLOCK OF MOUND TRL. ONE PARTY ARRESTED.					
CLEARED BY ARREST.					

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
23292805	Dec 11 2023	18:03	ACCIDENT-MV PI	92XX SOUTH HIGHWAY DR	LEXINGTON
Summary: POLICE RESPONDED TO A REPORT OF A SINGLE VEHICLE PERSONAL INJURY ACCIDENT IN THE 9200 BLOCK OF SOUTH HIGHWAY DRIVE.					
23293016	Dec 12 2023	00:31	ASSIST OTHER		LINO LAKES
23293075	Dec 12 2023	04:46	MEDICAL	1XX SOUTH DR	CIRCLE PINES
Summary: MEDICAL.					
OFFICERS WERE DISPATCHED TO THE 100 BLOCK OF SOUTH DR ON REPORTS OF A MEDICAL.					
CLEARED BY TRANSPORT.					
23293764	Dec 12 2023	23:39	MEDICAL	38XX PATRIOT LN	LEXINGTON
Summary: MEDICAL.					
OFFICERS RESPONDED TO THE 3800 BLOCK OF PATRIOT LN FOR THE REPORT OF A MEDICAL.					
EXCEPTIONAL CLEARANCE.					

December 4, 2023

DEC 07 2023

Mr. Bill Petracek
City Administrator
City of Lexington
9180 Lexington Avenue N.
Lexington, MN 55014

Dear Mr. Petracek:

The *Quad Community Press* wishes to again be your official newspaper for 2024.

Here is what our subscribers are saying, "Quad Press does a great job of covering city council meetings!" "Very important source of local news and government affairs." "Thanks for the local news and dependable service. Good job!"

We meet all the legal publication requirements under state statutes. Our circulation is audited by Circulation Verification Council, an independent firm.

As you know, we offer our products free to anyone who wants it and only ask for support with subscriptions.

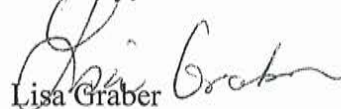
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Due to increased costs, we are asking for \$11.84 per column inch, in 7-point type at 9 lines per inch.

Our legal notice deadline is Wednesday by 5:00 p.m. for the following Tuesday's publication.

We look forward to the opportunity to serve you welcome any questions or concerns you may have.

Sincerely,


Lisa Graber
Legal Notice Coordinator

LG:mkk

Enclosure: Total Weekly Audience

Misc: Lexington 2024.doc

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Total Weekly Audience: 32,425

Print Audience

Quad Community Press 14,052

Digital Audience

Weekly Digital Audience 16,052
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Video Production



Municipal Producer, Trevor Scholl, completed three productions in November. Programs include stories on an ice fishing expo, a Turkey Trot and a police officer profile. Trevor also assisted with the production of the annual Veterans Day program and continued his work on the Lino Lakes fire and police recruitment videos. Programs were also produced by Danika Peterson, Eric Nelson, and T.J. Tronson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with ideas or requests for programming.

■ November Completed Videos/Playing on City Channels & Streaming

Title	Producer	Runtime
Turkey Trot 5K	Trevor Scholl	00:03:14
Meet the Staff: SLP PD Officer Drinkwine	Trevor Scholl	00:04:19
Hard Water Ice Fishing Expo	Trevor Scholl	00:03:30
Conversations: Senator Mary Kunesch – State Emblems Redesign Committee	Danika Peterson/Eric Nelson	00:21:02
Blaine High School Veterans Day Program	T.J. Tronson	00:44:32
Anoka County Board Meeting (11/14/23)	T.J. Tronson	01:09:01

Some projects that Trevor is working on or is scheduled to produce include:

- Blaine on-boarding videos
- Blaine community outreach video
- Lino Lakes police and fire recruitment videos
- Meet the staff videos
- Business profiles
- Blaine Facebook live town halls

Equipment Consulting/Technical Support



- **Blaine**
 - No assistance required.
- **Centerville**
 - No assistance required.
- **Circle Pines**
 - No assistance required.
- **Ham Lake**
 - No assistance required.
- **Lexington**
 - No assistance required.
- **Lino Lakes**
 - 11.16.23: Staff reported a podium microphone problem. Tested levels. Feedback a real problem because of location. Activated the mic gate so it will turn the mic off as soon as someone is done talking into it. Tested the mic and volume. Levels are good and there is no feedback. Updated all concerned of change and how to adjust if something comes up during a meeting.
- **Spring Lake Park**
 - No assistance required.
- **All Cities**
 - No assistance required.

Channel Management



Programming Coordinator, Michele Silvester, along with help from Eric Houston, and Trevor Scholl, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in November:

Title	Producer	Runtime
Blaine City Council Meeting (11/6/23)	T.J. Tronson	01:33:01
Blaine Planning Commission Meeting (11/14/23)	T.J. Tronson	00:29:35
Blaine City Council Meeting (11/20/23)	Trevor Scholl	02:16:31
Blaine Park Board Meeting (11/28/23)	Trevor Scholl	00:21:21
Centerville Park & Rec Meeting (11/1/23)	John Murphy	01:24:06
Centerville City Council Meeting (11/8/23)	John Murphy	01:04:09
Centerville EDA Meeting (11/15/23)	John Murphy	02:02:23
Circle Pines Park Board Meeting (11/14/23)	Ray Flint	00:20:47

Circle Pines City Council Meeting (11/14/23)	Ray Flint	00:25:32
Circle Pines Utility Commission Meeting (11/15/23)	Ray Flint	00:03:55
Circle Pines City Council Meeting (11/28/23)	Eric Houston	01:30:32
Ham Lake City Council Meeting (11/6/23)	Payton Nelson	00:17:30
Ham Lake Lake Planning Commission Meeting (11/13/23)	Payton Nelson	00:12:46
Ham Lake City Council Meeting (11/20/23)	Payton Nelson	00:09:00
Lexington City Council Meeting (11/2/23)	Lexington Staff	00:31:28
Lexington City Council Meeting (11/16/23)	Lexington Staff	0:05:27
Lino Lakes Park Board Meeting (11/1/23)	Anne Serwe	01:27:28
Lino Lakes Planning & Zoning Meeting (11/8/23)	Anne Serwe	03:02:24
Lino Lakes City Council Meeting (11/13/23)	Anne Serwe	00:50:23
Lino Lakes City Council Meeting (11/27/23)	Anne Serwe	00:15:22
Lino Lakes Environmental Board Meeting (11/29/23)	Anne Serwe	01:19:38
Spring Lake Park City Council Meeting (11/6/23)	Trevor Scholl	00:55:44
Spring Lake Park City Council Meeting (11/20/23)	Ray Flint	01:23:22
23 New Programs		22:02:24 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming, produced by NMTV staff, is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length video program was entered into the Tightrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	177	228:46:39
Centerville	46	62:39:21
Circle Pines	247	11:54:58
Ham Lake	56	21:06:48
Lexington	90	28:30:42
Lino Lakes	97	78:52:10
Spring Lake Park	84	85:00:19
Totals:	791 Program Playbacks	611:08:57 Hours of Video Programming on Channels

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to citizens. With the installation of the Carousel units, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities maintain editorial control. In addition to the graphics pages, the Carousel units play video. Trevor Scholl is responsible for encoding any short videos that are displayed. The following work was done for City Carousel units in November:

Blaine

- Transcoded and uploaded 2 videos to Carousel.

Centerville

- Transcoded and uploaded 2 videos to Carousel.

Circle Pines

- Transcoded and uploaded 2 videos to Carousel.

Ham Lake

- Transcoded and uploaded 2 videos to Carousel.

Lexington

- Transcoded and uploaded 2 videos to Carousel.

Lino Lakes

- Transcoded and uploaded 2 videos to Carousel.

Spring Lake Park

- Transcoded and uploaded 3 videos to Carousel.
- Created 7 new Carousel graphics.

Closed Captioning



Closed captioning is an additional service provided by North Metro TV. Every city meeting is closed captioned during the live presentation via our Tightrope system. That process is assigned a per-minute price. Once the meeting is recorded on our servers, that version of the meeting must be captioned separately. This is accomplished through a system owned by North Metro TV and does not incur an additional cost. The following table tallies the number of minutes of captioning provided each city for the month of November.

City	Minutes of Live Closed Captioning	Minutes of Post Closed Captioning
Blaine	281	281
Centerville	271	271
Circle Pines	141	141
Ham Lake	40	40
Lexington	37	37
Lino Lakes	416	416
Spring Lake Park	104	104
Totals:	1,290 Minutes	1,290 Minutes

Meeting Podcasts



NMTV is now providing a city meeting podcast service. Depending on each city's wishes, any or all meetings can be converted. All podcasts are available across six platforms: Apple Podcasts, Spotify, Podbean, Amazon Music/Audible, iHeart Radio, and Pocketcasts. Links to each platform are available on each individual channel's website and all of those sites can be found at northmetrotv.com/podcasts.

Blaine

- Uploaded 5 city meeting podcasts.
- 30 total downloads

Centerville

- Uploaded 3 city meeting podcasts.
- 14 total downloads

Circle Pines

- Uploaded 3 city meeting podcast.
- 13 total downloads

Ham Lake

- Uploaded 2 city meeting podcasts.
- 16 total downloads

Lexington

- Uploaded 2 city meeting podcasts.
- 20 total downloads

Lino Lakes

- Has decided not to convert city meetings to podcasts.

Spring Lake Park

- Uploaded 2 city meeting podcasts.
- 15 total downloads

Meeting Transcripts



NMTV is now providing a city meeting transcript service. Depending on each city's wishes, any or all meetings can be converted. The transcripts are generated using an online platform called Otter.ai, which creates an interactive transcript that is broken down by speaker. Anyone using the transcript can click on any word to hear the meeting audio.

Blaine

- Not participating

Centerville

- Created 3 meeting transcripts.

Circle Pines

- Created 4 meeting transcripts.

Ham Lake

- Created 3 meeting transcripts.

Lexington

- Not participating
Lino Lakes
- Created 4 meeting transcripts
Spring Lake Park
- Created 3 meeting transcripts.

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities' meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and enter the corresponding line-item information. Next, the meeting is linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in November:

- **Blaine**
4 meetings bookmarked and placed on VOD.
- **Centerville**
3 meetings bookmarked and placed on VOD.
- **Circle Pines**
4 meetings bookmarked and placed on VOD.
- **Ham Lake**
3 meetings bookmarked and placed on VOD.
- **Lexington**
2 meetings placed on VOD.
- **Lino Lakes**
5 meetings bookmarked and placed on VOD.
- **Spring Lake Park**
2 meeting bookmarked and placed on VOD

Administrative

Issues dealt with in November include providing information for the Blaine City Council Workshop, creating Co-ED job descriptions and compensation level, and continuing to prepare Eric and Danika for the Co-Ed job.



Blaine City Council Workshop: CCX Inquiry

- Sent budget information to Michelle Wolfe.
- Sent services document to Michelle Wolfe.
- Reviewed M. Wolfe's report and made suggestions.
- Answered questions regarding both documents.
- Attended November 6th Blaine City Council Workshop.

Co-ED Job Descriptions and Compensation

- Created separate job descriptions for each Co-ED.
- Worked to assign responsibilities tied most closely with current job responsibilities for work efficiencies.

- Recommended compensation for Co-EDs.
- Reviewed job descriptions with Eric and Danika.

Meeting Transcripts Added to Report

- Five of seven cities have requested meeting transcripts.
- Added number transcript data to monthly report.

Preparing for Retirement

- Wrote letter of resignation.
- Had Eric and Danika assist with Operations Committee and Executive Committee agendas and packets.
- Added Eric and Danika as primary contacts for MACTA.
- Encouraged Eric and Danika to participate in MACTA activities.
- Continued to organize and clean out office and files.

Miscellaneous

- Reviewed Fridley's RFP and forwarded to Danika and Eric.
- Sent Operations Committee minutes to D. Webster per request.
- Assisted Blaine resident with subscriber complaint
- Assisted Lino Lakes resident with subscriber complaint.
- Created 2024 meeting calendar.
- Monitored and bookmarked all city meetings.
- Read November Legal Report.
- Read industry articles.

Program Production

In November, a total of **66 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **53:45:00 hours of new programming**.

- 29 programs were produced by the public
- 35 programs were produced by NMTV staff
- 2 programs were produced by City staff



Van Shoots

The HD truck was utilized for 28:00:00 hours of production in November. The following events were produced live and/or recorded for additional playback:

- Football: Section Final: Prior Lake vs. Centennial
- Football: 6A State Quarter Final: Rosemount vs. Centennial
- Girls Hockey: Elk River vs. Centennial/Spring Lake Park



vMix Live Streaming Shoots

The vMix single camera production system was utilized to record/stream 1 event. The vMix system requires significantly fewer staff members than the production truck. vMix crews are spread out over multiple locations and connected via the internet.

- Centennial Middle School Fall Choir Concert



Most Streamed Sporting Event

Sports Den
557 Views

Live Workshops

Workshop	Instructor	Organization	Students
Internet Basics: Look Out for Scams	Eric Houston	Mary Ann Young Center	20
Camera	Eric Houston	Blaine High School Business Professionals of America Club	4
Studio	Eric Houston	Blaine High School Business Professionals of America Club	4
3 Workshops			28 Students

VOD Workshop Views

Workshop	Type	# of Views	Hours Viewed
Diana Rigg: Avenger	Mini	763	70 hrs
Batman's Greatest Villains	Mini	114	13.25 hrs
Columbo: One More Thing	Mini	1,294	151 hrs
King of the Cowboys 4 – John Wayne	Mini	21	2.5 hrs
King of the Cowboys 3 – Randolph Scott	Mini	63	3.75 hrs
King of the Cowboys 2 – Autry/Rogers	Mini	186	10 hrs
King of the Cowboys 1 – Strong and Silent	Mini	26	1.75 hrs
Great British Game Shows	Mini	40	1.75 hrs
We Love Lucy: The Lucille Ball Story	Full	NA	NA
The Immortal Ingrid Pitt	Mini	401	20 hrs
The Oscars: 90 Years of the Academy Awards	Full	55	10 hrs
Tim Curry Horror Picture Show	Mini	24	1.25 hrs
Back to the Eighties: The Decade's Biggest...	Full	10	1.25 hrs
James Bond: 50 Years of 007	Full	19	2 hrs
Eurovision: A Celebration	Mini	NA	NA
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	211	14 hrs
Superman: The Man of Steel on the Silver Screen	Full	NA	NA
The Fantastic Four on the Silver Screen	Mini	NA	NA
Christmas in Hollywood	Full	6	1.5 hrs
TV's Greatest Christmas Specials	Full	20	1.5 hrs
Chicago Christmas Classics	Mini	2,386	119.25 hrs
Let's Go Ghostbusters: Filmation's Haunted Heroes	Mini	20	.5 hrs
Monster Movies of the 40s and 50s	Full	263	26.25 hrs
Monster Movies of the 20s and 30s	Full	7	.5 hrs
The Presidency on Film JQA to JFK	Full	NA	NA
Monstervision: The Legend of Joe Bob Briggs	Mini	5	.5 hrs
The Cult of Caroline Munro	Mini	1,895	63 hrs
The Marilyn Monroe Story	Full	6	.25 hrs
Nick at Nite: A TV Viewer's Dream	Mini	10	.5 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	5	1 hrs
Hollywood Goes to War: World War II	Full	96	17.5 hrs
Come on Down: Game Shows of the 70s and 80s	Full	26	4.5 hrs
The Quiz Show Scandals and Other Game Shows...	Full	282	78.75 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	NA	NA
The Marx Brothers: Groucho, Harpo, Chico...	Full	67	5 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
Hollywood Goes to the Dogs: Lassie, Benji...	Full	NA	NA
37 VOD Workshops		7,161 Total Views	623 Hours Viewed



Most Viewed YouTube Workshop

Chicago Christmas Classics
2,386 Views

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	26,847	33,656	2,176.25	64	375,076
February	39,350	51,758	5,263	201	1,169,051
March	58,859	74,726	7,070	237	1,833,467
April	53,014	97,942	3,445	58	421,789
May	39,135	61,084	2,771	92	380,115
June	34,746	58,907	3,659	138	344,775
July	34,807	57,811	2,395.5	60	294,888
August	32,600	50,353	2,658	67	272,782
September	31,144	47,246	2,019	88	331,782
October	22,300	30,820	1,783	107	352,457
November	25,236	37,564	1,821	78	359,437
TOTAL:	396,038	601,867	35,061.75	1,190	6,135,619

NMTV Website Stats

Month	Number of Users	Number of Views	Ch. 15 Live Stream Views
January	5,568	10,793	1,625
February	5,229	10,091	1,040
March	6,404	11,943	868
April	6,626	11,569	799
May	7,224	8,717	1,564
June	7,305	12,398	1,192
July	4,600	26,000	595
August	10,000	27,000	1,563
September	7,700	20,000	4,746
October	2,700	26,000	3,196
November	NA	NA	3,812
TOTAL:	63,356	164,511	21,000

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	225	51	59	0	0	\$764.92
February	180.75	35	43	0	0	\$234.52
March	284.75	82	62	0	0	\$1,046.56
April	564	149	161	27	236	\$1,871.45
May	514.5	131	69	10	164	\$4,336.45
June	175	25	49	22	0	\$1,102.67
July	523.25	138	103	9	170	\$1,150.54
August	189	55	13	9	30	\$2,520.65
September	298.25	84	56	46	349	\$1,295.16
October	263.75	92	28	36	1,385	\$894.17
November	418.75	71	125	184	5,172	\$736.32
TOTAL:	3,637	913	768	343	7,506	\$15,953.41

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Eric Nelson create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some November highlights include:

- North Metro Prep Hockey Star Part of New PWWHL
- Local Decision 2023: Election Results
- Recount Confirms AH School Board Win for Zach Arco
- Anoka Hennepin Teachers Join together for Walkout Wednesday to Protest Contract Negotiations
- Blaine Senior Center Needs More Volunteers Behind the Wheel
- New North Metro Facility Adds to Minnesota's Reputation as a Med-Tech Hub
- Circle Pines City Councilmember on Times Square Billboard



In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,282 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be accessed through the northmetrotv.com website.



Most Viewed YouTube News Story

Anoka Hennepin Teachers Join Together for Walkout Wednesday
295 Views

Internet Literacy Classes Remain Popular

Facility Manager, Eric Houston, taught his third internet literacy class at the Mary Ann Young Center. During the class, Look Out for Scams, students were taught how to avoid scams on their phones and in emails and text messages. Twenty students attended the workshop.



NSPN.TV Streaming Update

NMTV has received preliminary numbers from NSPN.TV for the fall sports season streaming service. According to their accounting, between subscriptions, downloads, and production services we will receive \$2,511 at a minimum. Final numbers and payment will be provided in December. In addition to receiving compensation for viewers streaming NMTV games, we also gained the ability to record a state tournament game, which would not have been allowed previously. The relationship with NSPN.TV and the National Sports Center also helped us to get an \$11,000 streaming contract for a weekend event at the Sports Center. The relationship between our organizations has been good, so the decision has been made to continue streaming NMTV high school sports on NSPN.TV through the winter season.

Blaine High School Business Professionals of America Club

Studio Manager, Eric Houston, is once again working with students participating in the Blaine High School Business Professionals of America club. The students learn how to operate the studio and then produce a short mock news show as part of a national competition. The students have done very well with these productions in the past, and we are happy to provide the resources they need to continue to succeed.



City Meeting Podcasts

Podcasts continue to surprise with their popularity. With six of our seven member cities participating, and for select meetings only, October through November saw 157 downloads of city meetings. There were an additional 66 downloads of other NMTV programming.

Veterans Day Program

As we do every year, NMTV worked with organizers to cover the annual Veterans Day program at Blaine High School. T.J. Tronson, with assistance from Trevor Scholl, utilized our Sling studio and vMix systems to live stream the event. The program was also recorded and is currently available on all NMTV playback platforms.



City Productions

In November, Municipal Producer, Trevor Scholl, completed three productions. They include a stories on an ice fishing expo, a Turkey Trot, and a police officer profile. He also put in a lot of work shooting and editing Blaine PD community outreach, Blaine on-boarding, and Lino Lakes fire and police recruitment videos. Completed programs include:

- Turkey Trot 5K
- Hard Water Ice Fishing Expo
- Meet the Staff: SLP PD Officer Drinkwine



New and ongoing projects include:

- Blaine on-boarding videos
- Blaine community outreach video
- Lino Lakes police and fire recruitment videos
- Meet the staff videos
- Business profiles

- Blaine Facebook live town halls

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him with ideas for new videos.

Public Access Programs

Title	Producer	Runtime
Bad Movie Bros	Eric Houston	00:29:27
Rice Creek Watershed District Meeting	Theresa Stasica	01:19:31
Christ Lutheran Church Worship (5 episodes)	Chance Amundson	05:11:58
Christ Lutheran Church Worship Message (5 episodes)	Chance Amundson	02:23:18
Lovepower (6 episodes)	Rick Larson	06:00:00
The Power of Love (6 episodes)	Rick Larson	03:00:00
Oak Park Community Church (5 episodes)	David Turnidge	03:00:47
23 New Programs		17:04:43 New Hours

NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (11/14/23)	T.J. Tronson	01:09:01
Blaine High School Veterans Day Program	T.J. Tronson	00:44:32
NMTV News (2 episodes)	Danika Peterson/Eric Nelson	00:37:47
Conversations: Senator Mary Kunesch – State Emblems Redesign Committee	Danika Peterson/Eric Nelson	00:21:02
Turkey Trot 5K	Trevor Scholl	00:03:14
Meet the Staff: SLP PD Officer Drinkwine	Trevor Scholl	00:04:19
Hard Water Ice Fishing Expo	Trevor Scholl	00:03:30
Football: Section Finals: Prior Lake/Centennial	Kenton Kipp/Ted Leroux	01:53:04
Football: 6A State QF: Rosemount/Centennial	Kenton Kipp/Ted Leroux	02:00:06
Girls Hockey: Elk River/Centennial-Spring Lake Park	Kenton Kipp/Ted Leroux	01:29:38
Centennial Middle School Fall Choir Concert	Kenton Kipp/Ted Leroux	01:31:41
Sports Den (2 episodes)	Kenton Kipp/Ted Leroux	00:51:58
14 New Programs		10:48:52 New Hours

City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (11/6/23)	T.J. Tronson	01:33:01
Blaine Planning Commission Meeting (11/14/23)	T.J. Tronson	00:29:35
Blaine City Council Meeting (11/20/23)	Trevor Scholl	02:16:31
Blaine Park Board Meeting (11/28/23)	Trevor Scholl	00:21:21
Centerville Park & Rec Meeting (11/1/23)	John Murphy	01:24:06
Centerville City Council Meeting (11/8/23)	John Murphy	01:04:09
Centerville EDA Meeting (11/15/23)	John Murphy	02:02:23

Circle Pines Park Board Meeting (11/14/23)	Ray Flint	00:20:47
Circle Pines City Council Meeting (11/14/23)	Ray Flint	00:25:32
Circle Pines Utility Commission Meeting (11/15/23)	Ray Flint	00:03:55
Circle Pines City Council Meeting (11/28/23)	Eric Houston	01:30:32
Ham Lake City Council Meeting (11/6/23)	Payton Nelson	00:17:30
Ham Lake Lake Planning Commission Meeting (11/13/23)	Payton Nelson	00:12:46
Ham Lake City Council Meeting (11/20/23)	Payton Nelson	00:09:00
Lexington City Council Meeting (11/2/23)	Lexington Staff	00:31:28
Lexington City Council Meeting (11/16/23)	Lexington Staff	0:05:27
Lino Lakes Park Board Meeting (11/1/23)	Anne Serwe	01:27:28
Lino Lakes Planning & Zoning Meeting (11/8/23)	Anne Serwe	03:02:24
Lino Lakes City Council Meeting (11/13/23)	Anne Serwe	00:50:23
Lino Lakes City Council Meeting (11/27/23)	Anne Serwe	00:15:22
Lino Lakes Environmental Board Meeting (11/29/23)	Anne Serwe	01:19:38
Spring Lake Park City Council Meeting (11/6/23)	Trevor Scholl	00:55:44
Spring Lake Park City Council Meeting (11/20/23)	Ray Flint	01:23:22
23 New Programs		22:02:24 New Hours

If you have any questions or comments regarding this monthly report please contact Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.

MINUTES
REGULAR PLANNING COMMISSION MEETING
December 12, 2023 - 7:00 P.M.
9180 Lexington Avenue, Lexington, MN

1. CALL TO ORDER

- A. Roll Call: Chairperson Bautch, Commissioners Thorson, Koch, Murphy and Ogden

Chairperson Bautch called to order the Regular Planning Commission meeting on December 12, 2023 at 7:00 p.m. Commissioners Present: Michelle Koch, Gloria Murphy, Ron Thorson and Chuck Ogden. Also present: Brandon Winge, City Councilmember; Bill Petracek, City Administrator.

2. CITIZENS FORUM

No citizens were present to address the Planning Commission on items not on the agenda.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Koch made a motion to approve the agenda as typewritten. Murphy seconded the motion. Motion carried 5-0.

4. LETTERS AND COMMUNICATION

- A. Building Permits for November 2023

Some discussion on November 2023 building permits

5. APPROVAL OF PLANNING COMMISSION MINUTES

- B. November 14, 2023

Koch made a motion to approve the November 14, 2023 Planning Commission Minutes as typewritten. Ogden seconded the motion. Motion carried 5-0.

6. DISCUSSION ITEM: - *No discussion items*

7. NOTE COUNCIL MINUTES:

- A. November 2, 2023
B. November 16, 2023

Some discussion on November City Council minutes.

8. PLANNING COMMISSION INPUT

Murphy asked if the City of Lexington was doing anything for the Centennial High School Football team. Petracek stated that the Councilmember Winge and the City Council congratulated the team at the last Council meeting. Discussion ensued.

Bautch discussed his communication with Xcel Energy and the trimming of his trees that are interfering with the electric lines. He stated the contractor told him that Xcel no longer trims trees. Discussion ensued.

9. ADJOURNMENT

Thorson made a motion to adjourn at 7:20 p.m. Koch seconded the motion. Motion carried 5-0.

MINUTES
CITY OF LEXINGTON
PUBLIC HEARING – TRUTH IN TAXATION 7:00 PM
&
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
DECEMBER 7, 2023 -
9180 LEXINGTON AVENUE

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER: – Mayor Grote

- A. Roll Call - Council Members: DeVries, Harris, Winge and Benson

Mayor Grote called to order the Truth in Taxation Hearing for December 7, 2023 at 7:00 p.m. Councilmember's present: Benson, Harris, and Winge. Excused Absence: Devries. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director.

2. PUBLIC HEARING: TRUTH IN TAXATION

- A. Final 2024 Budget Recommendations

No citizens were present to address the City Council with questions or concerns about the proposed 2024 Budget.

3. ADJOURN PUBLIC HEARING

Councilmember Harris made motion to adjourn the Truth in Taxation hearing at 7:02 p.m. Councilmember Benson seconded the motion. Motion carried 4-0.

**CITY OF LEXINGTON
REGULAR COUNCIL MEETING
DECEMBER 7, 2023
9180 LEXINGTON AVENUE**

4. CALL TO ORDER: -- Mayor Grote
Roll Call - Council Members: DeVries, Harris, Winge and Benson

*Mayor Grote called to order the Regular City Council meeting for December 7, 2023 at 7:03 p.m.
Councilmember's present: Benson, Harris, and Winge. Excused Absence: Devries. Also Present:
Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director.*

5. CITIZENS FORUM

No citizens were present to address the Council on items not on the agenda.

6. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

*Councilmember Benson made a motion to approve the agenda as typewritten.
Councilmember Winge seconded the motion. Motion carried 4-0*

7. INFORMATIONAL REPORTS:

- a. Airport (Councilmember DeVries) *No report*
- b. Cable Commission (Councilmember Winge) *Quarterly meetings – No report*
- c. City Administrator (Bill Petracek) – *Petracek updated the Council on the progress of of Cook's Autobody and the new ownership. He also stated that the potential for Autozone going into the old Anoka County Social Services building is looking more and more promising. Discussion ensued.*

8. LETTERS AND COMMUNICATIONS:

- a. Centennial Lakes Police Department Media Reports – 11-8 through 11-28, 2023
- b. City Report – October 2023
- c. North Metro TV – October 2023 Update
- d. Council Workshop meeting synopsis – November 15, 2023
- e. Planning & Zoning meeting minutes – November 14, 2023
- f. Public Notice
- g. Alexandra House – Letter of Recognition

Some discussion on the Letter of Recognition from Alexandra House.

9. CONSENT ITEMS:

- a. Recommendation to Approve Council Minutes:
Council Meeting – November 16, 2023
- b. Recommendation to Approve Claims and Bills:
Check #'s 50949 through 51017
Check #'s 14964 through 14983
Check #'s 14986 through 14999

Councilmember Harris made a motion to approve the consent agenda items. Councilmember Winge seconded the motion. Motion carried 4-0.

10. ACTION ITEMS:

- A. Recommendation to Approve Resolution NO. 23-17 – A Resolution Adopting
Final 2024 Operating Budget for the City of Lexington

Councilmember Winge made a motion to Approve Resolution NO. 23-17 – A Resolution Adopting Final 2024 Operating Budget for the City of Lexington. Councilmember Harris seconded the motion. Motion carried 4-0.

- B. Recommendation to Approve Resolution No. 23-18 – A Resolution Certifying
2023 Tax Levy Collectable in 2024.

Councilmember Winge made a motion to Approve Resolution No. 23-18 – A Resolution Certifying 2023 Tax Levy Collectable in 2024. Councilmember Harris seconded the motion. Motion carried 4-0.

- C. Recommendation to Approve Resolution NO. 23-19 – A Resolution Opting
to Increase the Benefit Level for Fire Fighters Who Are Vested in the Statewide
Volunteer Firefighter Plan.

Councilmember Benson made a motion to Approve Resolution NO. 23-19 – A Resolution Opting to Increase the Benefit Level for Fire Fighters Who Are Vested in the Statewide Volunteer Firefighter Plan. Councilmember Winge seconded the motion. Motion carried 4-0.

- D. Recommendation to Approve Resolution No. 23-20 – A Resolution
Approving Parking Restrictions on Restwood Road and Griggs Ave. near
Lexington Lofts

Councilmember Benson made a motion to Approve Resolution No. 23-20 – A Resolution Approving Parking Restrictions on Restwood Road and Griggs Ave. near Lexington Lofts. Councilmember Winge seconded the motion. Motion carried 4-0.

- E. Recommendation to approve wage increase for election judges in 2024

Mayor Grote made a motion to approve wage increase for election judges in 2024. Councilmember Harris seconded the motion. Motion carried 4-0.

- F. Recommendation to approve New Business License – Brito’s Burritos –
9372 Lexington Ave. – Manuel Brito

Councilmember Winge made a motion to approve New Business License – Brito’s Burritos – 9372 Lexington Ave. – Manuel Brito. Councilmember Harris seconded the motion. Motion carried 4-0.

- G. Recommendation to approve Cannabinoids License Renewal(s)

Councilmember Benson made a motion to approve Cannabinoids License Renewal(s). Councilmember Winge seconded the motion. Motion carried 4-0.

11. MAYOR AND COUNCIL INPUT

Councilmember Benson stated everything is great in Lexington.

Councilmember Winge congratulated Centennial High School football on winning the State Championship.

12. CLOSED SESSION

Attorney Glaser explained the need to go into closed session.

Councilmember Winge made a motion to go into closed session at 7:15 p.m. pursuant to Minnesota Statute Section 13D.05, subdivision 3(b), and is permitted by the attorney-client privilege to discuss the pending litigation versus the City of Blaine regarding the interconnected water and sewer systems. Councilmember Harris seconded the motion. Motion carried 4-0.

This portion of the meeting is closed pursuant to Minnesota Statute Section 13D.05, subdivision 3(b), and is permitted by the attorney-client privilege to discuss the pending litigation versus the City of Blaine regarding the interconnected water and sewer systems.

Councilmember Benson made a motion to reconvene into open session at 8:01 p.m. Councilmember Harris seconded the motion. Motion carried 4-0.

13. ADJOURNMENT

Councilmember Benson made motion to adjourn the meeting at 8:01 p.m. Councilmember Winge seconded the motion. Motion carried 4-0.

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

(1) Payroll

Payroll Taxes			
Federal Tax	\$4,059.95		
Social Security	\$5,878.44		
Medicare	\$1,374.76		
		\$11,313.15	
State Tax	\$1,839.31	\$1,839.31	
Total			\$ 13,152.46

Payments	51018	through	51076	\$ 176,143.74
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ACH Payments:	3419E	through	3438E	\$	28,129.00
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Checks	15002 through	15022	\$	26,418.43
	15023 through	15031	\$	4,972.66
ACH	2023090 through	2023099	\$	19,956.64
Total Payments			\$	51,347.73

***Check Detail Register©**

Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 4M FUND					
51018	12/21/23	AMAZON CAPITAL SERVICES			
E 101-42260-208		Training and Instruction	\$168.00		14RY-RL4J-3 BOOKS - FIRE DEPT
E 101-42260-400		General Maintenance	\$171.93		1GJW-VHYW EQUIPMENT SUPPLIES - FIRE DEPT
E 101-42260-400		General Maintenance	\$25.50		1JR3-RJQF-7 EQUIPMENT SUPPLIES - FIRE DEPT
E 101-41500-200		Office Supplies	\$46.77		1MRP-JLVJ- OFFICE SUPPLIES
E 101-41500-200		Office Supplies	\$81.94		1WWR-Q4DL OFFICE SUPPLIES
E 101-41500-400		General Maintenance	\$125.96		1WWR-Q4DL FURNACE FILTERS - CITY HALL
		Total	\$620.10		
51019	12/21/23	AMERICAN BOTTLING COMPANY			
E 609-00000-254		Miscellaneous Purchase	\$676.69	3562840263	
		Total	\$676.69		
51020	12/21/23	ARTISAN BEER COMPANY			
E 609-00000-252		Beer Purchase	\$578.35	3643724	
E 609-00000-252		Beer Purchase	\$36.90	3643725	
E 609-00000-252		Beer Purchase	\$1,206.75	3645260	
E 609-00000-252		Beer Purchase	(\$39.18)	378505	
		Total	\$1,782.82		
51021	12/21/23	BADGER METER INC			
E 730-00000-309		EDP, Software and Desig	\$141.68	80143822	NOV 2023 CELLULAR BACKHAUL
		Total	\$141.68		
51022	12/21/23	BARREL THEORY BEER COMPANY			
E 609-00000-252		Beer Purchase	\$229.00	3583	
		Total	\$229.00		
51023	12/21/23	BELLBOY CORPORATION			
E 609-00000-254		Miscellaneous Purchase	\$247.83	0107671800	
E 609-00000-210		Operating Supplies	\$558.55	0107671801	
E 609-00000-251		Liquor Purchase	\$121.65	0201664400	
E 609-00000-251		Liquor Purchase	\$1,457.60	0201715500	
		Total	\$2,385.63		
51024	12/21/23	BERNICK'S			
E 609-00000-252		Beer Purchase	\$590.60	10153479	
E 609-00000-252		Beer Purchase	\$615.60	10155975	
E 609-00000-252		Beer Purchase	\$1,378.50	10158737	
E 609-00000-252		Beer Purchase	(\$11.16)	10158741	
		Total	\$2,573.54		
51025	12/21/23	BIFFS			
E 101-45200-418		Other Rentals	\$200.00	W946169	NOV 2023 RENTALS - LEXINGTON CITY PARK
		Total	\$200.00		
51026	12/21/23	BLACK STACK BREWING, INC.			
E 609-00000-252		Beer Purchase	\$109.00	25200	
E 609-00000-260		THC For Resale	\$200.00	25200	
		Total	\$309.00		
51027	12/21/23	BLAINE LOCK & SAFE			

***Check Detail Register©**

Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42260-401		Repair Buildings	\$7.50	36863	FLAG POLE REPAIRS
		Total	\$7.50		
51028	12/21/23	BLUE CLOUD DISTRIBUTION, INC.			
E 609-00000-252		Beer Purchase	\$450.25	100942559	
		Total	\$450.25		
51029	12/21/23	BREAKTHRU BEVERAGE MN			
E 609-00000-254		Miscellaneous Purchase	\$31.56	113187360	
E 609-00000-251		Liquor Purchase	\$708.73	113187361	
E 609-00000-253		Wine Purchase	\$2,191.09	113282725	
E 609-00000-253		Wine Purchase	\$181.80	113282726	
E 609-00000-251		Liquor Purchase	\$1,609.43	113282727	
E 609-00000-253		Wine Purchase	\$1,556.20	113395720	
E 609-00000-251		Liquor Purchase	\$115.45	113395721	
E 609-00000-254		Miscellaneous Purchase	\$76.35	113395722	
E 609-00000-252		Beer Purchase	\$630.85	113397744	
E 609-00000-251		Liquor Purchase	(\$814.15)	411636815	
E 609-00000-251		Liquor Purchase	(\$49.02)	411636816	
E 609-00000-251		Liquor Purchase	(\$83.20)	411685490	
E 609-00000-251		Liquor Purchase	(\$1,063.11)	411703952	
E 609-00000-251		Liquor Purchase	(\$49.02)	411715855	
		Total	\$5,042.96		
51030	12/21/23	BUSINESS ESSENTIALS			
E 101-41500-200		Office Supplies	\$59.28	WO-1272590	OFFICE SUPPLIES
		Total	\$59.28		
51031	12/21/23	CAPITOL BEVERAGE SALES			
E 609-00000-252		Beer Purchase	(\$31.95)	2918206	
E 609-00000-252		Beer Purchase	\$11,022.79	2918207	
E 609-00000-252		Beer Purchase	\$3,487.49	2921082	
E 609-00000-252		Beer Purchase	\$4,306.09	2923905	
		Total	\$18,784.42		
51032	12/21/23	CARGILL			
E 101-43100-231		Snow Removal Materials	\$2,782.70	2908860272	ROAD SALT
		Total	\$2,782.70		
51033	12/21/23	CLEAR RIVER BEVERAGE COMPANY			
E 609-00000-252		Beer Purchase	\$922.50	721265	
E 609-00000-260		THC For Resale	\$477.76	721265	
E 609-00000-252		Beer Purchase	\$229.10	722562	
E 609-00000-260		THC For Resale	\$245.52	722568	
		Total	\$1,874.88		
51034	12/21/23	GREAT LAKES COCA-COLA			
E 609-00000-254		Miscellaneous Purchase	\$973.29	38832818017	
		Total	\$973.29		
51035	12/21/23	COMPASS MINERALS			
E 101-43100-231		Snow Removal Materials	\$9,512.71	1258989	ROAD SALT
		Total	\$9,512.71		

***Check Detail Register©**

Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
51036	12/21/23	CRYSTEEL TRUCK EQUIPMENT			
E 101-43100-404		Repair Machinery/Equipm	\$162.44	FP193952	REPAIR PARTS - PW
		Total	\$162.44		
51037	12/21/23	DAHLHEIMER BEVERAGE LLC			
E 609-00000-252		Beer Purchase	\$8,073.75	2052493	
E 609-00000-252		Beer Purchase	(\$64.00)	2052504	
E 609-00000-252		Beer Purchase	\$14,842.76	2060512	
E 609-00000-260		THC For Resale	\$162.00	2060512	
E 609-00000-252		Beer Purchase	(\$799.40)	2060797	
E 609-00000-252		Beer Purchase	\$10,298.88	2061879	
E 609-00000-252		Beer Purchase	\$210.00	2067978	
E 609-00000-252		Beer Purchase	(\$60.00)	981-00189	
		Total	\$32,663.99		
51038	12/21/23	DANGEROUS MAN BREWING CO			
E 609-00000-252		Beer Purchase	\$315.00	IN-2077	
		Total	\$315.00		
51039	12/21/23	EARTH RIDER BREWING, INC.			
E 609-00000-252		Beer Purchase	\$446.00	E-11805	
		Total	\$446.00		
51040	12/21/23	KNOWLAN'S SUPER MARKET			
E 101-41500-400		General Maintenance	\$79.90	36	SUPPLIES - CITY HALL
		Total	\$79.90		
51041	12/21/23	GOPHER STATE ONE-CALL INC			
E 730-00000-228		Gopher State One Call	\$16.20	3110543	NOV 2023 LOCATES
E 770-00000-228		Gopher State One Call	\$16.20	3110543	NOV 2023 LOCATES
		Total	\$32.40		
51042	12/21/23	GARY GROTE			
E 101-41500-205		Mileage Reimbursement	\$27.66		MEETING REIMBURSEMENT
E 101-41500-430		Miscellaneous	\$16.02		MEETING REIMBURSEMENT
		Total	\$43.68		
51043	12/21/23	HOHENSTEINS INC			
E 609-00000-252		Beer Purchase	\$853.00	668099	
E 609-00000-260		THC For Resale	\$78.00	668099	
E 609-00000-252		Beer Purchase	\$1,588.50	669960	
E 609-00000-260		THC For Resale	\$90.00	669960	
		Total	\$2,609.50		
51044	12/21/23	IMAGE PRINTING & GRAPHICS			
E 101-41500-350		Print/Binding	\$680.65	165729	HOLIDAY NEWSLETTER
E 101-43500-203		Printing	\$291.71	165729	HOLIDAY NEWSLETTER
E 609-00000-340		Advertising	\$44.89	165755	DEC 2023 SALES PRINTS
		Total	\$1,017.25		
51045	12/21/23	IN CONTROL, INC.			
E 770-00000-403		Lift Station Maintenance	\$700.00	S-IN01015	SCADA CONTROL SERVICE
		Total	\$700.00		

***Check Detail Register©**

Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
51046	12/21/23	INSIGHT BREWING COMPANY			
E 609-00000-252		Beer Purchase	\$267.24	9549	
E 609-00000-260		THC For Resale	\$375.00	9549	
		Total	\$642.24		
51047	12/21/23	INSTRUMENTAL RESEARCH, INC.			
E 730-00000-306		Water Testing	\$80.00	5315	NOV 2023 TESTING
		Total	\$80.00		
51048	12/21/23	JOHNSON BROTHERS LIQUOR			
E 609-00000-251		Liquor Purchase	\$292.60	2428181	
E 609-00000-253		Wine Purchase	\$2,266.72	2428182	
E 609-00000-251		Liquor Purchase	\$1,953.54	2431982	
E 609-00000-253		Wine Purchase	\$2,870.24	2431983	
E 609-00000-254		Miscellaneous Purchase	\$423.80	2431984	
E 609-00000-251		Liquor Purchase	\$5,555.20	2431985	
E 609-00000-251		Liquor Purchase	\$2,642.20	2435771	
E 609-00000-253		Wine Purchase	\$525.60	2435772	
E 609-00000-251		Liquor Purchase	\$766.80	2437054	
E 609-00000-253		Wine Purchase	\$3,904.17	2437055	
E 609-00000-254		Miscellaneous Purchase	\$45.40	2437056	
E 609-00000-251		Liquor Purchase	\$987.19	2437057	
E 609-00000-251		Liquor Purchase	\$516.95	2440388	
E 609-00000-253		Wine Purchase	\$785.54	2440389	
E 609-00000-254		Miscellaneous Purchase	\$45.40	2440390	
E 609-00000-251		Liquor Purchase	\$641.40	2441798	
E 609-00000-253		Wine Purchase	\$3,427.54	2441799	
E 609-00000-251		Liquor Purchase	\$4,231.23	2441800	
E 609-00000-253		Wine Purchase	(\$14.25)	274386	
E 609-00000-253		Wine Purchase	(\$10.67)	276415	
E 609-00000-251		Liquor Purchase	(\$2.27)	276416	
E 609-00000-251		Liquor Purchase	(\$79.90)	276417	
E 609-00000-251		Liquor Purchase	(\$24.84)	276418	
E 609-00000-253		Wine Purchase	(\$57.36)	276419	
		Total	\$31,692.23		
51049	12/21/23	M. AMUNDSON LLP			
E 609-00000-256		Tobacco Products For Re	\$2,777.57	373092	
E 609-00000-256		Tobacco Products For Re	\$2,970.43	373466	
E 609-00000-256		Tobacco Products For Re	\$2,499.81	373855	
		Total	\$8,247.81		
51050	12/21/23	MACQUEEN EQUIPMENT INC			
E 770-00000-400		General Maintenance	\$579.21	P43114	PARTS - JETTER
E 770-00000-400		General Maintenance	\$1,218.29	P43350	PARTS - JETTER
		Total	\$1,797.50		
51051	12/21/23	MAVERICK WINE COMPANY			
E 609-00000-253		Wine Purchase	\$606.54	INV1129018	
		Total	\$606.54		
51052	12/21/23	MEGA BEER			
E 609-00000-252		Beer Purchase	\$167.00	IN-6260	

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Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$167.00		
51053	12/21/23	MENARDS - BLAINE			
E 730-00000-500		Capital Expenditures	\$17.49	61342	HYDRANT PROJECT SUPPLIES
E 101-45200-400		General Maintenance	\$153.87	61561	HOCKEY RINK REPAIR MATERIALS
E 101-45200-400		General Maintenance	\$165.66	61609	HOCKEY RINK REPAIR MATERIALS
E 101-45200-400		General Maintenance	(\$86.37)	61619	HOCKEY RINK REPAIR MATERIALS
E 101-45200-400		General Maintenance	\$93.38	61622	HOCKEY RINK REPAIR MATERIALS
Total			\$344.03		
51054	12/21/23	METRO TREE & CRANE			
E 101-46102-230		Contracted Services	\$3,200.00		DISEASED TREES REMOVAL
Total			\$3,200.00		
51055	12/21/23	METRO-INET			
E 101-41900-230		Contracted Services	\$1,018.15	1619	DEC 2023 IT SERVICES
E 101-42260-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
E 101-43100-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
E 101-45200-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
E 609-41900-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
E 651-41900-230		Contracted Services	\$145.45	1619	DEC 2023 IT SERVICES
E 730-41900-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
E 770-41900-230		Contracted Services	\$290.90	1619	DEC 2023 IT SERVICES
Total			\$2,909.00		
51056	12/21/23	AUL SPECIAL PAY TRUST			
G 101-21716		Other Retirement	\$50.00		DEC 2023 EMPLOYEE CONTRIBUTIONS
Total			\$50.00		
51057	12/21/23	MKL, LLC			
E 101-41500-400		General Maintenance	\$100.00	12212023	WEEK ENDING 12/09/2023
E 101-41500-400		General Maintenance	\$100.00	12212023	WEEK ENDING 12/16/2023
Total			\$200.00		
51058	12/21/23	MODIST BREWING COMPANY			
E 609-00000-252		Beer Purchase	\$844.75	E-46437	
Total			\$844.75		
51059	12/21/23	NEW FRANCE WINE COMPANY			
E 609-00000-253		Wine Purchase	\$114.50	215011	
Total			\$114.50		
51060	12/21/23	OLD WORLD BEER			
E 609-00000-252		Beer Purchase	\$221.94	3245	
Total			\$221.94		
51061	12/21/23	O'REILLY AUTOMOTIVE STORES			
E 101-43100-210		Operating Supplies	\$21.98	3472-304182	BATTERIES - PW
E 101-43100-210		Operating Supplies	(\$3.00)	3472-304186	BATTERIES - PW
E 101-43100-210		Operating Supplies	\$72.70	3472-305342	OPERATING SUPPLIES - PW
Total			\$91.68		
51062	12/21/23	OXYGEN SERVICE COMPANY			
E 101-42260-210		Operating Supplies	\$173.44	0003570957	NOV 2023 SERVICES

***Check Detail Register©**

Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$173.44		
51063	12/21/23	PAUSTIS & SONS			
E 609-00000-253		Wine Purchase	\$1,442.50	221096	
E 609-00000-253		Wine Purchase	\$663.50	221874	
Total			\$2,106.00		
51064	12/21/23	PHILLIPS WINE AND SPIRITS INC			
E 609-00000-251		Liquor Purchase	\$7,811.91	6695761	
E 609-00000-253		Wine Purchase	\$4,379.95	6695762	
E 609-00000-254		Miscellaneous Purchase	\$2.80	6695763	
E 609-00000-251		Liquor Purchase	\$764.55	6698670	
E 609-00000-251		Liquor Purchase	\$2,191.45	6699499	
E 609-00000-253		Wine Purchase	\$3,569.39	6699500	
E 609-00000-253		Wine Purchase	\$162.80	6702536	
E 609-00000-251		Liquor Purchase	\$2,006.95	6704064	
E 609-00000-253		Wine Purchase	\$685.50	6704065	
E 609-00000-254		Miscellaneous Purchase	\$145.05	6704066	
Total			\$21,720.35		
51065	12/21/23	POPP COMMUNICATIONS			
E 101-43100-321		Telephone	\$8.14	992812354	DEC 2023 ANALOG LINES
E 101-45200-321		Telephone	\$8.14	992812354	DEC 2023 ANALOG LINES
E 651-00000-321		Telephone	\$1.55	992812354	DEC 2023 ANALOG LINES
E 730-00000-321		Telephone	\$10.47	992812354	DEC 2023 ANALOG LINES
E 770-00000-321		Telephone	\$10.47	992812354	DEC 2023 ANALOG LINES
E 101-41500-321		Telephone	\$80.23	992812354	DEC 2023 ANALOG LINES
E 609-00000-321		Telephone	\$41.76	992812354	DEC 2023 ANALOG LINES
Total			\$160.76		
51066	12/21/23	PREMIUM WATERS, INC.			
E 609-00000-411		Culligan	\$4.32	319795613	DEC 2023 SERVICE
E 101-41500-411		Culligan	\$4.32	319795655	DEC 2023 SERVICE
E 101-42260-411		Culligan	\$4.32	319795655	DEC 2023 SERVICE
Total			\$12.96		
51067	12/21/23	RIVARD, MATTHEW			
E 609-00000-400		General Maintenance	\$9.94		CLEANING SUPPLIES - MLS
Total			\$9.94		
51068	12/21/23	SHAMROCK GROUP, INC.			
E 609-00000-257		Ice For Resale	\$95.44	2966337	
E 609-00000-257		Ice For Resale	\$332.62	2968269	
Total			\$428.06		
51069	12/21/23	SOUTHERN GLAZER'S OF MN			
E 609-00000-253		Wine Purchase	\$233.28	2415248	
E 609-00000-251		Liquor Purchase	\$3,676.63	2417607	
E 609-00000-253		Wine Purchase	\$1,019.68	2417608	
E 609-00000-251		Liquor Purchase	\$2,688.49	2420161	
E 609-00000-254		Miscellaneous Purchase	\$131.40	2420162	
E 609-00000-253		Wine Purchase	\$2,429.72	2420163	
Total			\$10,179.20		

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Batch: 12212023 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
51070	12/21/23	SP3, LLC			
E 609-00000-252		Beer Purchase	\$299.20	W-210661	
		Total	\$299.20		
51071	12/21/23	TOSHIBA BUSINESS SOLUTIONS			
E 101-42260-400		General Maintenance	\$30.31	6164947	DEC 2023 COPIER CONTRACT
		Total	\$30.31		
51072	12/21/23	VINOCOPIA			
E 609-00000-253		Wine Purchase	\$562.50	0341326-IN	
E 609-00000-253		Wine Purchase	\$176.00	0342279-IN	
		Total	\$738.50		
51073	12/21/23	MARY VINZANT			
E 101-41410-205		Mileage Reimbursement	\$20.17		4TH QTR 2023 MILEAGE REIMBURSEMENT
E 101-41500-205		Mileage Reimbursement	\$22.27		4TH QTR 2023 MILEAGE REIMBURSEMENT
E 101-43500-205		Mileage Reimbursement	\$22.43		4TH QTR 2023 MILEAGE REIMBURSEMENT
		Total	\$64.87		
51074	12/21/23	WALTERS RECYCLING & REFUSE			
E 101-41500-384		Refuse/Garbage Disposal	\$83.45	7479139	DEC 2023 SERVICE
E 101-43100-384		Refuse/Garbage Disposal	\$49.40	7479139	DEC 2023 SERVICE
E 101-45200-384		Refuse/Garbage Disposal	\$49.40	7479139	DEC 2023 SERVICE
E 651-00000-384		Refuse/Garbage Disposal	\$9.42	7479139	DEC 2023 SERVICE
E 730-00000-384		Refuse/Garbage Disposal	\$63.51	7479139	DEC 2023 SERVICE
E 770-00000-384		Refuse/Garbage Disposal	\$63.51	7479139	DEC 2023 SERVICE
E 609-00000-384		Refuse/Garbage Disposal	\$138.07	7479139	DEC 2023 SERVICE
		Total	\$456.76		
51075	12/21/23	WINE MERCHANTS			
E 609-00000-253		Wine Purchase	\$1,036.60	7451946	
E 609-00000-253		Wine Purchase	\$366.80	7452867	
E 609-00000-253		Wine Purchase	\$654.00	7453094	
		Total	\$2,057.40		
51076	12/21/23	WINGE, BRANDON			
E 101-41500-205		Mileage Reimbursement	\$20.16		MEETING REIMBURSEMENT
		Total	\$20.16		
10100			\$176,143.74		

Fund Summary**10100 4M FUND**

101 GENERAL FUND	\$20,775.92
609 MUNICIPAL LIQUOR FUND	\$151,712.57
651 STORM WATER FUND	\$156.42
730 WATER FUND	\$620.25
770 SEWER FUND	\$2,878.58
	<u>\$176,143.74</u>

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Batch: NOV2023 CCPMT,NOV 2023 AUTO

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 4M FUND					
3419 e	11/17/23	FLEET FARM			
E 730-00000-500		Capital Expenditures	\$19.98	7469	MEMORIAL PARK IRRIGATION
E 101-43100-210		Operating Supplies	\$209.89	7469	LANDSCAPING SUPPLIES - MLS
		Total	\$229.87		
3420 e	11/17/23	US POSTAL SERVICE			
E 730-00000-322		Postage	\$12.30		TESTING SAMPLES
		Total	\$12.30		
3421 e	11/17/23	WALGREENS			
E 609-00000-210		Operating Supplies	\$16.21	1497853	SUPPLIES - MLS
		Total	\$16.21		
3422 e	11/17/23	ZOOM VIDEO COMMUNICATIONS			
E 101-41500-300		Professional Srvs	\$15.99	INV22036848	OCT 2023 SERVICE
E 101-42260-327		Annual Technology Mainte	\$15.99	INV22036848	OCT 2023 SERVICE
		Total	\$31.98		
3423 e	11/17/23	HOME DEPOT			
E 101-43100-210		Operating Supplies	\$20.51	13169	SHOP SUPPLIES
		Total	\$20.51		
3424 e	11/17/23	BLUE TARP FINANCIAL			
E 101-43100-210		Operating Supplies	\$109.96	INV00001266	SHOP SUPPLIES
		Total	\$109.96		
3425 e	11/17/23	ROCK GARDENS			
E 423-00000-315		Construction Costs	\$122.50	157349	DUNLAP AVE PROJECT SUPPLIES
E 229-49295-495		CARES Expenses	\$288.36	2-5359	HYDRANT PROJECT SUPPLIES
E 229-49295-495		CARES Expenses	\$159.41	2-5433	HYDRANT PROJECT SUPPLIES
E 229-49295-495		CARES Expenses	\$259.53	6424	HYDRANT PROJECT SUPPLIES
E 229-49295-495		CARES Expenses	\$259.53	6464	HYDRANT PROJECT SUPPLIES
E 229-49295-495		CARES Expenses	\$259.53	6814	HYDRANT PROJECT SUPPLIES
		Total	\$1,348.86		
3426 e	11/01/23	CONNEXUS ENERGY			
E 101-45200-381		Electric Utilities	\$192.11		SEP 2023 UTILITIES
E 101-43100-386		Street Lights	\$243.95		SEP 2023 UTILITIES
E 770-00000-381		Electric Utilities	\$73.69		SEP 2023 UTILITIES
E 770-00000-381		Electric Utilities	\$22.08		SEP 2023 UTILITIES
		Total	\$531.83		
3427 e	11/02/23	LINCOLN NATIONAL LIFE			
E 101-41500-134		ST/LT Disability Insurance	\$380.68	4610402400	NOV 2023 PREMIUM
E 101-43100-134		ST/LT Disability Insurance	\$113.24	4610402400	NOV 2023 PREMIUM
E 101-45200-134		ST/LT Disability Insurance	\$75.48	4610402400	NOV 2023 PREMIUM
E 609-00000-134		ST/LT Disability Insurance	\$238.15	4610402400	NOV 2023 PREMIUM
		Total	\$807.55		
3428 e	11/01/23	HEALTHPARTNERS			
E 609-00000-160		Health/Dental Insurance	\$1,269.63	41396163043	NOV 2023 PREMIUM

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Batch: NOV2023 CCPMT,NOV 2023 AUTO

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-160		Health/Dental Insurance	\$729.53	41396163043	NOV 2023 PREMIUM
E 101-45200-160		Health/Dental Insurance	\$486.35	41396163043	NOV 2023 PREMIUM
E 101-41500-160		Health/Dental Insurance	\$1,579.43	41396163043	NOV 2023 PREMIUM
E 609-00000-160		Health/Dental Insurance	\$1,269.63	41396163043	NOV 2023 PREMIUM
E 101-41500-160		Health/Dental Insurance	\$943.76	41396163043	NOV 2023 PREMIUM
E 101-43100-160		Health/Dental Insurance	\$998.44	41396163043	NOV 2023 PREMIUM
E 101-45200-160		Health/Dental Insurance	\$665.63	41396163043	NOV 2023 PREMIUM
E 101-41500-160		Health/Dental Insurance	\$1,249.32	41396163043	NOV 2023 PREMIUM
E 609-00000-160		Health/Dental Insurance	\$2,295.50	41396163043	NOV 2023 PREMIUM
E 101-41500-160		Health/Dental Insurance	\$987.35	41396163043	NOV 2023 PREMIUM
		Total	\$12,474.57		
3429 e	11/29/23	AFLAC			
G 101-21725		Supplemental Insurance	\$197.26	111531	NOV 2023 PREMIUM
		Total	\$197.26		
3430 e	11/20/23	XCEL ENERGY			
E 770-00000-381		Electric Utilities	\$30.29	851550147	OCT 2023 UTILITIES
		Total	\$30.29		
3431 e	11/27/23	CENTER POINT ENERGY			
E 101-42260-383		Gas Utilities	\$97.69		OCT 2023 UTILITIES
E 101-43100-383		Gas Utilities	\$30.85		OCT 2023 UTILITIES
E 101-45200-383		Gas Utilities	\$30.85		OCT 2023 UTILITIES
E 651-00000-383		Gas Utilities	\$5.88		OCT 2023 UTILITIES
E 730-00000-383		Gas Utilities	\$39.67		OCT 2023 UTILITIES
E 770-00000-383		Gas Utilities	\$120.87		OCT 2023 UTILITIES
E 101-41500-383		Gas Utilities	\$143.78		OCT 2023 UTILITIES
E 609-00000-383		Gas Utilities	\$187.41		OCT 2023 UTILITIES
		Total	\$657.00		
3432 e	11/08/23	PUBLIC EMPLOYEES RETIREMENT			
G 101-21704		PERA	\$2,175.29		11/08/2023 PAYROLL
G 101-21717		PERA	\$2,509.96		11/08/2023 PAYROLL
G 101-21704		PERA	\$2,185.03		11/22/2023 PAYROLL
G 101-21717		PERA	\$2,521.18		11/22/2023 PAYROLL
		Total	\$9,391.46		
3433 e	11/08/23	HSA BANK			
G 101-21726		HSA Additional Withholdin	\$290.24		EMPLOYEE CONTRIBUTIONS
E 101-41500-160		Health/Dental Insurance	\$6.75		HSA SERVICE FEE
		Total	\$296.99		
3434 e	11/10/23	KWIK TRIP			
E 101-43100-212		Gas & Oil	\$250.46		OCT 2023 FUEL
E 101-45200-212		Gas & Oil	\$250.46		OCT 2023 FUEL
E 651-00000-212		Gas & Oil	\$100.18		OCT 2023 FUEL
E 730-00000-212		Gas & Oil	\$200.37		OCT 2023 FUEL
E 770-00000-212		Gas & Oil	\$200.38		OCT 2023 FUEL
E 101-45200-212		Gas & Oil	\$91.53		OCT 2023 FUEL
E 101-42260-212		Gas & Oil	\$286.78		OCT 2023 FUEL

***Check Detail Register©**

Batch: NOV2023 CCPMT,NOV 2023 AUTO

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,380.16		
3435 e	11/02/23	FIDELITY SECURITY LIFE			
E 101-41500-160		Health/Dental Insurance	\$30.06	3098178593	NOV 2023 PREMIUM
E 101-43100-160		Health/Dental Insurance	\$11.60	3098178593	NOV 2023 PREMIUM
E 101-45200-160		Health/Dental Insurance	\$7.74	3098178593	NOV 2023 PREMIUM
E 609-00000-160		Health/Dental Insurance	\$26.70	3098178593	NOV 2023 PREMIUM
Total			\$76.10		
3436 e	11/13/23	CAPITAL ONE TRADE CREDIT			
E 730-00000-500		Capital Expenditures	\$21.87	H41884	MEMORIAL PARK IRRIGATION
E 730-00000-500		Capital Expenditures	\$17.93	H43481	MEMORIAL PARK IRRIGATION
E 730-00000-500		Capital Expenditures	\$9.49	H44515	MEMORIAL PARK IRRIGATION
Total			\$49.29		
3437 e	11/09/23	TASC			
G 101-21723		Flex Insurance	\$127.00		EMPLOYEE CONTRIBUTIONS
G 101-21723		Flex Insurance	\$127.00		EMPLOYEE CONTRIBUTIONS
Total			\$254.00		
3438 e	11/01/23	METROPOLITAN LIFE INS CO			
E 101-41500-160		Health/Dental Insurance	\$87.93		NOV 2023 PREMIUM
E 101-43100-160		Health/Dental Insurance	\$31.92		NOV 2023 PREMIUM
E 101-45200-160		Health/Dental Insurance	\$21.29		NOV 2023 PREMIUM
E 609-00000-160		Health/Dental Insurance	\$71.67		NOV 2023 PREMIUM
Total			\$212.81		
10100			\$28,129.00		

Fund Summary**10100 4M FUND**

101 GENERAL FUND	\$20,530.26
229 ARPA FUND	\$1,226.36
423 2023 STREET IMPROVEMENTS	\$122.50
609 MUNICIPAL LIQUOR FUND	\$5,374.90
651 STORM WATER FUND	\$106.06
730 WATER FUND	\$321.61
770 SEWER FUND	\$447.31
	\$28,129.00

Report Criteria:

Report type: Summary

Check Number	Check Issue Date	Payee	Amount
15002	12/07/2023	Amazon Capital Services	179.95
15003	12/07/2023	Andrew Dixon & Meuser Law Office	2,979.36
15004	12/07/2023	ANOKA CO TREASURY OFFICE	75.00
15005	12/07/2023	ASPEN MILLS, INC	565.00
15006	12/07/2023	CENTENNIAL UTILITIES	838.62
15007	12/07/2023	CLIMATE MAKERS, INC.	1,541.00
15008	12/07/2023	COVERALL NORTH AMERICA, INC	820.00
15009	12/07/2023	EMERGENCY CONTRACTORS	1,340.00
15010	12/07/2023	FRATTALLONES HARDWARE & GARDEN	64.64
15011	12/07/2023	IMAGE PRINTING & GRAPHICS, INC	93.18
15012	12/07/2023	KIESLER'S POLICE SUPPLY, INC	3,816.00
15013	12/07/2023	Metro-INET	7,157.00
15014	12/07/2023	MHSRC/RANGE	510.00
15015	12/07/2023	MN CHIEFS OF POLICE ASSOC	477.00
15016	12/07/2023	POMPS TIRE	2,446.24
15017	12/07/2023	QUILL LLC	165.32
15018	12/07/2023	SHRED-N-GO, INC	90.89
15019	12/07/2023	STREICHER'S, INC	1,596.51
15020	12/07/2023	The Home Depot Pro	455.17
15021	12/07/2023	TRANSUNION RISK & ALTERNATIVE	75.00
15022	12/07/2023	VERIZON WIRELESS	1,132.55
2023090	11/30/2023	TASC	728.38
2023091	12/07/2023	CENTURY LINK	126.48
2023092	12/07/2023	DELTA DENTAL	1,171.16
2023093	12/07/2023	OPTUM FINANCIAL, INC.	15.00
2023094	12/07/2023	PITNEY BOWES GLOBAL FINANCIAL	61.59
2023095	12/07/2023	US Bank Credit Card	530.77
2023096	12/07/2023	WEX BANK	3,012.39
2023097	12/07/2023	OPTUM FINANCIAL, INC.	1,160.95
Grand Totals:			33,225.15

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

Check Number	Check Issue Date	Payee	Amount
15023	12/12/2023	ASPEN MILLS, INC	2,186.41
15024	12/12/2023	Barna, Guzy & Steffen Ltd.	303.50
15025	12/12/2023	CITY OF CIRCLE PINES	246.00
15026	12/12/2023	CLIMATE MAKERS, INC.	504.22
15027	12/12/2023	CONNEXUS ENERGY	1,342.59
15028	12/12/2023	KNOWLAN'S SUPER MARKETS	105.72
15029	12/12/2023	O'REILLY AUTOMOTIVE, INC	59.22
15030	12/12/2023	OTTER LAKE ANIMAL CARE	135.00
15031	12/12/2023	TRI-COUNTY LAW ENFORCEMENT ASSN	90.00
2023097	12/12/2023	DEARBORN NATIONAL	1,367.59
2023098	12/12/2023	HEALTH PARTNERS	11,782.33
Grand Totals:			18,122.58

M = Manual Check, V = Void Check

Report Criteria:

Report type: Summary

Check number = 2023090-2023099

Check Number	Check Issue Date	Payee	Amount
2023090	11/30/2023	TASC	728.38
2023091	12/07/2023	CENTURY LINK	126.48
2023092	12/07/2023	DELTA DENTAL	1,171.16
2023093	12/07/2023	OPTUM FINANCIAL, INC.	15.00
2023094	12/07/2023	PITNEY BOWES GLOBAL FINANCIAL	61.59
2023095	12/07/2023	US Bank Credit Card	530.77
2023096	12/07/2023	WEX BANK	3,012.39
2023097	12/07/2023	OPTUM FINANCIAL, INC.	1,160.95
2023098	12/12/2023	HEALTH PARTNERS	11,782.33
2023099	12/12/2023	DEARBORN NATIONAL	1,367.59
Grand Totals:			19,956.64

M = Manual Check, V = Void Check

CITY OF LEXINGTON

*Cash Balances

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Current Period November 2023						
Fund	2023Begin Balance	Receipts	Disbursements	Transfers		Balance
				Rec/Disb	Journal Entries	
10100 4M FUND						
101 GENERAL FUND	\$1,411,520.49	\$1,230,450.45	\$1,667,972.68	\$0.00	\$137,179.43	\$1,003,898.38 In Bal
220 LOVELL BUILDING	\$580,868.86	\$5,317.50	\$1,530.00	\$0.00	\$0.00	\$584,656.36 In Bal
229 ARPA FUND	\$82,077.02	\$0.00	\$4,663.14	\$0.00	\$0.00	\$77,413.88 In Bal
310 CAPITAL PROJEC	\$689,980.36	\$372,390.26	\$67,588.93	\$0.00	(\$102,717.49)	\$892,064.20 In Bal
320 TIF #3	\$126,295.22	\$84,212.40	\$206,844.10	\$0.00	\$0.00	\$3,663.52 In Bal
330 WATER CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
360 05 STREET-EDGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
370 SEWER CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
405 PARK DEDICATIO	\$79,134.45	\$0.00	\$22,268.54	\$0.00	\$0.00	\$56,865.91 In Bal
417 17 STREET IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
418 LAKE DRIVE PROJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
419 19 JACKSON AVE	\$0.00	\$65.67	\$0.00	\$0.00	(\$65.67)	\$0.00 In Bal
421 2021 STREET IMP	\$0.00	\$2,475.84	\$0.00	\$0.00	(\$2,475.84)	\$0.00 In Bal
422 2022 STREET IMP	\$109,636.31	\$9,924.55	\$53,995.35	\$0.00	\$0.00	\$65,565.51 In Bal
423 2023 STREET IMP	(\$3,025.00)	\$7,485.94	\$108,219.78	\$0.00	\$104,000.00	\$241.16 In Bal
430 12 HAMLINE AVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
435 13 STREET IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
440 15 STREET IMPRO	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,500.00 In Bal
445 16 STREET IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
551 16 NORTH METRO	\$0.00	\$4,106.72	\$4,106.72	\$0.00	\$0.00	\$0.00 In Bal
585 04 STREET-OAK L	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
591 14 STREET-VARIO	\$127,501.08	\$34,928.69	\$61,432.73	\$0.00	\$0.00	\$100,997.04 In Bal
592 15 STREET-VARIO	\$291,985.55	\$72,879.45	\$108,675.00	\$0.00	\$0.00	\$256,190.00 In Bal
599 POLICE BUILDING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
609 MUNICIPAL LIQUO	\$573,389.29	\$2,568.80	\$2,592,372.74	\$0.00	\$3,001,608.26	\$564,499.69 In Bal
625 FARMERS MARKE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
650 PROPERTY MAINT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 In Bal
651 STORM WATER F	(\$135,471.19)	\$82,443.69	\$28,866.59	\$0.00	\$0.00	(\$101,275.62) In Bal
730 WATER FUND	\$351,462.03	\$289,905.98	\$137,828.67	\$0.00	(\$3,114.00)	\$417,040.67 In Bal
770 SEWER FUND	\$1,179,150.53	\$273,724.29	\$331,928.39	\$0.00	\$0.00	\$1,045,685.75 In Bal
	\$5,481,005.00	\$2,472,880.23	\$5,398,293.36	\$0.00	\$3,134,414.69	\$4,984,006.45

CITY OF LEXINGTON

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*Fund Summary -
Budget to Actual©

November 2023

	2023 YTD Budget	November MTD Amount	2023 YTD Amount	2023 YTD Balance	2023 % YTD Budget
FUND 101 GENERAL FUND					
Revenue	\$2,309,980.21	\$25,754.94	\$1,638,340.47	\$671,639.74	70.92%
Expenditure	\$2,309,980.20	\$157,010.32	\$1,971,887.51	\$338,092.69	85.36%
		<u>-\$131,255.38</u>	<u>-\$333,547.04</u>		
FUND 220 LOVELL BUILDING					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 229 ARPA FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$149,503.49	\$4,663.14	\$4,663.14	\$144,840.35	3.12%
		<u>-\$4,663.14</u>	<u>-\$4,663.14</u>		
FUND 310 CAPITAL PROJECTS					
Revenue	\$337,000.00	\$29,113.41	\$310,470.28	\$26,529.72	92.13%
Expenditure	\$318,000.00	\$330.00	\$171,588.93	\$146,411.07	53.96%
		<u>\$28,783.41</u>	<u>\$138,881.35</u>		
FUND 320 TIF #3					
Revenue	\$176,381.00	\$0.00	\$84,516.66	\$91,864.34	47.92%
Expenditure	\$255,535.64	\$0.00	\$206,617.11	\$48,918.53	80.86%
		<u>\$0.00</u>	<u>-\$122,100.45</u>		
FUND 405 PARK DEDICATION FEE FUND					
Revenue	\$27,000.00	\$0.00	\$0.00	\$27,000.00	0.00%
Expenditure	\$27,000.00	\$0.00	\$22,268.54	\$4,731.46	82.48%
		<u>\$0.00</u>	<u>-\$22,268.54</u>		
FUND 419 19 JACKSON AVE					
Revenue	\$2,056.14	\$0.00	\$0.00	\$2,056.14	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 421 2021 STREET IMPROVEMENTS					
Revenue	\$6,915.15	\$0.00	\$0.00	\$6,915.15	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 422 2022 STREET IMPROVEMENTS					
Revenue	\$5,100.00	\$5,140.02	\$9,924.55	-\$4,824.55	194.60%
Expenditure	\$5,000.00	\$0.00	\$105.00	\$4,895.00	2.10%
		<u>\$5,140.02</u>	<u>\$9,819.55</u>		
FUND 423 2023 STREET IMPROVEMENTS					
Revenue	\$104,000.00	\$1,112.80	\$111,485.94	-\$7,485.94	107.20%
Expenditure	\$104,000.00	\$122.50	\$108,219.78	-\$4,219.78	104.06%
		<u>\$990.30</u>	<u>\$3,266.16</u>		

CITY OF LEXINGTON

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*Fund Summary -
Budget to Actual©

November 2023

	2023 YTD Budget	November MTD Amount	2023 YTD Amount	2023 YTD Balance	2023 % YTD Budget
FUND 551 16 NORTH METRO GO					
Revenue	\$4,106.72	\$0.00	\$4,106.72	\$0.00	100.00%
Expenditure	\$4,106.72	\$0.00	\$4,106.72	\$0.00	100.00%
		\$0.00	\$0.00		
FUND 591 14 STREET-VARIOUS					
Revenue	\$73,820.74	\$0.00	\$33,587.24	\$40,233.50	45.50%
Expenditure	\$61,514.95	\$0.00	\$61,432.73	\$82.22	99.87%
		\$0.00	-\$27,845.49		
FUND 592 15 STREET-VARIOUS					
Revenue	\$104,377.34	\$0.00	\$71,479.92	\$32,897.42	68.48%
Expenditure	\$108,675.00	\$0.00	\$108,675.00	\$0.00	100.00%
		\$0.00	-\$37,195.08		
FUND 609 MUNICIPAL LIQUOR FUND					
Revenue	\$3,898,900.00	\$295,696.29	\$3,229,569.42	\$669,330.58	82.83%
Expenditure	\$3,829,794.24	\$274,036.28	\$3,223,696.52	\$606,097.72	84.17%
		\$21,660.01	\$5,872.90		
FUND 651 STORM WATER FUND					
Revenue	\$74,207.56	\$0.00	\$75,884.98	-\$1,677.42	102.26%
Expenditure	\$96,348.13	\$2,581.70	\$47,708.83	\$48,639.30	49.52%
		-\$2,581.70	\$28,176.15		
FUND 730 WATER FUND					
Revenue	\$245,025.00	\$0.00	\$244,984.74	\$40.26	99.98%
Expenditure	\$271,721.60	\$10,706.14	\$210,068.02	\$61,653.58	77.31%
		-\$10,706.14	\$34,916.72		
FUND 770 SEWER FUND					
Revenue	\$291,000.00	\$2,916.94	\$226,811.20	\$64,188.80	77.94%
Expenditure	\$504,093.47	\$26,894.25	\$403,364.06	\$100,729.41	80.02%
		-\$23,977.31	-\$176,552.86		
Report Total		-\$116,609.93	-\$503,239.77		

Earned Sick and Safe Time Law: What Cities Need to Know

Published: October 16, 2023

Updated Nov. 17, 2023

Effective Jan. 1, 2024, Minnesota's earned sick and safe time (ESST) law, requires employers to provide earned sick and safe paid leave to employees who work in Minnesota.

- An employee is anyone who works at least 80 hours in a year for an employer in Minnesota but does not include independent contractors.
- Temporary and part-time employees are covered under the law.
- Employers must provide each employee in Minnesota with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year.

Learn more about the ESST law

- [View a recording of the Aug. 3, 2023, webinar, "Introduction to Paid Family and Medical Leave Law and Earned Sick and Safe Time: How Cities Can Prepare"](#) (requires a MyLMC account to access; [learn how to create a new MyLMC account](#)).
- [Read more about the ESST law in the article, "Focus on New Laws: Earned Sick and Safe Time."](#)
- [Read the Minnesota Department of Labor and Industry's frequently asked questions \(FAQs\) on earned sick and safe time.](#)

Get answers to FAQs regarding the new law on earned sick and safe time

The following frequently asked questions (FAQs) are designed to provide information to cities about the earned sick and safe time law to assist local governments in making decisions to comply with the law. The League will continue to update this information as necessary. These FAQs may not address all the questions that we received from members, but we will provide answers as they become available.

Can our city rename our current sick leave policy to ESST, provided we already offers eight hours of sick leave or paid time off per month (96 hours per

**CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 23-21

**RESOLUTION APPROVING MANAGEMENT, NON-UNION BENEFITS
AND AMENDING THE PERSONNEL POLICY MANUAL**

WHEREAS, The City of Lexington personnel policies and procedures dictates management and non-union employees and the level of benefits and incentives provided, and;

WHEREAS, Effective Jan. 1, 2024, Minnesota's earned sick and safe time (ESST) law, requires employers to provide earned sick and safe paid leave to employees who work in Minnesota; and,

WHEREAS, an employee is anyone who works at least 80 hours in a year for an employer in Minnesota but does not include independent contractors; and,

WHEREAS, Temporary and part-time employees are covered under the law and Employers must provide each employee in Minnesota with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year; and,

WHEREAS, the personnel policy manual shall be amended as follows:

Paid Time Off Schedule – Part-time employees

Part time employees will accrue PTO at the rate of one (1) hour for every thirty (thirty) hours worked.

Eligibility

A full-time regular employee will earn PTO leave in accordance with the above schedule beginning with the first day of employment. Regular part-time and temporary employees ~~are not eligible for PTO benefits and~~ will ~~not~~ earn ~~or accrue~~ PTO ~~after they work more that eighty (80) hours in a calendar year.~~

When an employee is separated from employment with the City or is reduced to employment on a part time basis, the employee shall be paid for accrued but unused PTO time at their base rate of pay, provided that an employee who resigns without complying with the provisions of this policy dealing with resignations shall forfeit accrued PTO. When an employee is promoted or becomes entitled to additional days of PTO, the accrual of PTO at the higher rate shall begin at the start of the next pay period.

Accrual Rate

For the purpose of determining an employee's ~~vacation~~ PTO accrual rate, years of service will include all continuous time that the employee has worked at the City (including authorized unpaid leave). Employees who are rehired after terminating City employment will not receive credit for their prior service unless specifically negotiated at the time of hire.

The maximum amount of accrued PTO time for **full time employees** may not exceed four hundred (400) hours. PTO will not be earned when an employee's accumulated PTO is at this four hundred (400) hours maximum ceiling.

The maximum amount of accrued PTO time for part-time employees is 48 hours per calendar year, and may not exceed eighty (80) hours.

PTO will not accrue on hours in excess of eighty (80) in any two-week pay period. An employee will earn PTO time when on PTO leave, holidays and other paid leave.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

PASSED by the Lexington City Council this the 21st day of December 2023.

Gary Grote, Mayor

ATTEST:

Bill Petracek, City Administrator

**CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 23-22

**A RESOLUTION ORDERING PREPARATION OF REPORT ON
IMPROVEMENT**

WHEREAS, it is proposed to improve Griggs Avenue between Restwood Road and Flowerfield Road by milling the surface and placing a bituminous overlay with street and storm sewer repairs as needed and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA,**

That the proposed improvement, called 2024 Street Improvements, be referred to MSA Professional Services, Inc. for study. That person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON
THE 21ST DAY OF DECEMBER 2023.**

Gary Grote, Mayor

ATTEST:

Bill Petracek, City Administrator

**CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 23-23

**A RESOLUTION ORDERING PREPARATION OF REPORT ON
IMPROVEMENT**

WHEREAS, it is proposed to improve Griggs Avenue between Restwood Road (Approximately 375 feet North to exclude the new bituminous overlay at Lexington Lofts) and Lake Drive by milling the surface and placing a bituminous overlay with street and storm sewer repairs as needed and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA,**

That the proposed improvement, called 2024 Street Improvements North, be referred to MSA Professional Services, Inc. for study. That person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON
THE 21ST DAY OF DECEMBER 2023.**

Gary Grote, Mayor

ATTEST:

Bill Petracek, City Administrator

To: Lexington City Council

From: Bill Petracek, City Administrator

Date: December 14, 2023

Re: Recommendation to approve employment contract with Matt Rivard – Liquor Store Manager

With the retirement of Jack Borgen, on January 5, I am recommending the promotion of Assistant Liquor Store Manager, Matt Rivard, to be the new Lexington Liquor Store Manager. Matt has shown to us that he is a highly qualified liquor retail manager. Matt has over 20+ years in the retail liquor business. He brings the type of customer service knowledge and financial management background to the operation that will help create a smooth and seamless transition following Jack's retirement next month.

I am recommending \$72,000/year as a starting salary with a 4% increase following a successful completion of his 6-month probationary period. Jack is currently making \$85,000/year

A breakdown of Matt's credentials:

Assistant Liquor Store Manager - Lexington Liquors	2022 - Present
General Manager - MGM Wine and Spirits – St. Paul, Mn	2017 – 2022
Store Manager - MGM Wine and Spirits – Woodbury, Mn.	2004 -2016
Assistant Store Manager - MGM Wine and Spirits – St. Paul, Mn.	2000-2004

STANDARD EMPLOYMENT AGREEMENT

This agreement ("Agreement") is made effective the 6th day of January 2024, by and between the City of Lexington, a Minnesota municipal corporation ("Employer"), and **Matthew Rivard**, ("Employee").

IT IS HEREBY AGREED:

1. **POSITION.** Employer agrees to employ Employee as **Liquor Store Manager**. Employee agrees to serve in that position in accordance with the attached position/job description or at the direction of the City Council or its designee. Employee is hired on an "at-will" basis and his/her employment with the City may be terminated by the City Council, with or without cause, at any time. Employee shall perform the duties as are required of him/her pursuant to the Employee Handbook for City of Lexington employees. At all times during the performance of this Agreement, Employee shall adhere to all rules and regulations established by the City of Lexington for the conduct of its key employees.
2. **SALARY.** Employer shall pay Employee an initial annual salary of **\$72,000** starting with the pay period beginning the effective date of this Agreement as set forth above, said amount to be paid in installments in accordance with the City's regular payroll period for City employees. Employee shall be given an annual performance review. Upon successful completion of Employees six (6) month probation period the Employer will increase Employee's annual salary to **\$74,880**. Any annual salary increases thereafter will be either step and/or merit based and at the sole discretion of the City Council upon the recommendation of the City Administrator.
3. **PAID TIME OFF.** Employee will start employment with the status of a 5-year managerial employee for the purposes of calculating PTO (currently 9.85 hours per bi-weekly pay period) and will begin earning time off accordingly. The Liquor Store Manager will be provided 40 hours of PTO upon employment. Employee will be eligible to convert paid time off hours to cash with the following conditions:
 - Employee may elect each November 1st to convert up to 50% of their annual accumulated paid time off.
 - Payment will be based on the employee's current hourly rate on November 1st of the current year.
 - Conversion to cash will occur on the first payroll of November of the current year.
 - The conversion will be paid on a separate payroll on the same day of the above mentioned regular payroll..
4. **PENSION.** Employee shall be eligible to participate in the pension plan applicable for municipal employees in accordance with the terms of the plan and applicable laws ("Pension Plan").
5. **INSURANCE.** The Employer shall offer group health, dental and vision insurance with a Health Savings Account (HSA) component and the HSA will be fully funded by the City on July 1, meeting requirements of state law for regular employees and their dependents. The Employer shall contribute up to **\$1,385.00** per month per employee for premiums for all such coverage. Any excess shall be paid by the employee by means of payroll deductions. The continuation rights of employees whose employment terminates and of dependents whose coverage terminates for any reason shall be governed by applicable state and federal law. Upon proof of an alternative insurance, Employee may elect, in lieu of participation in the Employees' Insurance Benefits plan, to have the Employer's cost for such coverage, up to a total of \$ **1,385.00** per month to be paid as premium payments to an alternative medical, dental or HMO plan selected by the Employee.

The Employer shall offer Employer paid short and long term disability insurance and life insurance for and each Regular Employee as follows:

- a.) Short-term disability insurance ("STD") (i.e., disability insurance coverage for "disabilities" that qualify for coverage for the "short term" as those terms are defined in the STD group insurance policy offered by the Employer);
- b.) Long-term disability insurance ("LTD") (i.e., disability insurance coverage for "disabilities" that qualify for coverage during the "long term" as those terms are defined in the LTD group insurance policy offered by the Employer); and
- c.) Life insurance in the amount of \$25,000.00 per employee as provided for in the group life

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insurance policy offered by the Employer.

- d.) For the term of this Agreement and any extension thereto, the health care premium payment by the City for Employee shall be equal to or greater than the amount set forth in the COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF LEXINGTON AND AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL NO. 5 LOCAL 2454 for the applicable year for which insurance coverage is due and owing by the City for the Employee.

6. **GENERAL EXPENSES.** Employer shall reimburse Employee miscellaneous job related expenses incurred in the necessary course of job performance and for which the Employer has given Employee prior written approval. Employee shall complete a log providing the necessary documentation for business purposes required by the City and the Internal Revenue Code.
7. **DUES AND SUBSCRIPTIONS.** The Employer shall budget and provide for the professional dues and subscriptions for the Employee which are deemed reasonable and necessary for the Employee's participation in national, regional, state and local associations necessary and desirable for the Employee's continued professional participation, growth and advancement in a mutually agreed upon amount. The amount for all activities included in this section shall be budgeted and paid for annually.
8. **TRAINING (PROBATION) PERIOD.** The training (probation) period is an integral part of the selection process and will be used for the purpose of observing the employee's work and for training the employee in work expectations. The probation period shall be in effect for the first six (6) months of employment. The Employer may terminate the Employee at any time during the probationary period if in the sole judgment of the Employer, the Employee's work performance indicates that the Employee is unable or unwilling to perform the duties of the position satisfactorily. Employee understands that after the initial Probationary Period, employee's employment status will continue to be "at will" as defined in Section 1 above.
9. **HOURS OF WORK.** The position of Employee is a non-exempt, full-time position and Employee is expected to devote his/her full time and attention to the duties of his/her position. The Employee's work schedule shall be established by the city administrator to meet the performance expectations outlined by the city administrator. At times, however, the requirements of Employee's job may require him or her to work more than forty (40) hours in a given work week. When Employee's regular job duties require work outside normal business hours, the Employee may adjust his/her working hours to compensate.
10. **GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, and for any reason, subject only to the provisions of this Agreement. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his/her position with Employer, subject to the provisions of this Agreement.
11. **INDEMNIFICATION.** Employer shall defend and indemnify Employee pursuant to Minn. Stat. §§ 466.07 and 465.76. In addition, Employer shall defend, hold harmless, and indemnify Employee from all torts; civil damages, penalties, and fines; violation of statutes, laws, rules, and ordinances, provided the Employee was acting in good faith in the performance of the duties of the position.
12. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties and there are no agreements, understandings, restrictions, warranties, or representations between the parties relating to this subject matter other than those in this Agreement. **To the extent, if any, this Agreement and the Employee Handbook conflict, the terms and conditions set forth in this Agreement shall take precedence over the Employee Handbook.** This Agreement supersedes all prior agreements, understandings, discussions, or negotiations relating to this subject matter. Any modification or amendment to this Agreement will be effective only if it is in writing and signed by both Employee and the Mayor or other authorized City Council member.
13. **ARBITRATION.** Employee and the City agree that any and all unresolved disputes arising in relation to or out of this Agreement including, but not limited to, any dispute regarding the interpretation of this Agreement

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and the performance thereunder, shall be resolved through binding arbitration. The arbitration shall be held before one (1) arbitrator and shall be conducted in accordance with the Minnesota Uniform Arbitration Act (Minn. Stat. Ch. 572B) and the arbitrator's fee and forum fees, if any, for the arbitration shall be borne by the City. The parties also agree that any arbitration award shall be binding upon the parties and said award may be filed by either party in any court of competent jurisdiction.

14. **GOVERNING LAW.** This Agreement and any addendum or amendment hereto shall be governed by and enforced in accordance with the laws of the State of Minnesota, without regard to its conflict of laws principles.
15. **OPPORTUNITY TO REVIEW AGREEMENT WITH LEGAL COUNSEL.** By executing this Agreement, Employee acknowledges that he/she has had an adequate opportunity to read and understand this contract, and to seek legal assistance, if he/she desires, to gain an understanding of the meaning thereof.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf by its Mayor and/or City Administrator and Employee has signed this Agreement, in duplicate, the day and year first written above.

CITY OF LEXINGTON: EMPLOYER

Dated: _____

By: _____

Its: _____

EMPLOYEE

Dated: 12/6/2023

Matthew R. Rivard
Matthew Rivard

Matthew Rivard
Print Name



**CITY OF LEXINGTON
STATE OF MINNESOTA
COUNTY OF ANOKA**

**CANNABINOID
PRODUCT
LICENSE**

WHEREAS,
Boulevard Bar & Grille
3800 Restwood Road
Lexington, MN 55014

LICENSE NO. B 24-01

NO SALE of cannabinoid/THC products may be made:

1. On Sundays, except between the hours of 11:00 am and 6:00 pm
2. Before 8:00 am on Monday through Saturday
3. After 10:00 pm on Monday through Saturday
4. On Thanksgiving Day
5. On December 25
6. After 8:00 pm on December 24

Has paid the sum of ONE HUNDRED DOLLARS to the City of Lexington as required by the Ordinances of said City and has complied with all the requirements of said Ordinances necessary for obtaining this License.

NOW, THEREFORE, By order of the City Council, City of Lexington, and by virtue hereof, **Boulevard Bar & Grille** is hereby authorized and licensed for **Cannabinoid Products Sales** for the period **January 1, 2024, through December 31, 2024** subject to all conditions and provisions of said Ordinances.

Given under my hand and the corporate seal of the City on this 21st day of December, A.D. 2023

City of Lexington

City Administrator



CITY OF LEXINGTON
STATE OF MINNESOTA
COUNTY OF ANOKA

CANNABINOID PRODUCT LICENSE

WHEREAS,
Northway Tobacco
9149 South Highway Drive
Lexington, MN 55014

LICENSE NO. B 24-03

Has paid the sum of ONE HUNDRED DOLLARS to the City of Lexington as required by the Ordinances of said City and has complied with all the requirements of said Ordinances necessary for obtaining this License.

NOW, THEREFORE, By order of the City Council, City of Lexington, and by virtue hereof, Northway Tobacco is hereby authorized and licensed for Cannabinoid Products Sales for the period January 1, 2024, through December 31, 2024 subject to all conditions and provisions of said Ordinances.

Given under my hand and the corporate seal of the City on this 21st day of Decembert, A.D. 2023

City of Lexington

City Administrator

NO SALE of cannabinoid/THC products may be made:

1. On Sundays, except between the hours of 11:00 am and 6:00 pm
2. Before 8:00 am on Monday through Saturday
3. After 10:00 pm on Monday through Saturday
4. On Thanksgiving Day
5. On December 25
6. After 8:00 pm on December 24