

AMENDED
AGENDA
CITY OF LEXINGTON
BOARD OF REVIEW
&
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
MAY 7, 2020 – 7:00 P.M.
9180 LEXINGTON AVENUE

**This meeting will be held electronically on Zoom and
televised on Channel 16
For Citizen Forum comments please call 763-784-2792**

- 1. CALL TO ORDER BOARD OF REVIEW - Mayor Murphy**
 - A. Roll Call- Council Members: DeVries, Harris, Hughes and Winge
- 2. INTRODUCTION OF COUNTY ASSESSOR**
- 3. CITIZENS WHO WISH TO ADDRESS ASSESSOR**
- 4. CLOSE BOARD OF REVIEW**
- 5. CALL TO ORDER: – Mayor Murphy**
 - A. Roll Call - Council Members: DeVries, Harris, Hughes and Winge
- 6. 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.

- 7. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**
- 8. INFORMATIONAL REPORTS:**
 - A. Airport (Councilmember Devries)
 - B. Cable Commission (Councilmember Winge)
 - C. City Administrator (Bill Petracek)

9. LETTERS AND COMMUNICATIONS:

- A. Public Notice – Closed Executive meeting pp. 1
- B. 35W North MnPASS Project Update – Spring 2020 pp. 2
- C. Council Workshop meeting minutes – April 15, 2020 pp. 3-5
- D. Centennial Lakes Police Department – Media Reports 4-8 through 4-28-2020 pp. 6-15

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.

10. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – April 16, 2020 pp. 16-19
- B. Recommendation to Approve Claims and Bills: pp. 20-34
 - Check #'s 13672 through 13673
 - Check #'s 46181 through 46245
 - Check #'s 13154 through 13182
 - Check #'s 13186 through 13195

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.

11. ACTION ITEMS:

- A. Recommendation to Approve Resolution NO. 20-13 – A Resolution Accepting Bid for 2020 Street Improvements (Jackson Ave. and Liquor Store Parking Lot Project). pp. 35-37
- B. Recommendation to approve Escrow Agreement for Site Grading- Lexington Lofts pp. 38-44
- C. Recommendation to approve the low quote from Super Siders, Albertville, MN in the Amount not to Exceed \$17,976 for Roofing and Fascia Repair to

- Memorial Park Concessions Stands **pp. 45-54**
- D. Cable Commission Recommendation to Approve Updates to the North Metro Telecommunications Commission Joint Powers Agreement **pp. 55-64**
- E. Recommendation to Approve Resolution NO. 20-12 – A Resolution In Support of the Protecting Community Television Act **pp. 65-66**
- F. Second Reading: Ordinance NO. 20-05 – An Ordinance Incorporating Chapter 11.8 – Planned Unit Development **pp. 67-76**
- G. Recommendation to approve Resolution 20-14 Summary Publication of Ordinance NO. 20-05 **pp. 77**
- H. Recommendation to Rehire T.J. Schmid as a Seasonal Employee at \$13.50/hour.
- I. Recommendation to approve Temporary Business License for Renaissance Fireworks, Inc. – June 26 through July 5, 2020 **pp. 78**
- J. **Recommendation to approve Minnesota Lawful Gambling LG214 Premises Permit Application for Lexington Fire Relief Association/Lexington Municipal Liquor Store** **pp. 79-88**

12. CLOSED SESSION

Attorney-Client Privileged discussion of litigation strategy in the matter of Parkview Homes LLC v. City of Lexington. Confidentiality is necessary in order to allow candid and open discussion with the City Council about the litigation, including defense strategies and any possibilities for resolution. Minn. Stat. § 13D.05, subd. 3(b) authorizes this discussion to be held in closed session.

13. MAYOR AND COUNCIL INPUT

14. ADJOURNMENT

/mv

PUBLIC NOTICE
CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given, the Lexington City Council and the City Administrator will meet in Closed Executive Session with legal counsel for the City, during the Council Meeting on Thursday, May 7, 2020. The Council will convene directly after Mayor & Council Input. The Council will reconvene to adjourn the Council meeting directly afterwards. The meeting will take place at Lexington City Hall, Conference Room, 9180 Lexington Avenue, Lexington, MN.

Attorney-Client Privileged discussion of litigation strategy in the matter of Parkview Homes LLC v. City of Lexington. Confidentiality is necessary in order to allow candid and open discussion with the City Council about the litigation, including defense strategies and any possibilities for resolution. Minn. Stat. § 13D.05, subd. 3(b) authorizes this discussion to be held in closed session.

**Mary Vinzant
Deputy City Clerk**

POSTED: May 1, 2020

MnDOT continues with the I-35W North MnPASS project in 2020, which is the second year of the three-year construction project. The construction project will repair aging infrastructure and improve mobility on I-35W between Co. Rd. C in Roseville and Sunset Ave. in Lino Lakes. Construction is expected to be completed in fall 2021.

2020 Construction Schedule and Impacts

I-35W Driving Lanes Remain Open

- All southbound and northbound lanes are expected to remain open
 - Two lanes of traffic will remain open between Sunset Ave. and Co. Rd. J
 - Three to four lanes of traffic will remain open between Co. Rd. J and Co. Rd. C
- Lane widths reduced to 11 feet

Ramp Closures

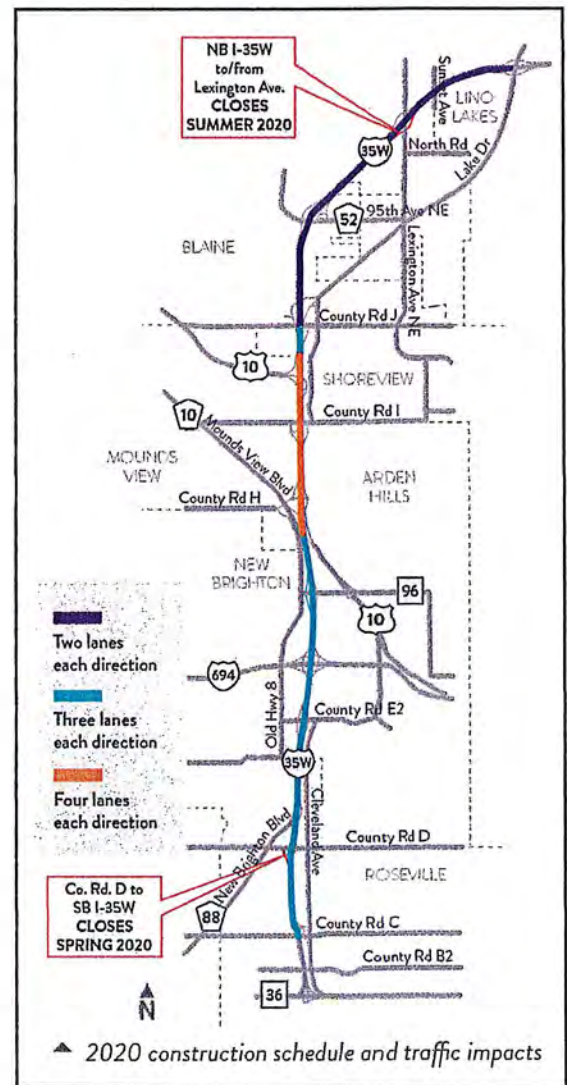
- Short-term ramp closures will occur at Co. Rd. D to SB I-35W in spring 2020
- Short-term ramp closures will occur at Lexington Ave. to/from NB I-35W in summer 2020
- Other short-term ramp closures for NB and SB I-35W ramps may occur
- Work will be phased so that no two ramps in a row are closed at the same time

I-35W Traffic Changes

- Late summer 2020-spring 2021: Northbound driving lanes between Co. Rd. C and Co. Rd. J will be separated by concrete medians:
 - Three lanes will be available at all times, but prior to Co. Rd. C, drivers will need to decide which lane to take
 - The left driving lane(s) will be a thru lane to Blaine with no on/off access to local roads until Co. Rd. J
 - The right lane(s) will provide access to the on/off ramps to local roads
- Expect northbound lane locations shifting throughout 2020

Noise Wall Construction

- Remaining work on southbound I-35W walls will continue through summer 2020
- Walls on the northbound side of I-35W will be constructed spring-summer 2020
- Properties near wall construction will receive additional notifications before work begins



For real-time travel information anywhere in Minnesota, visit www.511mn.org or call 5-1-1.



WEBSITE

mndot.gov/metro/projects/35wnorthmnpass



EMAIL

info@35wnorthmnpass.com



PHONE

651-800-4965

Stay Connected

• If you need this information in an alternative format or language, contact:
 • Si necesita esta información en un formato o idioma alternativo, póngase en contacto con:
 • Haddii aad dooneyso in aad macluumaadkan ku hesho siyaabo kale ama afaf kale, la xiriir:
 • Yog koj xav tau cov lus no txhais uas lus hmoob, hu rau:

Janet Miller at 651-366-4720 or email janet.rae.miller@state.mn.us

**CITY OF LEXINGTON
WORKSHOP MINUTES
Thursday, APRIL 16, 2020
Immediately following Council meeting
City Hall
MEETING WAS HELD ELECTRONICALLY THROUGH ZOOM**

1. Call to Order: Mayor Murphy
2. Roll Call: DeVries – Harris – Hughes – Winge

Mayor Murphy called to order the workshop for April 16, 2020 at 8:06 p.m. Councilmember's present: Devries, Harris, Hughes, and Winge. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Steve Winter, City Engineer.

3. Discussion Items:

- A. Discuss – Engineer's Opinion of Cost for 2020 Dunlap Improvements

Steve Winter, City Engineer, provided an explanation of the cost estimate to open up Dunlap Ave. to through traffic.

Councilmember Harris stated that she didn't agree with the original closing of Dunlap Ave. Mayor Murphy agreed. Petracek stated if the Council decides to move forward with this project, it should be discussed at budget time, as it was not an approved project for 2020. Councilmember Devries recommended tabling this project until budget time. Discussion ensued.

Petracek asked the city engineer if he believes a traffic study should be conducted on the project. Winter stated that he doesn't think a traffic study should be conducted, but a survey should be done to determine if it is a project that the affected property owner's want. Discussion ensued.

Petracek recommended that as we get closer to budget time, we will have a discussion on conducting a survey of affected properties to determine a need to open Dunlap Ave.

- B. Discuss – City of Lexington Rental Properties

Petracek explained the chart showing the number of rental units currently occupied and rental properties pending. He explained that there are 516 units rented with the anticipation of Landings of Lexington being fully occupied. Discussion about Lexington Lofts additional rental units in Lexington would be approximately 871 units. Discussion ensued.

Councilmember Hughes feels that we need to begin restricting the number of rental units in Lexington as rental units are exceeding owner-occupied properties. Attorney Glaser explained that a lot of college communities – Mankato and Winona – have placed restrictions on the number of rental properties within an area of a community. Discussion ensued.

Petracek recommended that since this item isn't an emergent item to address, that maybe it would be best to begin developing this ordinance when the Council was able to meet in person. Discussion ensued.

The consensus was to wait until the Council was able to meeting in person.

C. Discuss – Metro I-Net Possible Joint Powers Agreement

Petracek explained that Metro I-Net has asked that each of the member communities of Metro I-Net to have a discussion with their governing boards about the need to form a Joint Powers Agreement (JPA) and if there were any concerns. Petracek stated that currently the Roseville City Council controls the IT services of 45 governmental agencies. There has been discussion for years on the need to form a JPA so that the 45 governmental agencies tied in with Metro I-Net has control over the budget and personnel, instead of Roseville City Council. Discussion ensued.

Petracek stated that Covid-19 slowed down the JPA development process, but an agreement will be coming soon for the Lexington City Council to approve.

D. Discuss – Ordinance NO. 20-05 An Ordinance Incorporating Chapter 11.8 – Planned Unit Developments.

Councilmember Harris asked Councilmember Hughes if this PUD ordinance would address his concerns regarding rental housing. Hughes replied that it wouldn't address single-family rental units. Discussion ensued.

Attorney Glaser asked Councilmember Hughes if he thought there needed to be something more elaborate in the PUD ordinance regarding rental units. Glaser said if Hughes believes it does, than this is the time to incorporate rental housing restrictions in the ordinance before the 2nd reading and final adoption on May 7th. Discussion ensued.

Petracek stated that this ordinance will be on the May 7th agenda for the second reading and final adoption.

4. Staff Input

No staff input

5. Council Input

No Council input

6. Adjourn

Councilmember Harris made motion to adjourn the workshop at 8:52 p.m. Councilmember Hughes seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20080705	Apr 8 2020	16:36	INFORMATION	17XX WESTVIEW ST	CENTERVILLE
Summary: OFFICER DISPATCHED TO THE 1700 BLOCK OF WESTVIEW STREET ON THE REPORT OF A SMALL DIRT BIKE ON SCHOOL PROPERTY. BWC. CLEAR.					
20080758	Apr 8 2020	17:40	SUSPICIOUS ACTIVITY	18XX CENTER ST	CENTERVILLE
Summary: OFFICERS WERE DISPATCHED TO A PHONE CALL REGARDING SUSPICIOUS ACTIVITY THAT TOOK PLACE IN THE AREA OF 1889 CENTER ST.CLEAR.					
20080497	Apr 8 2020	11:57	CIVIL DISPUTE	88XX DUNLAP AVE	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE 8800 BLOCK OF DUNLAP AVE FOR A CIVIL SITUATION.CLEAR					
20081506	Apr 9 2020	15:59	LOST PROPERTY	XX PINE DR	CIRCLE PINES
Summary: LOST PROPERTY REPORT TAKEN WITHIN THE 30 BLOCK OF PINE DRIVE.CLEAR.					
20081516	Apr 9 2020	16:13	INFORMATION	9800-BLK LEXINGTON AVE NE	CIRCLE PINES
Summary: OFFICER WAS INFORMED OF A DELAYED THREAT. JUVENILE DENIED INCIDENT. NO EVIDENCE. BWC. CLEAR.					
20081443	Apr 9 2020	14:31	MEDICAL	92XX LEXINGTON AVE NE	CIRCLE PINES
Summary: OFFICER DISPATCHED TO THE 9200 BLOCK OF LEXINGTON AVE ON THE REPORT OF A MEDICAL. CLEARED BY ALLINA. BWC.					
20081487	Apr 9 2020	15:33	INFORMATION	9800-BLK LEXINGTON AVE NE	CIRCLE PINES
Summary: OFFICER MADE CONTACT WITH JUVENILES IN THE WOODS IN THE 9800 BLOCK OF LEXINGTON AVE. SOCIAL DISTANCING AND TRESPASSING WAS ADDRESSED. PARENTS ADVISED OF CONTACT. BWC. CLEAR.					
20081588	Apr 9 2020	17:44	CIVIL DISPUTE	4XX VILLAGE PKWY	CIRCLE PINES
Summary: OFFICER DISPATCHED A PHONE CALL FOR A CIVIL ISSUE REGARDING CHILD CUSTODY. BOTH PARTIES ADVISED. CLEAR. BWC.					
20081235	Apr 9 2020	10:24	SUSPICIOUS ACTIVITY	18XX MAIN ST	CENTERVILLE
Summary: A SUSPICIOUS PERSON WAS CHECKED OUT IN THE 1800 BLOCK OF MAIN ST.					
20081234	Apr 9 2020	10:23	CHILD-PROTECTION HOLD		CIRCLE PINES
Summary: CHILD INTAKE.DISPATCHED TO CIRCLE PINES ON A CPS INTAKE. ASSISTED AS NEEDED.					
20082010	Apr 10 2020	10:46	MEDICAL		CENTERVILLE
Summary: MEDICAL: RESPONDED WITH EMS TO CENTERVILLE FOR ADULT MALE HAVING MEDICAL EMERGENCY AND POSSIBLE MENTAL BREAKDOWN. UPON ARRIVAL, MALE SUBJECT WITH IRRATIONAL AND UNCOOPERATIVE. MALE WAS DETAINED AND THEN SENT ON A TRANSPORT HOLD TO THE HOSPITAL.					
20082113	Apr 10 2020	12:49	INFORMATION	92XX SOUTH HIGHWAY DR	LEXINGTON
Summary: INFORMATION TO POLICE WAS REPORTED IN THE 9200 BLOCK OF SOUTH HIGHWAY DR.					
20082524	Apr 10 2020	23:03	SUSPICIOUS ACTIVITY	18XX MAIN ST	CENTERVILLE



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: SUSPICIOUS ACTIVITY.OFFICERS LOCATED A SUSPICIOUS VEHICLE IN THE 1800 BLK OF MAIN ST.OFFICERS ADVISED THOSE INVOLVED TO LEAVE THE AREA.INFO ONLY. CLEAR.					
20082066	Apr 10 2020	12:01	THEFT-SHOPLIFTING	92XX SOUTH HIGHWAY DR	LEXINGTON
Summary: A THEFT TOOK PLACE IN THE 9200 BLOCK OF SOUTH HIGHWAY DR.					
20082484	Apr 10 2020	21:09	TRAFFIC	LOVELL RD / HAMLINE AVE	LEXINGTON
Summary: TRAFFIC STOP. OFFICERS CONDUCTED A TRAFFIC STOP IN THE AREA OF HAMLINE AV AND LOVELL RD FOR AN EQUIPMENT VIOLATION.NARCOTICS LOCATED INSIDE VEHICLE.CHARGES PENDING.					
20082533	Apr 10 2020	23:25	SUSPICIOUS ACTIVITY	1600-BLK LAMOTTE DR	CENTERVILLE
Summary: SUSPICIOUS ACTIVITY.OFFICERS LOCATED A SUSPICIOUS VEHICLE IN THE 1600 BLK OF LAMOTTE DR.PARTIES WERE VERBALLY WARNED FOR SEVERAL VIOLATIONS.CASE CLOSED.					
20082067	Apr 10 2020	12:03	ACCIDENT-MV PD	LAKE DR / PINE DR	CIRCLE PINES
Summary: MV PD: RESPONDED TO THE AREA OF LAKE DRIVE AND PINE DRIVE IN CIRCLE PINES FOR A MOTOR VEHICLE PROPERTY DAMAGE ACCIDENT. UPON ARRIVAL, BOTH VEHICLES MOVED TO CASEY'S GENERAL STORE. BOTH DRIVERS HAD EXCHANGED INFORMATION. SEE STATE ACCIDENT FOR FURTHER INFORMATION.					
20082016	Apr 10 2020	10:56	MEDICAL	19XX ROBIN LN N	CENTERVILLE
Summary: An officer responded to the report of an 89 year old female that was in and out of consciousness in her home. The woman was cared for by fire and ambulance personnel prior to being transported to an area hospital by ambulance.					
20082179	Apr 10 2020	14:12	ASSIST OTHER AGENCY		BLAINE
20082785	Apr 11 2020	11:55	PUBLIC ASSIST	90XX LEXINGTON AVE	LEXINGTON
Summary: A PUBLIC ASSIST WAS CONDUCTED IN THE 9200 BLOCK OF LEXINGTON AVE.					
20082937	Apr 11 2020	15:32	ORDINANCE COMPLAINT	2XX LITTLE JOHN DR	CIRCLE PINES
Summary: AN OFFICER WAS DISPATCHED TO AN ORDINANCE VIOLATION ON THE 290 BLOCK OF LITTLE JOHN					
20082900	Apr 11 2020	14:47	DOMESTIC	68XX DEER CT	CENTERVILLE
Summary: DOMESTIC. OFFICERS WERE DISPATCHED TO THE 6800 BLOCK OF DEER CT FOR A DOMESTIC SITUATION.CLEAR.					
20082901	Apr 11 2020	14:53	ORDINANCE COMPLAINT	4XX KEITH RD	CIRCLE PINES
Summary: OFFICERS WERE NOTIFIED OF AN ABANDONED CAMP IN A CITY PARK.					
20082849	Apr 11 2020	13:41	FOUND PROPERTY	72XX MAIN ST	CENTERVILLE
Summary: FOUND PROPERTY: UPON ROUTINE PATROL, COLLECTORS LICENSE PLATE WAS FOUND IN THE STREET IN THE 7200 BLOCK OF MAIN STREET. PLATE WAS SEIZED AS PROPERTY AND BROUGHT TO THE CLPD OFFICE. OWNER WAS CONTACTED AND WILL PICK IT UP.					
20083758	Apr 12 2020	16:12	MEDICAL	XX INDIAN HILLS DR	CIRCLE PINES
Summary: MEDICAL. OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF INDIAN HILLS FOR A MEDICAL EMERGENCY.FEMALE TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.CLEAR.					
20083923	Apr 12 2020	23:33	LIFT ASSIST	8XX CIVIC HEIGHTS DR	CIRCLE PINES



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: POLICE WERE DISPATCHED TO THE 800 BLOCK OF CIVIC HEIGHTS DRIVE FOR A PUBLIC ASSIST. POLICE ARRIVED AND ASSISTED AS NEEDED.					
20083541	Apr 12 2020	11:02	DOMESTIC-VERBAL	89XX DUWAYNE AVE	LEXINGTON
Summary: A VERBAL DOMESTIC WAS INVESTIGATED IN THE 8900 BLOCK OF DUWAYNE AVE.					
20083983	Apr 13 2020	04:03	EMERGENCY MEDICAL HOLD		CENTERVILLE
Summary: POLICE OBSERVED A SUSPICIOUS MALE IN CENTERVILLE. IN SPEAKING WITH THE MALE IT WAS DETERMINED THAT HE WAS IN MENTAL HEALTH CRISIS. THE MALE WAS TRANSPORTED TO THE HOSPITAL.					
20084338	Apr 13 2020	16:08	MEDICAL	2XX GALAXY DR	CIRCLE PINES
Summary: POLICE RESPONDED TO A MEDICAL EMERGENCY					
20084248	Apr 13 2020	13:34	INFORMATION	36XX CENTERWOOD RD	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO A PHONE CALL REGARDING INFORMATION ON FAMILY MATTERS.					
20084287	Apr 13 2020	14:44	INFORMATION	70XX 20TH AVE	CENTERVILLE
Summary: OFFICERS WERE ADVISED OF A WALK IN AT THE POLICE DEPARTMENT LOBBY REGARDING A PRIOR INCIDENT.					
20084146	Apr 13 2020	10:47	MISSING PERSON	XX VILLAGE PKWY	CIRCLE PINES
Summary: MISSING PERSON.DISPATCHED TO A MISSING PERSON REPORT IN THE 30 BLOCK OF VILLAGE PARKWAY. INFORMATION COLLECTED.					
20084294	Apr 13 2020	14:56	ACCIDENT-MV PD	LAKE DR / GRIGGS AVE	LEXINGTON
Summary: OFFICERS DISPATCHED TO THE AREA OF LAKE DRIVE AND GRIGGS AVE ON THE REPORT OF A TWO VEHICLE PROPERTY DAMAGE ACCIDENT. ONE DRIVER LOCATED. BWC. CLEAR.					
20084566	Apr 14 2020	00:26	EMERGENCY MEDICAL HOLD		CIRCLE PINES
Summary: OFFICERS RESPONDED TO CIRCLE PINES REGARDING A CHECK THE WELFARE. VICTIM WAS PLACED ON A HOLD AND TRANSPORTED TO THE HOSPITAL VIA AMBULANCE.CLEARED.					
20084971	Apr 14 2020	15:36	SUSPICIOUS ACTIVITY	XX PARK DR	CIRCLE PINES
Summary: SUSPICIOUS ACTIVITY. OFFICERS WERE DISPATCHED TO THE 10 BLOCK OF PARK DR ON A SUSPICIOUS VEHICLE. OFFICERS TOOK INFORMATION FOR A REPORT. CASE IS CLEAR AT THIS TIME.CLEAR.					
20085101	Apr 14 2020	18:21	MISCELLANEOUS OFFICER	91XX SOUTH HIGHWAY DR	LEXINGTON
Summary: OFFICER RESPONDED TO THE 9140 BLOCK OF SOUTH HIGHWAY DR, FOR TWO POTENTIALLY ABANDONED DOGS TIED TO PARKING POLES.OWNERS CONFRONTATIONAL, ADVISED TO LEAVE.CLEAR.					
20085003	Apr 14 2020	16:14	TRAFFIC	PARK DR / PARK DR E	CIRCLE PINES
Summary: OFFICER STOPPED VEHICLE FOR EXPIRED REGISTRATION. DRIVER FOUND TO BE CANCELLED - IPS. FORMAL COMPLAINT COMPLETED FOR EXPIRED REGISTRATION, CAN-IPS, UNINSURED VEHICLE AND PRESENTING FALSE INSURANCE INFORMATION. BWC. CLEARED BY FORMAL COMPLAINT.					



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20085792	Apr 15 2020	16:36	INFORMATION	2XX AURORA LN	CIRCLE PINES
Summary: OFFICERS MADE CONTACT WITH AN INDIVIDUAL WHO HAD QUESTIONS REGARDING A EMAIL HE HAD RECEIVED.					
20085451	Apr 15 2020	09:10	DOMESTIC-VERBAL	90XX LEXINGTON AVE	LEXINGTON
Summary: DOMESTIC: OFFICERS RESPONDED TO VERBAL DOMESTIC IN THE 9000 BLOCK OF LEXINGTON AVE. UPON ARRIVAL PARTIES WERE SEPARATED AND IT WAS DETERMINED NO CRIME HAD OCCURRED. OFFICERS STOOD BY UNTIL FEMALE HALF WAS PICKED UP BY A TAXI.					
20085973	Apr 15 2020	21:57	DISORDERLY CONDUCT	36XX CENTERWOOD RD	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE 3600 BLOCK OF CENTERWOOD ROAD REGARDING A VERBAL ALTERATION.CLEAR					
20086189	Apr 16 2020	08:29	FOUND PROPERTY	MAIN ST / MOUND TRL	CENTERVILLE
Summary: FOUND SOLAR PANEL ON NORTH SIDE OF MAIN ST NEAR MOUND TRAIL.RECOVERED, TAGGED AND PLACED IN SECURE STORAGE.CLEAR.					
20086451	Apr 16 2020	15:22	ORDINANCE VIOLATION	XX EAST RD	CIRCLE PINES
Summary: MULTIPLE ORDINANCE VIOLATIONS OBSERVED WITHIN THE 20 BLOCK OF EAST ROAD.FORMAL LETTER SENT. PENDING.					
20086661	Apr 16 2020	20:18	MEDICAL	XX E GOLDEN LAKE RD	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 40 BLOCK OF EAST GOLDEN LAKE ROAD FOR A MEDICAL SITUATION.					
20086609	Apr 16 2020	19:04	CIVIL DISPUTE	2XX GALAXY DR	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 200 BLOCK OF GALAXY DR FOR A NEIGHBOR CIVIL DISPUTE. INDIVIDUALS WERE ADVISED.					
20086339	Apr 16 2020	12:46	ORDINANCE VIOLATION	19XX ROBIN LN N	CENTERVILLE
Summary: FOLLOW UP CONDUCTED WITHIN 1970 BLOCK OF NORTH ROBIN LANE.CITATION ISSUED DUE TO NON-COMPLIANCE REGARDING AN ORDINANCE VIOLATION.CLEAR.					
20086573	Apr 16 2020	18:15	CIVIL DISPUTE	XX NORTH RD	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF NORTH ROAD FOR A CIVIL DISPUTE.CLEAR.					
20087614	Apr 17 2020	22:27	DOMESTIC	XX VILLAGE PKWY	CIRCLE PINES
Summary: OFFICERS HANDLED A PHONE CALL REGARDING DOMESTIC QUESTIONS. NO CRIME OCCURRED, EXTRA PATROL REQUESTED.CLEAR.					
20087308	Apr 17 2020	16:11	NEIGHBORHOOD DISPUTE	2XX GALAXY DR	CIRCLE PINES
Summary: NEIGHBOR DISPUTE. OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF GALAXY DR FOR A DOMESTIC REPORT.CLEAR.					
20086868	Apr 17 2020	05:54	TAMPER WITH MV	300-BLK SHERWOOD CT	CIRCLE PINES
Summary: MOTOR VEHICLE TAMPERING WAS REPORTED IN THE 300 BLOCK OF SHERWOOD CT.					
20086901	Apr 17 2020	07:59	THEFT FROM MOTOR VEHICLE	19XX EAGLE TRL	CENTERVILLE



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: THEFT.DISPACHED A THEFT REPORT IN THE 1900 BLOCK OF EAGLE TRL. INFORMATION COLLECTED.					
20088896	Apr 17 2020	13:48	FTC FRAUD	91XX SOUTH HIGHWAY DR	LEXINGTON
Summary: CREDIT CARD FRAUD: RESPONDED TO A PHONE CALL FRAUD REPORT OF A CREDIT CARD FRAUD IN THE 9100 BLOCK OF SOUTH HIGHWAY DRIVE. CALLER ADVISED HIS CREDIT CARD WAS CLONED AND USED AT A LOCAL BUSINESS IN LEXINGTON. INVESTIGATION INACTIVE DUE TO NO VIDEO EVIDENCE.					
20088096	Apr 18 2020	13:52	INFORMATION	90XX SOUTH HIGHWAY DR	LEXINGTON
Summary: POLICE RESPONDED TO A SUSPICIOUS ACTIVITY REPORT.					
20088432	Apr 18 2020	20:29	ILLEGAL BURN	4XX KEITH RD	CIRCLE PINES
Summary: OFFICER FLAGGED DOWN BY PARTY ADVISING THERE WAS A FIRE IN THE WOODS AND FIREWORKS BEING SET OFF. TWO JUVENILES FOUND WHO ADMITTED TO STARTING TWO FIRES. FIRE REQUESTED TO PUT OUT FIRE. BWC. CLEAR.					
20088522	Apr 18 2020	22:42	NEIGHBORHOOD DISPUTE	XX PARK DR W	CIRCLE PINES
Summary: POLICE WERE DISPATCHED TO A NEIGHBORHOOD DISPUTE IN THE 0 BLOCK OF PARK DRIVE WEST. POLICE ARRIVED AND WERE ABLE TO MEDIATE THE SITUATION.					
20089237	Apr 19 2020	22:49	DOMESTIC-VERBAL	XX VILLAGE PKWY	CIRCLE PINES
Summary: POLICE WERE DISPATCHED TO 33 VILLAGE PARKWAY ON A REPORT OF A VERBAL DOMESTIC. POLICE ARRIVED AND ASSISTED IN MEDIATING THE INCIDENT.					
20088719	Apr 19 2020	07:54	CHECK WELFARE	XX SHADY WAY	CIRCLE PINES
Summary: CHECK WELFARE: RESPONDED TO THE 0 BLOCK OF SHADY WAY IN CIRCLE PINES ON A CHECK WELFARE OF AN ADULT FEMALE. MADE CONTACT WITH FEMALE AND HER FAMILY AND FOUND SHE WAS FINE.					
20089199	Apr 19 2020	21:35	MEDICAL	XX OAK LEAF LN	CIRCLE PINES
Summary: MEDICAL. OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF OAK LEAF LN FOR A MEDICAL EMERGENCY.MALE CHECKED BY ALLINA.CLEAR.					
20089084	Apr 19 2020	18:38	LIFT ASSIST	71XX PROGRESS RD	CENTERVILLE
Summary: LIFT ASSIST. OFFICERS WERE DISPATCHED TO THE 7100 BLOCK OF PROGRESS RD ON A LIFT ASSIST. OFFICERS ASSISTED RESCUE IN LIFTING THE VICTIM OFF THE FLOOR. THERE WERE NO INJURIES.CLEAR.					
20089135	Apr 19 2020	19:55	ILLEGAL BURN	XX CENTER RD	CIRCLE PINES
Summary: ON THE ABOVE DATE AND TIME OFFICERS OBSERVED AN ILLEGAL BURN WITHIN THE 40 BLOCK OF CENTER RD.CENTENNIAL FIRE ASSISTED.WRITTEN WARNING ISSUED.					
20089829	Apr 20 2020	14:49	ASSIST OTHER AGENCY		LINO LAKES
20089938	Apr 20 2020	16:29	PAPER SERVICE	36XX CENTERWOOD RD	LEXINGTON
Summary: PAPER SERVICE.OFFICERS WERE DISPATCHED TO THE 3600 BLOCK OF CENTERWOOD RD TO ASSIST ACSO WITH PAPER SERVICE AND A DOMESTIC RELATED REMOVAL. OFFICERS ASSISTED ACSO AND ASSISTED THE PARTY IN GATHERING ITEMS TO LEAVE.CLEAR.					
20089689	Apr 20 2020	12:40	THEFT	93XX LEXINGTON AVE	LEXINGTON
Summary: A THEFT WAS REPORTED IN THE 9300 BLOCK OF LEXINGTON AVE.					
20089739	Apr 20 2020	13:27	ILLEGAL BURN	93XX GRIGGS AVE	LEXINGTON



Centennial Lakes Police Department Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: ON THE ABOVE DATE AND TIME OFFICERS OBSERVED AN ILLEGAL BURN WITHIN THE 9300 BLOCK OF GRIGGS AVE.LEXINGTON FIRE ASSISTED.CITATION ISSUED.					
20090284	Apr 21 2020	03:42	SUSPICIOUS ACTIVITY	90XX NORTH HIGHWAY DR	LEXINGTON
Summary: SUSPICIOUS ACTIVITY.OFFICERS LOCATED SUSPICIOUS ACTIVITY IN THE 9000 BLK OF NORTH HWY DR.OWNER NOTIFIED.CASE UNFOUNDED.					
20090368	Apr 21 2020	08:35	ORDINANCE COMPLAINT	3XX FOREST DR	CIRCLE PINES
Summary: ORDINANCE COMPLAINT WITHIN 350 BLOCK OF FOREST DRIVE.OWNER ADVISED.PENDING.					
20090648	Apr 21 2020	14:11	MOTORIST ASSIST	88XX NORTH HIGHWAY DR	LEXINGTON
Summary: RECEIVED CALL FOR HELP ON A MOTORIST ASSIST.VEHICLE LEAKING FLUID IN ENGINE.VEHICLE IS WAITING FOR TOW UNTIL 1930 OTHERWISE IT IS TO BE TOWED.,					
20090633	Apr 21 2020	13:46	FRAUD	XX PARK DR E	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO A PHONE CALL REGARDING A FRAUD THAT TOOK PLACE IN THE 0 BLOCK OF PARK DRIVE EAST.CLEAR.					
20090779	Apr 21 2020	16:18	TRAFFIC	NORTH RD / PINE DR	CIRCLE PINES
Summary: TRAFFIC STOP. OFFICERS CONDUCTED A TRAFFIC STOP IN THE AREA OF NORTH RD AND SUNSET AVE.VEHICLE TOWED.CLEAR.					



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20091459	Apr 22 2020	10:30	MISCELLANEOUS OFFICER	SOUTH DR / S PINE DR	CIRCLE PINES
Summary: MISC OFFICER: DISPATCHED TO ASSIST THE PUBLIC IN THE 100 BLOCK OF SOUTH DR. INFORMATION COLLECTED.					
20091953	Apr 22 2020	19:00	MEDICAL	20XX WILLOW CIR	CENTERVILLE
Summary: OFFICERS WERE DISPATCHED TO THE 2000 BLOCK OF WILLOW CIRCLE FOR A MEDICAL SITUATION.CLEAR					
20091489	Apr 22 2020	11:04	THEFT	92XX LEXINGTON AVE NE	CIRCLE PINES
Summary: THEFT.DISPATCHED TO 9200 BLOCK OF LEXINGTON AVE ON A THEFT. INFORMATION COLLECTED.					
20091738	Apr 22 2020	15:05	ASSAULT	2XX GALAXY DR	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF GALAXY DRIVE FOR A NEIGHBOR DISPUTE. FEMALE ARRESTED.CLEAR					
20091610	Apr 22 2020	13:11	CIVIL DISPUTE	2XX GALAXY DR	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 200 BLOCK OF GALAXY DRIVE FOR A NEIGHBOR CIVIL DISPUTE.CLEAR.					
20091580	Apr 22 2020	12:50	PUBLIC ASSIST	88XX GRIGGS AVE	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE 8800 BLOCK OF GRIGGS AVE FOR A RESIDENTIAL LOCKOUT.CLEAR.					
20091689	Apr 22 2020	14:21	THEFT	90XX SOUTH HIGHWAY DR	LEXINGTON
Summary: OFFICERS WERE DISPATCHED TO THE 9000 BLOCK OF SOUTH HIGHWAY DRIVE FOR A REPORT OF A THEFT.CLEAR.					
20091956	Apr 22 2020	19:05	ANIMAL COMPLAINT	1XX INDIAN HILLS LN	CIRCLE PINES
Summary: OFFICER DISPATCHED TO THE 100 BLOCK OF INDIAN HILLS LANE ON THE REPORT OF A DOG BITE INCIDENT. BOTH PARTIES TALKED TO. REPORT TO BE SENT TO CSO FOR FOLLOW UP. BWC. CLEAR.					
20092121	Apr 22 2020	22:35	TRAFFIC	NORTH RD / LAKE DR	CIRCLE PINES
Summary: TRAFFIC STOP.AN OFFICER OBSERVED A TRAFFIC VIOLATION IN THE AREA OF NORTH RD AND LAKE DR.OFFICERS STOPPED VEHICLE AND SUBSEQUENTLY CITED DRIVER FOR MULTIPLE VIOLATIONS.CASE CLOSED.					
20091962	Apr 22 2020	19:12	ANIMAL COMPLAINT	16XX PELTIER LAKE DR	CENTERVILLE
Summary: ANIMAL COMPLAINT. OFFICERS WERE DISPATCHED TO THE 1600 BLOCK OF PELTIER LAKE DR REGARDING AN AGGRESSIVE DOG. OFFICERS SPOKE WITH THE COMPLAINANT WHO WANTED US TO BE AWARE OF AN AGGRESSIVE DOG. INFORMATION TAKEN.CLEAR.					
20091496	Apr 22 2020	11:30	VEHICLE-STOLEN	89XX SYNDICATE AVE	LEXINGTON
Summary: STOLEN VEHICLE.DISPATCHED TO A STOLEN VEHICLE REPORT IN THE 8900 BLOCK OF SYNDICATE AVE. INFORMATION COLLECTED.					
20092863	Apr 23 2020	19:35	MEDICAL	6XX VILLAGE PKWY	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 600 BLOCK OF VILLAGE PARKWAY REGARDING A MEDICAL SITUATION.CLEAR.					
20092500	Apr 23 2020	12:40	SUSPICIOUS ACIVITY	89XX DUWAYNE AVE	LEXINGTON



Centennial Lakes Police Department Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: OFFICERS WERE DISPATCHED TO THE 8900 BLOCK OF DUWAYNE AVE REGARDING SUSPICIOUS ACTIVITY.CLEAR.					
20092844	Apr 23 2020	19:10	MEDICAL	92XX SYNDICATE AVE	LEXINGTON
Summary: POLICE RESPONDED TO A MEDICAL EMERGENCY. ONE INDIVIDUAL TRANSPORTED TO THE HOSPITAL.					
20092482	Apr 23 2020	12:15	DOMESTIC	XX OAK LEAF LN	CIRCLE PINES
Summary: OFFICERS WERE DISPATCHED TO THE 0 BLOCK OF OAK LEAF LANE FOR A POSSIBLE DOMESTIC SITUATION.BWC					
20092682	Apr 23 2020	16:10	PARKING COMPLAINT	39XX RESTWOOD RD	LEXINGTON
Summary: OBSERVED MULTIPLE KIDS HANGING OFF AND PLAYING WITH (RYDER) SEMI PARKED WITHIN 3900 BLOCK OF RESTWOOD.THIS VEHICLE HAS BEEN NOTED TO BE PARKED EVERYDAY NEARLY IN SAME SPOT.KIDS VERBALLY WARNED.REPORT FORWARDED TO LEXINGTON BUILDING INSPECTOR.					
20092646	Apr 23 2020	15:39	ORDINANCE COMPLAINT	3XX LITTLE JOHN DR	CIRCLE PINES
Summary: IMPERVIOUS SURFACE VIOLATION COMPLAINT WITHIN 300 BLOCK OF LITTLE JOHN DRIVE.ADVISED.CLEAR.					
20092375	Apr 23 2020	10:16	DOG AT LARGE	71XX MILL RD	CENTERVILLE
Summary: DOG AT LARGE COMPLAINT WITHIN THE 7130 BLOCK OF MILL ROAD.DOG DEFECATING ON PROPERTY.OWNER VERBALLY WARNED.CLEAR.					
20092599	Apr 23 2020	14:35	ASSIST OTHER AGENCY		BLAINE
20092360	Apr 23 2020	09:55	OFF VIOLATION	XX W GOLDEN LAKE RD	CIRCLE PINES
Summary: OFF VIOLATION; RESPONDED TO PHONE CALL REPORT OF AN OFF VIOLATION IN THE 0 BLOCK OF WEST GOLDEN LAKE RD IN CIRCLE PINES. CALLER ADVISED SHE IS RECEIVING TEXT MESSAGES THROUGH A THIRD PARTY. INVESTIGATION CONTINUES.					
20093649	Apr 24 2020	17:22	INFORMATION	3600 BLK CENTERWOOD RD	LEXINGTON
Summary: POLICE WERE FLAGGED DOWN IN THE 3600 BLOCK OF CENTERWOOD RD					
20093527	Apr 24 2020	15:15	MOTORIST ASSIST	LAKE DR / KEITH RD	CIRCLE PINES
Summary: ON THE ABOVE DATE AND TIME OFFICER HANDLED A STALLED VEHICLE AT THE INTERSECTION OF LAKE DRIVE AND KEITH RD.VEHICLE SUBSEQUENTLY TOWED.					
20093930	Apr 24 2020	23:24	INFORMATION	70XX EAGLE TRL	CENTERVILLE
Summary: OFFICER DISPATCHED A PHONE CALL TO THE 7000 BLOCK OF EAGLE TRAIL ON THE REPORT OF PERSONAL INFORMATION BEING SHARED, AND SUSPICIOUS MALE CALLING AND SHOWING UP AT CALLER'S HOUSE. ADVISED TO CALL POLICE SHOULD THE MALE ARRIVE AT HOME AGAIN.BWC. CLEAR.					
20093528	Apr 24 2020	15:48	DOG AT LARGE	19XX ROBIN LN N	CENTERVILLE
Summary: OFFICERS WERE DISPATCHED TO THE 1900 BLOCK OF ROBIN LANE FOR A FOUND DOG.CLEAR.					
20093761	Apr 24 2020	19:24	TRAFFIC COMPLAINT	95XX HAMLIN AVE	LEXINGTON
Summary: OFFICERS DISPATCHED TO THE 9500 BLOCK OF HAMLIN AVE ON THE REPORT OF A TRAFFIC COMPLAINT. ADVISED. BWC. CLEAR.					
20093871	Apr 24 2020	21:31	LOUD PARTY DISTURBING	89XX SYNDICATE AVE	LEXINGTON



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
Summary: OFFICERS WERE DISPATCHED TO LOUD MUSIC IN THE 8900 BLOCK OF SYNDICATE AVE. PARTIES ADVISED.CLEAR.					
20093392	Apr 24 2020	12:44	TRAFFIC-DAS/DAR/DAC	LEXINGTON AVE / EDGEWOOD RD	LEXINGTON
Summary: OFFICERS CONDUCTED A TRAFFIC STOP IN THE AREA OF LEXINGTON AVE AND EDGEWOOD ROAD. DRIVER CITED FOR DRIVING AFTER SUSPENSION.CLEAR.					
20093833	Apr 24 2020	20:47	DOMESTIC-VERBAL	89XX DUWAYNE AVE	LEXINGTON
Summary: DOMESTIC. OFFICERS WERE DISPATCHED TO THE 3900 BLOCK OF RESTWOOD RD ON A REPORT OF PEOPLE YELLING AT EACH OTHER. OFFICERS LOCATED THE PARTIES IN THE 8900 BLOCK OF DUWAYNE AVE. OFFICERS DETERMINED THAT IT WAS A VERBAL ARGUMENT BETWEEN NEIGHBORS.CLEAR.					
20093300	Apr 24 2020	10:46	ORDINANCE VIOLATION	91XX LEXINGTON AVE	LEXINGTON
Summary: ON THE ABOVE DATE AND TIME OFFICER OBSERVED AN ORDINANCE VIOLATION WITHIN THE 9100 BLOCK OF LEXINGTON AVE.REPORT TO BE SENT TO LEXINGTON CITY INSPECTOR FOR FURTHER ENFORCEMENT.					
20094242	Apr 25 2020	11:50	ANIMAL COMPLAINT	89XX DUWAYNE AVE	LEXINGTON
Summary: OFFICERS RESPONDED TO THE REPORT OF A POSSIBLE DOG BITE.CLEAR.					
20094597	Apr 25 2020	19:20	SUICIDE ATTEMPT/THREAT		CIRCLE PINES
Summary: OFFICERS DISPATCHED TO CIRCLE PINES ON THE REPORT OF A SUICIDAL FEMALE. FEMALE SENT TO FAIRVIEW RIVERSIDE ON HOLD. BWC. CLEAR.					
20094055	Apr 25 2020	02:57	SUSPICIOUS ACTIVITY	2XX STARDUST BLVD	CIRCLE PINES
Summary: OFFICERS DISPATCHED TO THE 200 BLOCK OF STARDUST BLVD ON THE REPORT OF SUSPICIOUS ACTIVITY. JUVENILE INVOLVED FOUND TO BE A MISSING PERSON. JUVENILE RETURNED TO PARENTS.BWC. CLEAR.					
20094181	Apr 25 2020	10:02	ORDINANCE VIOLATION	39XX FLOWERFIELD RD	LEXINGTON
Summary: AN ORDINANCE VIOLATION WAS OBSERVED ON THE 3900 BLOCK OF FLOWERFIELD RD.REPORT FORWARDED TO LEXINGTON BUILDING INSPECTOR.					
20094416	Apr 25 2020	15:41	ORDINANCE VIOLATION	87XX DUNLAP AVE	LEXINGTON
Summary: AN ORDINANCE VIOLATION ON THE 8700 BLOCK OF DUNLAP WAS OBSERVED.CLEAR.					
20094449	Apr 25 2020	16:38	CHECK WELFARE	1XX SOUTH DR	CIRCLE PINES
Summary: POLICE RESPONDED TO THE 100 BLOCK OF SOUTH DRIVE FOR A WELFARE CHECK OF AN ADULT FEMALE AND HER JUVENILE SON.					
20095239	Apr 26 2020	14:35	MEDICAL	2XX KEITH RD	CIRCLE PINES
Summary: POLICE RESPONDED TO 400 KEITH ROAD FOR A MEDICAL EMERGENCY.					
20094875	Apr 26 2020	00:45	ASSIST OTHER AGENCY		LINO LAKES
20095320	Apr 26 2020	16:16	ASSIST OTHER AGENCY		LINO LAKES
20095378	Apr 26 2020	17:43	CHECK WELFARE	XX VILLAGE PKWY	CIRCLE PINES
Summary: WELFARE CHECK. OFFICERS WERE DISPATCHED TO THE 30 BLOCK OF VILLAGE PARKWAY TO CHECK THE WELFARE OF A MALE.MALE WAS NO LONGER ON SCENE WHEN OFFICERS ARRIVED.CLEAR.					
20095337	Apr 26 2020	16:39	ASSIST OTHER AGENCY		LINO LAKES



Centennial Lakes Police Department

Media Report



Case Number	Incident Date	Time	Description	Location	City
20095046	Apr 26 2020	10:28	ANIMAL COMPLAINT	95XX GRIGGS AVE	LEXINGTON
Summary: OFFICERS RESPONDED TO AN ANIMAL COMPLAINT REGARDING A SICK RACCOON.RACCOON DISPATCHED.PROPERLY DISPOSED OF.CLEAR.					
20094866	Apr 26 2020	00:27	DOMESTIC-VERBAL	2XX GALAXY DR	CIRCLE PINES
Summary: POLICE WERE DISPATCHED TO THE 200 BLOCK OF GALAXY DRIVE ON A REPORT OF LOUD NOISES AND A WOMAN YELLING. POLICE LOCATED THE INVOLVED PARTIES AND LEARNED THAT A VERBAL DOMESTIC HAD OCCURRED. THE PARTIES INVOLVED SEPARATED FOR THE EVENING.					
20095145	Apr 26 2020	13:13	ORDINANCE VIOLATION	71XX PROGRESS RD	CENTERVILLE
Summary: FOLLOW UP INVESTIGATION REGARDING AN ORDINANCE VIOLATION WITHIN 7120 BLOCK OF PROGRESS.CITATION ISSUED.					
20095291	Apr 26 2020	15:44	HARASSMENT	XX EAST RD	CIRCLE PINES
Summary: HARASSMENT REPORT. OFFICERS WERE DISPATCHED TO THE 10 BLOCK OF EAST RD FOR A HARASSMENT REPORT.CLEAR.					
20095113	Apr 26 2020	12:29	BARKING DOG - DISTURBING	71XX GRANGEVIEW	CENTERVILLE
Summary: BARKING DOG DISTURBANCE WITHIN THE 7170 BLOCK OF GRANGEVIEW.OWNER NOTIFIED AND VERBALLY WARNED.					
20095814	Apr 27 2020	10:36	ASSIST OTHER		LINO LAKES
20096587	Apr 28 2020	00:48	SUSPICIOUS ACTIVITY	72 1/2 ST / UNITY AVE	CENTERVILLE
Summary: OFFICER RAN LICENSE PLATE ON VEHICLE IN THE AREA OF 72ND 1/2 ST AND UNITY AVE WHICH WAS FOUND TO HAVE A KOPS ALERT. OFFICERS WAITED FOR VEHICLE TO DRIVE AWAY AND IDENTIFIED TWO OCCUPANTS INSIDE VEHICLE. DRIVER ADVISED THE VEHICLE WAS UNINSURED AND HE DID NOT HAVE A VALID LICENSE. VEHICLE TOWED BY TWIN CITIES TOWING AND RECOVERY. CAMBRIDGE PD ADVISED OF OCCUPANTS.BWC. CLEAR.					

**MINUTES
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
APRIL 16, 2020 – 7:00 P.M.
9180 LEXINGTON AVENUE
THE MEETING WAS HELD ELECTRONICALLY
THROUGH ZOOM**

- 1. CALL TO ORDER:** – Mayor Murphy
 - A. Roll Call - Council Members: DeVries, Harris, Hughes and Winge

Mayor Murphy called to order the Regular City Council meeting for April 16, 2020 at 7:00 p.m. Councilmember's present: Devries, Hughes, Harris, Winge. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Steve Winter, City Engineer; Mark Kurth, Lexington Fire Relief Association; Jeff Reinert, Anoka County Commissioner.

- 2. CITIZENS FORUM**

No citizens called in on our city hall phone to discuss items not on the agenda

- 3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

Councilmember Devries made a motion to approve the amended agenda as typewritten. Councilmember Harris seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

- 4. JEFF REINERT, COUNTY COMMISSIONER WILL PRESENT ANOKA COUNTY COVID-19 INFORMATION AND UPDATES.**

Jeff Reinert, Anoka County Commissioner, was electronically present to introduce himself to the City Council and provided an update on items that Anoka County was doing to address Covid-19. Discussion ensued.

- 5. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Devries) – *Councilmember Devries stated that all Airport meetings were cancelled until a later date.*
- B. Cable Commission (Councilmember Winge) – *Councilmember Winge explained that their recent meeting was by Zoom. They approved amendments to the joint powers agreement, adopted a Resolution and settlement agreement with Century Link. Discussion ensued.*

- C. City Administrator (Bill Petracek) – *Petracek stated that city staff was just trying to stay ahead of Covid-19 and the changes that have had to be made for operations. Discussion ensued.*

6. LETTERS AND COMMUNICATIONS:

- A. Centennial Lakes Police Department Media Reports 3-25 through 4-7, 2020
- B. North Metro TV – March 2020 Update
- C. City Report – March 2020

No discussion was had with Letters and Communications

7. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – April 2, 2020
- B. Recommendation to Approve Claims and Bills:
Check #'s 13671 through 13671
Check #'s 46120 through 46180
Check #'s 13145 through 13151
- C. Financial Reports
 - Cash Balances
 - Fund Summary – Budget to Actual

Councilmember Hughes made a motion to approve the consent agenda items. Councilmember Devries seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

8. ACTION ITEMS:

- A. Recommendation to approve the low quote from Super Siders, Albertville, MN in the Amount not to Exceed \$17,976 for Roofing and Fascia Repair to Memorial Park Concessions Stands

Councilmember Harris questioned Super Siders quote, and the deficient details that were submitted by the other contractors. Discussion ensued.

Councilmember Harris made a motion to table Action Item A to get a more detailed quote from Super Sider, Albertville, MN. Councilmember Winge seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

- B. Recommendation to approve Waiving Late Fees for City Utility Bills for the 1st Quarter.

Councilmember Devries made a motion to approve Waiving Late Fees for City Utility Bills for the 1st Quarter. Councilmember Harris seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

- C. Recommendation to approve a 90-day Extension to the Payment of Fees to the City from the Date the Governor’s Executive Order is lifted on Non-Essential Businesses.

Councilmember Harris made a motion to approve a 90-day Extension to the Payment of Fees to the City from the Date the Governor’s Executive Order is lifted on Non-Essential Businesses. Councilmember Hughes seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

- D. Recommendation to approve a 90-day Extension to the Payment of Liquor License Fees to the City from the Date the Governor’s Executive Order is lifted on Businesses that serve Alcohol.

Councilmember Harris made a motion to approve a 90-day Extension to the Payment of Liquor License Fees to the City from the Date the Governor’s Executive Order is lifted on Businesses that serve Alcohol. Councilmember Devries seconded the motion. Roll call vote: Devries – Yes; Harris- Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

- E. Recommendation to approve Lexington Fire Relief Association Borrowing Funds up to \$30,000.00 from the Revolving Fund for the Purpose of Paying Charitable Gambling Employees and related expenses during COVID-19.

Mark Kurth, Lexington Fire Relief Association Gambling Manager, explained his request to borrow funds from the Fire Department Revolving Equipment Fund, which is the fund that LFRA contributes gambling proceeds to. Kurth explained that all gambling has been shut down and they are being proactive with having the Council approve the borrowing of funds so that when they run out of money to pay their gambling staff, they can dip into those borrowed funds. He doesn’t anticipate running out of money until June. Kurth added that the State Gambling Control Board has approved this borrowing, but he explained that it must come from the City’s General Fund and loan paperwork must be approved. Harris questioned what interest rates the City would charge. Petracek explained that city staff will provide recommendations based on market rates to the Council when the loan paperwork is presented and approved by the City Council. Discussion ensued.

Councilmember Harris made a motion to approve Lexington Fire Relief Association Borrowing Funds up to \$30,000.00 from the Revolving Fund for the Purpose of Paying Charitable Gambling Employees and related expenses during COVID-19.

Councilmember Devries seconded the motion. Roll call vote: Devries – Yes; Harris-Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

9. MAYOR AND COUNCIL INPUT

Councilmember Devries asked about Tot Park and when it would be torn down. Petracek explained that the City just closed on the Tot Park property on Thursday with Norhart, and that their intention is to have the new park built by July. He added that Covid-19 could delay the overall project but that is Norhart's intention. Discussion ensued.

Devries also asked about the damaged manhole on Restwood Ave. Petracek stated that public work determined that the sanitary sewer main was not damaged when they had it televised, so repairing the manhole will be the item that needs to be repaired on the damaged area. Public works is scheduling the repair project to be completed, but Petracek was unsure of the exact timeframe. Discussion ensued.

Councilmember Winge asked if the next City Council meeting would be in-person or not. Petracek stated that he has worked everything out with the Anoka County Assessor's office to hold the Local Board of Appeals and Equalization hearing through Zoom, so having a virtual City Council meeting on May 7th won't be a problem and recommended continuing the virtual City Council meetings. Discussion ensued.

10. ADJOURNMENT

Councilmember Harris made a motion to adjourn the meeting at 8:05 p.m. Councilmember Devries seconded the motion. Roll call vote: Devries – Yes; Harris-Yes; Hughes – Yes; Winge – Yes; Mayor Murphy – Yes. Motion carried 5-0.

CITY OF LEXINGTON

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

The following claims and bills have been presented to the Council for approval at the Council Meeting of May 7, 2020.

(1) Payroll

Checks	13672 through	13673	\$	1,263.28
Vouchers	502753 through	502790	\$	40,444.51
Vouchers	502722 through	502751	\$	7,628.44
 Payroll Taxes				
	Federal Tax	\$5,557.32		
	Social Security	\$8,210.52		
	Medicare	\$876.64		
				<u>\$14,644.48</u>
	State Tax	\$1,349.41	\$1,349.41	
	Total			\$15,993.89

(2) General and Liquor Payment Recommendations:

Checks	46181 through	46245	\$	306,124.09
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(3) ACH and Credit Card Payments for:

ACH Checks:	through		\$	-
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Total Payments and Withdrawals Approval			\$	<u>371,454.21</u>
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Centennial Lakes Police Payment Recommendations:

Checks	13154 through	13182	\$	132,032.20
	13186 through	13195	\$	11,171.81
ACH	2020011 through	2020014	\$	31,859.88
				<u>175,063.89</u>
Total Payments			\$	<u>175,063.89</u>

***Check Detail Register©**

May 2020

Check Amt Invoice Comment

10100 4M FUND

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
10100 4M FUND					
Paid Chk# 046181	5/7/2020	ABLE SEEDHOUSE AND BREWERY			
E 609-00000-252		Beer Purchase	\$189.00	E-11939	
Total ABLE SEEDHOUSE AND BREWERY			\$189.00		
Paid Chk# 046182	5/7/2020	ALEX AIR APPARATUS, INC			
E 310-42260-500		Capital Expenditures	\$18,799.00	INV-41410	SCBA FILL STATION - FIRE DEPT
Total ALEX AIR APPARATUS, INC			\$18,799.00		
Paid Chk# 046183	5/7/2020	AMAZON			
E 101-41500-200		Office Supplies	\$113.42	11WY-YR7G-4	HEADSETS - ADMIN
E 609-00000-200		Office Supplies	\$197.12	1CF3-G663-K1	REGISTER ROLLS - MLS
E 101-41500-200		Office Supplies	\$164.89	1L9M-KC47-C	PRINTER TONER
E 609-00000-404		Repair Machinery/Equipment	\$48.12	1WD6-V9TL-6	REPAIR PARTS - MLS
Total AMAZON			\$523.55		
Paid Chk# 046184	5/7/2020	AMERICAN BOTTLING			
E 609-00000-254		Miscellaneous Purchase	\$541.35	3562817672	
Total AMERICAN BOTTLING			\$541.35		
Paid Chk# 046185	5/7/2020	ANOKA CO - FIRE PROTECTION			
E 101-42260-433		Dues and Subscriptions	\$460.00	110	2020 DUES
E 101-42260-327		Annual Technology Maintenance	\$1,720.00	126	2020 PSDS COST ALLOCATION
Total ANOKA CO - FIRE PROTECTION			\$2,180.00		
Paid Chk# 046186	5/7/2020	ANOKA CO - GENERAL			
E 101-41500-438		Real Estate Taxes	\$146.91		1ST HALF 2020 PROPERTY TAXES
E 609-00000-438		Real Estate Taxes	\$34.57		1ST HALF 2020 PROPERTY TAXES
Total ANOKA CO - GENERAL			\$181.48		
Paid Chk# 046187	5/7/2020	ANOKA CO - HIGHWAY DEPT			
G 418-20200		Accounts Payable	\$19,320.42	#SAP002-623-	2018 LAKE DRIVE PROJECT - FINAL PAYMENMT
Total ANOKA CO - HIGHWAY DEPT			\$19,320.42		
Paid Chk# 046188	5/7/2020	ANOKA COUNTY TREASURY			
E 101-41900-329		Cable/Internet	\$75.00	B200420W	MAY 2020 BROADBAND
E 101-43100-329		Cable/Internet	\$45.00	B200420W	MAY 2020 BROADBAND
E 101-45200-329		Cable/Internet	\$30.00	B200420W	MAY 2020 BROADBAND
E 101-42260-329		Cable/Internet	\$75.00	B200420W	MAY 2020 BROADBAND
Total ANOKA COUNTY TREASURY			\$225.00		
Paid Chk# 046189	5/7/2020	ARTISAN BEER COMPANY			
E 609-00000-252		Beer Purchase	\$823.40	3413787	
E 609-00000-252		Beer Purchase	\$35.60	3413788	
E 609-00000-252		Beer Purchase	\$930.10	3414549	
Total ARTISAN BEER COMPANY			\$1,789.10		
Paid Chk# 046190	5/7/2020	AUTOPLUS AUTO PARTS			
E 101-45200-404		Repair Machinery/Equipment	\$75.96	038847220	OILS - PARKS
Total AUTOPLUS AUTO PARTS			\$75.96		
Paid Chk# 046191	5/7/2020	AVESIS VISION PLAN			
E 101-41500-160		Health/Dental Insurance	\$29.44	2499470	MAY 2020 PREMIUM
E 101-43100-160		Health/Dental Insurance	\$8.36	2499470	MAY 2020 PREMIUM
E 101-45200-160		Health/Dental Insurance	\$5.58	2499470	MAY 2020 PREMIUM
E 609-00000-160		Health/Dental Insurance	\$28.66	2499470	MAY 2020 PREMIUM

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		Check Amt	Invoice	Comment
Total AVESIS VISION PLAN		\$72.04		
Paid Chk# 046192	5/7/2020	BELLBOY CORPORATION		
E 609-00000-251	Liquor Purchase	\$2,852.33	0083609300	
E 609-00000-251	Liquor Purchase	\$126.30	0083625300	
E 609-00000-254	Miscellaneous Purchase	\$33.65	0100940800	
E 609-00000-254	Miscellaneous Purchase	\$36.41	0101168800	
Total BELLBOY CORPORATION		\$3,048.69		
Paid Chk# 046193	5/7/2020	BENT BREWSTILLERY		
E 609-00000-252	Beer Purchase	\$115.46	INV-009035	
E 609-00000-400	General Maintenance	\$15.00	INV-009035	SANITIZER
E 609-00000-252	Beer Purchase	\$79.92	INV-009041	
E 609-00000-400	General Maintenance	\$30.00	INV-009041	SANITIZER
Total BENT BREWSTILLERY		\$240.38		
Paid Chk# 046194	5/7/2020	BENT BREWSTILLERY SANITIZER		
E 101-42260-400	General Maintenance	\$120.00	INV-000039	SANITIZER - FIRE DEPT
Total BENT BREWSTILLERY SANITIZER		\$120.00		
Paid Chk# 046195	5/7/2020	BLACK STACK BREWING, INC.		
E 609-00000-252	Beer Purchase	\$130.00	7679	
E 609-00000-252	Beer Purchase	\$239.00	7771	
Total BLACK STACK BREWING, INC.		\$369.00		
Paid Chk# 046196	5/7/2020	BREAKTHRU BEVERAGE MN		
E 609-00000-251	Liquor Purchase	\$3,500.87	1081122090	
E 609-00000-251	Liquor Purchase	\$2,549.71	1081124201	
E 609-00000-253	Wine Purchase	\$956.43	1081124201	
E 609-00000-254	Miscellaneous Purchase	\$55.30	1081124202	
E 609-00000-251	Liquor Purchase	(\$61.17)	2080259513	
E 609-00000-251	Liquor Purchase	(\$16.16)	2080260122	
E 609-00000-251	Liquor Purchase	(\$136.00)	2080260165	
E 609-00000-251	Liquor Purchase	(\$240.35)	2080262484	
E 609-00000-251	Liquor Purchase	(\$31.45)	2080267067	
E 609-00000-251	Liquor Purchase	(\$271.45)	2080267543	
E 609-00000-251	Liquor Purchase	(\$91.61)	2080268595	
E 609-00000-251	Liquor Purchase	(\$136.35)	2080268927	
E 609-00000-251	Liquor Purchase	(\$78.25)	2080269185	
E 609-00000-251	Liquor Purchase	(\$8.69)	2080271071	
E 609-00000-251	Liquor Purchase	(\$1,280.70)	2080272302	
E 609-00000-254	Miscellaneous Purchase	(\$24.00)	2080272830	
Total BREAKTHRU BEVERAGE MN		\$4,686.13		
Paid Chk# 046197	5/7/2020	BROKEN CLOCK BREWING		
E 609-00000-252	Beer Purchase	\$108.00	3571	
E 609-00000-252	Beer Purchase	\$108.00	3616	
Total BROKEN CLOCK BREWING		\$216.00		
Paid Chk# 046198	5/7/2020	CAPITOL BEVERAGE SALES		
E 609-00000-252	Beer Purchase	\$3,319.95	2406010	
E 609-00000-252	Beer Purchase	\$9,380.50	2407593	
E 609-00000-252	Beer Purchase	\$35.20	2409099	
Total CAPITOL BEVERAGE SALES		\$12,735.65		
Paid Chk# 046199	5/7/2020	CENTENNIAL LAKES PD		

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			Check Amt	Invoice	Comment
E 101-42110-230	Contracted Services		\$57,814.83		MAY 2020 MONTHLY POLICE SERVICES
	Total CENTENNIAL LAKES PD		\$57,814.83		
Paid Chk# 046200	5/7/2020	CENTERPOINT ENERGY			
E 609-00000-383	Gas Utilities		\$224.60		APRIL 2020 UTILITIES
E 101-43100-383	Gas Utilities		\$46.09		APRIL 2020 UTILITIES
E 101-45200-383	Gas Utilities		\$46.09		APRIL 2020 UTILITIES
E 651-00000-383	Gas Utilities		\$23.04		APRIL 2020 UTILITIES
E 730-00000-383	Gas Utilities		\$57.61		APRIL 2020 UTILITIES
E 770-00000-383	Gas Utilities		\$57.62		APRIL 2020 UTILITIES
	Total CENTERPOINT ENERGY		\$455.05		
Paid Chk# 046201	5/7/2020	CINTAS			
E 609-00000-255	Linen		\$109.39	4048283444	MAT SERVICE
	Total CINTAS		\$109.39		
Paid Chk# 046202	5/7/2020	CIRCLE PINES, CITY OF			
E 599-42110-601	Bond Principal		\$5,000.00		MAY 2020 POLICE BLDG PAYMENT
E 599-42110-611	Bond Interest		\$122.50		MAY 2020 POLICE BLDG PAYMENT
	Total CIRCLE PINES, CITY OF		\$5,122.50		
Paid Chk# 046203	5/7/2020	CLEAR RIVER BEVERAGE COMPANY			
E 609-00000-252	Beer Purchase		\$836.00	531943	
E 609-00000-252	Beer Purchase		\$996.00	532167	
E 609-00000-252	Beer Purchase		\$357.00	532454	
E 609-00000-252	Beer Purchase		\$40.00	532702	
E 609-00000-252	Beer Purchase		\$624.00	533142	
	Total CLEAR RIVER BEVERAGE COMPANY		\$2,853.00		
Paid Chk# 046204	5/7/2020	DAHLHEIMER DISTRIBUTING			
E 609-00000-252	Beer Purchase		\$12,627.15	111-03164	
E 609-00000-252	Beer Purchase		\$14,931.90	111-03201	
E 609-00000-252	Beer Purchase		\$1,792.50	111-03214	
E 609-00000-252	Beer Purchase		\$5,581.40	111-03230	
E 609-00000-252	Beer Purchase		\$1,271.15	111-03231	
E 609-00000-252	Beer Purchase		\$417.10	111-03232	
E 609-00000-252	Beer Purchase		\$110.70	111-03252	
E 609-00000-252	Beer Purchase		\$70.00	1215384	
	Total DAHLHEIMER DISTRIBUTING		\$36,801.90		
Paid Chk# 046205	5/7/2020	DAVE PERKINS CONTRACTING, INC.			
E 770-00000-403	Lift Station Maintenance		\$2,900.00		EDGEWOOD LIFT STATION REHAB
	Total DAVE PERKINS CONTRACTING, INC.		\$2,900.00		
Paid Chk# 046206	5/7/2020	DEFIANT DISTRIBUTORS			
E 609-00000-251	Liquor Purchase		\$496.01	INV-001007	
	Total DEFIANT DISTRIBUTORS		\$496.01		
Paid Chk# 046207	5/7/2020	DELTA DENTAL			
E 101-41500-160	Health/Dental Insurance		\$180.75	CNS00004493	MAY 2020 PREMIUM
E 101-43100-160	Health/Dental Insurance		\$88.38	CNS00004493	MAY 2020 PREMIUM
E 101-45200-160	Health/Dental Insurance		\$58.92	CNS00004493	MAY 2020 PREMIUM
E 609-00000-160	Health/Dental Insurance		\$183.00	CNS00004493	MAY 2020 PREMIUM
	Total DELTA DENTAL		\$511.05		
Paid Chk# 046208	5/7/2020	EDWARDS, ERIK			

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			Check Amt	Invoice	Comment
E 101-42260-430	Miscellaneous		\$39.09		MUTIAL AID CALL MEALS
E 101-42260-400	General Maintenance		\$32.12		PRETECTIVE GEAR
Total EDWARDS, ERIK			\$71.21		
Paid Chk# 046209 5/7/2020 ELECTRIC PUMP					
E 770-00000-403	Lift Station Maintenance		\$1,883.02	0067929-IN	LIFT STATION #4 REPAIRS
Total ELECTRIC PUMP			\$1,883.02		
Paid Chk# 046210 5/7/2020 EMERGENCY RESPONSE SOLUTIONS					
E 101-42260-404	Repair Machinery/Equipment		\$1,069.00	15054	SCBA FLOW TEST - FIRE DEPT
otal EMERGENCY RESPONSE SOLUTIONS			\$1,069.00		
Paid Chk# 046211 5/7/2020 FORESTEDGE WINERY					
E 609-00000-253	Wine Purchase		\$504.00	3581	
Total FORESTEDGE WINERY			\$504.00		
Paid Chk# 046212 5/7/2020 HAWKINS INC					
E 730-00000-216	Chemicals		\$10.00	4703962	
Total HAWKINS INC			\$10.00		
Paid Chk# 046213 5/7/2020 HOHENSTEINS INC					
E 609-00000-252	Beer Purchase		\$2,487.00	199316	
E 609-00000-252	Beer Purchase		\$147.00	199452	
E 609-00000-252	Beer Purchase		\$151.95	199745	
E 609-00000-252	Beer Purchase		\$1,644.00	200004	
E 609-00000-252	Beer Purchase		\$1,818.50	200565	
Total HOHENSTEINS INC			\$6,248.45		
Paid Chk# 046214 5/7/2020 HYDRO KLEAN					
E 651-00000-420	Sewer Cleaning/Televising		\$1,434.56	070116	TELEVISIONING STORM SEWER
Total HYDRO KLEAN			\$1,434.56		
Paid Chk# 046215 5/7/2020 INFUSION GARDENS, LLC					
E 609-00000-254	Miscellaneous Purchase		\$52.56	1402	
Total INFUSION GARDENS, LLC			\$52.56		
Paid Chk# 046216 5/7/2020 INSPECTRON INC					
E 101-42400-100	Building Inspections		\$19,659.35		1ST QTR 2020 INSPECTIONS
Total INSPECTRON INC			\$19,659.35		
Paid Chk# 046217 5/7/2020 INVICTUS BREWING CO.					
E 609-00000-252	Beer Purchase		\$290.00	1223	
Total INVICTUS BREWING CO.			\$290.00		
Paid Chk# 046218 5/7/2020 JACK PINE BREWERY					
E 609-00000-252	Beer Purchase		\$341.80	3335	
Total JACK PINE BREWERY			\$341.80		
Paid Chk# 046219 5/7/2020 JJ TAYLOR					
E 609-00000-252	Beer Purchase		\$519.40	3046655	
E 609-00000-252	Beer Purchase		\$8,071.65	3086046	
E 609-00000-252	Beer Purchase		\$9,523.42	3086078	
E 609-00000-252	Beer Purchase		\$220.40	3086086	
E 609-00000-252	Beer Purchase		\$8,684.12	3086116	
Total JJ TAYLOR			\$27,018.99		

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		Check Amt	Invoice	Comment
Paid Chk# 046220 5/7/2020 JOHNSON BROTHERS LIQUOR				
E 609-00000-251	Liquor Purchase	\$1,045.92	1537595	
E 609-00000-253	Wine Purchase	\$340.14	1537596	
E 609-00000-251	Liquor Purchase	\$270.76	1537609	
E 609-00000-251	Liquor Purchase	\$991.89	1540471	
E 609-00000-253	Wine Purchase	\$1,630.96	1540472	
E 609-00000-254	Miscellaneous Purchase	\$74.42	1540473	
E 609-00000-251	Liquor Purchase	\$1,260.94	1540474	
E 609-00000-251	Liquor Purchase	\$861.09	1540696	
E 609-00000-253	Wine Purchase	\$1,080.31	1540697	
E 609-00000-251	Liquor Purchase	\$2,612.04	1541467	
E 609-00000-253	Wine Purchase	\$8,003.50	1541468	
E 609-00000-251	Liquor Purchase	\$1,197.89	1541469	
E 609-00000-251	Liquor Purchase	\$19.92	1544105	
E 609-00000-253	Wine Purchase	\$2,127.06	1544106	
E 609-00000-251	Liquor Purchase	\$1,761.24	1544107	
E 609-00000-253	Wine Purchase	\$411.18	1544349	
E 609-00000-251	Liquor Purchase	\$4,443.18	1545085	
E 609-00000-253	Wine Purchase	\$6,910.54	1545086	
E 609-00000-254	Miscellaneous Purchase	\$3.63	1545087	
E 609-00000-251	Liquor Purchase	\$4,153.50	1545088	
Total	JOHNSON BROTHERS LIQUOR	\$39,200.11		
Paid Chk# 046221 5/7/2020 LINN BUILDING MAINTENANCE, INC				
E 609-00000-401	Repair Buildings	\$1,156.95	30895	FLOOR MAINTENANCE - MLS
Total	LINN BUILDING MAINTENANCE, INC	\$1,156.95		
Paid Chk# 046222 5/7/2020 M AMUNDSON LLP				
E 609-00000-256	Tobacco Products For Resale	\$3,311.75	299167	
E 609-00000-256	Tobacco Products For Resale	\$4,267.63	299445	
E 609-00000-256	Tobacco Products For Resale	\$5,061.48	299767	
E 609-00000-256	Tobacco Products For Resale	\$79.20	299831	
Total	M AMUNDSON LLP	\$12,720.06		
Paid Chk# 046223 5/7/2020 MIDAMERICA ADMINISTRATIVE				
G 101-21716	Other Retirement	\$150.00		APRIL 2020 EMPLOYEE CONTRIBUTIONS
G 101-21716	Other Retirement	\$150.00		MARCH 2020 EMPLOYEE CONTRIBUTIONS
G 101-21716	Other Retirement	\$150.00		FEB 2020 EMPLOYEE CONTRIBUTIONS
Total	MIDAMERICA ADMINISTRATIVE	\$450.00		
Paid Chk# 046224 5/7/2020 MINNESOTA EQUIPMENT				
E 101-45200-404	Repair Machinery/Equipment	\$532.85	P01873	PARTS - PARKS
Total	MINNESOTA EQUIPMENT	\$532.85		
Paid Chk# 046225 5/7/2020 MKL SERVICES, LLC				
E 101-41500-400	General Maintenance	\$100.00	05072020	WEEK ENDING 04/18/2020
E 101-41500-400	General Maintenance	\$100.00	05072020	WEEK ENDING 04/25/2020
E 101-41500-400	General Maintenance	\$100.00	05072020	WEEK ENDING 05/02/2020
Total	MKL SERVICES, LLC	\$300.00		
Paid Chk# 046226 5/7/2020 MODIST BREWING COMPANY				
E 609-00000-252	Beer Purchase	\$202.50	E-12963	
Total	MODIST BREWING COMPANY	\$202.50		
Paid Chk# 046227 5/7/2020 OMNI BREWING CO.				

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			Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase		\$201.00	E-6882	
	Total OMNI BREWING CO.		\$201.00		
Paid Chk# 046228	5/7/2020	PACE ANALYTICAL			
E 730-00000-306	Water Testing		\$50.00	20100291954	WATER TEST FEE
	Total PACE ANALYTICAL		\$50.00		
Paid Chk# 046229	5/7/2020	PAUSTIS & SONS			
E 609-00000-253	Wine Purchase		\$812.50	86006	
E 609-00000-253	Wine Purchase		\$322.67	86652	
E 609-00000-253	Wine Purchase		\$284.25	87545	
	Total PAUSTIS & SONS		\$1,419.42		
Paid Chk# 046230	5/7/2020	PEPSI COLA COMPANY			
E 609-00000-254	Miscellaneous Purchase		\$201.14	68197409	
	Total PEPSI COLA COMPANY		\$201.14		
Paid Chk# 046231	5/7/2020	PHILLIPS WINE AND SPIRITS INC			
E 609-00000-251	Liquor Purchase		\$413.15	6023658	
E 609-00000-254	Miscellaneous Purchase		\$38.21	6023659	
E 609-00000-254	Miscellaneous Purchase		\$50.71	6023660	
E 609-00000-251	Liquor Purchase		\$1,365.52	6024158	
E 609-00000-253	Wine Purchase		\$278.05	6024159	
E 609-00000-254	Miscellaneous Purchase		\$45.21	6024160	
E 609-00000-251	Liquor Purchase		\$194.96	6025940	
E 609-00000-253	Wine Purchase		\$267.72	6025941	
E 609-00000-251	Liquor Purchase		\$945.66	6026449	
E 609-00000-253	Wine Purchase		\$1,185.36	6026450	
	Total PHILLIPS WINE AND SPIRITS INC		\$4,784.55		
Paid Chk# 046232	5/7/2020	PRESS PUBLICATIONS			
E 101-41500-352	General Notices and Pub Info		\$112.48	663364	COVID-19 NOTICE
E 101-41500-351	Legal Notices Publishing		\$39.48	664751	SWPPP PUBLICATION
E 419-00000-351	Legal Notices Publishing		\$207.26	664752	AD FOR BIDS - JACKSON AVE
E 101-41500-351	Legal Notices Publishing		\$59.10	666131	CLASIFICATION OF PROPERTY PUBLICATION
	Total PRESS PUBLICATIONS		\$418.32		
Paid Chk# 046233	5/7/2020	SHAMROCK GROUP, INC.			
E 609-00000-257	Ice For Resale		\$112.40	2488335	
	Total SHAMROCK GROUP, INC.		\$112.40		
Paid Chk# 046234	5/7/2020	SOUTHERN GLAZERS OF MN			
E 609-00000-251	Liquor Purchase		\$2,306.71	1942552	
E 609-00000-254	Miscellaneous Purchase		\$171.78	1942553	
E 609-00000-253	Wine Purchase		\$2,664.16	1942554	
E 609-00000-251	Liquor Purchase		\$2,936.33	1944478	
E 609-00000-254	Miscellaneous Purchase		\$30.28	1944479	
E 609-00000-253	Wine Purchase		\$627.52	1944480	
	Total SOUTHERN GLAZERS OF MN		\$8,736.78		
Paid Chk# 046235	5/7/2020	SPRINT			
E 101-45200-321	Telephone		\$37.97	495076029-21	MAR-APR 2020 CELL SERVICE
E 101-43100-321	Telephone		\$37.97	495076029-21	MAR-APR 2020 CELL SERVICE
E 651-00000-321	Telephone		\$18.98	495076029-21	MAR-APR 2020 CELL SERVICE
E 730-00000-321	Telephone		\$47.47	495076029-21	MAR-APR 2020 CELL SERVICE
E 770-00000-321	Telephone		\$47.49	495076029-21	MAR-APR 2020 CELL SERVICE

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Total SPRINT			\$189.88		
Paid Chk#	046236	5/7/2020	STAN MORGAN & ASSOCIATES, INC.		
E 609-00000-401	Repair Buildings		\$964.13	60559	
Total STAN MORGAN & ASSOCIATES, INC.			\$964.13		
Paid Chk#	046237	5/7/2020	STEEL TOE BREWING, LLC		
E 609-00000-252	Beer Purchase		\$237.00	33816	
Total STEEL TOE BREWING, LLC			\$237.00		
Paid Chk#	046238	5/7/2020	TOSHIBA BUSINESS SOLUTIONS		
E 101-41500-350	Print/Binding		\$60.55	5235473	COPIER MAINTENANCE
Total TOSHIBA BUSINESS SOLUTIONS			\$60.55		
Paid Chk#	046239	5/7/2020	URBAN GROWLER BREWING CO.		
E 609-00000-252	Beer Purchase		\$110.00	E-26372	
Total URBAN GROWLER BREWING CO.			\$110.00		
Paid Chk#	046240	5/7/2020	WALTERS RUBBISH INC		
E 730-00000-384	Refuse/Garbage Disposal		\$60.22	4509922	APRIL 2020 SERVICE
E 770-00000-384	Refuse/Garbage Disposal		\$60.22	4509922	APRIL 2020 SERVICE
E 651-00000-384	Refuse/Garbage Disposal		\$13.40	4509922	APRIL 2020 SERVICE
E 101-45200-384	Refuse/Garbage Disposal		\$44.61	4509922	APRIL 2020 SERVICE
E 101-43100-384	Refuse/Garbage Disposal		\$44.61	4509922	APRIL 2020 SERVICE
E 101-41500-384	Refuse/Garbage Disposal		\$66.95	4509922	APRIL 2020 SERVICE
E 609-00000-384	Refuse/Garbage Disposal		\$108.39	4509922	APRIL 2020 SERVICE
Total WALTERS RUBBISH INC			\$398.40		
Paid Chk#	046241	5/7/2020	WINE COMPANY		
E 609-00000-253	Wine Purchase		\$544.40	139791	
Total WINE COMPANY			\$544.40		
Paid Chk#	046242	5/7/2020	WINE MERCHANTS		
E 609-00000-253	Wine Purchase		\$540.84	7281116	
Total WINE MERCHANTS			\$540.84		
Paid Chk#	046243	5/7/2020	WINEBOW		
E 609-00000-253	Wine Purchase		\$294.75	MN00077383	
E 609-00000-253	Wine Purchase		\$742.50	MN00077851	
Total WINEBOW			\$1,037.25		
Paid Chk#	046244	5/7/2020	WRS IMPORTS: REVEN STEPHENS		
E 609-00000-251	Liquor Purchase		\$547.50	2560	
Total WRS IMPORTS: REVEN STEPHENS			\$547.50		
Paid Chk#	046245	5/7/2020	XCEL ENERGY		
E 770-00000-381	Electric Utilities		\$48.64	679555454	MARCH 2020 UTILITIES
Total XCEL ENERGY			\$48.64		
10100 4M FUND			\$306,124.09		

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Fund Summary

10100 4M FUND

101 GENERAL FUND	\$83,890.75
310 CAPITAL PROJECTS	\$18,799.00
418 LAKE DRIVE PROJECT	\$19,320.42
419 19 JACKSON AVE	\$207.26
599 POLICE BUILDING	\$5,122.50
609 MUNICIPAL LIQUOR FUND	\$172,071.89
651 STORM WATER FUND	\$1,489.98
730 WATER FUND	\$225.30
770 SEWER FUND	\$4,996.99
	<hr/>
	\$306,124.09

Report Criteria:
 Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/14/2020	13154	ASPEN MILLS, INC	UNIFORMS SHIRT EO	1,615.89
04/20	04/14/2020	13155	BUREAU OF CRIM. APPREHENSION	1ST QTR CJDN ACCES FEE	390.00
04/20	04/14/2020	13156	BAKER TILLY VIRCHOW KRAUSE, LLP	Executive Search-Police Chief- 1 of 4	6,900.00
04/20	04/14/2020	13157	BARNUM GATE SERVICES, INC	GATE REPAIR 4/2/20-faulty closing gate	790.00
04/20	04/14/2020	13158	CENTURY LINK	COMMUNICATIONS APRIL	119.66
04/20	04/14/2020	13159	CONSOLIDATED COMMUNICATIONS	PHONES APRIL	393.32
04/20	04/14/2020	13160	COVERALL OF THE TWIN CITIES INC	CLEANING SERVICE APRIL	780.00
04/20	04/14/2020	13161	DON'S CIRCLE SERVICE	VEHICLE REPAIRS & MTC	28.00
04/20	04/14/2020	13162	EMERGENCY CONTRACTORS	SNOW REMOVAL SERVICES (April)	815.00
04/20	04/14/2020	13163	FRATTALLONES HARDWARE, INC.	Disf wipes	179.52
04/20	04/14/2020	13164	HOLIDAY COMPANIES	FUEL MARCH	2,037.83
04/20	04/14/2020	13165	IMAGE PRINTING & GRAPHICS, INC	BUSINESS CARDS Dixon	57.75
04/20	04/14/2020	13166	KENNEDY & GRAVEN, CHARTERED	Tarnowski 299A Claim through 2/29/20	398.00
04/20	04/14/2020	13167	LEAGUE OF MN CITIES INS TRUST	WORK COMP INS 4/1/2020-4/1/2021	105,630.00
04/20	04/14/2020	13168	METRO SALES, INC	COPIER USAGE CHG MARCH	51.07
04/20	04/14/2020	13169	MY HOLDINGS INC	COVID-19 TREATMENT PD/SQUAD	1,673.00
04/20	04/14/2020	13170	NORTHLAND BUSINESS SYSTEMS IN	OLYMPUS DIGITAL CAMERA-software	249.99
04/20	04/14/2020	13171	CITY OF ROSEVILLE	April IT SUPPORT SERVICES	4,236.25
04/20	04/14/2020	13172	CITY OF ST PAUL	PDI TRAINING-Linder, Pistol Skills	285.00
04/20	04/14/2020	13173	STREICHER'S, INC	9MM DUTY AMMO, .223 Cal Practice A	721.22
04/20	04/14/2020	13174	TRANSUNION RISK & ALTERNATIVE	INVESTIGATION EXPENSES MARCH	50.00
04/20	04/14/2020	13175	TWIN CITIES TRANSPORT & RECOVE	Towing 8/30/19 for Mitsubishi VIN 4579	100.00
04/20	04/14/2020	13176	VERIZON WIRELESS	SQUAD LAPTOPS MARCH	1,222.83
Grand Totals:					<u>128,724.33</u>

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/15/2020	13177	SHI INTERNATIONAL CORP	SOFTWARE FOR NEW LAPTOP COVID	536.00
Grand Totals:					<u>536.00</u>

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/21/2020	13178	CONNEXUS ENERGY	ELECTRIC MARCH	2,211.28
04/20	04/21/2020	13179	DON'S CIRCLE SERVICE	VEHICLE REPAIRS & MTC	420.24
04/20	04/21/2020	13180	OFFICE OF MN IT SERVICES	WAN SERVICES MARCH	43.20
04/20	04/21/2020	13181	OPTUM	MONTHLY SERVICE FEE MARCH	26.25
04/20	04/21/2020	13182	POPP COMMUNICATIONS	DSL LINE FOR WIFI	70.90
Grand Totals:					<u>2,771.87</u>

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/28/2020	13186	ANOKA COUNTY	SOLID WASTE MGMT FEE	545.16
04/20	04/28/2020	13187	EMERGENCY AUTO TECH ,INC	SETUP EQUIP FOR NEW VEH ON ORD	8,223.90
04/20	04/28/2020	13188	THE SIGN PRODUCERS	LOBBY WALL PLAQUE	370.00
Grand Totals:					<u>9,139.06</u>

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/29/2020	13189	AMAZON	COPY PAPER	78.05
04/20	04/29/2020	13190	ANOKA CO TREASURY OFFICE	BROADBAND	75.00
04/20	04/29/2020	13191	ASPEN MILLS, INC	UNIFORMS MG	503.65
04/20	04/29/2020	13192	CENTENNIAL UTILITIES	UTILITIES MARCH	436.65
04/20	04/29/2020	13193	DON'S CIRCLE SERVICE	VEHICLE REPAIRS & MTC	95.90
04/20	04/29/2020	13194	EMERGENCY CONTRACTORS	MONTHLY LANDSCAPING	815.00
04/20	04/29/2020	13195	KENNEDY & GRAVEN, CHARTERED	MARCH LEGAL	28.50
Grand Totals:					<u>2,032.75</u>

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
04/20	04/20/2020	2020011	DEARBORN NATIONAL	ACH MAY LIFE/DISABILITY INS	1,479.38
04/20	04/20/2020	2020012	DELTA DENTAL	ACH APRIL DENTAL INS	1,245.80
04/20	04/20/2020	2020013	HEALTH PARTNERS	ACH HEALTH INS MAY	9,634.09
04/20	04/20/2020	2020014	OPTUM	ACH 2ND QTR HSA EMPLOYEE CONT	19,500.61
Grand Totals:					<u>31,859.88</u>

M = Manual Check, V = Void Check

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

RESOLUTION NO. 20-13

A RESOLUTION ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for 2020 Street Improvements project of the following streets:

Jackson Avenue between Restwood Road and Woodland Road

WHEREAS, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

NORTH VALLEY, INC.	\$ 86,351.89
BITUMNOUS ROADWAYS INC.	\$ 88,465.85
T.A. SCHIFSKY & SONS, INC.	\$ 88,888.88
PARK CONSTRUCTION CO.	\$ 97,725.45

AND WHEREAS, it appears that North Valley, Inc. of Nowthen, MN is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEXINGTON, MINNESOTA:

1. The Mayor and City Administrator are then hereby authorized and directed to enter into the contract with North Valley, Inc in the name of the City of Lexington for the 2020 Street Road Improvements as listed above according to the plans and specifications therefor approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON
THE 7th DAY OF MAY, 2020.**

Mike Murphy, Mayor

ATTEST:

Bill Petracek, City Administrator



April 29, 2020

Bill Petracek, City Administrator
City of Lexington
9180 Lexington Avenue
Lexington, MN 55014

Re: Lexington 2020 Street Improvements
City of Lexington

Dear Bill:

Upon review of the bids received on April 29, 2020 for the above-referenced project, it was found that they were submitted by qualified contractors. It is our recommendation that the low responsive bidder listed below be accepted and award made at your next meeting.

North Valley, Inc.
20015 Iguana Street NW
Nowthen, MN 55330 Bid Amount \$86,351.89

Please execute the enclosed Notice of Award in triplicate for the contract and return two copies to our office and keep one for your files. After receiving the executed copies, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink that reads "Steve M. Winter".

Steven M. Winter, PE
Project Engineer

smm
Enc.

60 Plato Boulevard E.
Suite 140
St. Paul, MN 55107

P (612) 548-3132
TF (866) 452-9454
F (763) 786-4574

www.msa-ps.com

NOTICE OF AWARD

Date: _____

Project: Lexington 2020 Street Improvements	
Owner: City of Lexington	Owner's Contract No.:
Contract: City of Lexington - Lexington 2020 Street Improvements	Engineer's Project No.: 10481037
Bidder: North Valley, Inc.	
Bidder's Address: 20015 Iguana St. NW	
Nowthen, MN 55330	

You are notified that your Bid dated April 29, 2020 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for Lexington 2020 Street Improvements
[Indicate total Work, alternates, or sections of Work awarded.]

The Contract Price of your Contract is Eighty-Six-Thousand; Three-Hundred-Fifty-One dollars and 89/100 Dollars (\$86,351.89).

[Insert appropriate data if unit prices are used. Change language for cost-plus contracts.]

3 copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

3 sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner [3] fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security [Bonds] as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent:

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

City of Lexington
Owner
By: _____
Authorized Signature

Title

Copy to Engineer

**CITY OF LEXINGTON
ESCROW AGREEMENT FOR SITE GRADING**

This Escrow Agreement is entered into effective this 7th day of May 2020 by and between the **CITY OF LEXINGTON** (the “City”), and Lexington Lofts, LLC, a Minnesota limited liability corporation, (the “Developer”), its successors and assigns, and provides for the following:

WHEREFORE:

1. Developer now requests to proceed with development having previously entering into an Escrow Agreement For Site Grading for the purpose of planning and obtaining land use approvals.
2. Developer now requests permission to begin grading on the Real Property, described below.
3. Developer and the City entered into a separate Escrow Agreement For Development effective September 5, 2019, for the purpose of reimbursing the City’s costs.

RECITALS:

1. Developer has applied for land use permissions from the City for the development of real property (the “Real Property”), respectively, legally described as:

Outlots B and C, Lexington Center 2nd Addition.

Lots 12, 13, 14, 15, in Block 3, Lexington Center.

That portion of Gerald Avenue as dedicated on the plat of Lexington Center to be vacated described as being South and East of Outlot C, Lexington Center 2nd Addition, lying between the Westerly extension of the Northerly line of Lot 15, Block 3, Lexington Center, and the Westerly extension of the Southerly line of Lot 13, Block 3, Lexington Center.

2. The City will expend resources processing said land use applications and in other efforts for the development of the Real Property.
3. Pursuant to City Ordinances, the City must collect cost escrows for a variety of land use and remediation measures including, but not limited to site maintenance, financial security, ground cover, screening, grading, stormwater pollution plan, staff, engineering and legal costs.
4. The escrow sums in this Agreement do not include applicable governmental fees.

NOW THEREFORE, in consideration of the foregoing and the mutual covenants hereinafter set forth, the parties hereto agree as follows:

5. **Creation of Account.** There is hereby created and established with the City the following special and separate account to be held by the City and designated in the name of the Developer on land use applications tendered by the Developer (the "Developer Account").

6. **Deposit to Account.** Concurrently with the execution and delivery of this Agreement, and, if applicable, pursuant to the provisions of a Site or Development Agreement, Developer herewith deposits with the City, and the City acknowledges receipt and deposit into the Developer Account, an interest-bearing account, the sum of _____-Thousand and No/100 Dollars (\$_____.00), and thereafter additional funds as may be added (the "Escrow Funds"). These Escrow Funds are in addition to any previous deposit(s) of Escrow Funds made with the City. As required by law, these Escrow Funds must equal 150% of the grading and remediation costs for the Real Property.

Alternatively, Developer may post a letter of credit where the funds are used to ensure proper construction, improvement, or grading of real property. When a letter of credit is used for these purposes, its shall be in full compliance with applicable City ordinance for acceptance of a letter of credit.

In any event, no permit issued by the City is valid unless the full amount of Escrow Funds has been deposited with the City, or where applicable, secured with a Letter of Credit.

7. **Replenishment of the Account.** The City may request Developer to deposit additional funds to replenish the Developer Account, as may be needed. Non-payment or untimely payment of additional funds is grounds for the City to cease process of pending applications, order development or construction activity on the Real Property to cease, or terminate the Agreement.

8. **Creation of Lien and Application of Escrow Funds.** Developer is hereby given an express lien on and security interest in the Developer Account until used, applied or returned in accordance with this Agreement. The principal on the Account is hereby pledged and assigned, and shall be applied pursuant to City Ordinance, State and Federal law and regulation for any purpose related to land use application(s) or for the benefit of the Real Property.

9. **Amendments to Agreement.** This Agreement is made for the benefit of the City, Developer and the related Real Property, and it shall not be repealed, revoked, altered or amended without the written consent of the City and Developer.

10. **Termination.** This Agreement shall terminate upon 30-day written notice to all parties. The obligations and requirements of this Agreement shall survive termination of this Agreement. The City, in its sole discretion, may keep funds or ask for additional replenishment of funds so long as it reasonably sees fit to cover potential costs related to this Agreement and its enforcement. Thereafter, any sums remaining in the Developer Account shall be returned to Developer.

11. **Notices.** Except as otherwise provided herein, it shall be sufficient service of any notice, request, complaint, demand to be given to or filed with the following parties if the same is duly sent via email and first class mail to:

To the City at:

City of Lexington
City Administrator, Bill Petracek
9180 Lexington Avenue
Lexington, Minnesota 55014
763-231-9444
Bill.Petracek@cityoflexingtonmn.org

To the Developer at:

Lexington Lofts, LLC
Mike Kaeding, President
290 9th Ave, SW, Ste 311
Forest Lake, Minnesota 55025
651-464-5908
Mike.Kaeding@norhart.com

12. **Successors and Assigns.** All of the covenants, promises, and agreements in this Agreement contained by or on behalf of the City or Developer shall be binding upon and inure to the benefit of their respective successors and assigns whether so expressed or not.

13. **Governing Law.** The applicable law of the State of Minnesota and the City of Lexington shall govern this Agreement.

14. **Grading Permit.** The City, through this document, does issue a permit to Developer to begin grading the Real Property and those adjacent areas necessary to fulfil the development plans for Old Mill Estates. The grading of the Real Property shall be performed in a manner as prescribed by law and shall conform to the plans, specifications, and requirements of the City Engineer and City Building Official.

15. **Assumption Of The Risk.** Developer acknowledges that land use plans, governmental approvals, and fees associated with the subdivision of the Real Property, the Old Mill Estates Plat, and associated development plans for the Real Property have not been fully approved by the City and other governmental agencies. Developer desires to begin grading despite the fact that these approvals have not yet been granted. Developer acknowledges that it will assume all risks, known and unknown, associated with grading the Real Property without waiting for final approvals for the development of the Real Property. These risks include but are not limited to increased costs borne by Developer due to plan or grading changes, or even a complete denial of the right to proceed with platting, subdividing or construction associated with the Real Property. These decisions are beyond Developer's control. Developer will hold the City harmless in the event that decisions by the City or other governmental agencies cause increased costs to develop the Real Property or even result in the denial of development of the Real Property.

16. **Escrow Agreement For Development.** Developer and the City entered into a separate Escrow Agreement For Development effective September 5, 2019. That Agreement remains in effect and works in concert with the purpose of the instant Agreement to reimburse the City for its costs as may be incurred as a result of grading the site.

[REMAINDER OF DOCUMENT INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have each caused this Agreement to be executed as of the date first above written.

FOR THE CITY OF LEXINGTON

By: _____
Mike Murphy, Mayor

Attest

By: _____
Bill Petracek, City Administrator

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have each caused this Agreement to be executed as of the date first above written.

FOR LEXINGTON LOFTS, LLC

By: _____

Its: _____

Date: _____

Prepared By
Kurt B. Glaser, City Attorney
Smith & Glaser, LLC
333 Washington Avenue
405 Union Plaza Building
Minneapolis, MN 55401
612-333-6513
KurtGlaser@GlaserLaw.net

[REMAINDER OF DOCUMENT INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have each caused this Agreement to be executed as of the date first above written.

FOR ELMCREST VISTA LLC

By: _____

Its: _____

Date: _____

Prepared By
Kurt B. Glaser, City Attorney
Smith & Glaser, LLC
333 Washington Avenue
405 Union Plaza Building
Minneapolis, MN 55401
612-333-6513
KurtGlaser@GlaserLaw.net

[REMAINDER OF DOCUMENT INTENTIONALLY LEFT BLANK]

To: Mayor Murphy and City Council
From: Bill Petracek, City Administrator
Date: May 1, 2020
Re: Memorial Park Concession Stand Improvements

We received quotes from three (3) contractors for the Memorial Park concession stand improvements – new roof and fascia repair. ****Please note the new quote from Super Siders with more detail on the process.**

The three (3) quotes are as follows:

1. Pro Construction Inc. – Forest Lake, MN. - **\$20,420**
2. Super Siders – Albertville, MN. - **\$17,976** (includes roof, redeck replacement, and Fascia repair)
3. Royal Roofing Inc. – Monticello, MN.: **\$19,120**

Staff Recommendation: Public works has worked with Super Siders in the past, and have had good luck with them. With Super Siders being the low bid, city staff recommends approval of Super Siders quote not to exceed \$17,976

WINDOWS
SIDING
ROOFING
& MORE!

Super Siders

.COM



"CREATING JEALOUS NEIGHBORS SINCE 1990!"

NEW ROOF PROPOSAL FOR: CONCESSIONS BUILDING

9100 Hamline Ave N

Circle Pines, MN 55014

PERMALOCK METAL ROOFING

Remove & Replace entire existing Roof with: -1,260 SF of Roofing with Permalock Aluminum Roofing, -1,260 SF of PSU 30 underlayment(Ice & Water Shield/Synthetic Underlayment hybrid) -160 LF Custom of Drip Edge(to match roofing), -16 LF of Metal "w" Valley(to match), -x2 Retro-Fit Electrical Boots, -x1 Plumbing stack 2" boot, -x8 "quick plugs" to cover over existing box vent holes, Adding -38 LF of Ridge Venting, -94 LF of custom Permalock Ridge Cap(to match), -x2 small "bathroom" Broan Vents, -x1 large "kitchen" Broan Vent. -Dumpster & Clean up as well.

Price: \$ 14,490

beyond the price above:

Option A) If REDECK NEEDED(1,260 SF)-Add \$1,638

Option B) NEW 6" Aluminum Fascia(160 LF)-Add \$ 1,848

New Quote

Proposal Expires 11/31/2020

Acceptance

Customer Signature

X

Bill Petracek

Date



WINDOWS

SIDING

ROOFING

& MORE!

Super Siders

.COM



"CREATING JEALOUS NEIGHBORS SINCE 1999"

NEW ROOF PROPOSAL FOR: CONCESSIONS BUILDING

9100 Hamline Ave N
Circle Pines, MN 55014

PERMALOCK METAL ROOFING

old quote

Price: \$ 14,490

beyond the price above:

Option A) If REDECK NEEDED-Add \$1,638

Option B) NEW Fascia-Add \$ 1,848

Proposal Expires 11/31/2020

Acceptance

Customer Signature

X

Bill Petracek

Date





PERMALOCK

PERMANENT ROOFING SOLUTION

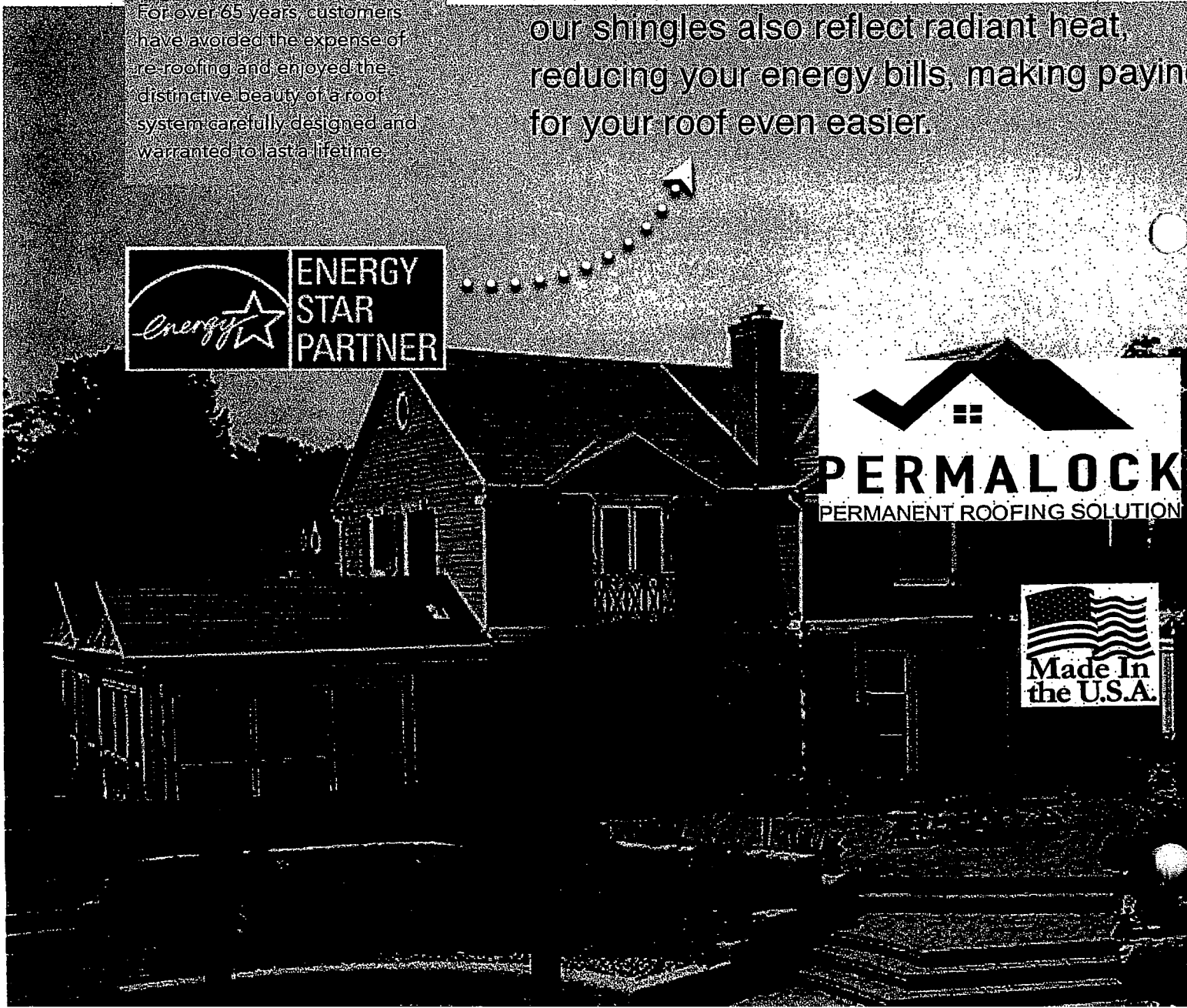
**PERMALOCK
ALUMINUM SHINGLES
ENGINEERED TO LAST A
LIFETIME, GUARANTEED**

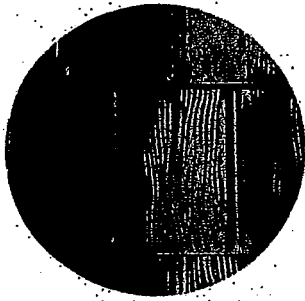
Since 1948, Permalock aluminum shingles have been protecting and beautifying the most important investment of many Americans—their home. For over 65 years, customers have avoided the expense of re-roofing and enjoyed the distinctive beauty of a roof system carefully designed and warranted to last a lifetime.

ENERGY STAR RATED

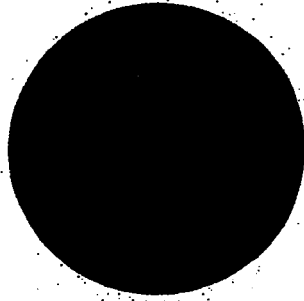
WE'VE BEEN GREEN SINCE 1948.

From the beginning, we've been a green roofing leader. Our aluminum is made of 95% recycled or recyclable materials which allows for less waste in the landfills. And, as an Energy Star partner, our shingles also reflect radiant heat, reducing your energy bills, making paying for your roof even easier.

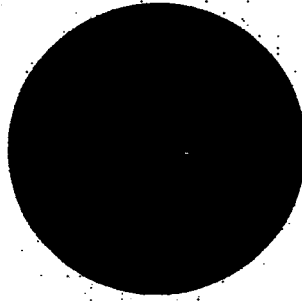




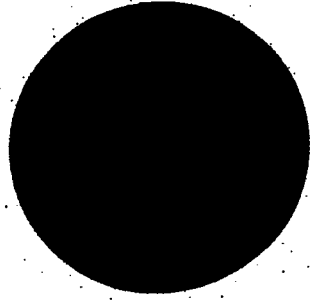
WOODGRAIN FINISH



EMBOSSED FINISH



SMOOTH FINISH



SLATE FINISH



Fluoroceram coating, a high performance finish, contains highly durable ceramic pigments.

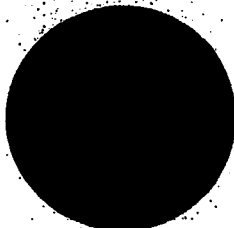
High Performance Primer contains corrosion-inhibitive pigments providing long-life protection to the aluminum shingle

Special Chemical Bonding treatment for permanent finish

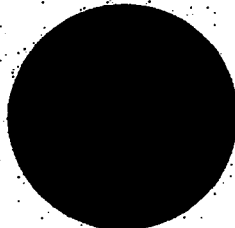
Aluminum Alloy Shingle of the finest quality, embossed for beauty and strength

HIGH PERFORMANCE FINISH.

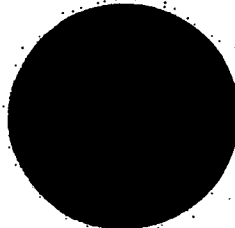
PermaLock aluminum shingles feature Fluoroceram®, a Premium Kynar 500® coating system containing a minimum of 70% Kynar 500® Resin. Only select manufacturers are certified to apply the special coating, created by the engineers at Morton International.



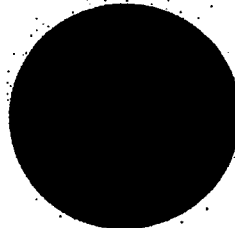
DRIFTWOOD CEDAR



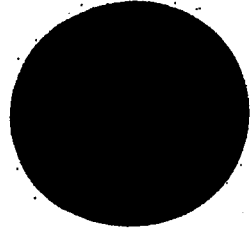
TUDOR BROWN



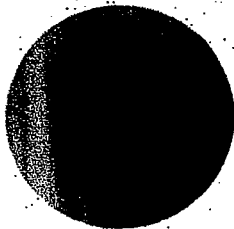
REGAL BROWN



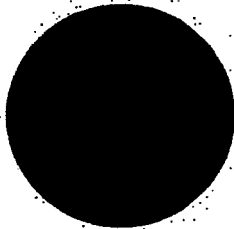
TERRA COTTA RED



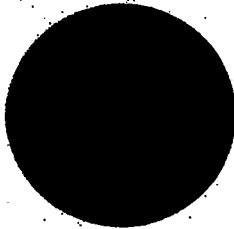
CLASSIC GREEN



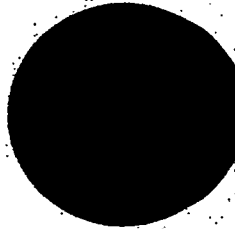
PLAIN MILL



DAWN GRAY

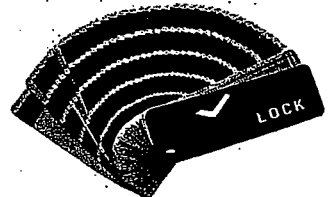


CHARCOAL GREY



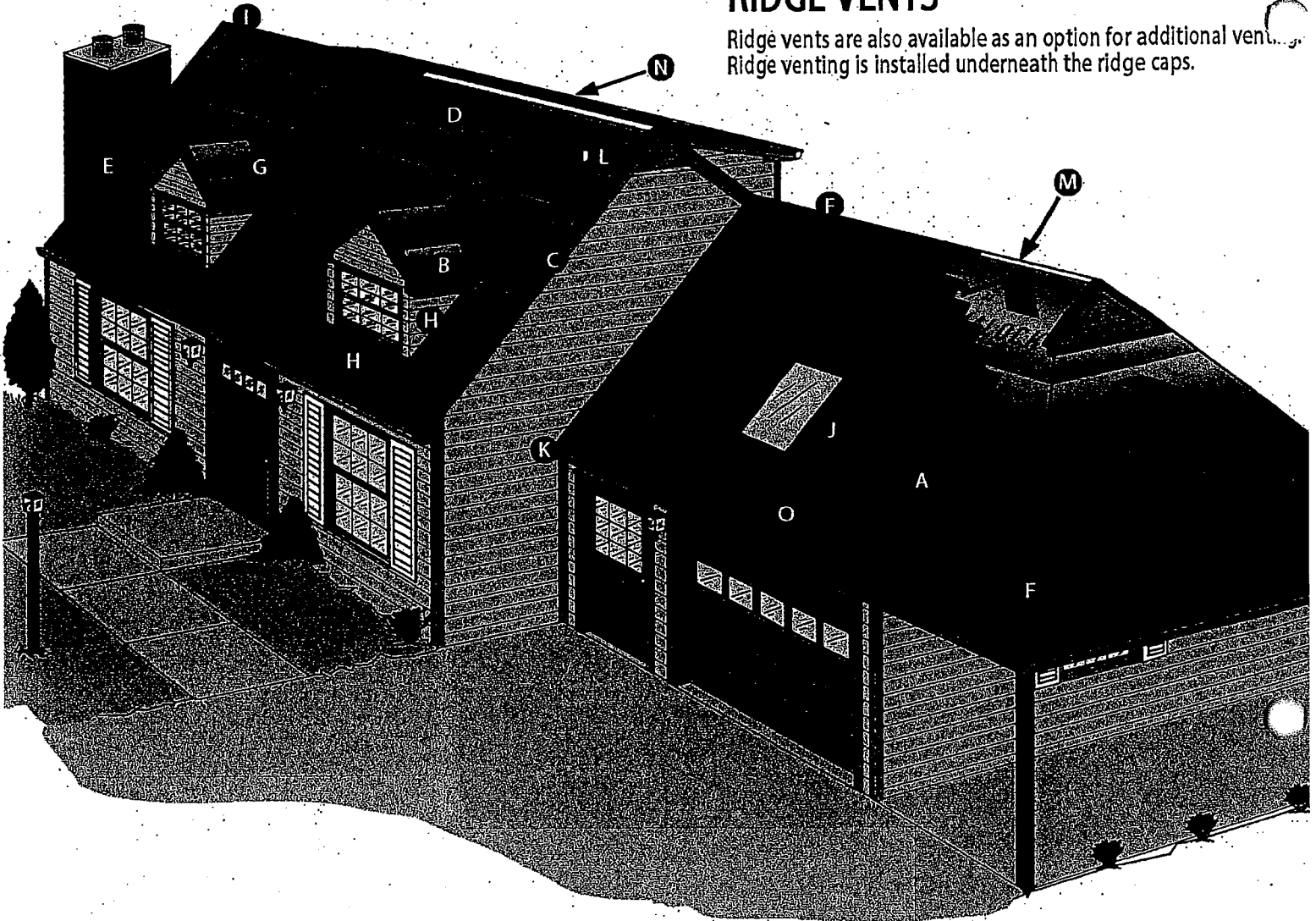
BLACK

Allow 2-4 additional weeks lead-time for all custom and premium color-blends.



RIDGE VENTS

Ridge vents are also available as an option for additional ventilation. Ridge venting is installed underneath the ridge caps.



- A PermaLock Shingle/Slate
- B Starter or Eave Flashing
- C Rake or Gable Flashing
- D PSU-30 Synthetic Underlayment
Ice & Water Shield Hybrid
- E Chimney Flashing
- F Hip/Ridge Cap
- G Valley Flashing
- H End Wall/Side Wall Flashing
- I Ridge Vent
- J Skylight Flashing
- K Kick-Out Flashing
- L Pipe-Jack Boot
- M Cut In Ventilation *(optional)*
- N Membrane Roofing Solution
(for slopes <3:12)
- O Snow Guards *(optional, recommended)*

TESTING REPORTS:

- * Wind: 165 mph (UL 580-94)
- Florida Approved (TAS 100-95)
- * Fire: Class A (UL 790)
- * Hail: Class 4 (UL 2218)
- * *Test reports available upon request*



PERMALOCK

PERMANENT ROOFING SOLUTION

Super Siders

Price: **\$ 14,490**

~~W/DECK NEEDED~~ **Add \$1,638**

Proposal Expires 11/31/2020

Acceptance

Customer Signature



NOTES

*CITY BUILDING PERMIT COST IS
UNKNOWN-INCLUDED ON INVOICE**

JIM FISCHER

Date





PRO 1 CONSTRUCTION INC. MN

PRO 1 CONSTRUCTION INC.
14155 LAKE DR NE
FOREST LAKE, MN 55025
612-309-5554 OFFICE
612-395-5299 FAX

2020-03-16-1042

Roof

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Remove Laminated - comp. shingle rfg. - w/ felt	12.60 SQ	63.78	0.00	0.00	803.63
2. Sheathing - OSB - 1/2"	1,260.00 SF	0.00	2.24	34.11	2,856.51
3. Ice & water barrier	1,260.00 SF	0.00	2.09	30.52	2,663.92
4. R&R Metal roofing - ribbed - 26 gauge - up to 1"	1,260.00 SF	0.55	6.80	122.99	9,383.99
5. R&R Drip edge	154.00 LF	0.36	2.71	8.12	480.90
6. R&R Ridge cap - metal roofing	94.00 LF	4.05	6.50	14.94	1,006.64
7. R&R Valley metal - (W) profile - painted	16.00 LF	0.64	8.30	4.46	147.50
8. R&R Neoprene pipe jack flashing for metal roofing	3.00 EA	8.70	61.75	4.67	216.02
Totals: Roof				219.81	17,559.11

Fascia

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
9. Fascia - vinyl coated aluminum - 4" to 6"	154.00 LF	0.00	10.00	9.33	1,549.33
Totals: Fascia				9.33	1,549.33

Gutters

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
10. Gutter guard - one piece seamless gutter system	100.00 LF	0.00	12.00	111.79	1,311.79
Totals: Gutters				111.79	1,311.79

Line Item Totals: 2020-03-16-1042 **340.93** **20,420.23**

Royal Roofing, Inc.
7472 Edmonson Ave NE
Monticello, MN 55362



RR
Royal Roofing

April 2, 2020

LICENSE # MN - BC175152

City of Lexington
Memorial Park Concession Building
9100 Hamline Ave
Lexington, MN 55014

Office (763) 295-0540
Fax (763) 295-5815

Owens Corning "Tru-Definition" or "Designer Series" Lifetime Shingles

Roof Preparation

- Tear-off existing roof going down to the deck, removing all debris from jobsite. Price is based on one (1) layer of shingles. If any additional layers are found, the cost will be in addition to base bid.
- Sweep roof decking clean of all dirt, gravel and debris.
- Inspect decking; any damaged or deteriorated decking will be replaced at a rate of \$2.40 per sq. ft.
- Verify that wood decking is nailed correctly.
- Remove and replace with new (4) 1 x 6 fascia boards.
- Install new 24-gauge pre-finished colored valley metal.
- Install new pre-finished colored drip edge.
- Install new prefinished 6" aluminum metal fascia.
- Install Ice & Water Shield 9' up on bottom of eaves at front of building and 3' in valley and remainder of eaves.
- Install 15# felt underlayment over remainder of roof.
- Install new prefinished colored metal lead top pipe flanges to all soil stacks.
- Install new Broan vents.
- Install new prefinished colored metal 750 Vents (turtle type).
- Install Owens Corning dimensional shingle using 5 nails per shingle.
- Install Owens Corning brand ridge cap to hips and ridge.
- Do magnetic sweep of grounds.

Permits, Warranties and Inspections

- ~~Roofing permit fee will be in addition to base bid. No fee to obtain permit.~~
- Upon completion of installation, have roof inspected by City inspector.
- Provide you with a Owens Corning Shingle Warranty when paid in full.
- Provide you with a Royal Roofing, Inc. 5 Year labor warranty.

Project Conditions

- Royal Roofing, inc. will keep all work and storage area clean.
- We order more materials than needed on all jobs. ~~Materials will be returned. We'll leave any open bundles on site for you to pick them up.~~ **\$19,120.00** ~~Color of the shingles match exactly.~~
- Weather Condition Limitations: Royal Roofing, Inc. will not apply roofing during inclement weather or when a 40% chance of precipitation is expected.
- Royal Roofing, Inc. shall provide and maintain any danger signs, guards or obstructions necessary to protect the public and workers from any danger created by the work in progress.
- Royal Roofing, Inc. will protect grounds and building where work will be performed.

Preliminary Lien Notice

Any person or company supplying labor or material for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. Under MN law, you must have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due from us until 120 days after completion of improvement.

Royal Roofing, Inc. shall, if requested by the owners, furnish the owner a release in full of all liens arising out of this contract or in lieu thereof, receipts in full for all materials and labor on the job.

All material is guaranteed to be as specified and all work shall be performed in a manner in accordance with the above specifications and standard practices. Any alterations or deviations from the above specifications will be made only upon written change order signed by both Royal Roofing, Inc. and the owner describing the change and stating what, if any, additional amount is to be paid by owner. Owner assumes the risk of concealed or unknown conditions which delay or increase the cost of our performance and agrees to pay reasonable, additional charges resulting from those conditions. Contractor is not responsible for delays resulting from strikes, transportation, disruption, weather, accidents, material shortage or other causes beyond our control. Contractor is not responsible for damages due to vibrations caused by workers. Owner to carry fire, tornado, and other necessary insurances. Our workers are fully covered by Workmen's Compensation Insurance.

Terms and Conditions: 33% down at the time of contract signing, 33% when materials are delivered, balance (including any approved change orders) due within 10 days of completion of job. The owner agrees to pay 1.5% monthly service charge on all money due past 30 days. The owner further agrees to indemnify, defend and hold contractor harmless from all damages, expenses, lawsuits or claims, including collection actions, claims for subrogation, attorney's fees and/or cost of remediation or restoration, brought by any party(s) arising from or relating to; (1) the performance of the work described in this proposal unless solely due to contractor's negligence; (2) the present or future growth or presence of mold or other biological growth within the roof assembly or the building envelope; (3) damages from leaks through any area of the existing or present roof surface where the contractor has not performed tear off or surface preparation work. No warranties described herein become effective until all money is paid within the terms described in this paragraph.

We propose to hereby furnish material and labor-complete in accordance with above specifications, for the sum of:

Six Thousand Three Hundred Thirty Five and 00/100 Dollars \$ 6,335.00.

Shingle Color: _____

Option # 1 – Install "Edco" metal shingle roof system: \$12,880.00 Initials _____

Option # 2 – Install "Firestone" metal standing seam roof system: \$19,120.00 Initials _____

ACCEPTANCE OF PROPOSAL: I accept your proposal. In signing this document I acknowledge that I have completely read this document and agree to be bound by its terms and conditions and that I have the authority to bind the company/person named as the owner above. The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be as outlined above.

Date of Acceptance _____

Signature _____

Jeff Richard
Sales Manager
(763) 567-9226

NORTH METRO TV

TO: OPERATIONS COMMITTEE
FROM: MIKE BRADLEY, CABLE COMMISSION ATTORNEY, HEIDI ARNSON , NMTV EXECUTIVE DIRECTOR
SUBJECT: CABLE COMMISSION JOINT POWERS AGREEMENT UPDATES
DATE: 4/16/2020

The North Metro Telecommunications Commission approved recommended updates to the organization's Joint Powers Agreement at their April 15, 2020 meeting.

Recommended changes include:

- Removing references to two budgets (the Commission/NMTV has had one budget for the last twelve years)
- Removing the requirement that a city joining the Commission must be contiguous to a current member city
- Rephrasing quorum requirements that maintain the status quo, but would not require additional changes should cities join the Commission
- Removing reporting and oversight language no longer applicable due to law/rule changes
- Including PEG fees as fees available for payments for bonds

These changes would give the Commission and Cities more control over who could join the Commission, and over how franchise and PEG fees are spent.

Any changes to the Joint Powers Agreement will require approval of the Member City Councils.

The Commission recommends that the Member Cities approve the updates to the organization's Joint Powers Agreement.

FINAL

NORTH METRO TELECOMMUNICATIONS COMMISSION

AMENDED AND RESTATED

**JOINT AND COOPERATIVE AGREEMENT
FOR THE ADMINISTRATION OF A CABLE COMMUNICATIONS SYSTEM**

I. PARTIES

The parties to this agreement are governmental units of the State of Minnesota. This agreement is made pursuant to Minnesota Statutes Section 471.59, as amended.

II. GENERAL PURPOSE

The general purpose of this agreement is to establish an organization to monitor the operation and activities of cable communications, and in particular, the Cable Communications System (System) of the parties; to provide coordination of administration and enforcement of the franchises of parties for their respective System; to produce, edit and transmit video programming for the parties of this agreement; to make video production, editing and studio facilities and equipment available to the citizens of the parties to this agreement through the operation of a Community Media Center; to promote the development of locally produced cable television programming; to ensure public access to emerging telecommunications technologies; and to conduct such other activities authorized herein as may be necessary to insure equitable and reasonable rates and service levels for the citizens of the Members to this agreement.

III. NAME

The name of the organization is the North Metro Telecommunications Commission (NMTC).

IV. DEFINITION OF TERMS

Section 1. For the purposes of this agreement, the terms defined in this Article shall have the meanings given them.

Section 2. "Commission" means the Board of Directors created pursuant to this agreement.

Section 3. "Community Media Center" means the North Metro TV studio and any other media center and facilities operated by the Commission, along with all related equipment and staff.

Section 4. "Council" means the governing body of a Member.

Section 5. "Executive Director" means a staff person that may be hired by the Commission for the purpose of providing administrative support to the Commission and day to day management of the Community Media Center.

Section 6. "Franchise" means that cable communications franchise granted by all cities listed in Article V, Section 1.

Section 7. "Grantee" means the person or entity to whom a franchise has been granted by Member.

Section 8. "Member" means a municipality which enters into this agreement.

Section 9. "Operations Committee" means a committee, made up of the administrators from each Member City, and the Executive Director as an Ex-Officio member, that meets for the purpose of providing day to day oversight and coordination of the Community Media Center operation, supervision and support of the Executive Director, and advice and counsel to the Commission.

Section 10. "Subscriber" means any individual or location which receives Telecommunications service from which the City collects a franchise fee.

Section 11. "Telecommunications" means traditional television technology and any new, related communications technologies that may be delivered via wire or air.

V. MEMBERSHIP

Section 1. The municipalities of Blaine, Centerville, Circle Pines, Ham Lake, Lexington, Lino Lakes, and Spring Lake Park are the Members of the Commission. Any municipality served by a cable communications system through the same Grantee, may become a Member pursuant to the terms of this agreement.

Section 2. Any municipality desiring to become a Member shall execute a copy of this agreement and conform to all requirements herein.

Section 3. Municipalities, in addition to those listed in Article V, Section 1 of this agreement, desiring to become Members may be admitted by an affirmative vote of the Members of the Commission as specified in Article VI, Section 8 of this agreement. The Commission may by resolution impose conditions upon the admission of additional Members.

VI. DIRECTORS: VOTING

Section 1. Each Member shall be entitled to on (1) director to represent it on the Commission who shall be a council member from the Member City. Each director is entitled to on (1) vote for each 1,000 subscribers or fraction thereof subscribing in the municipality represented by the director provided, however, that each director shall have at least one vote. The number of subscribers per City shall be determined as of December 31st of each year. Prior to the first Commission meeting in February of each

year, the Secretary of the Commission shall determine the number of votes for each Member in accordance with this section and certify the results to the Chair.

Section 2: A director shall be appointed by official action of each Member. Each Member shall notify the Commission in writing of the appointment. A director shall serve until a successor is appointed. Directors shall serve without compensation from the Commission.

Section 3. Each Member shall appoint at least one alternate who shall be a council member from the Member City. A Member may appoint any number of additional alternate directors, each of whom must also be a council member from that Member City. The Commission, in its By-Laws, may prescribe the extent of an alternate's powers and duties.

Section 4. A vacancy in the office of director will exist for any of the reasons set forth in Minnesota Statutes Section 351.02, or upon a revocation of a director's appointment duly filed by a Member with the Commission. Vacancies shall be filled by appointment for the unexpired portion of the term of director by the council of the Member whose position on the Board is vacant.

Section 5. There shall be no voting by proxy, but all votes must be cast by the director or the duly authorized alternate at a Commission meeting.

Section 6. The presence of either (1) a majority of the appointed directors representing a majority of the total authorized votes of all directors, or (2) three-fourths (3/4) of the appointed directors shall constitute a quorum, but a smaller number may adjourn from time to time.

Section 7. A director shall not be eligible to vote on behalf of the director's municipality during the time said municipality is in default on any contribution or payment to the Commission. During the existence of such default, the vote or votes of such Member shall not be counted for the purposes of this agreement.

Section 8. All official actions of the Commission must receive either:

- (1) a simple majority (51%) of all authorized votes cast on the issue at a duly constituted meeting of the Commission and the affirmative vote of a majority of the appointed directors; or
- (2) the affirmative vote of three-fourths (3/4) of the appointed directors.

VII. EFFECTIVE DATE: MEETINGS: ELECTION OF OFFICERS

Section 1. A municipality may enter into this agreement by resolution of its council and the duly authorized execution of a copy of this agreement by its proper officers. Thereupon, the clerk or other appropriate officer of the municipality shall file a duly executed copy of this agreement, together with a certified copy of the authorizing resolution, with the Executive Director of the North Metro Telecommunications

Commission. The resolution authorizing the execution of the agreement shall also designate the director and the alternate for the municipality on the Commission, along with said director's and alternate's address and phone number.

Section 2. This agreement is effective on the date when executed agreements and authorizing resolution of five of the municipalities named in Article V, Section 1 have been filed as provided in this Article.

Section 3. At the organizational meeting, or as soon thereafter as it may reasonably be done, the Commission shall select from among the directors a Chair, Vice-Chair, Secretary and Treasurer, adopt By-Laws governing its procedures including the time, place, notice for and frequency of its regular meetings, adopt a procedure for calling special meetings, and such other matters as are required by this agreement.

Section 4. Officers of the Commission shall be elected annually for one year terms. Officers completing on full one year term shall only succeed themselves once in another full one year term in the same office.

VIII. POWERS AND DUTIES OF THE COMMISSION

Section 1. The powers and duties of the Commission shall include the powers set forth in this Article.

Section 2. The Commission may make such contracts, grants, and take such other action as it deems necessary and appropriate to accomplish the general purposes of the organization. The Commission may not contract for the purchase of real estate without the prior authorization of the Member municipalities. Any purchase or contracts made shall conform to the requirements applicable to Minnesota statutory cities.

Section 3. The Commission shall assume all authority and undertake all tasks necessary to coordinate, administer, and enforce the Franchise of each Member except for that authority and those tasks specifically retained by a Member.

Section 4. The Commission shall continually review the operation and performance of the cable communications system of the Members.

Section 5. To the extent allowed by applicable law, the Commission shall undertake all procedures necessary to maintain uniform rates and to handle applications for changes in rates for the services provided by the Grantee.

Section 6. The Commission may provide for the prosecution, defense, or other participation in actions or proceedings at law in which it may have an interest, and may employ counsel for that purpose. It may employ such other persons as it deems necessary to accomplish its powers and duties. Such employees may be on a full-time, part-time or consulting basis, as the Commission determines, and the Commission may make any required employer contributions which local governmental units are authorized or required to make by law.

Section 7. The Commission may conduct such research and investigation and take such action as it deems necessary, including participation and appearance in proceedings of State and Federal regulatory, legislative or administrative bodies, on any matter related to or affecting cable communication rates, franchises, or levels of service.

Section 8. The Commission may obtain from Grantee and from any other source, such information relating to rates, costs and service levels as any Member is entitled to obtain from Grantee or others.

Section 9. The Commission may accept gifts, apply for and use grants, enter into agreements required in connection therewith and hold, use and dispose of money or property received as a gift or grant in accordance with the terms thereof.

Section 10. The Commission shall make an annual, independent audit of the books of the Commission and shall make an annual financial accounting and report in writing to the Members. Its books and records shall be available for examination by the Members at all reasonable times.

Section 11. The Commission may delegate its authority to its executive committee. Such delegation of authority shall be by resolution of the Commission and may be conditioned in such a manner as the Commission may determine.

Section 12. The Commission shall adopt By-Laws which may be amended from time to time.

Section 13. The Commission is given express authority to issue bonds, obligations and other forms of indebtedness, in a principal amount not to exceed \$2,500,000 (the "Bonds"), for approved facility and equipment upgrades consistent with the authority granted to the Commission in this Agreement. As provided in Minn. Stat. § 471.59, subd. 11, the Bonds shall be obligations of the Commission which are issued on behalf of the Members, and shall be issued subject to the conditions and limitations set forth in Minn. Stat. § 471.59, subd. 11. The Bonds shall be payable solely from the Member's franchise fees and/or PEG fees, as hereinafter provided. The Commission may not pledge to the payment of the Bonds the full faith and credit or taxing power of the Members. No Bonds may be issued by the Commission without the prior consent of the Members.

Section 14. The Commission shall provide ongoing oversight of the Operations Committee.

Section 15. The Commission shall recommend and forward to the Member cities the Commission's annual budget and work plan.

Section 16. The Commission shall periodically review expenditures related to the Community Media Center.

Section 17. The Commission may exercise any other power necessary and incidental to the implementation of its powers and duties.

IX. POWERS AND DUTIES OF THE OPERATIONS COMMITTEE

Section 1. The powers and duties of the Operations Committee shall include the powers set forth in this article.

Section 2. The Operations Committee shall provide input and make recommendations to the Commission.

Section 3. The Operations Committee shall provide for the definition of Member cities' needs and shall coordinate the resources of the Member cities' with the Executive Director and the Community Media Center for production purposes.

Section 4. The Operations Committee shall provide for the day to day supervision of the Executive Director and evaluation of the Community Media Center operation both for the purpose of reporting and recommendation to the Commission, and shall designate a liaison for the purpose of day to day communication with the Executive Director and to serve as liaison to the Commission. The Operations Committee will annually provide input to the Commission and Executive Director on the Executive Director's performance.

Section 5. The Operations Committee shall make recommendations on staffing needs and compensation levels for the Community Media Center.

Section 6. The Operations Committee shall provide input to the development of the Commission's annual budget and work plan.

Section 7. The Operations Committee shall provide for the ongoing evaluation of the technological needs of the Community Media Center and the telecommunications needs of the Member cities.

X. OFFICERS

Section 1. The officers of the Commission shall consist of a Chair, Vice-Chair, a Secretary, and a Treasurer.

Section 2. A vacancy in the office of Chair, Vice-Chair, Secretary or Treasurer shall occur for any of the reasons for which a vacancy in the office of a director shall occur. Vacancies in these offices shall be filled by the commission for the unexpired portion of the term.

Section 3. The four officers shall all be Members of the executive committee.

Section 4. The Chair shall preside at all meetings of the Commission and executive committee. The Vice-Chair shall act as chair in the absence of the Chair.

Section 5. The Secretary shall be responsible for keeping a record of all of the

proceedings of the Commission and executive committee.

Section 6. The Treasurer shall be responsible for custody of all funds, for the keeping of all financial records of the Commission and for such other matters as shall be delegated by the Commission. The Commission may require that the Treasurer post a fidelity bond or other insurance against loss of Commission funds in an amount approved by the Commission, at the expense of the Commission. Said fidelity bond or other insurance may cover all persons authorized to handle funds of the Commission.

Section 7. The Commission may appoint such other officers as it deems necessary. All such officers shall be appointed from the membership of the Commission.

XI. FINANCIAL MATTERS

Section 1. The fiscal year of the Commission shall be the calendar year.

Section 2. Commission funds may be expended by the Commission in accordance with the procedures established by law for the expenditure of funds by Minnesota Statutory Cities. Orders, checks and drafts must be signed by any two of the officers. Other legal instruments shall be executed with authority of the Commission, by the Chair and treasurer. Contracts shall be let and purchases made in accordance with the procedures established by law for Minnesota Statutory Cities.

Section 3. The financial contributions of the Members in support of the Commission shall be of two types: (1) each Member shall be responsible for its share of the debt service payments on the Commission's Bonds (but only from the Member's franchise fees and/or PEG fees), which share shall be in the same proportion as the Member's franchise fees for the immediately preceding calendar year were to the total franchise fees receivable by the Commission for that calendar year (the "Debt Service Share"); and (2) each member shall be responsible for its share of the operating and capital costs of the Commission (not including any part of the debt service on the Commission's Bonds), which share shall be in direct proportion to the percent of annual subscriber revenues of each Member to the total annual revenues of the system multiplied by the Commission's annual budget (the "Operating Cost Share"). The annual budget shall establish the contribution of each Member for its Operating Cost Share for the ensuing year. Each Member shall cause its franchise fees to be paid directly to the Commission, and the Commission shall deduct from each Member's quarterly payment of franchise fees, before application to any other purpose, one-fourth of the Member's Debt Service Share for that calendar year. If any Member's quarterly payment of franchise fees is not sufficient to pay its quarterly Debt Service Share, the deficiency will continue to be an obligation of the Member and will be deducted from the next payment or payments of the Member's franchise fees until the deficiency has been restored. After provision is made for payment of the Debt Service Share, the remaining franchise fees shall be applied as a credit against each Member's Operating Cost Share owed the Commission, with any excess being remitted to the Member by the Commission and any shortfall being payable to the Commission by the Member. The remainder of any franchise fee remitted back to the Member by the Commission shall be used for citizen communications-related expenses. Each Member

acknowledges that its Debt Service Share of the franchise fee collections will be irrevocably pledged by the Commission as security for the Commission's Bonds.

Section 4. All PEG (public, educational, and government) programming fees collected by the Grantee and redistributed to the Commission shall be used by the Commission to fund the cable related expenses of the Commission and its Member Cities.

Section 5. A proposed budget for the operation of the Commission for each calendar year shall be formulated by the Executive Director under the direction of the Operations Committee and submitted to the Commission on or before July 1 of each year. The Commission shall submit the proposed budget to the Members on or before August 1 of each year. Such budget shall be deemed approved by a Member unless, prior to October 15 preceding the effective date of the proposed budget, the Member gives notice in writing to the Commission that it is withdrawing from the Commission, subject to Article XII, Section 2 of this agreement. Final action adopting a budget for the ensuing calendar year shall be taken by the Commission on or before November 1 of each year.

Section 6. Any Member may inspect and copy the Commission books and records at any and all reasonable times. All books and records shall be kept in accordance with normal and accepted accounting procedures and principles used by Minnesota Statutory Cities.

XII. DURATION

Section 1. The Commission shall continue for an indefinite term unless the number of Members becomes less than five, and the Commission may also be terminated by mutual agreement of all of the Members at any time; provided that the Commission shall continue to exist as long as any Bonds described in Article VIII, Section 13 of this agreement remain outstanding.

Section 2. In order to prevent obligation for its Operating Cost Share for the ensuing calendar year, a Member must withdraw from the Commission by filing a written notice with the Secretary by October 15 of any year giving notice of withdrawal effective at the end of the calendar year; and membership shall continue until the effective date of the withdrawal. A notice of withdrawal may be rescinded by a Member at any time prior to the effective date of withdrawal. If a Member withdraws before the dissolution of the Commission, the Member shall have no claim against the assets of the Commission, including the right to receive an allocation of franchise fees, except as provided herein. A Member withdrawing after October 15 shall be obligated to pay its entire Operating Cost Share (including any shortfalls) for the ensuing year as outlined in the budget of the Commission for the ensuing year. A withdrawn Member will continue to be responsible for its Debt Service Share (payable only from the withdrawn Member's franchise fees and/or PEG fees) notwithstanding its withdrawal from the Commission, and shall continue to have its franchise fees and PEG fees paid directly to the Commission until all Bonds have been paid. Any excess of the withdrawn Member's franchise fees over the withdrawn Member's Debt Service Share (and any required Operating Cost Share, if the Member gave notice of withdrawal after October 15 of the preceding calendar year) shall be remitted by the Commission to the withdrawn Member. A Member that has

withdrawn from the Commission may, if no Bonds are outstanding, upon request, recover an amount of any equity that exists, as of the withdrawal date, in real property and buildings purchased or constructed with any Bonds, up to (but not exceeding) the Member's individual percentage of total franchise fees paid to all the Members (or their designee) and the withdrawn Member for the calendar year preceding withdrawal. The Commission may, if no Bonds are outstanding, at any time after the withdrawal of a Member as provided for herein, initiate a buy-out of the proportionate equity interest of the withdrawn Member, which interest is to be the withdrawn Member's individual percentage of total franchise fees paid to the Members (or their designee) and the withdrawn Member for the calendar year preceding the buy-out, pursuant to terms and conditions agreed upon by the parties. The amount of any equity distributed to a withdrawn Member will be paid, without interest, on a payment schedule established by the Commission, provided, however, the term of such payment schedule shall not exceed five (5) years. When calculating an equity repayment schedule, the Commission may deduct the withdrawn Member's proportionate share of outstanding indebtedness from the amount of any equity due to the withdrawn Member. Notwithstanding anything to the contrary, a withdrawing Member shall have no claim to the franchise fee or PEG fee the Grantee collected on its behalf for the year in which its withdrawal is effective, except for the reimbursement of cable-related expenses for that year. If no Bonds are outstanding, for the calendar year following withdrawal, and for all subsequent years, the entire franchise fee calculated upon gross revenues attributable to the system within the withdrawn Member shall be paid by Grantee to the withdrawn Member in accordance with the Franchise.

Section 3. In the event of dissolution, the Commission shall determine the measures necessary to affect the dissolution and shall provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this agreement. Upon dissolution of the Commission all remaining assets of the Commission, after payment of obligations, shall be distributed among the then existing Members in proportion to the most recent Member by Member breakdown of the franchise fee as reported by the Grantee. The Commission shall continue to exist after dissolution for such period, no longer than six months, as is necessary to wind up its affairs but for no other purpose.

IN WITNESS WHEREOF, the undersigned municipality has caused this agreement to be signed on its behalf this 7th day of May, 2020.

City of Lexington, Minnesota

ATTEST:

Bill Petracek, City Administrator

Mike Murphy Mayor

Amended and Restated May 7, 2020

RESOLUTION NO. 20-12

CITY OF LEXINGTON

**RESOLUTION IN SUPPORT OF
THE PROTECTING COMMUNITY TELEVISION ACT**

WHEREAS, the City of Lexington is a member of the North Metro Telecommunications Commission (the "Commission"), a Joint Powers Commission organized pursuant to Minn. Stat. § 471.59, as amended, and includes the municipalities of Ham Lake, Spring Lake Park, Blaine, Lexington, Circle Pines, Centerville and Lino Lakes, Minnesota (collectively the "Member Cities");

WHEREAS, the Commission negotiates and manages the cable franchise agreements of the Member Cities and operates North Metro TV, the local community public educational and governmental ("PEG") access facility on behalf of the Member Cities;

WHEREAS, North Metro TV provides coverage of local events, such as local high school sporting events and most government meetings that local broadcast stations (i.e. WCCO, KSTP, KMSP, and KARE) typically will not cover and in light of a rapidly decreasing print media, North Metro TV is the principal, and may soon be the sole, source for local residents to have access to coverage of local events;

WHEREAS, North Metro TV is funded through franchise fee and PEG fee revenues negotiated in the cable franchise agreements;

WHEREAS, the Member Cities require, as part of the cable franchise agreements, that cable companies meet demonstrated community needs by providing non-monetary in-kind contributions that benefit the Member Cities, local schools, public safety buildings, as well as North Metro TV;

WHEREAS, in 1984 Congress defined a franchise fee as a "tax, fee, or assessment" and, for the past 35 years, it has been solely a monetary fee;

WHEREAS, last year the FCC departed from the clear language of the Cable Act and ruled that a franchise fee is both a monetary and non-monetary fee and permits cable companies to unilaterally assign a value to the non-monetary in-kind contributions and then subtract that amount from the franchise fees the cable operator pays the local community;

WHEREAS, the FCC order results in decreased vital funding to the Member Cities and North Metro TV;

WHEREAS, the *Protect Community Television Act* (currently S. 3218/HR 5659) has been introduced in Congress and its goal is to maintain the status quo by reversing the FCC order

and allowing franchise fees to be calculated as they have been for over 35 years as monetary only fees; and

WHEREAS, this legislation is supported by the National League of Cities, the U.S. Conference of Mayors, the National Association of Counties, the Minnesota League of Cities, and NATOA.

NOW, THEREFORE, BE IT RESOLVED that the City calls on Congress to pass legislation, such as the *Protect Community Television Act*, which would undo the FCC's action; and

BE IT FURTHER RESOLVED that the City urges all House members and Senators from Minnesota to cosponsor the *Protect Community Television Act*; and

Adopted by a unanimous vote of the Lexington City Council this of 7th day of May, 2020.

Mike Murphy, Mayor

Bill Petracek, City Administrator

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

ORDINANCE NO. 20-05

**AN ORDINANCE INCORPORATING CHAPTER 11.8 – PLANNED UNIT
DEVELOPMENTS**

PLANNED UNIT DEVELOPMENTS

Chapter 11.8

§ 11.800 OBJECTIVES.

To help encourage a more creative approach to the use of land, departures from the city zoning chapter may be granted by the City Council in the form of Planned Unit Development (PUD) Districts, to achieve:

- (A) A maximum choice of living environments by allowing a variety of housing building types and permitting an increased density per acre and a reduction in lot dimensions, yard, building setbacks and area requirements;
- (B) A more useful pattern of open space and recreation areas and, if permitted as part of the project, more convenience in the location of accessory commercial uses and services;
- (C) A development pattern which preserves and utilizes natural features, trees and other vegetation, and prevents the disruption of natural drainage patterns;
- (D) A more efficient use of land and a resulting substantial savings through shorter utilities and streets; and
- (E) A development pattern in harmony with land use density, transportation facilities and community facilities objectives of the comprehensive plan.

§ 11.810 GENERAL REQUIREMENTS.

A conditional or interim use permit shall be required of all planned unit developments. The city may approve the PUD only if it finds the development satisfies all the following standards:

- (A) The development shall be planned so that it is consistent with the city comprehensive plan;
- (B) The PUD is an effective and unified treatment of the development possibilities on the project site and the development plan provides for the preservation of unique natural amenities such as streams, stream banks, wooded cover, rough terrain and similar areas;
- (C) The planned unit development proposal appears to harmonize with both existing and proposed development in the area surrounding the project site;
- (D) The proposed total development is designed in a manner as to form a desirable and unified environment within its own boundaries;
- (E) Any exceptions to the standard requirements of the zoning and subdivision chapters are justified by the design of the development;
- (F) The tract of land shall be under unified control at the time of application and scheduled to be developed as one unit. In addition, the development plan must include provisions for the preservation of natural amenities;
- (G) Each phase of the proposed development, as it is proposed to be completed, is of sufficient size, composition and arrangement that its construction, marketing and operation are feasible as a complete unit, and that provision and construction of dwelling units and common open space are balanced and coordinated;
- (H) The PUD will not create an excessive burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the district;
- (I) The plans required under this section must be submitted in a form which will satisfy the requirements for preliminary and final plats;
- (J) Permission to develop specific parcels of land under the provisions which follow shall be binding on all construction. Any change in the development plan after approval by the City Council shall be resubmitted for consideration;
- (K) Subdivision review under the subdivision chapter shall be carried out simultaneously with the review of a PUD under this section; and
- (L) The Planning and Zoning Commission may apply additional criteria as may be necessary as due to the unique nature of a proposed site, neighborhood or type of development.

§ 11.822 MINIMUM SIZE.

- (A) A PUD may be used on any development of more than two (2) residential units. A PUD may be used for any commercial or industrial development or on

developments that include a combination of uses. The Planning & Zoning Commission may require that any development be submitted as a PUD when in their opinion the proposed development could be best handled as a PUD.

- (B) The minimum lot size requirements of other sections of this chapter do not apply to a PUD except that the minimum lot size requirements of the underlying zone shall serve as a general guideline to determine the maximum dwelling unit density of the total development.

§ 11.824 SETBACK AND SIDE YARD REQUIREMENTS.

Notwithstanding other provisions of this subchapter, setback and side yard requirements of lots in a PUD shall be at least equivalent to the spacing requirements of buildings similarly developed under the terms of this chapter on separate parcels.

§ 11.825 ACCESS TO PUBLIC RIGHT-OF-WAY.

The site of a PUD shall abut, and the major internal street or streets serving the PUD shall be connected to, at least one primary arterial, or neighborhood collector street.

§ 11.826 UTILITY REQUIREMENTS.

Utilities, including telephone and electrical systems, installed within a PUD shall be placed underground. Utility appurtenances, which can be effectively screened, may be exempted from this requirement if the city finds that the exception will be consistent with the objectives of this subchapter and the character of the proposed PUD.

§ 11.827 OPEN SPACE.

A minimum of 20 percent of the gross land area for private or public open air recreational use protected by covenants running with the land or by conveyances or dedicated as the Planning and Zoning Commission may specify shall be an integral part of the plan. These open space areas shall not include land devoted to streets, parking and private yards. Whenever possible, common open space shall be linked to the open space areas of adjoining developments. Common open space shall be of a size, shape, character and locations as to be usable for its proposed purpose.

§ 11.830 ARRANGEMENT OF COMMERCIAL USES.

When a PUD includes commercial uses, commercial buildings shall be planned as groups having common parking areas and common ingress and egress points. Each commercial area

shall be separated from abutting residential areas by appropriate screens or fences. The design of commercial areas shall provide for the integrated and harmonious design of buildings and for adequate and properly arranged facilities for internal traffic, circulation, landscaping and other features and facilities as may be necessary to make the areas attractive and efficient from the standpoint of adjacent noncommercial areas. Any area which is not to be immediately improved or developed shall be landscaped or otherwise maintained in a neat and orderly manner as specified by the city.

§ 11.840 ARRANGEMENT OF INDUSTRIAL USES.

In any PUD including industrial uses, the industrial uses shall be provided in park-like surroundings utilizing landscaping and existing woodlands as buffers to screen lighting, parking areas, loading areas and outdoor storage of raw materials or products. An industrial area in a PUD shall provide for the harmonious design of buildings and a compact grouping in order to economize in the provisions of required utility services. Streets in a planned industrial area shall be kept to a minimum in order to reduce traffic. All spaces between the right-of-way line and the industrial building line and all intervening spaces between buildings, drives, parking areas and improved areas shall be landscaped with trees and plantings and properly maintained.

§ 11.850 PRE-APPLICATION MEETING; PROCEDURE.

Before submitting a formal application for a PUD under this chapter, the developer shall meet with the Planning and Zoning Commission. The purpose of this meeting is to discuss early and informally the purpose and effect of this chapter and the criteria and standards contained in this chapter, and to familiarize the developer with the city's comprehensive plan, including the land use plan, the major thoroughfare plan, and the parks and open space plan, and with the subdivision regulations and the drainage, sewer and water systems of the city.

§ 11.851 APPLICATION.

- (A) An application for approval of a preliminary development plan for a proposed PUD shall be made to the Planning and Zoning Commission, by at least one owner or lessee of property for which the PUD is proposed. The application shall be accompanied by a certified check or money order to cover the costs incurred in checking and processing the plans in an amount affixed by resolution of the City Council.
- (B) The application with accompanying outline development plan shall be submitted (16 copies) and shall include:
 - (1) A vicinity map at a scale of one inch equals 250 feet showing property lines, existing streets, existing zoning, and any other items as the Planning and Zoning Commission may require to show the relationship of the proposed PUD to the

comprehensive plan of the city, to existing schools and other community facilities and services, and to the surrounding area;

(2) A preliminary plan of the PUD in schematic form showing the following:

- (a) The existing topographic character of the land;
- (b) A composite of all natural amenities of the site including steep slopes, drainage ways plus marshes, ponds and lakes;
- (c) The size of site and proposed uses of the land to be developed together with an identification of off-site land use;
- (d) The density of land use to be allocated to the several parts of the development;
- (e) The approximate location of thoroughfares;
- (f) The location of common open space including public schools, parks and playgrounds or private natural preserves; and
- (g) The off-street parking system.

(3) A written statement including the following:

- (a) A statement of the ownership of all land involved in the PUD together with a summary of previous work experience;
- (b) An explanation of the general character of the planned development;
- (c) A statement describing the ultimate ownership and maintenance of all parts of the development including streets, structures and open spaces;
- (d) A statement describing how all necessary governmental services will be provided to the development; and
- (e) The total anticipated population to occupy the PUD, with breakdowns indicating the number of school-age children, adults and families.

(4) The proposed schedule for the development of the site; and

(5) A statement setting forth the reasons why, in the opinion of the applicant, the PUD will be in the public interest and consistent with the objectives specified in this Chapter.

§ 11.852 ACTIONS.

- (A) *By the Commission.* Within 60 days of the filing of the application, the Planning and Zoning Commission shall hold a public hearing on the proposed PUD following written and published notice as required for amendments of this chapter. Following the hearing and within 60 days of the filing of the application or at a later time agreed to by the applicant, the Planning and Zoning Commission shall recommend approval or disapproval of the preliminary proposal with any changes and conditions as it may suggest and shall transmit its recommendations to the City Council. In its recommendations the Commission shall determine whether the proposed PUD is consistent with the objectives for PUDs specified in section 11.810 and with the comprehensive land use plan of the city; and whether the benefits, combination of various land uses, if proposed, and the interrelationship with the land uses in the surrounding area justify the deviation from standard district regulations allowed by this chapter for PUDs.
- (B) *By City Council.* Upon receipt of the recommendations of the Planning and Zoning Commission, the Council shall consider the application and, after holding the public hearing as it deems desirable, shall approve or disapprove the application with the changes or conditions, if any, as it may deem appropriate. Refusal of any changes or conditions shall constitute denial of the plans by the City Council. Failure of the landowner to notify the City Council of his or her acceptance or refusal of the modification to the plan constitutes acceptance of these conditions. No building permits may be issued on land within the PUD until final plans for the development have been approved by the City Council under the procedures provided in the following sections.

§ 11.853 PUD AGREEMENT.

The Zoning Administrator shall instruct the City Attorney to review the PUD application and draft a PUD agreement (aka development agreement) which stipulates the specific terms and conditions approved by the City Council and accepted by the applicant. This agreement shall be signed by the Mayor of the city, Administrator and the applicant within 30 days of the City Council approval of the PUD application and final plat. Where the PUD application and/or final plat is to be resubmitted or denied approval, the City Council action shall be by written report setting forth the reasons for its actions.

§ 11.854 FINAL REVIEW AND APPROVAL.

An application for review and approval of the final development plan shall be filed by the applicant with the Planning and Zoning Commission within six months of the date on which approval of the preliminary plan was given by the Council. If application for final approval is not made within the time required, the proposal shall be considered abandoned unless an extension period is requested and granted by the City Council.

§ 11.855 DOCUMENTATION REQUIRED.

The final application shall be accompanied by the following supporting documentation:

(A) A final plan of the PUD in schematic form including the following:

- (1) The street system, lot layout and off-street parking and loading plan;
- (2) The use, height, bulk and approximate location of buildings and other structures;
- (3) Land areas to be conveyed, dedicated or reserved for parks, parkways, playgrounds, school sites, public buildings and similar public and semi-public uses;
- (4) A site plan for each building site and common open area, showing approximate location of buildings, structures and improvements;
- (5) Generalized elevations and perspectives of all structures;
- (6) A site grading plan indicating the direction of flow of surface drainage and all easements necessary for both ponding and runoff;
- (7) Plans, profiles and specifications for the distribution of water, collection of sanitary waste and stormwater;
- (8) A landscape plan indicating the location, size and type of plant materials to be used;
- (9) Plans, profiles, typical sections and specifications for proposed street improvements; and
- (10) The density of land use to be allocated to the several parts of the site being developed.

(B) A written statement including:

- (1) The approximate date when construction will begin by stage of development and the area of open space to be provided at each stage;
- (2) Agreements, provisions or covenants which govern the use, maintenance and continued protection of the development and any of its common open areas; and
- (3) Other conditions specifically required by the Commission and the Council for the particular PUD.

§ 11.856 ACTION ON FINAL APPLICATION.

- (A) Procedure for action by the Planning and Zoning Commission and the Council on an application for review and approval of the final plan for a PUD shall be the same as prescribed by this subchapter for the action on the preliminary proposal. In giving approval, the Council may specify the length of time within which construction of the project must be begun or completed, and it may attach other conditions as seem necessary. The final development plan shall be in general conformance with the preliminary development plan as approved.
- (B) (1) *Criteria for approval.* The findings necessary for approval of both the preliminary and final development plans shall be based on the criteria in section 11.810 and shall describe in what respect the plan would or would not be in the public interest.
- (2) *Noncompliance.* In the event the plan as submitted for final approval is not in substantial compliance with the preliminary development plan, the Zoning Administrator shall attempt to notify the applicant within 45 days of the date of application, setting forth the ways in which the plan is not in substantial compliance.
- (a) The applicant may treat the notification as denial of preliminary approval;
 - (b) The applicant may refile his or her plan so that it does substantially comply with the outline development plan; or
 - (c) The applicant may file a written request with the Planning and Zoning Commission that it hold a public hearing on his or her request for final approval.
- (3) *Final approval.* The City Council shall review and approve the final development plan if it is in substantial compliance with preliminary development plan. Following this, the applicant shall record the final development plan in the manner provided for recording subdivision plats. If the final development plan is not in substantial compliance, the applicant shall be requested to repeat the procedures outlined for the preliminary development plan. Approval may be conditioned on the applicant executing a PUD agreement.

§ 11.859 OPERATION OF COMPLETION.

- (A) If work on the PUD is not started within the time limits prescribed in the final development plan or PUD agreement, approval shall terminate unless an extension period is requested or granted by the City Council.
- (B) Completion of the PUD shall be certified by the Planning and Zoning Commission on the final development plan or PUD agreement. Thereafter, the use of land and the

construction, modification or alteration of any buildings shall be governed by the recorded CUP or IUP.

(C) Changes may be authorized only under the procedures provided below:

- (1) Minor extensions, alterations or modifications of existing structures may be authorized by the Planning and Zoning Commission if they are consistent with the intent and purpose of the final development plan and do not increase the cube of any building or structure by more than 10%;
- (2) Minor changes in the location, siting, and height of buildings and structures may be authorized by the City Engineer if requested by engineering or other unforeseen circumstances.
- (3) Changes in the use of common open space or the replacement of any building substantially destroyed which exceeds the intent and purposes of the final development plan may be authorized only by amendment to the final development.
- (4) All other changes in use, rearrangement of lots, blocks and open space, must be authorized by the City Council.

§ 11.860 SITE IMPROVEMENTS.

At any time following the execution of a PUD agreement and receiving a notice to proceed from the City Administrator, the applicant may, pursuant to the applicable codes of the city, apply for and the Zoning Administrator may issue grading permits for the area within the PUD for which development stage plan approval has been given.

§ 11.861 CONSTRUCTION.

The construction and provisions of all the common open spaces and public and recreational facilities which are shown on the final development plan must proceed at the same phase as the construction of dwelling units. At least once every six months following the approval of the final development plan, the Zoning Administrator shall review all of the building permits issued for the planned development and examine the construction which has taken place on the site. If he or she shall find that the rate of construction of dwelling units is greater than the rate at which common open spaces and public and recreational facilities have been constructed and provided, he or she shall forward this information to the City Council, which may revoke the PUD Permit.

§ 11.862 MAINTENANCE OF COMMON OPEN SPACE.

All land shown on the final development plan as common open space must be conveyed to a homeowners' association or similar organization for the maintenance of the planned development. The common open space must be conveyed to the homeowners' association or similar organization subject to covenants, to be approved by the City Council, which restrict the common open space to the uses specified on the final development plan, and which provide for the maintenance of the common open space in a manner which assures its continuing use for its intended purpose.

§ 11.863 HOMEOWNERS' ASSOCIATION.

If a homeowners' association or cooperative is created, the applicant shall submit plans at the time of final plan of development and documents which explain or set forth:

- (A) Ownership and membership requirements;
- (B) Articles of incorporation and bylaws;
- (C) Time at which the developer turns the association over to the homeowners;
- (D) Approximate monthly or yearly association fee for homeowners; and
- (E) Specific listing of items owned in common including items as roads, recreation facilities, parking, common open space ground and utilities.

The first reading of this Ordinance occurred on March 5, 2020. The second reading of this Ordinance occurred on March 19, 2020.

Effective Date. This ordinance shall be effective immediately upon its passage.

PASSED AND DULY ADOPTED this 19th day of March 2020 by the City Council of the City of Lexington.

Mike Murphy, Mayor

Attest:

Bill, Petracek, City Administrator

Published in the Quad Press on _____, 2020

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

RESOLUTION 20-14

**A RESOLUTION OF THE CITY COUNCIL OF LEXINGTON, MINNESOTA,
APPROVING SUMMARY PUBLICATION OF ORDINANCE**

WHEREAS, May 7, 2020, the City Council adopted an Ordinance 20-05, AN ORDINANCE INCORPORATING CHAPTER 11.8 – PLANNED UNIT DEVELOPMENTS PLANNED UNIT DEVELOPMENTS Chapter 11.8

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lexington, due to the lengthy nature of this Ordinance, has directed that this title and summary be prepared for publication pursuant to Minn. Stat. 412.191, Subd. 4

The Council finds that the following text clearly informs the public of the intent and effect of Ordinance 20-05, and hereby approves the following summary text for publication:

“SUMMARY PUBLICATION OF ORDINANCE 20-05.

AN ORDINANCE OF THE CITY COUNCIL OF LEXINGTON, MINNESOTA, AN ORDINANCE INCORPORATING CHAPTER 11.8 – PLANNED UNIT DEVELOPMENTS PLANNED UNIT DEVELOPMENTS Chapter 11.8, was approved by the Lexington City Council on May 7, 2020. This Ordinance incorporates regulations that define Planned Unit Developments in the zoning code.

NOTICE: the full text of this Ordinance is available for public inspection at Lexington City Hall located at 9180 Lexington Avenue, Lexington, MN 55014, during regular office hours.”

WHEREAS, the Council has by at least 4/5 vote approved this public notice on the 7th day of May 2020.

Mike Murphy, Mayor

Attest:

Bill Petracek, City Administrator

BUSINESS LICENSE - COUNCIL APPROVAL - May 7, 2020

NAME OF BUSINESS	BUSINESS ADDRESS	CITY	ST	ZIP	DESCRIPTION OF BUSINESS
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Renaissance Fireworks	9300-9390 Lexington Ave	Lexington	MN	55014	Outdoor Retail of MN Safe Fireworks
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MINNESOTA LAWFUL GAMBLING
LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to **"State of Minnesota."**

Mail the application and required attachments to:
 Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Lexington Fire Relief Association License Number: B00007
 Chief Executive Officer (CEO) Keith Harris Daytime Phone: 763-213-7109
 Gambling Manager: Mark Kurth Daytime Phone: 651-315-3470

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Lexington Municipal Liquors
 List any previous names for this location:

 Street address where premises is located: 9271 Lake Dr
(Do not use a P.O. box number or mailing address.)

City: OR Township:	County:	Zip Code:
Circle Pines	Anoka	55014

Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.
 Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Anoka Hennepin Credit Union Bank Account Number: 810255476910015
 Bank Street Address: 3505 Northdale Blvd City: Coon Rapids State: MN Zip Code: 55448

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
_____	_____	<u>MN</u>	_____
_____	_____	<u>MN</u>	_____
_____	_____	<u>MN</u>	_____

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

<p>CITY APPROVAL for a gambling premises located within city limits</p> <p>City Name: <u>Lexington</u></p> <p>Date Approved by City Council: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin: 20px auto; width: 80%;"> <p>Local unit of government must sign.</p> </div>	<p>COUNTY APPROVAL for a gambling premises located in a township</p> <p>County Name: _____</p> <p>Date Approved by County Board: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>
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ACKNOWLEDGMENT AND OATH

<ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. 	<ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial.
<p> _____ Signature of Chief Executive Officer (designee may not sign)</p>	<p><u>5/05/2020</u> Date</p>

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public</p>	<p>information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;</p>	<p>Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format, i.e. large print, braille, upon request.

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization: Lexington Fire Relief Association	License/Site Number: B00007	Daytime Phone: 651-315-3470
Address: 9180 Lexington Ave	City: Circle Pines	State: Zip: M 55014
Name of Leased Premises: Lexington Municipal Liquors	Street Address: 9271 Lake Dr	
City: Circle Pines	State: Zip: MN 55014	Daytime Phone: 763-786-0198
Name of Legal Owner: City of Lexington	Business/Street Address: 9180 Lexington Ave	
City: Circle Pines	State: Zip: M 55014	Daytime Phone: 763-784-2792
Name of Lessor (if same as legal owner, write "SAME"): Same	Address:	
City:	State: Zip:	Daytime Phone:

Check applicable item:
 New or amended lease. Effective date: 6-1-2020. Submit changes at least ten days **before** the effective date of the change.
 New owner. Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input type="checkbox"/> Electronic Pull-Tabs
<input type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input type="checkbox"/> Electronic Linked Bingo
<input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:
<input type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.
 • Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
 • The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: ____%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.
 • If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 60 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Signature of Organization Official (Lessee):

Date:

Print Name and Title of Lessor:

Print Name and Title of Lessee:

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number					
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or					
Employer identification number					
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person ▶ _____</p>	<p>Date ▶ _____</p>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

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By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
<ul style="list-style-type: none"> • Corporation 	Corporation
<ul style="list-style-type: none"> • Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes. 	Individual/sole proprietor or single-member LLC
<ul style="list-style-type: none"> • LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes. 	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
<ul style="list-style-type: none"> • Partnership 	Partnership
<ul style="list-style-type: none"> • Trust/estate 	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABL accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor [*]
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(E))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.