

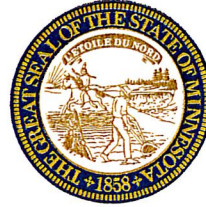
**CITY OF LEXINGTON
WORKSHOP AGENDA
Thursday, August 20, 2020
Immediately following Council meeting
City Hall**

- 1. Call to Order:** Mayor Murphy
- 2. Roll Call:** DeVries – Harris – Hughes - Winge
- 3. Discussion Items:**
 - A. Discuss - CARES Act Funding pp. 1-6
 - B. Discuss – Follow up on Dunlap parking issues
 - C. Discuss - Preliminary 2021 Budget pp. 7-8
- 4. Staff Input**
- 5. Council Input**
- 6. Adjourn**

Councilmembers will tour Lexington Memorial Park

VENDOR	ACCOUNT	CRF ACCOUNT	INVOICE	CHECK DATE	AMOUNT	DESCRIPTION	JUSTIFICATION
SUPPLIES AND SERVICES							
AMAZON	101-41500-400	229-41590-495	1QVAN-9TYX-K9HT	04/02/20	\$26.18	DISINFECTING WIPES	COVID-19 MITIGATION
AMAZON	101-41500-400	229-41590-495	1GQR-7CPM-JNFP	04/16/20	\$15.00	HAND SANITIZER	COVID-19 MITIGATION
AMAZON	101-41500-200	229-41590-495	11WY-YR7G-41F1	05/07/20	\$113.42	HEADSETS FOR VIRTUAL MEETINGS	TO FACILITATE CONTACTLESS MEETINGS
ZOOM	101-41500-300	229-41590-495	INV12730642	06/15/20	\$14.99	APRIL 2020 SERVICES	VIRTUAL MEETINGS SUBSCRIPTION
ENVROMASTER	101-41500-400	229-41590-495	M82414	04/16/20	\$244.00	SANITIZING CITY HALL	COVID-19 PREVENTION
BENT BREWSTILLERY SANITIZER	101-42260-400	229-42870-495	INV-V-000039	05/07/20	\$120.00	HAND SANITIZER - FIRE DEPT	COVID-19 MITIGATION
BENT BREWSTILLERY	101-41500-304	229-49295-495	INV-V-009035	05/07/20	\$30.00	HAND SANITIZER - MLS	COVID-19 MITIGATION
BENT BREWSTILLERY	101-41500-304	229-49295-495	INV-V-009041	05/07/20	\$964.13	CASHIER PROTECTIVE BARRIER	COVID-19 MITIGATION
STAN MORGAN & ASSOCIATES	609-00000-401	229-49295-495	60559	05/07/20	\$14.99	MAY 2020 SERVICES	VIRTUAL MEETINGS SUBSCRIPTION
ZOOM	101-41500-300	229-41590-495	INV17288631	06/15/20	\$244.00	SANITIZING CITY HALL	COVID-19 PREVENTION
ENVROMASTER	101-41500-400	229-41590-495	MIN-83667	05/21/20	\$1,016.00	KN-95 MASKS	STAFF PROTECTIVE EQUIPMENT
SAFE OPERATION SERVICE, INC.	101-41500-400	229-41590-495	INV-0202	05/21/20	\$130.00	FACE MASKS - DISPOSABLE	STAFF PROTECTIVE EQUIPMENT
CINTAS	609-00000-400	229-49295-495	1901326610	08/06/20	\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	MIN-84930	06/04/20	\$14.99	JUNE 2020 SERVICES	VIRTUAL MEETINGS SUBSCRIPTION
ZOOM	101-41500-300	229-41590-495	INV22286616	07/15/20	\$119.98	WEB CAMERAS	TO FACILITATE COUNCIL MEETINGS
BEST BUY	101-41500-200	229-41590-495	8BY01-806082463960		\$14.99	JULY 2020 SERVICES	VIRTUAL MEETINGS SUBSCRIPTION
ZOOM	101-41500-300	229-41590-495	INV27586616		\$1,216.00	PROTECTIVE SHIELDS - COUNCIL CHAMBERS	COUNCIL PROTECTIVE EQUIPMENT
CALSAK PLASTICS	101-41500-400	229-41590-495	1613022	07/16/20	\$79.44	SUPPLIES FOR INSTALL OF SHIELDS	COUNCIL PROTECTIVE EQUIPMENT
FRATTALONE'S ACE HARDWARE	101-41500-400	229-41590-495	072315/G	08/06/20	\$51.87	FACE MASKS, PENS - DISPOSABLE	DISPOSABLE ELECTION SUPPLIES
AMAZON	101-41410-432	229-41490-495	1JGT-QMD1-DC6X	08/06/20	\$150.00	REMOTE DESKTOP ACCESS	ADMIN. CONTINGENCY
CITY OF ROSEVILLE	101-41500-300	229-41590-495	229226	08/06/20	\$14.99	AUGUST 2020 SERVICES	VIRTUAL MEETINGS SUBSCRIPTION
ZOOM	101-41500-300	229-41590-495	INV32681412		\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	M82009	08/06/20	\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	M82818	08/06/20	\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	MIN-83244	08/06/20	\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	MIN-83663	08/06/20	\$101.53	SANITIZING MLS	COVID-19 PREVENTION
ENVROMASTER	609-00000-400	229-49295-495	MIN-84223	08/06/20	\$37.65	SINGLE USE PENS, MASKING TAPE	ELECTION SUPPLIES
TWIST OFFICE SUPPLIES	101-41410-432	229-41490-495	913282-0	08/06/20	\$2,559.65	AIR DUCT CLEANING - CITY HALL	COVID-19 MITIGATION
RASMUSSEN	229-41590-495	229-41590-495	29945	08/20/20	\$984.70	AIR DUCT CLEANING - FIRE DEPT	COVID-19 MITIGATION
RASMUSSEN	229-42870-495	229-42870-495	29954	08/20/20	\$630.00	AIR DUCT CLEANING - PW	COVID-19 MITIGATION
RASMUSSEN	229-43190-495	229-43190-495	29956	08/20/20	\$520.00	DISINFECTING CITY HALL	COVID-19 PREVENTION
STRATUS BUILDING SOLUTIONS	229-41590-495	229-41590-495	2275	08/20/20	\$1,900.00	DECONTAMINATION - FIRE STATION	COVID-19 MITIGATION
STRATUS BUILDING SOLUTIONS	229-42870-495	229-42870-495	2275	08/20/20	\$667.80	DECONTAMINATION - CITY HALL	POST-ELECTION DECONTAMINATION
RASMUSSEN	229-41590-495	229-41590-495	30024	08/20/20	\$27.66	PROTECTIVE SHIELDS SUPPLIES - ELECTIONS	COVID-19 PREVENTION
FRATTALONE'S ACE HARDWARE	101-41490-495	229-41490-495	072542/G	08/20/20	\$400.00	MASKS AND GAITERS - FIRE DEPT	PROTECTIVE EQUIPMENT
NORTHSTAR COMPANIES	229-42870-495	229-42870-495	I-1346	08/20/20	\$14,475.96		
				Subtotal:			
PAYROLL EXPENSES							
STAFF TIME - WAGES	101-41500-101	229-41590-495	B. BEAUDET	\$57.96		OVERTIME FOR CLEANING CREW ACCESS	
					\$66.74		
STAFF TIME - WAGES	101-43100-101	229-42870-495	J. FISCHER	\$96.90		OVERTIME FOR CLEANING CREW ACCESS	
STAFF TIME - PAYROLL TAXES	101-43100-122	229-42870-495	J. FISCHER	\$7.41		TO FIRE HALL	
STAFF TIME - RETIREMENT	101-43100-121	229-42870-495	J. FISCHER	\$7.27			
					\$111.58		
				Subtotal:	\$178.32		
					\$14,654.28		
ACCOUNTS SUMMARY							
229-41490-495	3	\$116.88	Elections				
229-41590-495	18	\$7,046.42	Administration/General Government				
229-42870-495	4	\$3,404.70	Public Safety				
229-43190-495	1	\$630.00	Public Works				
229-45230-495	0	\$0.00	Parks				
229-49295-495	11	\$3,277.96	Enterprise Funds				
		\$14,475.96					

Linda Runbeck
State Representative
District 38A
Anoka and Washington Counties



Minnesota
House of
Representatives

June 12, 2020

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

Dear Mr. Petracek: *Bill:*

I wanted to let you know that the four legislative caucuses have reached agreement on a bipartisan bill to distribute \$841 million in funding to local governments under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. The local funding component is known as the Coronavirus Relief Fund (CRF).

Please bear in mind these numbers are preliminary and subject to change, however the current estimates are that Lexington is expected to receive **\$158,893** in CRF funding. Funds must be distributed to local governments by June 30, 2020, and any unused funds at the end of the year are returned to the federal government.

Here is some information on eligible/ineligible expenses record keeping requirements. Please reach out to my office if I can answer any other questions, or provide additional information.

Thank you.

A handwritten signature in blue ink that reads "Linda Runbeck".

Linda Runbeck

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417 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd. St. Paul, Minnesota 55155-1298
FAX: (651) 296-5378 Email: rep.linda.runbeck@house.mn

(763) 784-8822
(651) 296-2907

NOT PRINTED AT GOVERNMENT EXPENSE



CRF FUNDING INFORMATION

The CARES Act is very clear that CRF funding must be COVID-19 related.

Moreover, the CARES Act is very clear that CRF funding MAY NOT be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. A broad range of uses is allowed, revenue replacement is not a permissible use of CRF payments.

In other words, according to analysis from NCSL, CRF funds can cover expenses incurred due to the pandemic and the revenue declines that will result from the economic impacts. The expenses cannot have been included in each state's most-recently adopted budget, for example, the May 2019 two-year biennial budget for Minnesota.

CRF Eligible Expenditures: The following is a non-exhaustive list of expenditures that are permitted with CARES Act funds allocated to state and local governments:

- COVID-19 related expenses of public hospitals, clinics, and similar facilities
- Expenses for establishing temporary public medical facilities related to COVID-19, including construction costs
- Costs of providing COVID-19 testing, including serological testing
- Emergency medical response expenses, including emergency medical transportation related to COVID-19
- Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment
- Expenses for communication and enforcement of public health orders related to COVID-19
- Expenses for disinfection of public areas and other facilities
- Expenses for acquisition and distribution of medical and protective supplies for medical personnel, police officers, social workers, child protection services, child welfare officers, direct service providers for older adults and disabled individuals, and other health or safety workers
- Expenses for technical assistance to local authorities or other entities in response to COVID-19
- Expenses for public safety measures undertaken in response to COVID-19
- Expenses for quarantining individuals
- Payroll expenses for public safety, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to COVID-19
- Expenses for food delivery to residents
- Expenses to facilitate distance learning
- Expenses to improve telework capabilities for public employees

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
- Sanitation expenses for maintaining state prisons or jails
- Expenses for caring for the homeless to mitigate COVID-19 effects
- Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by closures
- Expenditures related to government payroll support programs
- Unemployment insurance costs related to COVID-19 (if not reimbursed by the federal government)

Ineligible Expenditures: The following is a non-exhaustive list of expenditures that would not be eligible expenditures with CARES Act funds allocated to state and local governments.

- Expenses for the State share of Medicaid
- Damages covered by insurance
- Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
- Expenses that have been or will be reimbursed under any federal program
- Reimbursement to donors for donated items or services
- Workforce bonuses other than hazard pay or overtime
- Severance pay
- Legal settlements
- Elective abortions or research where the human embryo is destroyed, with exceptions

Recordkeeping Requirements

A government entity receiving funds must keep records *“sufficient to demonstrate that the amount of Fund payments to the Government has been used in accordance with Section 601(d) of the Social Security Act.”*

###



MEMORANDUM

TO: City Administrators

FROM: Brian Dietz, Superintendent of Schools

DATE: July 22, 2020

RE: COVID Related Expenses

In a legislative and financial briefing call a few weeks ago, Centennial School District leadership learned of an opportunity to receive funding from cities and counties for COVID 19 related expenses. In an effort to open dialogue and to see what our civic partners thought, we engaged in a Zoom Meeting on Monday, July 20 to discuss the matter. The main goals of this meeting were to share what we learned, see what cities thought of potential opportunity, understand how our cities are using their dollars to support COVID 19 initiatives/expenses, and to share our needs and see if there is an opportunity to distribute funds to our District.

After a quick dialogue, cities said there might be interest but asked to send a cover letter/memo explaining the situation, a prioritized list of what we needed for health and safety and technology for students, a look at the number of students we serve in each community, and the overall summation of the need for additional funding which equates to \$2.5 to \$3 million in losses related to the COVID 19 pandemic.

We appreciate your consideration on this matter and the on-going partnership in supporting our District and the communities you serve.

Student Protection and Prevention		
1	Masks for students and staff	\$100,000
2	Face shields	\$2,000
4	Classroom student individual dividers	\$100,000
4	Additional cleaning devices; electrostatic sprayers, etc.	\$25,000
5	Hand sanitizer for every classroom	\$70,000
6	Non-contact thermometers	\$3,500
7	Nursing PPE	\$20,000
8	Interior signage	\$25,000
9	Additional sanitation supplies	\$100,000
10	Infrared camera system	\$50,000

Technology to Access for all Students			
1	Technology devices to bring us to a 1:1 plan for 6-12(4 year life cycle)	\$750,000	District CARES Act Funding of \$323,673 has been applied to this purchase
2	Hotspots for internet access(2 Yr Plan)	\$240,240	
3	Webcams for classroom instruction	\$15,000	
4	SeeSaw/Schoolology software subscriptions	\$40,000	

The above are current estimates and subject to change as we plan for different learning solutions for the upcoming school year

We are estimating a net loss of \$2.5-3.0M for expenses already incurred, revenue losses in programming, meals for community, projecting additional staffing(teachers, custodians, nursing), childcare services, transportation, and distance learning solutions.	District CARES Act Funding - \$307,807 will be used for these items
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To: Lexington Mayor and Council Members
From: Bill Petracek, City Administrator; Hristo (Chris) Galiov, Finance Director
Date: August 14, 2020
Re: Preliminary 2021 Budget Discussion

Administration

1. No capital projects are planned.

Fire Department

1. **K12 Saw –** **\$3,000.00**
 - needed for improved access in large residential structures;
2. **Radios -** **\$16,000.00**
 - to start replacement of radios due to phasing out of support for the current ones;
3. **Hoses, nozzles and related equipment -** **\$12,000.00**
 - to enhance capabilities for fighting fires in the new large residential structures;
4. **Fire Station LED Upgrade -** **\$20,000.00**
 - to achieve energy savings, as well as prevent costly future light replacements;
5. **Furniture replacement –** **\$9,000.00**
 - to replace old tables and chairs.

Streets

1. **Riding Fertilizer Machine -** **\$10,000.00**
 - to be used across all departments to save time and labor costs, as well as to improve efficiency.
2. **New overhead streetlight at Lexington Ave and Lovell Rd -** **\$2,500**
 - to improve visibility.
3. **Street Improvements:**
 - a. Dunlap Ave - opening the cul de sac - **\$43,615.00** (per 2019 estimate).
 - b. Woodland Ave. **Cost estimates pending**
 - c. Ryan Place **Cost estimates pending**

Parks

1. **Complete improvements at Memorial Park -** **TBD**

III. Capital improvement projects/Major Expenses – Enterprise Funds

Liquor

1. **Point-of-Sale system replacement - \$25,000.00**
 - The current system runs on a platform that is being phased out by Microsoft, which would require costly updates and upgrades.

Storm Water

1. **Catch Basins Rehabilitation - \$ 3,500.00 per item**
 - Public Works would like to rehabilitate about two per year due to the advanced stage of deterioration.
2. **Storm Water Commercial Rate Study \$10,000**

Water

1. **Feasibility study – Gross Alpha compliance agreement with MDH \$20,000**

Sewer

1. **Emergency Power for Lift Stations - \$55,000.00**

Currently the Lift Stations have no emergency power backup. Public Works would like to explore two options:

- Pull-behind power generator
- Power Generator for each Lift station