

**AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
AUGUST 15, 2024– 7:00 P.M.
9180 LEXINGTON AVENUE**

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER: – Mayor Grote

- A. Roll Call - Council Members: DeVries, Murphy, 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. STATE SENATOR KREUN TO ADDRESS COUNCIL

6. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports 7-24 through 8-6-2024 **pp. 1-6**
- B. North Metro TV – July 2024 Update **pp. 7-14**
- C. City Report – July 2024 Update **pp. 15-22**

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 – August 1, 2024 **pp. 23-25**
- B. Recommendation to Approve Claims and Bills:
Check #'s 51861 through 51917 **pp. 26-34**

Check #'s 15330 through 15355
Check #'s 15291 through 15303

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 North Metro Telecommunications
Commission Budget pp. 35-48
- B. Recommendation to approve Resolution NO. 24-14 A Resolution Declaring
Cost To Be Assessed, And Ordering Preparation Of Proposed Assessment
for Griggs Avenue pp. 49
- C. Recommendation to approve Street Improvement Project Partial Payment
#1 to North Valley, Inc in the amount of \$45,084.87 pp. 50-51
- D. Recommendation to approve Business License Renewal pp. 52
- E. Recommendation to approve Special Event License Hocktoberfest –
Centennial/SLP Girls Blue Line Club Fundraiser at Boulevard Bar & Grille
– October 5, 2024 from 12:00 PM till 4:00 PM pp. 53-54
- F. Recommendation to approve Special Event License Centennial Boys Blue
Line Club Fundraiser at Boulevard Bar & Grille - September 28, 2024 from
3:00 PM till 8:30 PM pp. 55-56

4. MAYOR AND COUNCIL INPUT

5. ADMINISTRATOR INPUT

6. ADJOURNMENT

/mv



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
24165371	Jul 24 2024	06:34	VEHICLE-RECOVERED STOLEN	68XX MALLARD WAY	CENTERVILLE

Summary: VEHICLE-STOLEN RECOVERED.

OFFICERS TOOK A STOLEN VEHICLE REPORT IN THE 6800 BLOCK OF MALLARD WAY.

EXCEPTIONAL CLEARANCE.

24165567	Jul 24 2024	11:50	FOUND PROPERTY	XX WEST GOLDEN LAKE RD	CIRCLE PINES
----------	-------------	-------	----------------	------------------------	--------------

Summary: ON 7/24/24, AN INDIVIDUAL TURNED IN A FOUND WALLET TO CENTENNIAL LAKES PD. CSO'S IN PROCESSED THE PROPERTY AND NOTIFIED THE OWNER OF WHERE TO PICK IT UP

24166010	Jul 24 2024	21:15	ORDINANCE VIOLATION	XX OAK RD	CIRCLE PINES
----------	-------------	-------	---------------------	-----------	--------------

Summary: POLICE RESPONDED TO THE 10TH BLOCK OF OAK RD FOR AN ORDINANCE VIOLATION.

24166032	Jul 24 2024	21:34	BURGLARY-ATTEMPTED	16XX HUNTERS RIDGE LN	CENTERVILLE
----------	-------------	-------	--------------------	-----------------------	-------------

Summary: POLICE TOOK A BURGLARY REPORT FROM THE 1600 BLOCK OF HUNTERS RIDGE.

24166170	Jul 25 2024	01:45	MEDICAL	XX HILLCREST LN	CIRCLE PINES
----------	-------------	-------	---------	-----------------	--------------

Summary: POLICE RESPONDED TO 23 HILLCREST LN REGARDING A MEDICAL EMERGENCY. THE PATIENT WAS TRANSPORTED TO THE HOSPITAL BY EMS.

24166244	Jul 25 2024	07:01	ACCIDENT-MV PI	LAKE DR / WOODLAND RD	LEXINGTON
----------	-------------	-------	----------------	-----------------------	-----------

Summary: MV-PD.

OFFICERS RESPONDED TO THE INTERSECTION OF LAKE DR AND WOODLAND RD FOR A TWO VEHICLE PROPERTY DAMAGE.

EXCEPTIONAL CLEARANCE.

24166431	Jul 25 2024	11:39	SUSPICIOUS ACTIVITY	3XX CIVIC HEIGHTS DR	CIRCLE PINES
----------	-------------	-------	---------------------	----------------------	--------------

Summary: POLICE FIELDLED A SUSPICIOUS ACTIVITY REPORT.

24166371	Jul 25 2024	10:24	MEDICAL	38XX LIBERTY LN	LEXINGTON
----------	-------------	-------	---------	-----------------	-----------

Summary: MEDICAL.

OFFICERS WERE DISPATCHED TO A MEDICAL IN THE 3800 BLK OF LIBERTY LN.

CLEAR.

24166507	Jul 25 2024	13:08	MEDICAL	91XX DUNLAP AVE	LEXINGTON
----------	-------------	-------	---------	-----------------	-----------

Summary: POLICE RESPONDED TO A MEDICAL EMERGENCY IN LEXINGTON.

24166671	Jul 25 2024	16:32	CHILD-NEGLECT	18XX 73RD ST	CENTERVILLE
----------	-------------	-------	---------------	--------------	-------------

Summary: POLICE RESPONDED TO THE 1800TH BLOCK OF 73RD STREET REGARDING A CHILD PROTECTION REPORT.

24167103	Jul 26 2024	09:01	MEDICAL	XX CIRCLE DR	CIRCLE PINES
----------	-------------	-------	---------	--------------	--------------

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: MEDICAL.					
OFFICERS RESPONDED TO THE 0 BLOCK OF CIRCLE DR FOR THE REPORT OF A MEDICAL.					
EXCEPTIONAL CLEARANCE.					
24167369	Jul 26 2024	15:13	FOUND PROPERTY	92XX NORTH HIGHWAY DR	LEXINGTON
Summary: POLICE RESPONDED TO THE 9200 BLOCK OF NORTH HIGHWAY DRIVE FOR A FOUND PROPERTY REPORT.					
24167205	Jul 26 2024	11:53	MEDICAL	20XX MICHAUD WAY	CENTERVILLE
Summary: MEDICAL.					
OFFICERS RESPONDED TO THE 2000 BLOCK OF MICHAUD WAY FOR THE REPORT OF A MEDICAL.					
EXCEPTIONAL CLEARANCE.					
24167489	Jul 26 2024	17:33	DOMESTIC-VERBAL	72XX CLEAR RDG	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 7200 BLOCK OF CLEAR RDG FOR A DOMESTIC.					
EXCEPTIONAL CLEARANCE.					
24167827	Jul 26 2024	23:35	DOMESTIC-VERBAL	19XX 73RD ST	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1900 BLOCK OF 73RD ST REGARDING A VERBAL DOMESTIC. POLICE MEDIATED THE ISSUE, AND ONE OF THE INVOLVED PARTIES LEFT FOR THE NIGHT.					
24167678	Jul 26 2024	20:58	ANIMAL COMPLAINT	2XX LITTLE JOHN DR	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 200TH BLOCK OF LITTLE JOHN DRIVE FOR A REPORT OF A DOG BITE.					
24168048	Jul 27 2024	08:38	CHECK WELFARE	20XX MICHAUD WAY	CENTERVILLE
Summary: POLICE CONDUCTING A WELFARE CHECK IN THE 2000 BLK OF MICHAUD WAY.					
24168185	Jul 27 2024	12:30	ACCIDENT-MV PD	1700-BLK MAIN ST	CENTERVILLE
Summary: PROPERTY DAMAGE ACCIDENT.					
OFFICERS WERE FLAGGED DOWN IN THE 1700 BLOCK OF MAIN ST FOR A 2 CAR PROPERTY DAMAGE ACCIDENT REPORT. OFFICERS TOOK INFORMATION FOR A REPORT AND FACILITATED THE EXCHANGE OF INFORMATION BETWEEN DRIVERS.					
CLEAR.					
24168323	Jul 27 2024	15:15	MEDICAL	41XX LOVELL RD	LEXINGTON
Summary: POLICE RESPONDED TO THE 4100 BLOCK OF LOVELL RD FOR A MEDICAL EMERGENCY.					
24168015	Jul 27 2024	07:24	PARKING COMPLAINT	91XX SOUTH HIGHWAY DR	LEXINGTON
Summary: POLICE FIELDIED A PARKING COMPLAINT IN LEXINGTON.					
24168942	Jul 28 2024	11:39	MEDICAL	1XX CIVIC HEIGHTS CIR	CIRCLE PINES

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: POLICE RESPONDED TO A MEDICAL EMERGENCY IN CIRCLE PINES.					
24169028	Jul 28 2024	14:24	MEDICAL	XX INDIAN HILLS DR	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 10TH BLOCK OF INDIAN HILLS DR FOR A MEDICAL EMERGENCY.					
24169040	Jul 28 2024	14:52	MEDICAL	90XX DUNLAP AVE	LEXINGTON
Summary: POLICE RESPONDED TO THE 9000TH BLOCK OF DUNLAP AVE FOR A MEDICAL EMERGENCY.					
24169210	Jul 28 2024	19:31	DOMESTIC	19XX CARDINAL DR	CENTERVILLE
Summary: POLICE RESPONDED 1900 BLOCK OF CARDINAL DRIVE FOR A WELFARE CHECK.					
24169869	Jul 29 2024	15:40	EXTRA PATROL	38XX FLOWERFIELD RD	LEXINGTON
Summary: POLICE TOOK A WALK IN AT THE 50TH BLOCK OF NORTH ROAD REGARDING AN EXTRA PATROL REQUEST.					
24169950	Jul 29 2024	17:17	INFORMATION	XX SOUTH PINE DR	CIRCLE PINES
Summary: POLICE TOOK A DISORDERLY PHONE CALL REPORT FROM 10TH BLOCK OF SOUTH PINE DR.					
24170070	Jul 29 2024	19:28	DOMESTIC	94XX GRIGGS AVE	LEXINGTON
Summary: OFFICERS RECIEVED A PHONE CALL REGARDING A POSSIBLE HRO VIOLATION.					
CLEAR.					
24169666	Jul 29 2024	12:14	TRAFFIC	1800-BLK MAIN ST	CENTERVILLE
Summary: LINO LAKES PD STOPPED A VEHICLE IN CENTERVILLE AND DRIVER WAS CITED FOR MULTIPLE OFFENSES AND HAD A WARRANT.					
24170346	Jul 30 2024	03:30	WARRANT ARREST	4100-BLK LOVELL RD	LEXINGTON
Summary: POLICE INITIATED A TRAFFIC STOP ON A PARK VEHICLE THAT WAS OCCUPIED IN THE 4100 BLOCK OF LOVELL RD. BWC.CLR.					
24170416	Jul 30 2024	07:55	SUSPICIOUS ACTIVITY	19XX MAIN ST	CENTERVILLE
Summary: SUSPICIOUS.					
OFFICERS RESPONDED TO THE 1900 BLOCK OF MAIN ST FOR SUSPICIOUS ACTIVITY.					
EXCEPTIONAL CLEARANCE.					

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
24172310	Aug 1 2024	12:03	MEDICAL	17XX MAIN ST	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1700 BLK OF MAIN ST FOR A MEDICAL EMERGENCY.					
24172344	Aug 1 2024	12:52	MEDICAL	89XX ARONA AVE	LEXINGTON
Summary: OFFICERS RESPONDED TO THE 8800 BLOCK OF ARONA AVE FOR THE REPORT OF A MEDICAL. EXCEPTIONAL CLEARANCE.					
24172375	Aug 1 2024	13:32	CRIMINAL SEXUAL CONDUCT		CIRCLE PINES
Summary: CSC. OFFICERS RESPONDED TO CIRCLE PINES FOR A REPORT OF A CSC. EXCEPTIONAL CLEARANCE.					
24172426	Aug 1 2024	14:29	INFORMATION	74XX MAIN ST	CENTERVILLE
Summary: OFFICERS RESPONDED TO THE 7400 BLOCK OF MAIN ST FOR AN UNKNOWN CALL. EXCEPTIONAL CLEARANCE.					
24172471	Aug 1 2024	15:32	MEDICAL	2XX MOONLITE DR	CIRCLE PINES
Summary: OFFICERS RESPONDED TO THE 200 BLOCK OF MOONLITE DR. FOR A MEDICAL. EXCEPTIONAL CLEARANCE.					
24172374	Aug 1 2024	13:22	TRESPASSING	XX PARK DR	CIRCLE PINES
Summary: POLICE RESPONDED TO A TRESPASSING INCIDENT.					
24172520	Aug 1 2024	16:39	MEDICAL	20XX MICHAUD WAY	CENTERVILLE
Summary: MEDICAL. OFFICERS WERE DISPATCHED TO THE 2100 BLOCK OF MICHAUD WAY ON A MEDICAL. OFFICERS CONDUCTED A MEDICAL ASSESSMENT. AMBULANCE TRANSPORTED FOR FURTHER EVALUATION AND TREATMENT. CLEAR.					
24172379	Aug 1 2024	13:34	INFORMATION	LAKE DR / GRIGGS AVE	LEXINGTON
Summary: POLICE FIELDIED AN INFORMATIONAL REPORT IN LEXINGTON.					
24172232	Aug 1 2024	09:53	WARRANT ARREST	94XX LEXINGTON AVE	LEXINGTON
Summary: POLICE CONDUCTED A WARRANT ARREST IN THE 9400 BLK OF LEXINGTON AVE.					
24172902	Aug 2 2024	04:06	ASSIST OTHER AGENCY		LINO LAKES
24173144	Aug 2 2024	12:33	ASSIST OTHER AGENCY		BLAINE
24173187	Aug 2 2024	13:27	TRAFFIC	MAIN ST / CENTERVILLE RD	CENTERVILLE
Summary: POLICE STOPPED A VEHICLE WITH STOLEN LICENSE PLATES IN CENTERVILLE.					
24173024	Aug 2 2024	10:11	THEFT	2XX GALAXY DR	CIRCLE PINES
Summary: THEFT. OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF GALAXY DR ON A THEFT REPORT. CASE INACTIVE.					
24173340	Aug 2 2024	16:44	DOMESTIC-VERBAL	69XX EAGLE TRL	CENTERVILLE

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: POLICE RESPONDED TO THE 6900 BLOCK OF EAGLE TRAIL FOR A VERBAL DOMESTIC.					
24173409	Aug 2 2024	18:01	MEDICAL	17XX DUPRE RD	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1700 BLOCK OF DUPRE ROAD FOR A MEDICAL EMERGENCY.					
24174021	Aug 3 2024	13:37	MISSING PERSON	XX INDIAN HILLS DR	CIRCLE PINES
Summary: MISSING PERSON.					
OFFICERS DISPATCHED TO THE 50 BLOCK OF INDIAN HILLS DR ON REPORTS OF A MISSING PERSON. PERSON RETURNED ON THERE OWN.					
CLEAR.					
24173902	Aug 3 2024	10:55	MEDICAL	XX SOUTH DR	CIRCLE PINES
Summary: MEDICAL.					
OFFICERS RESPONDED TO THE 0 BLOCK OF SOUTH DR FOR THE REPORT OF A MEDICAL.					
EXCEPTIONAL CLEARANCE.					
24174092	Aug 3 2024	15:06	MEDICAL	XX EAST GOLDEN LAKE RD	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 30TH BLOCK OF E GOLDEN LAKE RD FOR A MEDICAL EMERGENCY.					
24174275	Aug 3 2024	19:51	WARRANT ARREST	19XX ROBIN LN S	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1900 BLOCK OF ROBIN LANE S FOR A WARRANT.					
24173771	Aug 3 2024	04:20	PARKING COMPLAINT	19XX ROBIN LN S	CENTERVILLE
Summary: POLICE RESPONDED TO THE 1900 BLOCK OF SOUTH ROBIN LN REGARDING A PARKING VIOLATION. THE VEHICLE HAS HAD ONGOING PARKING COMPLAINTS. THE VEHICLE WAS CITED AND TOWED.					
24174039	Aug 3 2024	13:40	ASSIST OTHER AGENCY		LINO LAKES
24174469	Aug 4 2024	00:23	TRAFFIC	MAIN ST / LAKELAND CIRCLE	CENTERVILLE
Summary: OFFICER OBSERVED A VEHICLE FAIL TO MAINTAIN ITS LANE AT, MAIN STREET AND AT LAKELAND CIRCLE. A TRAFFIC STOP WAS CONDUCTED AND THE DRIVER WAS ARRESTED FOR DWI.					
24175049	Aug 4 2024	19:43	ASSIST OTHER AGENCY		BLAINE
24174949	Aug 4 2024	17:01	DOMESTIC-VERBAL	68XX GROUSE HOLLOW	CENTERVILLE
Summary: POLICE RESPONDED TO THE 6800 BLOCK OF GROUSE HOLLOW FOR A 911 OPEN LINE.					
24174971	Aug 4 2024	17:34	MEDICAL	XX SOUTH DR	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 90 BLOCK OF SOUTH DR FOR A MEDICAL EMERGENCY.					
CLEAR					
24174978	Aug 4 2024	17:53	MEDICAL	2XX STARDUST BLVD	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF STARDUST BLVD FOR A MEDICAL EMERGENCY.					
CLEAR.					
24175618	Aug 5 2024	14:46	MEDICAL	38XX MINUTEMAN LN	LEXINGTON
Summary: POLICE RESPONDED TO THE 3800 BLOCK OF MINUTEMAN LN FOR A MEDICAL EMERGENCY.					
24175668	Aug 5 2024	15:45	MEDICAL	38XX MINUTEMAN LN	LEXINGTON

Run Date/Time:



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
-------------	---------------	------	-------------	----------	------

Summary: POLICE RESPONDED TO THE 3800 BLOCK OF MINUTEMAN LN FOR A MEDICAL.

24175699	Aug 5 2024	16:32	FRAUD	8XX CIVIC HEIGHTS DR	CIRCLE PINES
----------	------------	-------	-------	----------------------	--------------

Summary: POLICE TOOK A PHONE CALL FRAUD REPORT FROM THE 800TH BLOCK OF CIVIC HEIGHTS DR.

24175424	Aug 5 2024	10:48	VEHICLE-RECOVERED STOLEN	90XX NORTH HIGHWAY DR	LEXINGTON
----------	------------	-------	--------------------------	-----------------------	-----------

Summary: POLICE RESPONDED TO THE 9000 BLK OF N HWY DR FOR A POSSIBLE RECOVERED STOLEN VEHICLE.

24175538	Aug 5 2024	13:10	HARASSMENT	38XX MINUTEMAN LN	LEXINGTON
----------	------------	-------	------------	-------------------	-----------

Summary: HARASSMENT.

OFFICERS WERE DISPATCHED TO THE 2800 BLOCK OF MINUTEMAN LN ON REPORTS OF HARASSMENT.

INFORMATION.

24176072	Aug 6 2024	03:00	ASSIST OTHER AGENCY		BLAINE
----------	------------	-------	---------------------	--	--------

24176234	Aug 6 2024	09:49	MEDICAL	8XX CIVIC HEIGHTS DR	CIRCLE PINES
----------	------------	-------	---------	----------------------	--------------

Summary: POLICE RESPONDED TO THE 800 BLK OF CIVIC HEIGHTS DR FOR A MEDICAL EMERGENCY.

24176948	Aug 6 2024	23:45	DOMESTIC	69XX MEADOW CT	CENTERVILLE
----------	------------	-------	----------	----------------	-------------

Summary: POLICE RESPONDED TO THE 6900 BLOCK OF MEADOW CT ON A REPORT OF A DOMESTIC. BWC.CLR.

24176941	Aug 6 2024	23:31	BARKING DOG - DISTURBING	91XX JACKSON AVE	LEXINGTON
----------	------------	-------	--------------------------	------------------	-----------

Summary: POLICE RESPONDED TO THE 9100 BLK OF JACKSON AV REGARDING BARKING DOG COMPLAINT. DOG OWNER WAS GIVEN VERBAL WARNING AND BROUGHT DOGS INSIDE.

24171387	Jul 31 2024	08:42	ASSIST OTHER AGENCY		BLAINE
----------	-------------	-------	---------------------	--	--------

24171592	Jul 31 2024	12:57	ASSIST OTHER AGENCY		BLAINE
----------	-------------	-------	---------------------	--	--------

24171623	Jul 31 2024	13:45	ASSIST OTHER AGENCY		BLAINE
----------	-------------	-------	---------------------	--	--------

Run Date/Time:

Program Production

In July, **113 new programs** were produced using the North Metro TV facilities, funds, and services. That's **100 hours of new programming**.

- 39 programs were produced by the public
- 73 programs were produced by NMTV staff
- 1 programs were produced by city staff



Truck Shoots

The HD production truck was used for 12 hours of production. The following event was produced live and/or recorded for additional playback:

- USA Cup Opening Ceremonies (7/16)
- Centerville Fete des Lacs Parade (7/20)



vMix Live Streaming Shoots

Staff used the vMix single camera production system to record and stream 27 events. The vMix system requires significantly fewer staff members than the production truck. Often, a single staff member can film and stream a game live, all at the same time.

- 27 USA Cup Games – **Paid Events**



Most Watched Sports Video on Social Media

USA Cup Live Stream
7/13

1,100 views

VOD Class Views

Over the last several years, Eric Houston has created an archive of VOD Movie History Classes on YouTube. This chart represents the top 10 videos of the month in terms of views.

Class	Type	# of Views	Hours Viewed
Columbo: One More Thing	Mini	2,645	320 hours
The Cult of Caroline Munro	Mini	1,083	40.5 hours
Diana Rigg: Avenger	Mini	855	82 hours
The Immortal Ingrid Pitt	Mini	352	14.75 hours
The Marx Brothers: Groucho, Harpo, Chico...	Full	284	13 hours
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	242	22 hours
Monster Movies of the 40s and 50s	Full	173	7.25 hours
Batman's Greatest Villains	Mini	94	8.25 hours
The Quiz Show Scandals and Other Game Shows...	Full	78	20 hours
The Oscars: 90 Years of the Academy Awards	Full	45	8 hours

The Movie Man Eric Archive is home to 36 VOD classes. This month, those classes received **6,323 total views with 566.5 total hours watched.**

Short Form Videos on Social Media

Each month, North Metro TV produces several short form videos. These include individual news stories, municipal videos, sports highlight reels, and more. These videos air in between scheduled programming on Channels 15 and 16. They are also posted across all of our social media accounts, including YouTube, Facebook, and X (formerly Twitter).

Title	Producer	Views Across All Social Media	Length
Local Restaurant Supports First Responders	Danika Peterson	819	2 minutes
Wargo Nature Center's New ADA Accessible Playground	TJ Tronson	698	3 minutes
Lino Lakes City Council Moratorium	Eric Nelson	675	2 minutes
Charley Robertson Mental Health Mural	Trevor and Eric Nelson	411	3 minutes
Centerville Main Street Market	Eric Nelson	361	3 minutes
Aquatore Bandshell Ribbon Cutting	Trevor Scholl	352	3 minutes
Ham Lake Fire Station Number 3	Trevor Scholl	344	3 minutes
3M Open Preview	Eric Nelson	266	3 minutes
Centennial Community Band	TJ Tronson	241	3 minutes
Anneke Drafted by PWHL Toronto	Eric Nelson	227	4 minutes
Ham Lake Freedom Festival Fireworks Finale	TJ Tronson	213	1 minute
Aquator Bandshell at the Blaine Festival (News Story)	Eric Nelson	206	2 minutes
Ham Lake Farmers Market Promo	TJ Tronson	195	2 minutes
3M Open: Sports City USA	Eric Nelson and Trevor Scholl	158	3 minutes
The Norwegian Church: Mads and Lena Gilbertson	Eric Houston	150	4 minutes
Ham Lake Fire Department Grand Opening (News Story)	Eric Nelson	117	2 minutes
Golf 4 All Day - 3M Open	Eric Nelson	95	3 minutes
USA Cup Montage	Eric Nelson and Trevor Scholl	90	5 minutes

Blue Heron Days Promo 2024	Trevor Scholl	8	1 minute
20 New Short Form Videos		5,626 Total Views	52 minutes

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	18,260	25,412	1,379	67	299,264
February	20,070	28,271	1,426	53	313,072
March	27,800	38,100	1,514	31	299,100
April	22,600	32,600	2,111	90	342,800
May	27,600	37,700	2,013	81	426,400
June	36,200	44,100	3,580	133	422,200
July	33,100	40,500	2,481	107	358,200
TOTAL:	185,630	246,683	14,504	562	2,461,036

NMTV Website Stats

Month	Number of Users	Number of Views	Live Stream Views
January	NA	NA	NA
February	NA	NA	NA
March	8,794	NA	NA
April	9,700	17,713	3,002
May	5,000	10,964	4,111
June	5,600	13,797	6,095
July	6,200	12,522	4,558
TOTAL:	35,294	54,996	17,766

Home Movie Transfers

Home movie transfers are one of our most popular public 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	Transfer Hours	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	578.5	129	88	131	0	\$2,321.46
February	147.75	51	20	66	2	\$2,753.93
March	116.25	35	5	27	47	\$1,160.17
April	189.5	48	21	30	0	\$930.96
May	206.5	61	46	5	0	\$742.83
June	361.5	160	30	58	0	\$1,696.49
July	388.5	142	4	59	0	\$2,561.50
TOTAL:	1,988.5	626	214	376	49	\$12,167.34

Station Highlights

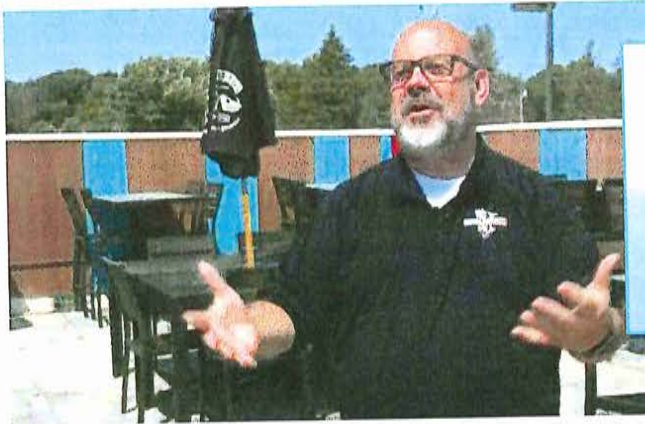
NMTV News Highlights

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

- Lino Lakes City Council Moratorium
- The Charley Robertson Mental Health Mural at USA Cup
- Puck Dreams Come True for North Metro Hockey Star



In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,357 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be also be accessed through northmetrotv.com.



Most Viewed Online News Story

Guns 'N Hoses: Local Restaurant Supports First Responders

819 Views

USA Cup

Kenton Kipp, Ted Leroux and their intrepid sports crew once again brought their talents to the soccer field for the 2024 USA Cup Soccer Tournament. This year, the team covered 27 games and the Opening Ceremonies, creating 28 new programs and 36 new hours of content for the channel. As has been the case for the last couple of years, USA Cup hired us to provide this coverage, paying \$16,750. That is about the same as what we made in 2023, but, this year, we actually covered only half as many games and leveraged the vMix production system, rather than the truck, to further lower overhead costs. In the end, NMTV staff was able to provide excellent coverage that the client loved, produce exciting new content for ourselves, and make a tidy sum.



Centennial Community Band

TJ Tronson produced a toe tapping new video profiling the Centennial Community Band. This unique musical group welcomes members from across the north metro who wish to continue making music well after high school has ended. The band practices once a week and plays concerts across the Twin Cities.



Main Street Market

News Producer Eric Nelson visited the opening day for Centerville's popular Main Street Market. Eric met vendors and shoppers during a warm and wonderful night. Each year sees more and more vendors attend, with most from right here in the north metro. The market also features a number of special events over the course of the summer and North Metro TV will be back next month, when the shoppers' furry friends join them for a night of shopping and community on Main Street.

Ham Lake Farmers Market

TJ Tronson also got in on the summer market season by visiting the Ham Lake Farmers Market and Artisan Market in the Mickman Brothers parking lot. TJ interviewed attendees, while creating a fun and spritely promo video to help point Ham Lakers to the vibrant weekly market.

3M Open

"Blaine is sports city USA!" That's what Governor Tim Walz had to say when interviewed by News Producer Eric Nelson at this year's 3M Open. The annual PGA tournament gets more and more exciting every year and NMTV is always on hand. Eric Nelson and Trevor Scholl covered the event, capturing interviews with famous faces and city officials to highlight the massive economic impact both the 3M Open and USA Cup have on the city of Blaine.



ADA Playground

TJ Tronson was at it again, this time with a video showcasing Wargo Nature Center's new ADA friendly playground. TJ combined interviews with Anoka County Commissioner Julie Jeppson and gorgeous drone footage to celebrate this accessible, inclusive playground. It's an informative and touching story that will help tell parents about a new and safe place for their kids to play.



City Productions

This month, Municipal Producer Trevor Scholl visited Ham Lake's newest fire station. Fire Station Number 3 serves the city's southeast corner, reducing reaction time for fire and traffic accidents by 5 to 10 minutes. Trevor visited the new station and interviewed the fire chief, who was rightly proud of the facility and his firefighters.

Trevor also attended the ribbon cutting of Blaine's new \$4 million Aquatore Park Band Shell. He captured footage of the beautiful new structure and spoke to city parks staff as part of the kick off to this year's Blaine Festival. He was also instrumental in supporting news coverage this month.



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
Christ Lutheran Church Worship (4 episodes)	Chance Amundsen	3 hours 45 minutes
Christ Lutheran Church Worship Message (4 episodes)	Chance Amundsen	1 hour 58 minutes
Glen Cary Lutheran Church (5 episodes)	Vincent Schneider	4 hours 39 minutes
Hope Church (4 episodes)	Al Gorace	3 hours 56 minutes
Lord of Life (5 episodes)	Jean Stauffer	4 hours 37 minutes
Lovepower (4 episodes)	Rick Larson	4 hours
Power of Love (4 episodes)	Rick Larson	2 hours
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	1 hour 33 minutes

The Hidden Truth (3 episodes)	Paul Dendy	2 hours 54 minutes
What Does the Bible Say (4 episodes)	George Degidio	2 hours 28 minutes
39 New Programs		32 New Hours



NMTV Staff Full Length Programs

Title	Producer	Runtime
USA Cup Game 2: Magic Soccer FC vs Futbol Consultants (7/12)	Kenton Kipp and Tedd Leroux	1 hour 11 minutes
USA Cup Game 3: Soo City United vs Gitchi Gummi (7/12)	Kenton Kipp and Tedd Leroux	1 hour 3 minutes
USA Cup Game 4: Firebirds SC vs Sao Paulo FC (7/12)	Kenton Kipp and Tedd Leroux	1 hour 4 minutes
USA Cup Game 5: Magic Soccer FC vs Chicago Inferno (7/13)	Kenton Kipp and Tedd Leroux	1 hour 23 minutes
USA Cup Game 6: Boreal FC vs Tri-State Soccer Academy (7/13)	Kenton Kipp and Tedd Leroux	55 minutes
USA Cup Game 7: Manitou FCC vs Firebirds SC (7/13)	Kenton Kipp and Tedd Leroux	52 minutes
USA Cup Game 8: Thunder Bay Chill vs EPSC (7/13)	Kenton Kipp and Tedd Leroux	1 hour 15 minutes
USA Cup Game 9: Thunder Bay Chill Royal vs Tempo Rain (7/14)	Kenton Kipp and Tedd Leroux	1 hour 22 minutes
USA Cup Game 10: Interstate SC vs Boreal FC (7/14)	Kenton Kipp and Tedd Leroux	1 hour 22 minutes
USA Cup Game 11: Gitchi Gummi vs MC Legends (7/14)	Kenton Kipp and Tedd Leroux	1 hour 11 minutes
USA Cup Game 12: Inter AC Select vs Sporting Academy (7/14)	Kenton Kipp and Tedd Leroux	1 hour 10 minutes
USA Cup Game 13: Arsenal FC vs Edmonton Juventus (7/16)	Kenton Kipp and Tedd Leroux	1 hour 24 minutes
USA Cup Game 14: EARJ Panthers vs Lake FC (7/16)	Kenton Kipp and Tedd Leroux	1 hour 26 minutes
USA Cup Game 15: Academy Sports Club vs Sports Academy (7/16)	Kenton Kipp and Tedd Leroux	1 hour 22 minutes
USA Cup Opening Ceremonies (7/16)	Kenton Kipp and Tedd Leroux	1 hour 14 minutes
USA Cup Game 17: Iceland vs TNT Elite (7/17)	Kenton Kipp and Tedd Leroux	1 hour 27 minutes
USA Cup Game 18: BTB FC vs Necaxa FC (7/17)	Kenton Kipp and Tedd Leroux	1 hour 26 minutes
USA Cup Game 19: Olympic Flame FC vs Kingston FA (7/17)	Kenton Kipp and Tedd Leroux	1 hour 27 minutes
USA Cup Game 20: Roa vs South Simcoe United FC (7/18)	Kenton Kipp and Tedd Leroux	1 hour 28 minutes
USA Cup Game 21: Leahi SC vs Ballyclare Comrades (7/18)	Kenton Kipp and Tedd Leroux	1 hour 29 minutes
USA Cup Game 22: Lethbridge FC vs Team Chicago (7/18)	Kenton Kipp and Tedd Leroux	1 hour 24 minutes
NMTV News	Eric Nelson and Trevor Scholl	24 minutes
USA Cup Game 23: Helenites Sports Club vs Maple Brook SC (7/19)	Kenton Kipp and Tedd Leroux	1 hour 25 minutes

USA Cup Game 24: Utah Surf vs Minneapolis United (7/19)	Kenton Kipp and Tedd Leroux	1 hour 52 minutes
USA Cup Game 25: Maple Brook SC vs Team Chicago (7/19)	Kenton Kipp and Tedd Leroux	1 hour 22 minutes
USA Cup Game 26: Twin Cities Rush vs St Croix Academy (7/20)	Kenton Kipp and Tedd Leroux	1 hour 15 minutes
USA Cup Game 27: Texarkana SC vs St. Croix Academy (7/20)	Kenton Kipp and Tedd Leroux	1 hour 25 minutes
USA Cup Game 28: Oshawa Kicks vs Academy Sports Club (7/20)	Kenton Kipp and Tedd Leroux	1 hour 30 minutes
Centerville Fete des Lacs Parade (7/20)	Kenton Kipp and Tedd Leroux	40 minutes
Anoka County Board Meeting (7/23)	TJ Tronson	1 hour
30 New Programs		38 New Hours



City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (7/1)	TJ Tronson	1 hour 17 minutes
Blaine City Council Workshop (7/1) (Not Televised)	TJ Tronson	1 hour 30 minutes
Ham Lake City Council Meeting (7/1)	Collin Kyro	30 minutes
Lino Lakes City Council Workshop (7/1) (Not Televised)	Anne Serwe	1 hour 15 minutes
Spring Lake Park City Council Meeting (7/1)	Matt Waldron	1 hour 5 minutes
Blaine City Council Workshop (7/8) (Not Televised)	TJ Tronson	2 hours 30 minutes
Lino Lakes City Council Meeting (7/8)	Anne Serwe	2 hours 29 minutes
Blaine Planning Commission Meeting (7/9)	TJ Tronson	40 minutes
Centerville Planning & Zoning Meeting (7/9)	Colin Branch	2 hours 58 minutes
Circle Pines City Council Meeting (7/9)	Ray Flint	25 minutes
Centerville City Council Meeting (7/10)	Colin Branch	2 hours 27 minutes
Blaine City Council Meeting/EDA (7/15)	Trevor Scholl and Eric Nelson	1 hour 27 minutes
Blaine City Council Workshop (7/15) (Not Televised)	Trevor Scholl	1 hour 45 minutes
Ham Lake City Council Meeting (7/15)	Eric Houston	9 minutes
Spring Lake Park City Council Meeting (7/15)	Ray Flint	30 minutes
Centerville EDA Meeting (7/17)	Colin Branch	51 minutes
Centennial Fire District Steering Committee Meeting (7/18)	TJ Tronson	1 hour 26 minutes
Lexington City Council Meeting (7/18)	City Staff	29 minutes
Lino Lakes City Council Meeting (7/22)	Anne Serwe	2 hours 12 minutes
Blaine Park Board Committee Meeting (7/23)	Trevor Scholl	1 hour 8 minutes
Circle Pines City Council Meeting (7/23)	Ray Flint	48 minutes

Circle Pines Utilities Commission Meeting (7/23)	Ray Flint	8 minutes
Centerville City Council Meeting (7/24)	Colin Branch	2 hours 3 minutes
Lino Lakes Environmental Board Meeting (7/31)	Anne Serwe	1 hour 1 minute
24 New Programs		31 New Hours

If you have any questions or comments regarding this monthly report please contact
Eric Houston (at 763-231-2803 or eric@northmetrotv.com) or Danika Peterson
(at 763-231-2810 or danika@northmetrotv.com).

Video Production



Municipal Producer Trevor Scholl visited the Ham Lakes brand new Fire Station Number 3, interviewing the fire chief and capturing exciting shots of the trucks and the new facility. He also attended the ribbon cutting of the new band shell at Aquatore Park and made a promo for this year's Blue Heron Days. Trevor even found time to team up with News Producer Eric Nelson to help him film the sights and sounds of USA Cup and the 3M Open.



Trevor's biggest accomplishment of the month, though, was completing edits of seven new videos for The Rookery in Lino Lakes. Those videos are awaiting staff approval. More on them next time.



TJ Tronson visited the Ham Lake Freedom Festival, shooting footage of the fireworks finale and taking 79 photos of the event that he shared with city staff and with the chamber of commerce.

Kenton Kipp, Ted Leroux, and the sports team covered all of the fun and excitement of Centerville's Fete des Lacs Parade.

Interim Co-Executive Director and News Director Danika Peterson and News Producer Eric Nelson created a number of city focused news stories, including coverage of the 3M Open and USA Cup in Blaine, a new fundraiser for Guns 'N Hoses, and opening day at the Centerville Main Street Market.



July Completed Videos Playing In-Between Scheduled Programming on City Cable Channels and Streaming

Title	Producer	Runtime
3M Open: Sports City USA	Eric Nelson and Trevor Scholl	3 minutes
Anneke Drafted by PWHL Toronto	Eric Nelson	4 minutes
Aquator Bandshell at the Blaine Festival (News Story)	Eric Nelson	2 minutes
Aquatore Bandshell Ribbon Cutting	Trevor Scholl	3 minutes
Blue Heron Days Promo 2024	Trevor Scholl	1 minute
Centennial Community Band	TJ Tronson	3 minute
Centerville Main Street Market	Eric Nelson	3 minutes
Charley Robertson Mental Health Mural	Trevor Scholl and Eric Nelson	3 minutes
Golf 4 All Day - 3M Open	Eric Nelson	3 minutes
Ham Lake Farmers Market Promo	TJ Tronson	2 minutes
Ham Lake Fire Station Number 3	Trevor Scholl	3 minutes
Lino Lakes City Council Moratorium	Eric Nelson	2 Minutes
The Norwegian Church: Mads and Lena Gilbertson	Eric Houston	4 minutes

Equipment Consulting/Technical Support



Blaine

- 7/25 – Fixed an audio problem with the podium in the City Council chambers.

Centerville

- Investigated solutions for a sound issue caused when a council member rubs his laptop against the dais microphone.

Circle Pines

- No assistance required.

Ham Lake

- No assistance required.

Lexington

- No assistance required.

Lino Lakes

- 7/1 – Created a private livestream to allow city staff to stream a live work session into an overflow room without also broadcasting it outside of the building.

Spring Lake Park

- 6/25 – Met with Z Systems personnel for a final walkthrough of the new city hall space. This included finalizing wiring, camera, and monitor placement and scheduling for the actual install.

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 uploaded to our CG servers, formerly known as Carousel. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out live over the cable system. It is also simultaneously encoded on a server for future playbacks. The following meetings were processed this month:

Title	Producer	Runtime
Blaine City Council Meeting (7/1)	TJ Tronson	1 hour 17 minutes
Ham Lake City Council Meeting (7/1)	Collin Kyro	30 minutes
Lino Lakes City Council Workshop (7/1) (Not Televised)	Anne Serwe	1 hour 15 minutes
Spring Lake Park City Council Meeting (7/1)	Matt Waldron	1 hour 5 minutes
Lino Lakes City Council Meeting (7/8)	Anne Serwe	2 hours 29 minutes
Blaine Planning Commission Meeting (7/9)	TJ Tronson	40 minutes
Centerville Planning & Zoning Meeting (7/9)	Colin Branch	2 hours 58 minutes
Circle Pines City Council Meeting (7/9)	Ray Flint	25 minutes
Centerville City Council Meeting (7/10)	Colin Branch	2 hours 27 minutes
Blaine City Council Workshop (7/15) (Not Televised)	Trevor Scholl	1 hour 45 minutes
Ham Lake City Council Meeting (7/15)	Eric Houston	9 minutes
Spring Lake Park City Council Meeting (7/15)	Ray Flint	30 minutes
Centerville EDA Meeting (7/17)	Colin Branch	51 minutes
Centennial Fire District Steering Committee Meeting (7/18)	TJ Tronson	1 hour 26 minutes
Lexington City Council Meeting (7/18)	City Staff	29 minutes
Lino Lakes City Council Meeting (7/22)	Anne Serwe	2 hours 12 minutes
Blaine Park Board Committee Meeting (7/23)	Trevor Scholl	1 hour 8 minutes
Circle Pines City Council Meeting (7/23)	Ray Flint	48 minutes
Circle Pines Utilities Commission Meeting (7/23)	Ray Flint	8 minutes
Centerville City Council Meeting (7/24)	Colin Branch	2 hours 3 minutes
Lino Lakes Environmental Board Meeting (7/31)	Anne Serwe	1 hour 1 minute
21 New Programs		25.5 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional, full length video programs, produced by NMTV staff, are also scheduled on the channels. Shorter videos and promos are loaded onto the CG servers, rather than being scheduled as separate playbacks. These short videos play back in a repeating cycle, along with graphics pages, and air on the channels between scheduled programs, 24 hours a day. The table below outlines how many times a regular 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	189	234 hours
Centerville	77	117 hours
Circle Pines	160	88 hours
Ham Lake	57	18 hours
Lexington	92	118 hours
Lino Lakes	62	164 hours
Spring Lake Park	112	91 hours

The last category of programming on City channels consists of a bulletin board, or graphics pages, that display information about the City, local events, and other issues of interest to citizens. With the installation of the CG servers, Eric Houston updates the information on all seven channels. He works closely with City staff to ensure that all requested informational slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the informational pages, the Cities maintain editorial control. In addition to the graphics pages, the CG units play video. Each video's producer is responsible for posting any short videos that are displayed. The following work was done for City CG servers this month:

Blaine

- Uploaded 5 videos to CG.

Centerville

- Uploaded 2 videos to CG.

Circle Pines

- Uploaded 2 videos to CG.

Ham Lake

- Uploaded 3 videos to CG.
- Created 9 new CG slides.

Lexington

- Uploaded 2 videos to CG.

Lino Lakes

- Uploaded 4 videos to CG.

Spring Lake Park

- Created 5 new CG slides.

Closed Captioning



Closed captioning is an additional service provided by North Metro TV. Every city meeting is closed captioned live via our Tightrope system. That process is assigned a per-minute price by Tightrope. Once the meeting is recorded on our servers for repeat airings, 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 to each city for the month.

City	Minutes of Live Closed Captioning	Minutes of Post Closed Captioning
Blaine	278	278
Centerville	513	502
Circle Pines	169	169
Ham Lake	40	40
Lexington	30	30
Lino Lakes	342	342
Spring Lake Park	99	99
Totals:	1,471 Minutes	1,471 Minutes

Meetings on Demand



NMTV has created a Video on Demand service, with agenda item bookmarking, for our Cities' meetings. In order to accomplish this, each meeting goes through 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 agenda item and entering the corresponding chapter titles. Next, the meeting is linked to the NMTV website's city meeting page for Video on Demand. Finally, PDF copies of the meeting agenda are attached to the video. The following meetings were bookmarked and/or placed on VOD for the Cities this month:

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

Meeting Podcasts



NMTV provides 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 Pocket Casts. Links to each platform are available on each individual channel's website and at northmetrotv.com/podcasts.

Blaine

- Uploaded 4 city meeting podcasts.
- 21 total downloads

Centerville

- Uploaded 4 city meeting podcasts.
- 17 total downloads

Circle Pines

- Uploaded 2 city meeting podcasts.
- 7 total downloads

Ham Lake

- Uploaded 2 city meeting podcasts.
- 12 total downloads

Lexington

- Uploaded 1 city meeting podcast.
- 5 total downloads

Lino Lakes

- Has decided not to convert city meetings to podcasts.

Spring Lake Park

- Uploaded 2 city meeting podcasts.
- 5 total downloads

Meeting Transcripts



NMTV also provides a city meeting transcription service. Depending on each city's wishes, any or all meetings can be transcribed. 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. Once created, links to each transcript are sent to relevant city staff, who often use the transcripts to help with creating meeting minutes.

Blaine

- Not participating.

Centerville

- Created 4 meeting transcripts.

Circle Pines

- Created 4 meeting transcripts.

Ham Lake

- Created 2 meeting transcripts.

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



Administrative

Franchise Extension

- Discussed options with commission attorney Mike Bradley.
- Conducted a study of current Commission cable revenue against likely revenue after a full franchise renegotiation.

MACTA Conference

- Attended annual conference of the Minnesota Association of Community Television Administrators.
- Attended sessions on 2025 legislative strategies and the future of PEG funding, some of which included our attorney Mike Bradley.
- Met with staff of various community stations from around the metro.

Possible CCX Merger

- Created a Doodle poll (our first!) and coordinated schedules of Operations Committee members and CCX staff to schedule an informal meeting.
- Responded to organizational questions from CCX staff.
- Attended an informal meeting at the CCX facilities.

New Calendars

- Created new PTO and resource calendars in Google Calendars to replace obsolete scheduling software.
- Created user guides and provided staff training on the new calendars.

USA Cup

- Held a planning meeting with staff from multiple departments to coordinate the large annual undertaking.

Centerville Problem Log

- Worked with Matt Waldron to create a complete guide of problems plaguing the Centerville control room.

Fridley

- Continued training on Fridley city equipment and revised instruction manuals and procedures for NMTV staff.
- Conducted discussions with Fridley city staff to refine procedures.

Columbia Heights

- Met with Columbia Heights city staff and toured their city hall production facilities.
- Answered follow up questions regarding the possibility of North Metro TV entering into a partnership with the city.

Cable Customer Requests

- Requests forwarded to Comcast:
 - John Clark of Spring Lake Park was experiencing poor internet performance the day following an installation. He was unable to reach a Comcast representative by phone.
 - Lee Danhouser of Blaine is unable to walk or leave his house. We helped to connect him with Comcast so that they could provide him with options for returning old equipment.
 - Lex Ryan of Blaine called about a cracked Comcast pedestal outside his home. It was quickly replaced.
- We also receive a steady stream of phone calls from Comcast customers who call us in error after finding our number on their bill. We typically provide them with the proper number for Comcast and recommend calling them directly to resolve the issue. If they cannot resolve the issue in this way, we invite them to call back. We received 2 such calls this month.
 - 1 was a question about returning equipment.
 - 1 was someone concerned about a possible scam phone call.

Miscellaneous

- Reviewed July Legal Report
- Read industry articles

**MINUTES
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
AUGUST 1, 2024 – 7:00 P.M.
9180 LEXINGTON AVENUE**

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER: – Mayor Grote

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

Mayor Grote called to order the Regular City Council meeting for August 1, 2024, at 7:00 p.m. Councilmembers present: Benson, Devries, Murphy, and Winge Also Present: Bill Petracek, City Administrator; Erik Edwards, Fire Chief and Members of Lexington Fire Department; Jim Mork, Police Chief and Members of Centennial Lakes Police Department; Brent Baker, Allina Health; Various family members and Lexington citizens; Quad Press

3. CITIZENS FORUM

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

4. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Devries made a motion to approve the agenda without changes or corrections. Councilmember Winge seconded the motion. Motion carried 5-0.

5. ALLINA HEALTH LIFESAVER AWARD PRESENTATION

Lexington Fire & Centennial Lakes Police Departments

Brent Baker, Allina Health Emergency Medical Service, was in attendance to award members of Lexington Fire Department and Centennial Lakes Police Department “Lifesaver Awards” on behalf of Allina Health EMS for resuscitating an individual in Lexington during a 911 medical call. The members that were awarded Life Saver awards were:

*Ray Hernandez – CLPD Police Officer
Seamus Linderholm – CLPD Police Officer
Nolan Wahlberg – CLPD Police Sergeant
Erik Edwards – Lexington Fire Chief
Jeffrey Geiger – Lexington Firefighter
Zach O’ Connel – Lexington Firefighter
Amanda McCarthy – Allina Paramedic
Kay Empe – Allina EMT*

6. INFORMATIONAL REPORTS:

- A. Airport (Councilmember Devries) – *No report*
- B. Cable Commission (Councilmember Winge) *Quarterly meetings – No report*
- C. City Administrator (Bill Petracek) – *No report*

7. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports 7-17 through 7-22, 2024
- B. Council Workshop meeting minutes – July 18, 2024
- C. Public Notice – Election Public Accuracy Test

No discussion on Letters and Communications

8. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – July 18, 2024
- B. Recommendation to Approve Claims and Bills:
Check #'s 51823 through 51860
Check #'s 15306 through 15323
Check #'s 15291 through 15302

VOID #15039

*Councilmember Murphy made a motion to approve the consent agenda items.
Councilmember Devries seconded the motion. Motion carried 5-0.*

9. ACTION ITEMS:

- A. Recommendation to approve Business License Renewals

*Councilmember Murphy made a motion to approve Business License Renew.
Councilmember Devries seconded the motion. Motion carried 5-0.*

10. MAYOR AND COUNCIL INPUT

*Councilmember Devries stated that the light on the west entrance sign is flickering.
Discussion ensued.*

*Councilmember Murphy thanked Lexington Fire and Centennial Lakes Police
Department for their service.*

Mayor Grote discussed the upcoming “National Night Out.”

11. ADJOURNMENT

*Councilmember Grote made motion to adjourn the meeting at 7:11 p.m.
Councilmember Murphy seconded the motion. Motion carried 5-0.*

CITY OF LEXINGTON

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

<p align="center">The following claims and bills have been presented to the Council for approval at the Council Meeting of August 15, 2024.</p>
--

(1) Payroll

Payroll Taxes				
	Federal Tax	\$0.00		
	Social Security	\$0.00		
	Medicare	\$0.00		
			\$0.00	
	State Tax	\$0.00	\$0.00	
	Total			\$ -

(2) General and Liquor Payment Recommendations:

Payments	51861	through	51917	\$ 225,444.53
----------	-------	---------	-------	---------------

(3) ACH and Credit Card Payments for:

ACH Payments:	through	\$ -
---------------	---------	------

Total Payments and Withdrawals Approval	<u>\$ 225,444.53</u>
---	----------------------

Centennial Lakes Police Payment Recommendations:

Checks	15330 through	15355	\$ 40,838.18
	15291 through	15302	
ACH	2024059 through	2024063	\$ 4,736.31
Total Payments			<u>\$ 45,574.49</u>

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 4M FUND					
51861	08/15/24	56 BREWING LLC			
E 609-00000-252		Beer Purchase	\$144.00	5626676	
		Total	\$144.00		
51862	08/15/24	ACROSS THE STREET PRODUCTIONS, INC.			
E 101-42260-208		Training and Instruction	\$1,386.00	25484	TRAINING - FIRE DEPT
		Total	\$1,386.00		
51863	08/15/24	ANOKA COUNTY TREASURY			
E 101-41900-329		Cable/Internet	\$75.00	B240716X	JULY 2024 FIBER OPTIC
E 101-42260-329		Cable/Internet	\$75.00	B240716X	JULY 2024 FIBER OPTIC
E 101-43100-329		Cable/Internet	\$45.00	B240716X	JULY 2024 FIBER OPTIC
E 101-45200-329		Cable/Internet	\$30.00	B240716X	JULY 2024 FIBER OPTIC
		Total	\$225.00		
51864	08/15/24	ARTISAN BEER COMPANY			
E 609-00000-252		Beer Purchase	\$335.30	3698049	
E 609-00000-252		Beer Purchase	\$801.35	3699858	
E 609-00000-252		Beer Purchase	\$76.90	3699859	
E 609-00000-260		THC For Resale	\$537.00	3699860	
E 609-00000-252		Beer Purchase	\$587.65	3701652	
E 609-00000-252		Beer Purchase	\$55.40	3701653	
E 609-00000-260		THC For Resale	\$150.80	3701654	
		Total	\$2,544.40		
51865	08/15/24	ASPEN MILLS			
E 101-42260-214		Fire Uniforms	\$145.80	336067	UNIFORMS - FIRE DEPT
		Total	\$145.80		
51866	08/15/24	BADGER METER INC			
E 730-00000-309		EDP, Software and Desig	\$157.56	80165380	JULY 2024 CELLULAR BACKHAUL
		Total	\$157.56		
51867	08/15/24	BANYON DATA SYSTEMS INC			
E 730-00000-327		Annual Technology Mainte	\$395.00	00165503	UB METER READING SUPPORT
		Total	\$395.00		
51868	08/15/24	BARREL THEORY BEER COMPANY			
E 609-00000-252		Beer Purchase	\$238.00	5138	
		Total	\$238.00		
51869	08/15/24	BELLBOY CORPORATION			
E 609-00000-210		Operating Supplies	\$116.53	0108656700	
E 609-00000-251		Liquor Purchase	\$960.89	0204402500	
		Total	\$1,077.42		
51870	08/15/24	BERNICK'S			
E 609-00000-252		Beer Purchase	\$1,300.20	10243336	
E 609-00000-252		Beer Purchase	\$1,108.00	10246066	
E 609-00000-252		Beer Purchase	\$1,626.75	10249200	
		Total	\$4,034.95		
51871	08/15/24	BIFFS			

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-418		Other Rentals	\$166.00	W980972	JULY 2024 RENTALS - LEXINGTON CITY PARK
		Total	\$166.00		
51872	08/15/24	BREAKTHRU BEVERAGE MN			
E 609-00000-251		Liquor Purchase	\$3,240.56	116815553	
E 609-00000-254		Miscellaneous Purchase	\$276.01	116815554	
E 609-00000-253		Wine Purchase	\$1,034.50	116815555	
E 609-00000-252		Beer Purchase	\$1,950.20	116913637	
E 609-00000-251		Liquor Purchase	\$1,906.30	116921576	
E 609-00000-254		Miscellaneous Purchase	\$168.35	116921577	
E 609-00000-253		Wine Purchase	\$871.60	116921578	
E 609-00000-253		Wine Purchase	\$794.15	116921579	
E 609-00000-253		Wine Purchase	\$408.70	117021451	
E 609-00000-251		Liquor Purchase	\$5,025.04	117034441	
E 609-00000-254		Miscellaneous Purchase	\$187.45	117034442	
E 609-00000-253		Wine Purchase	\$695.25	117034443	
E 609-00000-251		Liquor Purchase	(\$464.25)	412524981	
E 609-00000-253		Wine Purchase	(\$205.45)	412524982	
E 609-00000-253		Wine Purchase	(\$177.46)	412540657	
E 609-00000-251		Liquor Purchase	(\$208.45)	412561447	
E 609-00000-253		Wine Purchase	(\$265.45)	412561448	
		Total	\$15,237.05		
51873	08/15/24	CAPITOL BEVERAGE SALES			
E 609-00000-252		Beer Purchase	(\$196.30)	3013920	
E 609-00000-252		Beer Purchase	\$6,198.69	3013923	
E 609-00000-252		Beer Purchase	(\$61.76)	3016922	
E 609-00000-252		Beer Purchase	\$5,361.95	3016923	
		Total	\$11,302.58		
51874	08/15/24	CINTAS			
E 609-00000-255		Linen	\$169.45	4200672184	MAT SERVICE
		Total	\$169.45		
51875	08/15/24	CITYWIDE WINDOW SERVICES INC.			
E 609-00000-400		General Maintenance	\$32.34	735404	JUNE 2024 SERVICE
		Total	\$32.34		
51876	08/15/24	CLEAR RIVER BEVERAGE COMPANY			
E 609-00000-252		Beer Purchase	\$587.20	758301	
E 609-00000-252		Beer Purchase	\$539.65	759414	
E 609-00000-252		Beer Purchase	(\$62.29)	759454	
E 609-00000-252		Beer Purchase	\$597.95	760617	
E 609-00000-252		Beer Purchase	(\$11.46)	760628	
		Total	\$1,651.05		
51877	08/15/24	GREAT LAKES COCA-COLA			
E 609-00000-254		Miscellaneous Purchase	\$620.64	42411299017	
E 609-00000-254		Miscellaneous Purchase	(\$69.60)	42411299018	
		Total	\$551.04		
51878	08/15/24	DAHLHEIMER BEVERAGE LLC			
E 609-00000-252		Beer Purchase	(\$20.00)	2220667	
E 609-00000-252		Beer Purchase	\$13,836.80	2237245	

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 609-00000-260		THC For Resale	\$356.00	2237245	
E 609-00000-252		Beer Purchase	\$15,443.91	2243426	
E 609-00000-252		Beer Purchase	\$23,205.90	2249063	
E 609-00000-260		THC For Resale	\$248.00	2249063	
E 609-00000-252		Beer Purchase	(\$30.00)	977-00121	
Total			\$53,040.61		
51879	08/15/24	DANGEROUS MAN BREWING CO			
E 609-00000-252		Beer Purchase	\$405.00	IN-4698	
Total			\$405.00		
51880	08/15/24	GLOBAL RESERVE DISTRIBUTION			
E 609-00000-260		THC For Resale	\$940.00	ORD-10743	
Total			\$940.00		
51881	08/15/24	GOPHER STATE ONE-CALL INC			
E 730-00000-228		Gopher State One Call	\$31.05	4070543	JULY 2024 LOCATES
E 770-00000-228		Gopher State One Call	\$31.05	4070543	JULY 2024 LOCATES
Total			\$62.10		
51882	08/15/24	HOHENSTEINS INC			
E 609-00000-252		Beer Purchase	\$1,067.40	736899	
E 609-00000-260		THC For Resale	\$574.50	738988	
E 609-00000-252		Beer Purchase	\$822.00	738989	
Total			\$2,463.90		
51883	08/15/24	IMAGE PRINTING & GRAPHICS			
E 609-00000-213		Uniforms	\$27.84	167705	NAME TAGS - MLS
E 609-00000-340		Advertising	\$56.16	167705	WINDOW SALES POSTERS - MLS
Total			\$84.00		
51884	08/15/24	INBOUND BREWCO			
E 609-00000-252		Beer Purchase	\$190.00	IN-240846	
Total			\$190.00		
51885	08/15/24	INSIGHT BREWING COMPANY			
E 609-00000-252		Beer Purchase	\$320.50	16975	
Total			\$320.50		
51886	08/15/24	JOHNSON BROTHERS LIQUOR			
E 609-00000-253		Wine Purchase	\$1,338.64	2576794	
E 609-00000-251		Liquor Purchase	\$331.20	2586444	
E 609-00000-253		Wine Purchase	\$536.80	2586445	
E 609-00000-251		Liquor Purchase	\$980.90	2587738	
E 609-00000-251		Liquor Purchase	\$804.90	2587739	
E 609-00000-253		Wine Purchase	\$454.90	2587740	
E 609-00000-251		Liquor Purchase	\$6,872.70	2592494	
E 609-00000-253		Wine Purchase	\$4,856.02	2592495	
E 609-00000-254		Miscellaneous Purchase	\$82.80	2592496	
E 609-00000-251		Liquor Purchase	\$2,210.96	2592497	
E 609-00000-251		Liquor Purchase	\$476.97	2597469	
E 609-00000-253		Wine Purchase	\$3,399.50	2597470	
E 609-00000-251		Liquor Purchase	\$859.38	2597471	
E 609-00000-254		Miscellaneous Purchase	(\$6.67)	294751	

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 609-00000-251		Liquor Purchase	(\$4.50)	294752	
E 609-00000-253		Wine Purchase	(\$14.00)	294753	
E 609-00000-251		Liquor Purchase	(\$24.84)	294754	
E 609-00000-253		Wine Purchase	(\$6.67)	294755	
E 609-00000-251		Liquor Purchase	(\$36.00)	294756	
E 609-00000-253		Wine Purchase	(\$26.66)	294757	
E 609-00000-253		Wine Purchase	(\$58.40)	296137	
E 609-00000-251		Liquor Purchase	(\$34.50)	296138	
E 609-00000-253		Wine Purchase	(\$7.33)	296139	
E 609-00000-253		Wine Purchase	(\$28.50)	296140	
E 609-00000-251		Liquor Purchase	(\$13.08)	296141	
Total			\$22,944.52		
51887	08/15/24	M. AMUNDSON LLP			
E 609-00000-256		Tobacco Products For Re	\$1,447.86	386618	
E 609-00000-256		Tobacco Products For Re	\$3,029.30	387060	
E 609-00000-254		Miscellaneous Purchase	\$58.77	387060	
Total			\$4,535.93		
51888	08/15/24	MACQUEEN EMERGENCY			
E 101-42260-404		Repair Machinery/Equipm	\$35.00	P33054	EQUIPMENT - FIRE DEPT
Total			\$35.00		
51889	08/15/24	MARTIN-MARIETA			
E 651-00000-400		General Maintenance	\$51.36	43202815	CLASS 5 - STORM SEWER REPAIRS
Total			\$51.36		
51890	08/15/24	MEGA BEER			
E 609-00000-252		Beer Purchase	\$306.00	IN-13888	
Total			\$306.00		
51891	08/15/24	MENARDS - BLAINE			
E 101-45200-400		General Maintenance	\$95.98	73120	CONCESSION STAND REPAIRS
Total			\$95.98		
51892	08/15/24	METROPOLITAN COUNCIL			
E 770-00000-389		MWCC Charges	\$14,135.12	0001175747	SEPT 2024 SEWER CHARGES
Total			\$14,135.12		
51893	08/15/24	METRO SALES, INC.			
E 101-41500-350		Print/Binding	\$97.85	INV2568006	JULY 2024 COPIER CONTRACT
Total			\$97.85		
51894	08/15/24	AUL SPECIAL PAY TRUST			
G 101-21716		Other Retirement	\$50.00		EMPLOYEE CONTRIBUTIONS
Total			\$50.00		
51895	08/15/24	MINNESOTA EQUIPMENT			
E 101-45200-404		Repair Machinery/Equipm	\$1,032.86	P62058	MOWER MAINT. & REPAIR PARTS
E 101-45200-221		Equipment Parts	\$13.64	P62251	MOWER MAINT. & REPAIR PARTS
Total			\$1,046.50		
51896	08/15/24	MKL, LLC			
E 101-41500-400		General Maintenance	\$100.00	08152024	WEEK ENDING 08/03/24
E 101-41500-400		General Maintenance	\$100.00	08152024	WEEK ENDING 08/10/24

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$200.00		
51897	08/15/24	MN STATE FIRE CHIEFS ASSOC.			
E 101-42260-208		Training and Instruction	\$1,300.00	7747	ANNUAL CONF. REGISTRATIONS
Total			\$1,300.00		
51898	08/15/24	NEW FRANCE WINE COMPANY			
E 609-00000-253		Wine Purchase	\$138.50	226407	
Total			\$138.50		
51899	08/15/24	NORTH VALLEY, INC			
E 424-00000-315		Construction Costs	\$45,084.87	10481057-1	PAYMENT 1 - 2024 STREET IMPROVEMENTS
Total			\$45,084.87		
51900	08/15/24	O'REILLY AUTOMOTIVE STORES			
E 101-43100-400		General Maintenance	\$59.22	3472-345395	WIPER FLUID - PW
E 101-43100-221		Equipment Parts	\$16.65	3472-345651	PARTS
Total			\$75.87		
51901	08/15/24	OXYGEN SERVICE COMPANY			
E 101-42260-210		Operating Supplies	\$181.84	0003592132	JULY 2024 SERVICE
Total			\$181.84		
51902	08/15/24	PAUSTIS & SONS			
E 609-00000-253		Wine Purchase	\$279.50	242542	
E 609-00000-253		Wine Purchase	\$1,009.00	243186	
Total			\$1,288.50		
51903	08/15/24	PERFORMANCE PLUS			
E 101-42260-207		Physical & Fit Training	\$105.50	070251	MED. EVALUATION - FIRE DEPT
Total			\$105.50		
51904	08/15/24	PHILLIPS WINE AND SPIRITS INC			
E 609-00000-251		Liquor Purchase	(\$65.49)	524661	
E 609-00000-251		Liquor Purchase	(\$24.67)	524662	
E 609-00000-253		Wine Purchase	\$208.00	6816233	
E 609-00000-251		Liquor Purchase	\$2,306.36	6818572	
E 609-00000-253		Wine Purchase	\$59.40	6818573	
E 609-00000-254		Miscellaneous Purchase	\$35.40	6818574	
E 609-00000-251		Liquor Purchase	\$3,757.56	6822270	
E 609-00000-253		Wine Purchase	\$1,533.63	6822271	
E 609-00000-254		Miscellaneous Purchase	\$54.95	6822272	
E 609-00000-251		Liquor Purchase	\$159.55	6825916	
E 609-00000-251		Liquor Purchase	\$439.55	6825917	
E 609-00000-253		Wine Purchase	\$801.10	6825918	
Total			\$9,265.34		
51905	08/15/24	POPP COMMUNICATIONS			
E 101-43100-321		Telephone	\$9.26	992843907	AUG 2024 ANALOG LINES
E 101-45200-321		Telephone	\$9.26	992843907	AUG 2024 ANALOG LINES
E 651-00000-321		Telephone	\$1.77	992843907	AUG 2024 ANALOG LINES
E 730-00000-321		Telephone	\$11.91	992843907	AUG 2024 ANALOG LINES
E 770-00000-321		Telephone	\$11.91	992843907	AUG 2024 ANALOG LINES
E 101-41500-321		Telephone	\$90.87	992843907	AUG 2024 ANALOG LINES

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 609-00000-321		Telephone	\$47.53	992843907	AUG 2024 ANALOG LINES
		Total	\$182.51		
51906	08/15/24	PREMIUM WATERS, INC.			
E 609-00000-411		Culligan	\$4.32	310243561	AUG 2024 SERVICE
E 101-41500-411		Culligan	\$4.32	310243635	AUG 2024 SERVICE
E 101-42260-411		Culligan	\$4.32	310243635	AUG 2024 SERVICE
		Total	\$12.96		
51907	08/15/24	PRESS PUBLICATIONS			
E 101-41500-351		Legal Notices Publishing	\$35.52	811178	ELECTION FILING PUBLICATION
		Total	\$35.52		
51908	08/15/24	RECYCLE TECHNOLOGIES			
E 101-43500-230		Contracted Services	\$417.25	248220	JULY 2024 RECYCLING EVENT
		Total	\$417.25		
51909	08/15/24	RED BULL DISTRIBUTION CO.			
E 609-00000-254		Miscellaneous Purchase	\$638.80	2018881177	
		Total	\$638.80		
51910	08/15/24	SHAMROCK GROUP, INC.			
E 609-00000-257		Ice For Resale	\$124.60	3045572	
E 609-00000-257		Ice For Resale	\$229.40	3046046	
E 609-00000-257		Ice For Resale	\$255.96	3049954	
		Total	\$609.96		
51911	08/15/24	SOCIABLE CIDER WERKS			
E 609-00000-260		THC For Resale	\$640.00	E-6274	
		Total	\$640.00		
51912	08/15/24	SOUTHERN GLAZER'S OF MN			
E 609-00000-253		Wine Purchase	(\$14.96)	0099692	
E 609-00000-253		Wine Purchase	(\$14.96)	0099693	
E 609-00000-253		Wine Purchase	\$2.56	2505661	
E 609-00000-251		Liquor Purchase	\$10,589.62	2505662	
E 609-00000-253		Wine Purchase	\$899.78	2505663	
E 609-00000-251		Liquor Purchase	\$3.84	2508478	
E 609-00000-251		Liquor Purchase	\$2,988.06	2508479	
E 609-00000-253		Wine Purchase	\$0.64	2508480	
E 609-00000-254		Miscellaneous Purchase	\$321.29	2508481	
E 609-00000-253		Wine Purchase	\$1,211.07	2508482	
E 609-00000-251		Liquor Purchase	\$4,147.22	2511317	
E 609-00000-253		Wine Purchase	\$109.28	2511318	
E 609-00000-253		Wine Purchase	\$1,203.56	2511319	
		Total	\$21,447.00		
51913	08/15/24	STEEL TOE BREWING, LLC			
E 609-00000-252		Beer Purchase	\$180.00	56254	
		Total	\$180.00		
51914	08/15/24	TOSHIBA BUSINESS SOLUTIONS			
E 101-42260-400		General Maintenance	\$13.55	6340862	COPIER MAINTENANCE - FIRE DEPT
		Total	\$13.55		

***Check Detail Register©**

Batch: 08152024 PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
51915	08/15/24	VENN BREWING COMPANY			
E 609-00000-252		Beer Purchase	\$265.00	6773	
		Total	\$265.00		
51916	08/15/24	VINOCOPIA			
E 609-00000-253		Wine Purchase	\$963.40	0354751-IN	
		Total	\$963.40		
51917	08/15/24	WINE MERCHANTS			
E 609-00000-253		Wine Purchase	\$503.55	7482317	
E 609-00000-253		Wine Purchase	\$1,587.60	7483286	
		Total	\$2,091.15		
		10100	\$225,399.53		

Fund Summary

10100 4M FUND	
101 GENERAL FUND	\$5,695.69
424 2024 STREET IMPROVEMENTS	\$45,084.87
609 MUNICIPAL LIQUOR FUND	\$159,792.24
651 STORM WATER FUND	\$53.13
730 WATER FUND	\$595.52
770 SEWER FUND	\$14,178.08
	\$225,399.53

Report Criteria:
Report type: Summary

Check Number	Check Issue Date	Payee	Amount
15330	08/08/2024	4IMPRINT, INC	309.91
15331	08/08/2024	Amazon Capital Services	54.97
15332	08/08/2024	ANOKA CO TREASURY OFFICE	170.76
15333	08/08/2024	ASPEN MILLS, INC	2,310.74
15334	08/08/2024	BAYCOM, Inc.	3,708.00
15335	08/08/2024	BULBS.COM	179.70
15336	08/08/2024	Capital One Trade Credit	20.57
15337	08/08/2024	CENTENNIAL UTILITIES	359.00
15338	08/08/2024	CLIMATE MAKERS, INC.	373.00
15339	08/08/2024	COVERALL NORTH AMERICA, INC	820.00
15340	08/08/2024	E C S I, LLC	286.25
15341	08/08/2024	EMERGENCY CONTRACTORS	815.00
15342	08/08/2024	GEORGE'S INC	1,761.00
15343	08/08/2024	IMAGE PRINTING & GRAPHICS, INC	57.75
15344	08/08/2024	KNOWLAN'S SUPER MARKETS	16.12
15345	08/08/2024	LEAGUE OF MN CITIES INS TRUST	16,894.00
15346	08/08/2024	Metro Sales, Inc.	90.72
15347	08/08/2024	Metro-INET	8,045.98
15348	08/08/2024	MHSRC/RANGE	2,100.00
15349	08/08/2024	O'REILLY AUTOMOTIVE, INC	181.32
15350	08/08/2024	QUILL LLC	283.28
15351	08/08/2024	Shatter Tactical LLC	360.00
15352	08/08/2024	Shred-N-Go, Inc	207.86
15353	08/08/2024	SIGNS NOW	220.00
15354	08/08/2024	TRANSUNION RISK & ALTERNATIVE	75.00
15355	08/08/2024	VERIZON WIRELESS	1,137.25
2024059	08/08/2024	CENTURY LINK	125.32
2024060	08/08/2024	DEARBORN NATIONAL	1,747.94
2024061	08/08/2024	DELTA DENTAL	1,317.65
2024062	08/08/2024	OPTUM FINANCIAL, INC.	22.50
2024063	08/08/2024	US Bank Credit Card	1,522.90
Grand Totals:			45,574.49

M = Manual Check, V = Void Check



August 2, 2024

TO: NMTC OPERATIONS COMMITTEE

**RE: APPROVAL OF 2025 NORTH METRO TELECOMMUNICATIONS
COMMISSION BUDGET**

Enclosed, please find for the council's review and approval the 2025 North Metro Telecommunications Commission Budget and support materials.

The Commission's operating budget for 2024 is proposed at \$1,444,040. This number represents a \$23,430 increase over expected expenditures for 2024. The increase includes a 3% COLA increase for staff, step increases, benefits increase, building maintenance costs, an accounting service, and insurance costs.

Budgeted capital costs for 2025 are \$230,960. This number represents a \$339,924 decrease from the 2024 budget. Capital expenditures include video equipment for North Metro TV, office equipment, and \$100,000 to be returned to cities for capital expenditures.

In total, the 2025 budget is \$316,494 lower than the 2024 budget.

Recommendation: That the Member Cities approve the 2025 Commission Budget as recommended by the Telecommunications Commission and the Operations Committee.

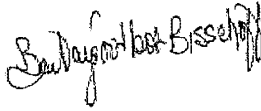
The Joint Powers Agreement states, "submitted budgets shall be deemed approved by a Member City unless, prior to October 15 preceding the effective date of the proposed budget, the Member City gives notice in writing to the Commission that it is withdrawing from the Commission."

I want to thank the Commission directors, staff, and the Operations Committee for their efforts in preparing these budgets. If you have any questions about either budget please consult with your Commission director or City Administrator.

12520 Polk Street Northeast, Blaine, MN 55434 Phone: (612) 780-8241 Fax: (612) 780-8242
Blaine • Centerville • Circle Pines • Ham Lake • Lexington • Lino Lakes • Spring Lake Park

I look forward to working with all parties, throughout the remainder of 2024, toward reaching the full potential of North Metro TV and to increase both the quality and quantity of community programming and services in 2025.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara Goodboe-Bisschoff". The signature is written in a cursive, flowing style.

Barbara Goodboe-Bisschoff
Chair, North Metro Telecommunications Commission

Enc.

2025 North Metro Telecommunications Commission

Budget

Talking Points

Overall Organizational Goals

- Support legislation that will update the community television funding model to better reflect current entertainment delivery trends.
- Develop educational services for internet service/devices/software usage.
- Apply for grants to fund broadband educational services.
- Grow commercial productions.
- Continue live and on-demand closed captioning.
- Continue to be responsive to cities communications needs.
- Maintain accessibility of all channels through live streaming, OTT channels, and video on demand services, 24-hours-a-day, on any device.
- Provide program playback, video transport, channel management services, video equipment maintenance and consulting services, internet streaming services for city channels, VOD libraries for meetings, meeting management software licenses and bookmarking services, program production and event coverage services, home-media transfer services, and public access to television production for our cities, schools and general public.

Estimated Fund Balance/Revenues/Expenses

- The beginning fund balances for 2025 are estimates based on previous allocations, planned spending for 2024, and estimated income.
- Estimated revenues include: Franchise fees, including the actual first quarter franchise fee payment, with anticipated reductions across quarters two through four. PEG fees based on estimated number of subscribers, throughout 2024, multiplied by the PEG fee, or by a percentage in a new franchise document. Other income includes dub fees, home movie transfers, drone, streaming and production services. Interest income is estimated conservatively based on the current market.
- Estimated expenditures include the operating expenses and capital expenses, production and office equipment, and the fee payment to the cities.
- The year end fund balances include:
 - The **Operating reserve** which is traditionally set at a minimum of 25% of the operating budget.
 - **Accrued vacation, sick and comp** time. The total value of owed vacation, sick, and comp time to employees.
 - The **capital equipment fund** is intended for emergency replacement of unplanned equipment failures.
 - The **vehicle replacement fund** is to cover the cost of a new fleet vehicle.

- The **building repair fund** is to cover major costs related to the building such as windows, roof, furnace, parking lot, AC replacement and painting, carpet replacement etc.
- The **franchise renewal fund** is a reserve fund for the NMTC's franchise renewal process. Franchise renewal can be very expensive, with the informal negotiation process historically costing around \$200,000 across the renewal period. Moving to a formal negotiation process is more expensive. These costs could include needs assessments, consulting, and legal fees. While there has been no recent action on franchise renewal, it could begin again at any time.

Budget

- The recommended operating budget for the organization totals \$1,444,040. This number is a \$23,430 increase over last year's operating budget. Increases were made to the personnel and administrative costs line items. The Operating budget includes a full-time executive director for the entire year.
- Budgeted capital purchases for 2025 are set at \$230,960. Budgeted capital items include a new remote production system, equipment contracts, closed captioning contracts, closed captioning charges, and microphones. The capital budget also includes routine computer/software upgrades, and software licenses, and \$100,000 in capital equipment support for cities.
- The overall 2025 capital budget is \$339,924 lower than the 2024 capital budget. \$230,266 of that decrease is attributed to the bond payoff.
- The overall 2025 budget is \$316,494 lower than the 2024 budget.

Closing Points

- North Metro TV provides a variety of valuable services to our member cities in a very cost effective manner. These services include:
 - Program playback and channel management.
 - Closed captioning.
 - Internet streaming of city meetings.
 - Bookmarking city meetings.
 - Podcasting city meetings.
 - Live streaming of city channels and community channels.
 - Provide city channels on Roku and AppleTV via NMTV app.
 - Video equipment repair, maintenance and consulting.
 - Drone services.
 - Video production services.
 - Meeting coverage and troubleshooting.
- The general public also benefits from the services of North Metro TV. These services include:
 - Educational opportunities.
 - Access to professional video production tools.
 - Home Movie transfer services.

- Varied and informative programming about their community, including high school sports, local news, and city meetings.
- Franchise renewal may move forward, and will have an impact on future budgets and goals.
- Future state and federal legislation could have an impact on future income sources.

North Metro Telecommunications Commission

2024 Budget Line-Item Supporting Information

Personnel

- The personnel line-item reflects the recommended market based step increases, along with a 3% COLA.
- Part-time staff includes sports and meeting coverage personnel. Employees in the part-time group are utilized when needed for a sports shoot or to cover a city meeting. Due to a recent change, many of them qualify for PERA. Neither category is eligible for health benefits. Payroll taxes apply.

Benefits

- The NMTC employee benefits package has been budgeted at \$1,400.00 per person/per month for 2025. This is \$50 more, per person/per month than was budgeted for 2024. The Member City benefits package average for 2024 is \$1,399.80.
- All indications are that the NMTC's contribution to PERA will remain at 7.5% in 2024.

Administrative Expenses

- Budgeted administrative expenses are \$700 less than 2024. There are no significant increases expected in any of these expenses.

Production Expenses

- Budgeted production expenses are \$800 more than in 2024. The need for DVDs, Blurays, and disc cases continues to decrease, partially as a result of electronic file transfers.
- The intern budget has been decreased by \$1,000.
- The vehicle fuel and maintenance budgets have increased by \$800.

Office Expenses

- Office expenses are budgeted at \$18,150 more than the 2024 level.
- Building maintenance includes the furnace/AC maintenance contract, lawn care, snow removal, carpet and window cleaning, fire inspection, and landscaping and building mechanical services.
- Building utilities include sewer, water, gas, and electric.
- Insurance includes all property, liability, crime, volunteer, vehicle, drone, and monument sign coverage.
- Office supply line-item includes all office supplies and maintenance contracts on printers and copiers.

- The Telephone/Internet/Web Hosting line-item increased by \$13,000, as fees and the need for service increases. This line item covers bandwidth which is required to transport signals from city hall. NMTV continues to pay a fee to house video-on-demand and streaming content on a remote server. This allows for unlimited simultaneous viewing, without a reduction in speed, or an inordinate amount of bandwidth for that purpose. The line-item also covers the wireless live transmission of sporting events and other field productions. The website maintenance contract, web hosting, telephone costs, license fees for our Roku and AppleTV apps, and the annual phone software upgrade are also included.
- Postage covers the cost of mailing dubs and equipment for contract maintenance, and other postage for the NMTC.
- Property tax is for the recycling assessment. In 2024, there was an unexpected street assessment fee in this line item.
- Building cleaning, trash, recycling, and hazardous material disposal/recycling was increased \$1,000 to better reflect recent actual costs.

Capital Expenditures

- The 2024 capital budget currently includes \$105,960 for production equipment, \$15,000 for office systems and software fees, \$10,000 for a fire suppression dry system upgrade, and \$100,000 for city capital expenses.
- The production equipment budget includes annual system contracts, including closed captioning, a master control server and router, a tripod and lens for the production truck, and a new remote production system that should reduce staff costs on sports events.
- Fees back to Cities are included as a capital cost. Once the franchise is renewed with Comcast, PEG fees could be restricted to capital costs. In such a case, any PEG fees used for operating costs would result in lower franchise fees. As such, PEG fees will be returned to cities for equipment upgrades and reserves.

Summary

- The recommended 2025 Operating budget is \$23,430 higher than the 2024 budget.
- Capital equipment expenditures are budgeted at \$105,960, which is \$39,542 less than the 2024 budget.
- The 2024 HD bond payment was the final payment and that bond has been paid off.
- It is recommended that fees returned to cities be included in capital expenditures in order to maximize fee payments in the future. This budget includes \$100,000 in fees for city capital expenditures and capital reserves.
- The overall 2025 budget, with an Executive Director hired at the maximum step is \$316,494 lower than the 2024 budget.

North Metro Telecommunications Commission
2025 FINANCIAL SUMMARY
Estimated Fund Balances/Revenues/Expenditures.

BEGINNING FUND BALANCES

Operating Reserve	\$354,153
Accrued Vac, Sick, Comp	\$120,000
Capital Equip. Fund	\$226,809
Vehicle Replacement Fund	\$45,000
Bldg Repair Reserve	\$200,000
Franchise Renewal Fund	\$200,000
Bond Reserve	\$0

TOTAL: \$1,145,962

ESTIMATED REVENUES

Franchise Fees	\$1,080,000
PEG Fees	\$500,000
Other Income	\$55,000
Interest Income	\$40,000
Income From Reserve Funds	\$0

TOTAL: \$1,675,000

ESTIMATED EXPENDITURES

Operating Expenses	\$1,444,040
Capital Expenses: Equipment/Bldg	\$130,960
Capital Expenses: Bond Payment	\$0
Capital Expenses: PEG Fees to Cities	\$100,000

TOTAL: \$1,675,000

YEAR END FUND BALANCES

		Increase(Decrease)
Operating Reserve	\$354,153	\$0
Accrued Vac, Sick, Comp	\$120,000	\$0
Capital Equip. Fund	\$226,809	\$0
Vehicle Replacement Fund	\$45,000	\$0
Bldg Repair Reserve	\$200,000	\$0
Franchise Renewal Fund	\$200,000	\$0
Bond Reserve	\$0	\$0

TOTAL: \$1,145,962 \$0

2025 North Metro Telecommunications Commission Budget
--

	2023 ACTUAL	2024 BUDGET		2025 BUDGET	NOTES
		Budget	April Act.		
PERSONNEL					
Executive Director (1) FT	111,355	124,890	6,564	102,909	TBD
IT Engineer/ Administrative Asst.	55,419	0	0	-	NA
Video Engineer (1) FT	78,198	82,194	28,402	84,660	Matt Waldron
Sports Director (1) FT	71,446	75,720	25,454	81,439	Kenton Kipp
News Director (1) FT	71,446	74,432	29,954	80,113	Danika Peterson
Programming Coord. (1) FT	64,132	66,102	22,844	68,085	Michele Silvester
Ed./Special Projects Coord. (1) FT	64,132	66,102	22,844	68,085	T.J. Tronson
Municipal Producer (1) FT	55,786	59,320	20,073	61,668	Trevor Scholl
Sports Producer (1) FT	51,118	55,083	18,972	59,202	Ted Leroux
News Producer (1) FT	46,834	48,451	16,555	52,371	Eric Nelson
Studio Manager (1) FT	63,540	67,662	27,390	72,623	Eric Houston
Freelancers/Sports	80,197	81,970	31,212	71,765	Freelancers Sports
Freelancers/Meetings	11,286	18,925	4,017	20,693	Freelancers/City Meetings
Contingency	0	0	0	0	
PERSONNEL TOTAL:	824,889	820,851	254,281	823,613	3% COLA increase 6 staff w/ step increase
BENEFITS					
FICA	50,145	50,893	17,402	51,064	6.2% of gross wages
Medicare	11,728	11,902	4,070	11,942	1.45% of gross wages
PERA	54,932	61,564	18,506	61,771	7.50% of FT gross wages
Benefits Package	160,701	156,000	59,932	168,000	Health/Dental/STD, LTD, ADD
Workers Compensation	3,643	2,000		2,000	
Electronic Filing Charges	778	2,000	81	2,000	
BENEFITS TOTAL:	281,927	284,359	99,991	296,777	*Benefits package \$1,400 per employee/per month \$50 increase over 2024 \$1,399.80 = 2024 City average

**2025
North Metro Telecommunications Commission Budget**

[illegible]

2025
North Metro Telecommunications Commission Budget

	2023 ACTUAL	2024		2025	NOTES
		Budget	April Act.		
CAPITAL EXPENDITURES					
Video Equipment	117,593	145,502	54,942	105,960	Master Control stream card, live streaming hardway
Computer/Office Equipment/Sftwre	17,437	38,116	29,996	15,000	office systems, software
To equipment reserve fund				0	
Vehicles	25,000	0	0	0	
Building Expenditures	23,320	7,000	1,700	10,000	
Bond Payment	229,375	230,266	230,266	0	HD Bond Payment
City Capital Expenditures	200,000	150,000	150,000	100,000	Equipment/Equipment Reserves
CAPITAL EXP. TOTAL:	612,725	570,884	466,904	230,960	
GRAND TOTAL:	1,834,144	1,991,494	933,846	1,675,000	

North Metro TV 2025 Recommended Equipment Budget

Master Control Service & Subscriptions						
ID No.	Model No.	Make	Description	Qty	Cost	Total
2025-1	CBL-PLATINUM-4	Tightrope	4 I/O Platinum Support through Tightrope. Loaner, Night Support, Upgrade Assistance	1	4250	4250
2025-2	CBL-PLATINUM-ADDL	Tightrope	Tightrope Additional I/O Annual Software Maintenance Contract for Large Systems	8	550	4400
2025-3	CBL-REFLECT-BND	Tightrope	Cablecast Reflect Live Stream Server Subscription -	4	2800	11200
2025-4	CBL-CAPTIONING-500	Tightrope	500 Hour Block of Captioning	1	4000	4000
2025-5	CBL-CABLECAST-REN	Tightrope	Subscription Fee to maintain 1 Cablecast OTT channel	2	300	600
2025-6	CBL-ENCO-SUPPORT	Tightrope	Annual Support Contract for ENCO enCaption server & software	1	6500	6500
2025-7	CBL Equipment Years 4&5	Tightrope	Vio4+, VOD450, Vio Lite, 4 Vio Lite CGs Years 4&5 Coverage	1	8000	8000
2025-8	M-PREM-SUPP-1	Haivision	Premium Maintenance & Support 1-Year -Renew in November-	0	5000	0
2025-9	Ross Equipment Support	Ross	Ross Service Contract Quote 30330 - Both Carbonite's & 1 Xpression	0	18000	0
						38950
Master Control Equipment						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-10	CBL-LIVE350	Tightrope	Live Streaming Video Server (Ch 14 & 15 Upgrade) (Move to 2026)	0	5000	0
2025-11	Master Control Upgrade	Imagine	Imagine Router & Master Control Upgrade to 2110 Capable Protocol	0	375000	0
2025-12	Livestream Card	Ross	Http Live Stream Card Replacement	0	8000	0
						0
Control Room/Studio A						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-20	Tria Express 4-Channel	Ross	4 Output Playback Server replacing the Black Storm	0	30000	0
						0
Control Room/Studio B						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-30						0
						0
Production Truck						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-40	Tria Express 4-Channel	Ross	4 Output Playback Server replacing the Black Storm	0	30000	0
2025-41	4-Channel Mobile Encoder	Haivision	Haivision LiveU Type device with 4 SDI inputs over ip/cell cards	1	30000	30000
2025-42	Haivision Decoder	Haivision	Decoder for the 4-Channel Encoders	1	30000	30000
						60000
Sports Department						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-45						0
						0
Public Access						
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2025-50						
						0

News Department		Model No.	Make	Description	Qty	Unit Price	Total
ID No.							
2025-60							
							0
Special Events		Model No.	Make	Description	Qty	Unit Price	Total
ID No.							
2025-70							
							0
Municipal Services		Model No.	Make	Description	Qty	Unit Price	Total
ID No.							
2024-90				Various Small Equipment Replacements	1	500	500
							500
Tech Shop Equipment		Model No.	Make	Description	Qty	Unit Price	Total
ID No.							
2024-100				Cable Reels, Cable Ends, Small Tools, etc....			3000
							3000
Various Small Items		Model No.	Make	Description			Total
ID No.				Small Item Budget			
2024-120		-	-				2500
							2500
Grand Total							104950.00

North Metro TV 2024 Computer Budget

ID No.	Model No.	Make	Description	Qty	Cost	Total
2025-201		PC	Michele Office Computer	1	2500	2500
2025-202		PC	Ted Office Computer	0	4000	0
2025-203		PC	Matt Office Computer	0	2500	0
2025-204		PC	Computer Replacement Parts	1	2000	2000
						4500

North Metro TV 2024 Software Budget

ID No.	Model No.	Make	Description	Qty	Cost	Total
2025-301		Adobe	Adobe Photoshop, Premiere, After Effects....etc (\$900/Month)	12	900	10800
2025-302		Microsoft	Microsoft Office	1	2000	2000
2025-303		Gmail	Google Gmail & Workspace Business Accounts (Monthly at \$211)	1	2532	2532
2025-304		MacDrive	MacDrive Account for 4 Yearly Licenses	4	50	200
2025-305		RealVNC	Remote VNC Connection to office computers (Yearly Subscription)	1	700	700
						16232

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

RESOLUTION NO. 24-14

**RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF
PROPOSED ASSESSMENT**

WHEREAS, a contract has been let for the 2024 Street Improvements project on of the following streets:

Griggs Avenue between Flowerfield Road and Restwood Road and Griggs Avenue between Approximately 375 feet North of Restwood Road (to exclude the new bituminous overlay at Lexington Lofts) and Lake Drive; and the total contract estimated cost for such improvement is \$158,000, and the expenses incurred or to be incurred in the making of such improvement amount to \$47,400 so that the total cost of the improvement will be \$205,400.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$143,780 and the portion of the cost to be assessed against benefited property owners is declared to be \$61,620.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2025 and shall bear interest at the rate of 5 percent per annum from the date of the adoption of the assessment resolution.
3. The city finance director, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON THE
15th DAY OF AUGUST, 2024.**

Gary Grote, Mayor

Bill Petracek, City Administrator



To: Bill Petracek, City Administrator
From: Steven M. Winter, P.E.
Subject: Partial Payment Estimate #1 for 2024 Street Improvement Project
Date: August 15, 2024

Please find the attached Partial Payment Estimate #1 in the amount of \$45,084.87. Most of the prework on this project has been completed. The Contractor replaced the catch basins and concrete curb and gutter first on the project. The Contractor will mill the street and check the road for the areas that need patching and then pave the overlay on the project. The turf restoration also still needs to be completed.

Attached is the Partial Payment #1 for your review and consideration. We recommend that the Council approve this payment request at the upcoming council meeting. The payment amount is to North Valley, Inc. in the amount of \$45,084.87.

If you have any questions, please feel free to contact us at (612) 548-3132. Thank you very much.

SMW

PARTIAL PAY ESTIMATE NO. 1

FROM: July 1, 2024
TO: August 2, 2024

COMPLETION DATE
ORIGINAL: September 14, 2024
REVISED:

AMOUNT OF CONTRACT
ORIGINAL: \$127,275.06
REVISED:

PROJECT: 2024 STREET IMPROVEMENTS
PROJECT NO: 10481057

CONTRACTOR: North Valley, Inc.
ADDRESS: 20015 Iguana St NW Ste 100, Elk River, MN 55330

OWNER: CITY OF LEXINGTON

PHONE (763) 274-2580

ITEM NO	SPEC NO	ITEM DESCRIPTION	QTY		UNIT PRICE	THIS PERIOD		TOTAL TO DATE	
			TOTAL	UNIT		QTY	TOTAL	QTY	TOTAL
1.	2021.501	MOBILIZATION	1	LS	\$4,248.24	0.75	\$ 3,184.68	\$	-
2.	2104.502	REMOVE MANHOLE OR CATCH BASIN	2	EACH	\$444.76	2.00	\$ 889.52	\$	-
3.	2104.503	CONCRETE CURB REMOVAL	400	LF	\$9.25	232.00	\$ 2,146.00	\$	-
4.	2232.503	CONCRETE VALLEY GUTTER REMOVAL	60	LF	\$10.89	60.00	\$ 653.40	\$	-
5.	2104.505	REMOVE BITUMINOUS PAVEMENT	440	SY	\$9.46	163.00	\$ 1,540.35	\$	-
6.	2232.501	MILL BITUMINOUS SURFACE (1.5 INCH)	2700	SY	\$2.57		\$ -	\$	-
7.	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	300	GAL	\$4.19		\$ -	\$	-
8.	2360.509	TYPE SP 9.5 WEAR COURSE MIXTURE (3,B)	480	TON	\$96.29		\$ -	\$	-
9.	2360.504	TYPE SP 9.5 WEAR COURSE MIXTURE (3,B), 3 INCH PATCH	440	SY	\$38.39	163.00	\$ 5,931.57	\$	-
10.	2504.602	ADJUST VALVE BOX - WATER	1	EACH	\$507.42	0.00	\$ -	\$	-
11.	2506.602	ADJUST FRAME & RING CASTING (MANHOLE)	4	EACH	\$895.30	4.00	\$ 3,581.20	\$	-
12.	2506.602	ADJUST FRAME & RING CASTING (CATCH BASIN)	1	EACH	\$540.99	1.00	\$ 540.99	\$	-
13.	2506.602	GROUT STORM STRUCTURE	5	EACH	\$489.95	5.00	\$ 2,449.75	\$	-
14.	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	2	EACH	\$6,641.57	2.00	\$ 13,283.14	\$	-
15.	2531.501	CONCRETE CURB & GUTTER B&B	400	LF	\$40.83	232.00	\$ 9,472.56	\$	-
16.	2531.604	8 INCH CONCRETE VALLEY GUTTER	20	SY	\$189.23	20.00	\$ 3,784.60	\$	-
17.	2575.504	HYDRAULIC NATURAL TACKIFIER	100	SY	\$27.22		\$ -	\$	-
T		TOTAL					\$ 47,457.76	\$	-

T	BID SUMMARY		
	TOTAL	\$ 47,457.76	\$ -

AMOUNT EARNED	\$ 47,457.76	\$ -
AMOUNT RETAINED - 5%	\$ 2,372.89	\$ -
PREVIOUS PAYMENTS		\$ -
AMOUNT DUE	\$ 45,084.87	

CONTRACTOR'S CERTIFICATION

THE UNDERSIGNED CONTRACTOR CERTIFIES THAT TO THE BEST OF THEIR KNOWLEDGE, INFORMATION AND BELIEF THE WORK COVERED BY THIS PAYMENT ESTIMATE HAS BEEN COMPLETED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, THAT ALL AMOUNTS HAVE BEEN PAID BY THE CONTRACTOR FOR WORK FOR WHICH PREVIOUS PAYMENT ESTIMATES WAS ISSUED AND PAYMENTS RECEIVED FROM THE OWNER, AND THAT CURRENT PAYMENT SHOWN HEREIN IS NOW DUE.

North Valley, Inc.
BY Sharon Pock VP
DATE August 7, 2024

ENGINEER'S CERTIFICATION

THE UNDERSIGNED CERTIFIES THAT THE WORK HAS BEEN CAREFULLY OBSERVED AND TO THE BEST OF THEIR KNOWLEDGE AND BELIEF, THE QUANTITIES SHOWN IN THIS ESTIMATE ARE CORRECT AND THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

MSA PROFESSIONAL SERVICES
BY Steve McWinters
DATE 10/09/23

APPROVED BY OWNER
CITY OF LEXINGTON

BY _____
DATE _____



9180 Lexington Avenue
Lexington, MN 55014
Phone: (763) 784-2792
Fax: (763) 785-8951
www.ci.lexington.mn.us

ENTERTAINMENT/SPECIAL EVENT LICENSE APPLICATION

APPLICATION FOR: Annual Entertainment License \$200.00
Single Use Special Event Permit \$300.00
☒ Charitable Organization **FEE WAIVED**

The Council shall act upon all entertainment license applications at a regular meeting within sixty (60) days of the completed application and fee being received by City staff. Inaction by the Council within this period is a denial of the application.

No entertainment license is valid until approved by the Council and the appropriate fees are paid to the City.

Licenses are valid only for the date(s) specified on the license. Annual licenses are valid from July 1st through June 30th of the following year, or pro rata from the date granted through June 30th.

1. APPLICANT INFORMATION

Attach a written approval from the organization(s) in whose name the event will be advertised which authorizes you, the applicant, to apply for this special event permit on their behalf.

Applicant Name: Boulevard Bar & Grille Title: _____

Mailing Address: 3800 Restwood Rd

Affiliation: _____

Day Phone: _____ Evening/Cell phone: _____

Emergency Contact/Phone : _____

Email Address: parenteau melisa @ gmail . com

Is applicant 18 years of age or older Yes ☒ No ☐

Who is the primary person in charge and/or responsible for this event?

Name: Melisa Parenteau Title: Gm

Mailing Address: 3800 Restwood Rd

Day Phone: _____ Evening/Cell phone: 651-238-8140

Emergency Contact/Phone : _____

Email Address : parenteau melisa @ gmail . com

2. TITLE, PURPOSE AND DESCRIPTION OF EVENT:

Hocktoberfest - Centennial/SLP Girls
Hockey Fundraiser

3. EVENT PRINCIPALS

Submit a list of principals involved in the proposed special event, including professional organizers, promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced or advertised, etc. Attach additional pages if necessary to include all of the principals involved.

Name: Angel Johnson Title: Fundraising coord.

Organization / Business / Agency / Affiliation: Centennial/SLP BLC

Name: Benjamin Ueland Title: Treasurer

Organization / Business / Agency / Affiliation: Centennial/SLP BLC

Name: Blair Buccicone Title: President - BLC

Organization / Business / Agency / Affiliation: Centennial/SLP BLC

Name: _____ Title: _____

Organization / Business / Agency / Affiliation: _____

4. EVENT COMPONENTS

Date requested: 10/5/2024 Alternate date: _____

Requested hours of operation: from: 12:00 AM PM to 4:00 AM PM

Set-up beginning date and time: 10/5/24 10 am

Complete dismantle date and time: 10/5/24 5:30 pm

(Attach a draft of any entry forms for participants and/or spectators.)

Anticipated number of participants: _____ Spectators: _____

Will any city streets require temporary closure or restrictions? Yes _____ No X

Identify streets and times/dates of closure or restrictions: _____



9180 Lexington Avenue
Lexington, MN 55014
Phone: (763) 784-2792
Fax: (763) 785-8951
www.ci.lexington.mn.us

ENTERTAINMENT/SPECIAL EVENT LICENSE APPLICATION

APPLICATION FOR: ☐ Annual Entertainment License \$200.00
☐ Single Use Special Event Permit \$300.00
☒ Charitable Organization **FEE WAIVED**

The Council shall act upon all entertainment license applications at a regular meeting within sixty (60) days of the completed application and fee being received by City staff. Inaction by the Council within this period is a denial of the application.

No entertainment license is valid until approved by the Council and the appropriate fees are paid to the City.

Licenses are valid only for the date(s) specified on the license. Annual licenses are valid from July 1st through June 30th of the following year, or pro rata from the date granted through June 30th.

1. APPLICANT INFORMATION

Attach a written approval from the organization(s) in whose name the event will be advertised which authorizes you, the applicant, to apply for this special event permit on their behalf.

Applicant Name: Boulevard Bar and Grille Title: _____

Mailing Address: 3800 Restwood Road

Affiliation: _____

Day Phone: 651-283-6314 Evening/Cell phone: 651-283-6314

Emergency Contact/Phone : _____

Email Address: Boulevard.lexington@gmail.com ☐ ☐

Is applicant 18 years of age or older Yes ☒ No ☐

Who is the primary person in charge and/or responsible for this event?

Name: Amanda Knaeble Title: owner/operator

Mailing Address: 3800 Restwood Road

Day Phone: _____ Evening/Cell phone: 651-283-6314

Emergency Contact/Phone : _____

Email Address : Boulevard.lexington@gmail.com

2. TITLE, PURPOSE AND DESCRIPTION OF EVENT:

Centennial High School Boys Pig Out with the Cougars.
Annual event to kick off the season with the local
community, players and families.

3. EVENT PRINCIPALS

Submit a list of principals involved in the proposed special event, including professional organizers, promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced or advertised, etc. Attach additional pages if necessary to include all of the principals involved.

Name: Daina + Dan Cunningham Title: Presidents

Organization / Business / Agency / Affiliation: Centennial Blue Line Club

Name: Jen + Chad Hehir Title: Treasurers

Organization / Business / Agency / Affiliation: Centennial Blue Line Club

Name: Arja Cody Title: Secretary

Organization / Business / Agency / Affiliation: Centennial Blue Line Club

Name: Jen + Chad Carls & Bruce + Jodi Krinkie Title: Directors

Organization / Business / Agency / Affiliation: Centennial Blue Line Club

4. EVENT COMPONENTS

Date requested: 9/28/2024 Alternate date: _____

Requested hours of operation: from: 3:00 ☐ AM ☒ PM to 8:30 ☐ AM ☒ PM

Set-up beginning date and time: 9/28/2024, 12:00pm

Complete dismantle date and time: 9/28/2024, 9:00pm

(Attach a draft of any entry forms for participants and/or spectators.)

Anticipated number of participants: 600 Spectators: _____

Will any city streets require temporary closure or restrictions? Yes ☐ No ☒

Identify streets and times/dates of closure or restrictions: _____