



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, June 26, 2017
7:00 p.m., Council Chamber

MAYOR: DUANE POPPE COUNCILMEMBERS: HAROLD E. JOHNSON, MARK SCHULZ, LARRY STELMACH, ANNE ZELENAK

1. **Call to Order**
2. **Roll Call [quorum is 3]**
3. **Pledge of Allegiance**
4. **Approval of Agenda [requires unanimous additions]**
5. **Consent Agenda [requires unanimous approval]**
 - A. Receive EDA Minutes of June 12
 - B. Approve Council Minutes of June 12
 - C. Receive May Fire Department Report
 - D. Receive May American Legion Gambling Report
 - E. Receive May Fire Relief Association Gambling Report
 - F. Receive May Lions Club Gambling Report
 - G. Receive May Osseo Maple Grove Hockey Association Gambling Report
 - H. Approve Duffy's Bar & Grill Renewal Application for Optional 2AM License
 - I. Receive May Northwest Jaycees Gambling Report
6. **Matters from the Floor**
7. **Special Business**
 - A. Accept Donations to City of Osseo (Resolution)
8. **Public Hearings**
9. **Old Business**
 - A. Approve Brick Paver Policy
10. **New Business**
 - A. Approve Joint Cooperation Agreement for Participation in the Hennepin County Community Development Block Grant (CDBG) Program for 2018-2020 (Resolution)
 - B. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Adjournment**

Announcements:

Music in the Park, Tuesday, June 27, 7 pm, band Led Penny
City Hall Closed July 4

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

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
June 12, 2017**

1. ROLL CALL

President Todd Woods called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, June 12, 2017.

Members present: Juliana Hultstrom, Harold E. Johnson, Dan LaRouche, Duane Poppe, Mark Schulz, Larry Stelmach, and Todd Woods.

Members absent: None.

Staff present: Executive Director Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: Brian Bourassa and Jim Gromberg.

2. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Johnson, to approve the Agenda as presented. The motion carried 7-0.

3. APPROVAL OF MINUTES – MAY 8, 2017

A motion was made by Johnson, seconded by Hultstrom, to approve the minutes of May 8, 2017, as presented. The motion carried 7-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Executive Director Riley Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Hultstrom, to approve the Accounts Payable. The motion carried 7-0.

7. OLD BUSINESS – None.

8. NEW BUSINESS

A. PRESENTATION ON ECONOMIC DEVELOPMENT OPPORTUNITIES (WSB & Associates)

Grams stated Brian Bourassa and Jim Gromberg from WSB & Associates were at this meeting to provide information on potential funding for economic development.

Brian Bourassa introduced himself and thanked the EDA for its time. He reviewed a presentation on three potential redevelopment sites in Osseo. The first area was a block of buildings along Jefferson

Highway. The second area was the Celtic Crossing condominiums, and the last area was the properties on Central and 93rd Avenue.

Jim Gromberg discussed the values of the buildings within the Central Avenue and 93rd Avenue block and commented on the potential for this 1.5-acre redevelopment area.

Grams stated the EDA would have to consider the expense of each property along with how easy or difficult it would be to acquire each parcel. He anticipated it would be easy to acquire four out of the five parcels and the fifth may take some time (Osseo Vacuum).

LaRouche questioned if the Comp Plan supported high density residential for this area of the City. Mr. Gromberg described how a high-density residential development with retail would fit nicely on these parcels.

Johnson understood the property on 600 Central Avenue sold 4 to 6 years ago. He believed the City should have purchased the property at that time as the price has risen significantly. He stated the properties on this block were close to 100 years old.

Stelmach questioned if there was a market for high density residential with street level retail space. Mr. Gromberg indicated this varied greatly between communities. Mr. Bourassa explained it was his understanding it was easier to fill the residential than the retail. However, being in a walkable community like Osseo, this could be an easier sell.

Poppe commented on the correlation between retail and residential space and the reasons why Five Central Apartments did not have commercial space. Mr. Bourassa stated the EDA would have to further evaluate if a development with retail/residential could be supported. Mr. Gromberg believed Osseo had a vibrant downtown area. He described how the culture was changing and how people were migrating to more urban and walkable areas.

Schulz stated the population on this side of the City might be able to support more retail, even if this meant the City would have to invest in the redevelopment. He anticipated that underground parking would be a necessity. He encouraged the EDA members to act as visionaries and really consider how these parcels should be redeveloped.

Mr. Gromberg reviewed the funding sources and grants that would be available to the EDA to assist with future redevelopment. He stated one of the first steps would be to explore the properties environmentally.

Johnson asked if the market in Osseo would support additional rental units. Mr. Gromberg anticipated that an ownership, condominium style unit would be supported in the proposed redevelopment area. He explained this would be determined by a future developer.

Johnson stated he was impressed by the St. Paul Port Authority and its numerous capabilities.

Woods encouraged the EDA members to forward any further comments or questions they may have regarding economic development opportunities to staff.

B. DISCUSS PROPERTIES FOR SALE IN OSSEO

Grams explained this discussion on various properties for sale in Osseo dovetails nicely off the presentation from WSB. He stated the focus for properties for sale in Osseo should be directed in two sections: residential and commercial.

Residential

Currently, staff is aware of a few different residential homes for sale in Osseo. Some are located in residential areas, while one is located on Central Avenue in the commercial district (600 Central Avenue). The housing market in the Twin Cities is good right now. Homes all over the Metro area are selling very quickly, and in many cases for more than an asking price.

This includes homes for sale here in Osseo. Staff keeps close watch of residential property sales, and most homes are being sold quickly. There may be an opportunity to restart a scattered site housing program, with the EDA leading the charge. However, staff does not believe this is the right time to reinvest in that program. A scattered site housing program usually is better served during periods of slow housing sales, because the EDA is able to purchase the home cheaper, use some funds to bring the value up, and then re-sell the properties. Staff believes it is best to leave the homes alone during hot housing markets.

Commercial

According to Grams, we have several commercial locations in town ripe for redevelopment. One area that the EDA has recently discussed is the 600 block of Central Avenue. Currently, the single-family home located at 600 Central Avenue is the subject of a pending sale. Other properties on the block could possibly be purchased by the EDA. Those properties include 616 Central Avenue (JML Motors), 624 Central Avenue (owned by Chris Rains), and 632 Central Ave (undeveloped parcel owned by Wiley Properties). The EDA currently does not have the means to outright purchase all of the properties on that block. The Hennepin County Assessor uses an estimated Market Value to determine property taxes; the total estimated value for the properties mentioned is \$664,000. The EDA must seek funds to help assist in the purchase of those properties and demolish buildings (if necessary).

Grams requested feedback from the EDA on the potential redevelopment opportunities within the City.

Woods stated if the EDA were to do move forward on the Central/93rd Avenue properties, the distressed property might require quick action. He was in favor of staff drafting a Request For Information (RFI).

Schulz indicated the Council could consider allocating LGA funds to the EDA in order to build up a funding source for these acquisitions. He stated he was in favor of the EDA making plans for this redevelopment.

Hultstrom supported the EDA pursuing this redevelopment as well.

Stelmach believed the EDA had to take action now given the fact the corner property was for sale. However, at the same time, he wanted to see staff developing an RFI for the potential redevelopment of these parcels.

Johnson asked if it would be advisable to bring forward a cash offer for the corner lot.

Poppe stated this may be a good option for the EDA and believed it made sense long term to purchase this property. Grams thanked the EDA for its input and stated he would work to develop an RFI.

Johnson explained he was interested in the EDA pursuing the redevelopment of the Osseo Sports building, 332 Central Avenue.

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

City Planner Nancy Abts reported there would be a business open house regarding TH 169 on Thursday, June 22, at the Champlin Ice Rink from 3:30 to 7:00 p.m. It was noted MnDOT was sponsoring the event.

Hultstrom stated she attended the WSB training on Thursday, May 18.

Stelmach congratulated the 2017 graduates from Osseo High School.

10. ADJOURNMENT

A motion was made by Stelmach, seconded by Johnson, to adjourn at 7:05 p.m. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
June 12, 2017**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:10 p.m. on Monday, June 12, 2017.

2. ROLL CALL

Members present: Councilmembers Harold E. Johnson, Mark Schulz, Larry Stelmach, Anne Zelenak, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, City Planner Nancy Abts, and City Attorney Andrew Biggerstaff.

Others present: Rebecca Kurtz, Jenny Bohler-Penney, and Juliana Hultstrom.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Schulz, seconded by Stelmach, to accept the Agenda as presented. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve Council Minutes of May 22
- B. Receive May Building Report
- C. Approve Training Request for City Clerk LeAnn Larson
- D. Receive March and April Northwest Area Jaycees Gambling Reports
- E. Approve Exempt Permit for Raffle for The Langenfeld Foundation at Osseo American Legion
- F. Approve Exempt Permit for Raffle for Fur, Fin and Feather at Osseo American Legion
- G. Approve Hire of Part-Time Police Officer Greg Burstad
- H. Accept Resignation of Part-Time Police Officer Erick Dyer
- I. Approve Police Department Training for Officers Todd Kintzi and Brendan Current
- J. Approve Police Department Training for Police Administrative Assistant Felicia Wallgren and Police Chief Shane Mikkelsen

A motion was made by Johnson, seconded by Schulz, to approve the Consent Agenda. The motion carried 5-0.

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

- A. APPROVE SALE OF GENERAL OBLIGATION BONDS, SERIES 2017A, FOR STREET IMPROVEMENT PROJECT (Resolution) – Rebecca Kurtz, Ehlers & Associates

Rebecca Kurtz, Ehlers & Associates, requested the Council consider the approval of the sale of General Obligation Bonds, Series 2017A, for the 2017 Street Improvement Project. She explained she took bids for the bonds today and noted the amount had been adjusted based on the amount of prepaid assessments. She commented on the City's strong financial position and congratulated the City for receiving an "AA-" rating from Standard & Poor's. She stated she received three bids for the City's bond sale with the top bid coming from United Bankers' Bank from Bloomington, Minnesota, with an interest rate of 2.64%, which was lower than her estimate. She recommended the Council approve the issuance and provide for the sale of \$905,000 in General Obligation bonds.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2017-44 Providing for the Issuance and Sale of \$905,000 General Obligation Bonds, Series 2017A, Pledging for the Security Thereof Special Assessments and Net Revenues and Levying a Tax for the Payment Thereof. The motion carried 5-0.

- B. ACCEPT DONATIONS TO CITY OF OSSEO (Resolution)

Grams indicated the Osseo Lions Club has donated \$3,000 for Music/Movies in the Park. He stated the Osseo Lions Club has also donated \$1,000 to the Beautification/Flower Fund. He reported Harold E. & Gayle Johnson have donated \$200 to the Beautification Flower Fund in memory of Gerrit Greven and Janice Hartkopf. Staff recommends the Council accept the donations.

A motion was made by Stelmach, seconded by Schulz, to adopt Resolution No. 2017-45 accepting donations from the Osseo Lions Club and Harold E. & Gayle Johnson. The motion carried 5-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

- A. CONFIRM EDA ACTIONS OF JUNE 12, 2017

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, heard a presentation on potential local economic development by WSB & Associates, and had a discussion about various properties for sale in Osseo.

A motion was made by Johnson, seconded by Schulz, to confirm the EDA Actions of June 12, 2017. The motion carried 5-0.

- B. APPROVE GATEWAY SIGN POLICY

City Planner Nancy Abts stated a policy for the Gateway Sign has been developed by committee members, staff, and consulting attorneys. The newly constructed Gateway

Sign is at the corner of Jefferson Highway and County Road 81. The policy allows certain types of commercial messages from Osseo entities. The policy is intended to inform the public about the sign's uses. In general, the City may post its own messages at no charge. The intent is to allow 3-4+ City messages each week, depending on need to show messages and other demand. The remaining slots would be for messages from Osseo businesses, organizations, and institutions. Messages are expected to be programmed for a 2-minute rotation. Each individual message lasts 8-10 seconds, or longer as needed.

Abts explained messages from Osseo businesses, organizations, and institutions can be posted for up to a week per application. The proposed fee will be established in the Fee Schedule, and is recommended at \$100 per slide per week. Messages from commercial entities and institutions are limited to:

1. Limited-time sales and promotions occurring in the City and open to the public;
2. Events taking place in the City and open to the public;
3. Messages identifying the name and location of businesses and institutions in the City.

Abts indicated message types are limited because the sign was constructed for economic development purposes. City staff has the sole responsibility for reviewing applications. Decisions by staff can be appealed, following certain procedures. She reviewed the policy in further detail with the Council and recommended approval.

Johnson asked how long it would take for staff to put up a new message. Abts reviewed the policy language and timeline for new messages. She explained the City would fill in any blank spaces with governmental messages. Grams indicated the City could adjust the policy if a change was needed.

A motion was made by Stelmach, seconded by Schulz, to approve the Osseo Gateway Sign Policy as presented. The motion carried 5-0.

C. APPROVE AMENDED FEE SCHEDULE

Abts commented the fee schedule sets out the price for City services, applications, and other items and services that require payment. An update is proposed to set the fee for Gateway Sign message applications. The suggested fee is \$100 per message slide, per week. Staff requested the Council approve the amended fee schedule.

A motion was made by Johnson, seconded by Schulz, to adopt Resolution No. 2017-45 amending the 2017 Fee Schedule to include fees for the Gateway Sign. The motion carried 5-0.

D. APPROVE BRICK PAVER POLICY

Grams stated the City has been selling brick pavers since 2003 that are inscribed and placed in the brick paver patio outside the Community Center, close to Central Avenue. There currently is no policy that provides specifics for inscriptions on the pavers.

Grams explained that with recent discussions of a policy to guide the Gateway Sign at the intersection of Jefferson Highway and County Road 81, staff felt it was wise to guide the use of inscriptions on brick pavers in the City patio. There are two versions presented,

depending on Council desires. According to City Attorney Mary Tietjen, the following represents the major differences between the two options:

Option A: This option includes a provision which would allow general “statement or expressions of goodwill.” If the City wishes to allow these general messages as a permitted form of inscription, it is worth noting that the City could not likely prohibit religious messages, or other messages which some may not agree with. The obvious exceptions to this rule would be messages which included racial slurs, profanity, etc.

Option B: This option is a more narrowly tailored approach which further limits the types of things that can be inscribed into these bricks. General messages would not be allowed, and inscriptions would instead be limited to things such as the name of the donor, in memoriam messages to honor an individual (or family member, if the Council would like to further limit it), and inscriptions honoring certain types of businesses or groups that have served the City. This would prohibit all general statements from being inscribed.

Stelmach supported the charitable non-profits within the community being allowed to have a logo on a paver.

Schulz agreed with this suggestion but questioned how this would drive up the price for the pavers. He stated he supported Option A with additional language that would allow any business to have a logo placed on a paver. Grams suggested the language be amended to state any logos would have to be reviewed and approved by the City Council.

Stelmach recommended staff revise the language for Option A and report back to the Council at a future meeting.

A motion was made by Schulz, seconded by Stelmach, to table action on the Brick Paver Policy (and directing staff to revise the language for Option A) to the June 26 City Council meeting. The motion carried 5-0.

E. APPROVE SOCIAL MEDIA POLICY

Grams reported the City currently has a brief Social Media Policy that was adopted in 2013. The old policy is out-of-date and requires updating. An effective social media use policy takes a comprehensive look at employee use of City technology. Because of the prevalence of social media outlets such as Facebook and Twitter—accessible through an Internet connection—City employees may have their own social media accounts, where they might write things about work. An employee may need guidance in identifying what is appropriate and inappropriate content related to City business. Good guidelines keep the employee and the City out of trouble.

Grams explained employees need to be wary that any posts they make concerning City business may be misinterpreted as speaking for the City. Firefighter personnel should not be posting pictures from accident scenes on their personal accounts as this may be considered sharing of private information and open the City up to liability. Once this new policy is approved, all employees will be provided a copy and required to sign the Receipt form for our records. Staff reviewed the policy in further detail with the Council and recommended approval.

A motion was made by Schulz, seconded by Zelenak, to approve the new Social Media Policy as presented. The motion carried 5-0.

F. APPROVE COMPUTER USE POLICY

Grams explained the City currently has an Electronics Communication Policy that was adopted in 2009, which is the equivalent of a Computer Use Policy. The old policy is somewhat out-of-date, and updating is important to keep current with new technologies. This policy serves to protect the security and integrity of the City's electronic communication and information systems by educating employees about appropriate and safe use of available technology resources. Once this new policy is approved, all employees will be provided a copy and required to sign the Receipt form for City records.

Schulz asked if the policy was ignoring mobile device use (mobile phones or iPads). Grams explained the policy does acknowledge the use of these devices and stated the policy name could be adjusted. City Attorney Biggerstaff explained the language within the policy does cover all media and hardware computer devices. He advised the Council could elect to amend the language within the policy to provide this clarification.

Schulz supported this recommendation.

A motion was made by Schulz, seconded by Stelmach, to approve the new Computer Use Policy as amended. The motion carried 5-0.

G. APPROVE 2017 TREE REPLACEMENT PLAN

Grams explained the 2017 street improvement project calls for the loss of approximately 21 trees within the project area and City's right-of-way. The City Council recently discussed the idea of offering replacement trees to be planted on the homeowner's property at its work session meeting on May 30. The recommendation from staff was to approve a 1-for-1 tree replacement to the affected property owners. Staff will work with the property owners to determine if they agree to accept new trees from the City. Public Works staff would determine the best locations within the front or side yards. Side yard trees will only be offered if the affected property owner is losing a tree on a side yard, such as a corner lot within the project area. Trees will only be planted on the property owner's property, and not in the City's right-of-way. Staff will ensure that trees are planted in areas that won't affect underground utilities (electric, fiber optic cable, sanitary sewer, and water lines).

Grams reported staff is working with several local nurseries to provide a selection of species of trees, including an evergreen species to maximize visual impacts due to the loss of existing mature trees. The cost of a tree plus installation is approximately \$400 each. With 21 trees lost due to the 2017 project, staff is asking the Council to approve a not-to-exceed amount of \$8,500 for this project.

Grams stated home owners would likely have a one year warranty with the selected contractor/nursery and will receive instructions for the care of newly planted trees. It is anticipated that the trees would be installed immediately following the conclusion of the street project (August 2017). This is an appropriate time to plant new trees, assuming the home owners properly care for the trees (including ample watering between rainy days). Staff is also working on a new policy to include replacement trees on street projects in future years. When that policy is ready, staff will present it to the Council for approval.

Stelmach stated he supported the 2017 tree replacement project.

Schulz suggested the budget amount be increased to allow staff some leeway with the tree maturity range. Grams explained the City had \$14,000 available from the bond sale that could be used to cover trees.

Schulz recommended the not-to-exceed budget amount for replacement trees be increased to \$9,500.

A motion was made by Schulz, seconded by Stelmach, to approve the 2017 Tree Replacement Project with a not-to-exceed budget amount of \$9,500. The motion carried 5-0.

H. APPROVE ADDITIONS TO CITY HALL AND PUBLIC WORKS RE-KEY PLAN

Grams explained on October 26, 2016, the Osseo City Council approved a plan to re-key doors in City Hall. The project included a not-to-exceed amount of \$3,100, payable out of the annual CIP as a planned expense. The project is necessary to ensure that keyed City buildings and non-public information is kept safely being locked doors.

Grams stated with employee turnover in the past, staff does not know who has keys that still work at City Hall and/or at the Public Works building. Since that Council meeting, staff met with representatives from Straughan Hardware to further refine the re-key plan. The updated plan includes a few additional doors located in City Hall, as well as all of the doors located at the Public Works facility, and also includes costs for the actual keys which will be delivered to the City.

Grams reviewed the updated quote from Straughan Hardware. The quote includes all items necessary for the project, including the replacement locks, keys, and labor. The new project amount is \$4,537.50. Staff is asking the Council to raise the not-top-exceed amount from the original \$3,100 to \$4,600 to complete this project. The approved CIP includes a total of \$13,000 for the re-keying project and for new fobs for certain higher use doors. The \$4,600 is only for new keys and locks. It was noted staff will continue to refine a proposal for new fobs and bring that item to a future Council meeting.

Johnson asked if the rekeying would solve the issue with the locking and unlocking doors. Grams reported this was a separate issue.

Schulz questioned why the bid amount had changed. Grams explained the bid was amended to include the Public Works Facility and the expense for the keys. He described how staff would be monitoring the master key list.

Schulz recommended the checkout policy be updated to ensure all keys were returned to staff prior to an employee leaving City. He asked that the expense for any lost keys be borne by the employee at fault.

A motion was made by Schulz, seconded by Johnson, to approve the increase for the City Hall and Public Works re-key project to \$4,600. The motion carried 5-0.

I. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

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

11. ADMINISTRATOR REPORT – None.

12. COUNCIL AND ATTORNEY REPORTS

Stelmach congratulated the 2017 graduates from Osseo Senior High School.

Johnson stated he appreciated the great report from Standard & Poor's and commended staff for its fine work on behalf of the City.

Johnson explained he attended a community workshop last week that addressed Planning for Resilient Cities.

Poppe stated the Minneapolis Commodores would be providing Music in the Park on Tuesday, June 13, at 7 p.m. In the case of poor weather, the concert would be moved into the Community Center.

Poppe explained the Snake Discovery Center would be providing entertainment at Boerboom Park on Tuesday, June 20, at 7 p.m. Following that show, the movie The Wild Life would be screened at 8:30 p.m.

Poppe encouraged the public to sign up for the summer youth arts and sports classes.

13. ADJOURNMENT

A motion was made by Schulz, seconded by Stelmach, to adjourn the City Council meeting at 8:11 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.



Osseo Fire Department May 2017 Activity Summary

Incident Response Breakdown:

Accidents	0
Fires	0
Hazmat	0
Fire Alarms	4
CO Alarms	0
Medicals	28
Mutual Aid	0
Assist/Other	0

Total Calls	32
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Incident Remarks:

- Two cardiac arrest saves (5/16 & 5/19)

Departmental Training & Activities:

- Training: EMR refresher

Other:

-

RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO

5 D

1. Report for the Month of MAY, 2017.
2. Check as appropriate:

☒ Paddlewheel

☒ Pulltabs

☐ Bingo

☐ Raffle

☒ Other (specify) TIPBOARD

3. Gross Receipts: \$ 502,668.00
3(a) Less: prizes paid \$ 430,757.00
4. Expenses—Total \$ 46,374.27

Expenses Itemized:

COMBINED RECEIPTS TAX \$ 25,051.00

INVENTORY (TICKETS) \$ 5,992.46

COMPENSATION/PAYROLL TAXES \$ 11,120.78

ACCOUNTING SVCS \$ 3,143.88

MISCELLANEOUS \$ 1,006.15

_____ \$ _____

_____ \$ _____

_____ \$ _____

5. Profits \$ 25,536.73

6. Distribution of Profits (Itemized):

= SEE ATTACHED SCHEDULE C = \$ 7,471.96

_____ \$ _____

Signed: 

Richard L. Kolb

Gambling Manager

Attach additional information if necessary.

This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.

MINNESOTA GAMBLING CONTROL BOARD

LG100C

Lawful Purpose Expenditures

Page 1

Organization name American Legion Post 172	License number 00104	Month reported 5	Year reported 2017
Were any lawful purpose expenditures made during the month?	yes	Total Lawful Purpose Expenditures	\$28907.96

Membership approval date mm/dd/yyyy	Check/electronic payment		STATE GAMBLING TAX AND REGULATORY FEE		Lawful Purpose Code	Amount
	Date mm/dd/yyyy	Number	Payee	Description		
	05/05/2017	EFT	MN Dept. Of Revenue	State gambling tax and regulatory fee paid during month (see instructions).	A- 8	21436.00

Membership approval date mm/dd/yyyy	Check/electronic payment		ALL OTHER LAWFUL PURPOSE EXPENDITURES		If approved by GCB, enter date mm/dd/yyyy	Lawful Purpose Code	Amount
	Date mm/dd/yyyy	Number	Payee	Description			
05/01/2017	05/01/2017	15046	XCEL ENERGY	Utilities		A-16	2260.97
05/04/2017	05/04/2017	15054	CENTER POINT ENERGY	Utilities		A-16	757.49
05/09/2017	05/09/2017	15057	XCEL ENERGY	Utilities		A-16	15.69
05/09/2017	05/09/2017	15056	U.S. TREASURY	Form 730 tax		A- 8	1043.68
05/11/2017	05/12/2017	15064	SUPPORT THE TROOPS	501(C)3		A- 1	250.00
05/11/2017	05/16/2017	15070	BOY SCOUT TROOP#542	Eagle Scout project		A- 1	200.00
05/11/2017	05/30/2017	15090	ALL AMERICLEAN	semi-annual shampoo/cleaning of Hall carpet		A-22	587.00
05/11/2017	05/30/2017	15091	XCEL ENERGY	Utilities		A-16	2357.13



Osseo Fire Department Relief Association
 Charitable Gambling Operations
 Minnesota Lawful Gambling License # 01851
 415 Central Ave
 Osseo, MN 55369

Osseo Fire Department Relief Association Charitable Gambling Report to the City of Osseo

1. Report for the month of **May 2017**

2. For the conduct of the following types of lawful gambling (as checked):

- | | |
|---|--------------|
| <input checked="" type="checkbox"/> Pull-Tabs | 61 deals |
| <input checked="" type="checkbox"/> Bar Bingo | 5 occasions |
| <input checked="" type="checkbox"/> Paddlewheel | 36 deals |
| <input checked="" type="checkbox"/> Electronic Pull-Tabs | 31 occasions |
| <input checked="" type="checkbox"/> Electronic Linked Bingo | 31 occasions |
| <input type="checkbox"/> Raffles | |
| <input type="checkbox"/> Tip-Boards | |

3. Receipts

Gross Receipts (G1 10A)	\$446,857.77	
Less Prizes Paid (G1 10B)	- \$393,391.40	
Net Receipts	\$53,466.37	→ \$53,466.37

4. Expenses

Wagering Tax (tax on Schedule C)	\$18,437.16	
Rent (G1A 18)	\$5,188.37	
Gambling Product Costs (G1A 11)	\$3,084.93	
Electronic Pull-Tab Costs (G1A 19)	\$7,126.08	
Compensation & Payroll (G1A 12)	\$9,399.13	
Other (G1A 13-17,20-23)		
(accounting, supplies, etc.)	+ \$236.08	
Total Expenses	\$43,471.75	→ - \$43,471.75

5. Profit **\$9,994.62**

6. Distribution of Profits (Lawful Purpose Expenditures):

[none this month]

Signed: _____

Michael Phenow, Gambling Manager

Osseo Lions Club Gambling Report

to
City of Osseo

5 F

Report for the month/year of May-17

Check as appropriate:

XXXXXX paddle wheel

XXXXXX pull tabs

 raffle

 other (specify) LG100A

Gross Receipts 332,337.09 LG100A-10A

Prizes Paid 289,173.39 LG100A-10B

Net Receipts 43,163.70 LG100A-10C

Expenses - Total 20,019.80 Total Itemized

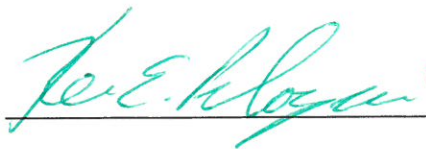
Expenses itemized:

Pulltabs	2,796.54
Compensation	8,179.22
Rent	3,313.44
Electronic pull-tab provider fees	4,926.56
Electronic linked bingo provider fees	155.04
Supplies Bank charges etc	360.00
Cash Short/Over	289.00
Profits \$ 23,143.90 G1A Line 24	20,019.80

Lawful Purpose Expenditures

Minnesota Revenue-Wagering Tax	\$ 14,560.00
Skills 4 Life	1,500.00
OSH Girl's Soccer	500.00
Yellow Tree Theatre-Summer Program	2,000.00
Osseo United Methodist Church	1,000.00
Gigi's Playhouse	3,500.00
Northstar Alliance	1,500.00
Can-Do K9's	1,000.00
NW Alpine Ski Team Booster	500.00
City of Osseo-Flower Fund	1,000.00
City of Osseo-Movies/Concerts in the Park	3,000.00
Total Contributions	\$ 30,060.00

Signed



Attach additional information if necessary.

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

Osseo Maple Grove Hockey Association Gambling Report to City of Osseo

1. Report for the month of May-17

2. Check as appropriate:

 x pulltabs

 x tipboards

3. Gross receipts 205,212

4. Expenses - total 204,424

Expenses itemized:

Compensation 9,051

Prizes 176,212

Pull tab games/taxes 2,863

Supplies/misc/payroll proc./storage 4,636

Combined receipts 10,478

Cash long/short 309

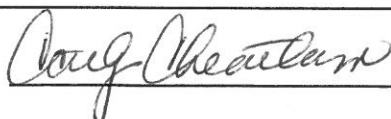
Rent 875

5. Profits 788

6. Distribution of profits (itemized)

OMGHA \$94,500

Signed:



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



Renewal Application for Optional Liquor 2AM License

5 H

License Type: 2AM-500K+

Expires On: August 13, 2017

ID Number: 12313

DBA

Duff's LLC
Duffy's Bar & Grill
337 Central Ave
Osseo MN 55369

Business Phone: 7634250310

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to: AGED, 445 Minnesota St., Suite 222, St. Paul, MN 55101-5133.

- ☐ \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
☐ \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
☒ \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
☐ \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
☐ \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

☒ Yes ☐ No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____

(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature [Signature] Date 8/10/17

(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 6510332

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
dps.mn.gov

MINNESOTA GAMBLING CONTROL BOARD

LG100A

Lawful Gambling Receipts and Expenses by Site

Organization name NORTHWEST AREA JAYCEES			License # 02463	
Site name American Legion Post 172		Site permit # 012	Month reported MAY 5	Year reported 2017

Receipts and Prizes		A Gross Receipts	B Prizes	C Net Receipts
1	Paper pull-tabs	\$0.00	\$0.00	\$0.00
2	Electronic pull-tabs	\$0.00	\$0.00	\$0.00
3	Non-linked bingo	\$3235.00	\$2104.00	\$1131.00
4	Linked bingo	\$0.00	\$0.00	\$0.00
5	Paddlewheel without a table	\$0.00	\$0.00	\$0.00
6	Paddlewheel with a table	\$0.00	\$0.00	\$0.00
7	Raffles	\$0.00	\$0.00	\$0.00
8	Tipboards	\$0.00	\$0.00	\$0.00
9	Interest and other income	\$0.00		\$0.00
10	Totals	\$3235.00	\$2104.00	\$1131.00

Allowable Expenses	
11	Cost of gambling products paid during the month \$0.00
12	Compensation and payroll taxes (\$1197.83)
13	Penalty and interest paid on taxes \$0.00
14	Advertising expenses \$0.00
15	Accounting services \$0.00
16	Costs for a new or renewed gambling manager's bond \$0.00
17	Local government investigation fees \$0.00
18	Rent paid to lessors for conducting lawful gambling \$0.00
19	Electronic pull-tab provider fees \$0.00
20	Electronic linked bingo provider fees \$0.00
21	Other miscellaneous allowable expenses not listed above \$0.00
22	Cash short (if cash long, enter as a negative number) \$0.00
23	Reimbursement for excess cash shortages \$0.00
24	Total allowable expenses (\$1197.83)

Cash Banks	
25	Starting cash banks per site records \$500.00
26	Unreimbursed starting cash banks \$0.00
27	Total starting cash banks \$500.00

Ending Inventory	
28	Total value of ending inventory on the last day of the month \$0.00

Monthly Profit (loss)	
29	Site net profit less state taxes assessed on lawful gambling \$1844.99

Resolution No. 2017-xx**RESOLUTION ACCEPTING DONATIONS
TO CITY OF OSSEO**

WHEREAS, the Osseo City Council is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Section 465.03; and

WHEREAS, the Council agrees that said donations would be of benefit to the citizens of Osseo; and

WHEREAS, the following have proposed contributing money to the City of Osseo and the donations be used for specific purposes as indicated below:

<u>Donor</u>	<u>Amount</u>	<u>Designated Fund</u>
Osseo Maple Grove Hockey Association	\$1,000	Music/Movies in the Park
Osseo Maple Grove Hockey Association	\$1,000	Gateway Sign Fund
Harold E. & Gayle Johnson <i>(in memory of George Beucler, Russell Nobbe & Kenneth Rush)</i>	\$ 300	Beautification/Flower Fund

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Hennepin County, Minnesota, hereby acknowledges and accepts said donations of money to designated funds on behalf of the citizens of Osseo.



City of Osseo City Council Meeting Item

Agenda Item: Brick Paver Policy

Meeting Date: June 26, 2017

Prepared by: LeAnn Larson, City Clerk

Attachments: (Revised) Brick Paver Policy
Brick Paver Order Form

Policy Consideration:

Request Council approval of a Brick Paver Policy.

Background:

The City has been selling brick pavers since 2003 that are engraved with words/names and a few symbols and placed in the brick paver patio outside the Community Center, close to Central Avenue. No policy provides guidelines for inscriptions on the pavers.

Prior Action:

At the June 12 City Council meeting the Council discussed two brick paver policy options and directed staff to modify the preferred Option A to include language that allows an individual, business, or group to incorporate a sign, symbol, or logo as part of the inscription on the paver. Staff also suggested that any sign, symbol, or logo be approved by the City Council in advance of engraving.

FYI: Staff sought quotes on the approximate additional cost to add a sign/symbol/logo to a paver, similar to what the Osseo Lions Club and Fire Department currently has. The quotes that follow are only for a new logo to be engraved on a paver (not the cost of the paver itself and engraving of words/names currently part of our fee schedule):

4" x 8" NEW LOGO ONLY - \$45

8" x 8" NEW LOGO ONLY - \$60

For example, if you wanted to buy a 4" x 8" paver for your business with your own logo engraved, the cost would be \$50 for the paver (includes engraving of words/names only) PLUS new logo engraving of approximately \$45, to total \$95. A more "complicated" logo might cost more than the quote above.

City Goals Met By This Action:

Establish/update City policies.

Options:

The City Council may choose to:

1. Approve the revised Brick Paver Policy.
2. Approve a Brick Paver Policy as amended.
3. Table action on this item for more information.

CITY OF OSSEO BRICK PAVER POLICY

The City of Osseo sells personalized brick pavers that are placed in the brick paver patio located next to the Community Center. Proceeds from the brick pavers help to fund the Heritage Preservation Commission projects and ongoing maintenance of the brick paver patio. Allowing donor-recognition inscriptions on the brick pavers is intended to promote fundraising. The paver campaign is not intended to provide a forum for public or private speech or debate. These guidelines are intended to set forth the permissible subject matter for brick paver inscriptions in the City.

Inscription Restrictions

Subject Matter – The brick paver inscriptions are intended solely to recognize the donor, assist in raising funds, and provide a donor an opportunity to express a commemorative message. The only inscriptions that will be allowed are those that:

- 1) Contain the name(s) of the donor(s) or family member(s) of the donor(s) (including any official title such as Dr. or Mayor);
- 2) Contain a statement or expression of goodwill;
- 3) Commemorate the birth or death of an individual, and in such instances may include the name, the words “in memory of” or “in honor of,” and the person’s name and important dates; or
- 4) Honor individuals, businesses, or groups that:
 - a) Provided service for the City, its residents, or businesses;
 - b) Lived or was located within the City; or
 - c) Was a member of the business, social, or educational community of the City.

5) [Depict signs, symbols, or logos that have been approved by the City Council. Pictorial engravings \(e.g., signs, symbols, logos, etc.\) may incur an additional fee as the applicant will be solely responsible for any additional costs for including such graphics.](#)

The following types of inscriptions will be prohibited:

- Obscenities, profanities, or vulgar messages
- Acronyms that could be construed as obscene or profane
- Derogatory messages (explicit or implied)
- Sexually explicit messages
- Political messages
- Messages that malevolently portray, demean, or intimidate any group based on race, ethnicity, gender, age, religion, socioeconomic, sexual preference, familial status, marital status, political, or other
- Messages promoting any government entity other than the City of Osseo
- Messages that contain phone numbers, addresses, and/or websites

Text and Layout - No inscriptions of any other kind shall be allowed, and no text other than that described above shall be permitted on any brick paver. ~~No signs, symbols, or logos of any kind shall be allowed except for those logos of the Osseo Fire Department and the Osseo Lions Club~~ Any brick pavers which contain depictions currently existing on the effective date of this policy shall be deemed approved by the City Council. Each small brick paver shall be allowed up to three lines of text with no more than 15 characters or spaces per line; each large brick paver shall be allowed up to six lines of text with no more than 15 characters or spaces per line. All letters will be capital letters. Inscription will be centered on the paver.

Warranty

There is no warranty for the life of the brick paver. The City will not bear responsibility for repair or replacement of vandalized or stolen pavers.

Procedure

The City will communicate these guidelines to potential donors, and advise them that all inscriptions are subject to review by the City and include these guidelines, summary, or reference thereof, in any advertisements or promotional materials for the brick paver campaign.

The City will forward a requested inscription that appears not to comply with this Policy to the City Attorney for review and a report to the City Council for a determination of whether the inscription is to be allowed or denied. The City shall communicate any denials/rejection and the reason(s) therefore to the donor.

Application of Policy

This Policy shall be effective upon adoption by the City Council and shall apply to orders for pavers that have not been fulfilled by the City and placed in the brick paver patio.

Approved by the Osseo City Council on the 26th day of June, 2017.

Mayor Duane Poppe

City Administrator Riley Grams

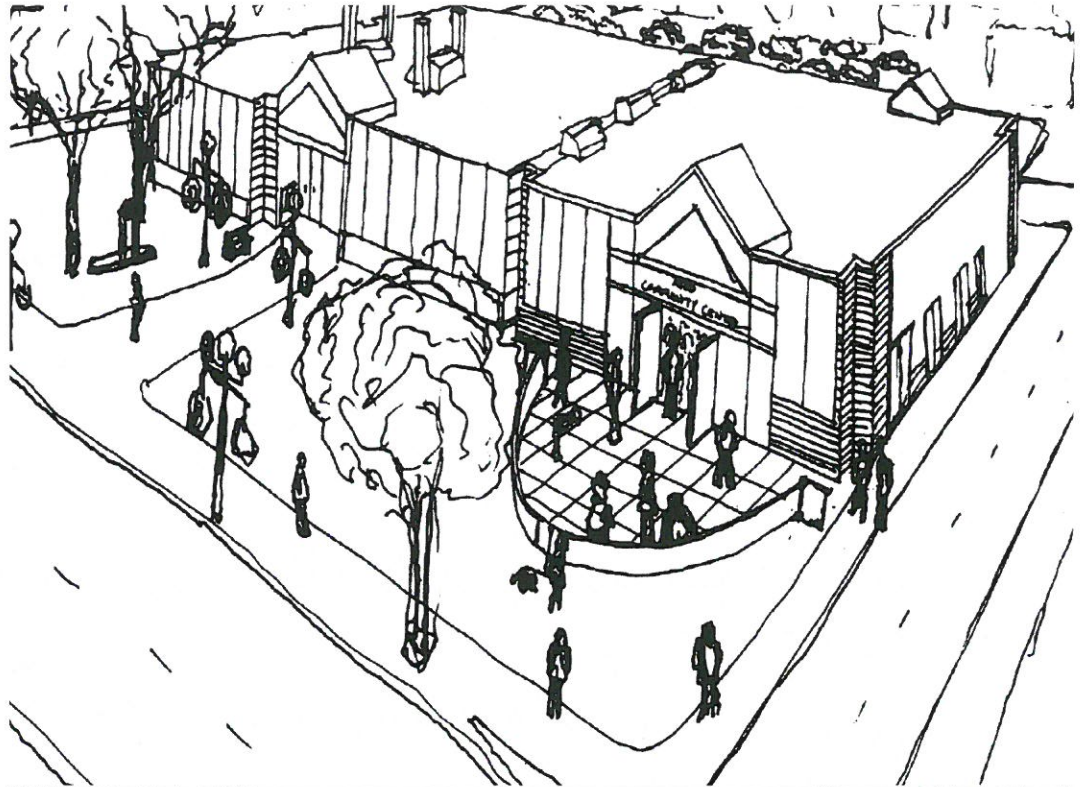
Become a part of Osseo history!

You, your family, or your business can now become a permanent part of the City of Osseo through the purchase of a brick paver. The pavers are installed in the patio in front of the Community Center at City Hall.

Each paver is engraved with a personalized inscription of your choice.

The brick pavers are available in two sizes:

4" x 8" at a cost of \$50 &
8" x 8" at a cost of \$100.



Your donation to the City of Osseo Brick Paver Patio will enable the Osseo Heritage Preservation Commission to purchase display cases for important historic artifacts and start more historical projects. Thank you!

Contact City Hall at 763.425.2624 for more information or if you have questions.

Brick Paver Patio Order Form

ITEM	QUANTITY	COST EACH	TOTAL
------	----------	-----------	-------

Small Paver(s)	_____	\$50	\$ _____
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Large Paver(s)	_____	\$100	\$ _____
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Please provide the following information for EACH PAVER ordered. Each SMALL PAVER can have **up to three** lines of characters. Each LARGE PAVER can have **up to six** lines of characters; use the back side of this sheet. Each line can have up to 15 characters including spaces.

Enclose your personal check made payable to
City of Osseo-Heritage Preservation Commission.

Purchased By:

NAME _____

ADDRESS _____

CITY _____

STATE & ZIP _____

DAYTIME PHONE _____

SIGNATURE _____

EMAIL _____

Mail your completed form to:

City of Osseo
415 Central Avenue
Osseo, MN 55369



City of Osseo City Council Meeting Item

Agenda Item: Approve Joint Cooperation Agreement for Participation in the Hennepin County CDBG Program for 2018-2020

Meeting Date: June 26, 2017

Prepared by: Nancy Abts, City Planner

Attachments: Agreement
Resolution

Policy Consideration:

Hennepin County asks to update to an ongoing Joint Cooperation Agreement. The agreement for the Community Development Block Grant (CDBG) program is set to auto-renew in 2018. The City of Osseo is asked to approve an updated agreement.

Background:

The CDBG program grants federal funds to local communities. Hennepin County provides CDBG funds to Osseo and other smaller communities. These cities are part of the “consolidated pool” of sub-grantees.

In the “consolidated pool”, continuing with the CDBG program through the cooperation agreement doesn’t create new financial obligations or administrative requirements. Participation in the county CDBG program provides the following benefits:

- Provides Osseo the option of applying for CDBG funds for eligible housing or public facility projects.
- Osseo residents are eligible to apply for help with home repairs. This is through the county's single family housing rehabilitation loans.
- Osseo residents are eligible to receive assistance through various public service activities. These include counseling for homeownership, home maintenance help for seniors, and other programs.

In recent years, Osseo received CDBG funds to help with housing projects and the 2017 Sidewalk Replacement.

Previous Action or Discussion:

Osseo has participated in the county’s CDBG program for many years. The previous agreement with the County was set to auto-renew for three-year periods. The new agreement will also auto-renew unless changes are needed.

The county has determined amendments to the cooperation agreement are needed. These changes to ensure compliance with various HUD regulations, improve administrative efficiency, and prepare for the possibility of federal funding cuts to the CDBG program.

Administrative staff and the City Attorney have reviewed the proposed agreement and recommend approval.

Budget or Other Considerations:

Participating in Hennepin County's CDBG program allows Osseo to apply for grant funding to assist with redevelopment, housing projects, and community facilities.

City Goals Met By This Action:

- 3) Maintain as low a tax rate as possible
- 5) Continue to give Staff the necessary tools to do their jobs effectively and efficiently
- 7) Increase inter-governmental cooperation and the sharing of City services
- 16) Plan and provide for safe and quality housing options

Options:

The City Council may choose to:

- 1. Approve the proposed Joint Cooperation Agreement by passing the attached resolution;
- 2. Deny the proposed Joint Cooperation Agreement;
- 3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1. Approve the proposed Joint Cooperation Agreement by passing the attached resolution.

**JOINT COOPERATION AGREEMENT
URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, State of Minnesota, hereinafter referred to as "COUNTY," A-2400 Government Center, Minneapolis, Minnesota, 55487, and the cities executing this Master Agreement, each hereinafter respectively referred to as "COOPERATING UNIT," said parties to this Agreement each being governmental units of the State of Minnesota, and made pursuant to Minnesota Statutes, Section 471.59.

WITNESSETH:

COOPERATING UNIT and COUNTY agree that it is desirable and in the interests of their citizens that COOPERATING UNIT shares its authority to carry out essential community development and housing activities with COUNTY in order to permit COUNTY to secure and administer Community Development Block Grant and HOME Investment Partnership funds as an Urban County within the provisions of the Act as herein defined and, therefore, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions.

COOPERATING UNIT acknowledges that by the execution of this Agreement that it understands that it:

1. May not also apply for grants under the State CDBG Program from appropriations for fiscal years during which it is participating in the Urban County Program; and
2. May not participate in a HOME Consortium except through the Urban County.
3. May not receive a formula allocation under the Emergency Solutions Grants (ESG) Program except through the Urban County.

I. DEFINITIONS

The definitions contained in 42 U.S.C. 5302 of the Act and 24 CFR §570.3 of the Regulations are incorporated herein by reference and made a part hereof, and the terms defined in this section have the meanings given them:

- A. "Act" means Title I of the Housing and Community Development Act of 1974, as amended, (42 U.S.C. 5301 et seq.).
- B. "Activity" means a CDBG-funded activity eligible under Title I of the Housing and Community Development Act of 1974, as amended. Example: single family rehab activity.
- C. "Annual Program" means those combined activities submitted by cooperating units to COUNTY for CDBG funding as part of the Consolidated Plan.
- D. "Analysis of Impediments to Fair Housing Choice" or "AI" means an assessment of how laws,

regulations, policies and procedures affect the location, availability, and accessibility of housing, and how conditions, both private and public, affect fair housing choice. All HUD grantees must certify that they will affirmatively further fair housing, which means conducting an Analysis of Impediments to Fair Housing Choice (AI), taking appropriate actions to overcome the effects of any impediments identified through that analysis, and keeping records of these actions.

- E. "Consolidated Plan" means the document bearing that title or similarly required statements or documents submitted to HUD for authorization to expend the annual grant amount and which is developed by the COUNTY in conjunction with COOPERATING UNITS as part of the Community Development Block Grant Program.
- F. "Cooperating Unit(s)" means any city or town in Hennepin County that has entered into a cooperation agreement that is identical to this Agreement, as well as Hennepin County, which is a party to each Agreement.
- G. "HUD" means the United States Department of Housing and Urban Development.
- H. "Metropolitan City" means any city located in whole or in part in Hennepin County which is certified by HUD to have a population of 50,000 or more people, or which has previously been granted Metropolitan City status by HUD.
- I. "Program" means the HUD Community Development Block Grant Program as defined under Title I of the Housing and Community Development Act of 1974, as amended.
- J. "Program Income" means gross income received by the recipient or a subrecipient directly generated from the use of CDBG.
- K. "Public service activities" means the provision of public services described in 24 CFR 570.201(e).
- L. "Regulations" means the rules and regulations promulgated pursuant to the Act, including but not limited to 24 CFR Part 570.
- M. "Urban County" means the entitlement jurisdiction within the provisions of the Act and includes the suburban Hennepin County municipalities which are signatories to this Agreement.

II. PURPOSE

The purpose of this Agreement is to authorize COUNTY and COOPERATING UNIT to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities and authorizes COUNTY to carry out these and other eligible activities for the benefit of eligible recipients who reside within the corporate limits of the COOPERATING UNIT which will be funded from annual Community Development Block Grant, Emergency Solutions Grants (ESG) Programs and HOME appropriations for the Federal Fiscal Years 2018, 2019 and 2020 and from any program income generated from the expenditure of such funds.

III. AGREEMENT

The initial term of this Agreement is for a period commencing on October 1, 2017 and terminating no sooner than the end of the program year covered by the Consolidated Plan for the basic grant amount for the Fiscal Year 2020, as authorized by HUD, and for such additional time as may be required for the expenditure of funds granted to the County for such period. Prior to the end of the initial term and the end of each subsequent qualification

period, the COUNTY, as the lead agency of the URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, shall provide a written notice to the COOPERATING UNIT of their right not to participate in a subsequent qualification period. The written notice will provide the COOPERATING UNIT a minimum thirty (30) day period to submit a written withdrawal. If the COOPERATING UNIT does not submit to the COUNTY a written withdrawal during the notice period, this Agreement shall be automatically extended for a subsequent three-year qualifying period.

This Agreement must be amended by written agreement of all parties to incorporate any future changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for the year in which the next qualification of the County is scheduled. Failure by either party to adopt such an amendment to the Agreement shall automatically terminate the Agreement following the expenditure of all CDBG and HOME funds allocated for use in the COOPERATING UNIT's jurisdiction.

This Agreement shall remain in effect until the CDBG, HOME and ESG funds and program income received (with respect to activities carried out during the three-year qualification period, and any successive qualification periods under agreements that provide for automatic renewals) are expended and the funded activities completed. COUNTY and COOPERATING UNIT cannot terminate or withdraw from this Agreement while it remains in effect.

Notwithstanding any other provision of this Agreement, this Agreement may be terminated at the end of the program period during which HUD withdraws its designation of the COUNTY as an Urban County under the Act.

This Agreement shall be executed by the appropriate officers of COOPERATING UNIT and COUNTY pursuant to authority granted them by their respective governing bodies, and a copy of the authorizing resolution and executed Agreement shall be filed promptly by the COOPERATING UNIT in the Hennepin County Department of Housing, Community Works and Transit so that the Agreement can be submitted to HUD by July 24, 2017.

COOPERATING UNIT and COUNTY shall take all actions necessary to assure compliance with the urban county's certifications required by Section 104(b) of the Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964; the Fair Housing Act, and affirmatively furthering fair housing. COOPERATING UNIT and COUNTY shall also take all actions necessary to assure compliance with Section 109 of Title I of the Housing and Community Development Act of 1974 (which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975), and other applicable laws.

IV. ACTIVITIES

COOPERATING UNIT agrees that awarded grant funds will be used to undertake and carry out, within the terms of this Agreement, certain activities eligible for funding under the Act. The COUNTY agrees and will assist COOPERATING UNIT in the undertaking of such essential activities by providing the services specified in this Agreement. The parties mutually agree to comply with all applicable requirements of the Act and the Regulations and other relevant Federal and/or Minnesota statutes or regulations in the use of basic grant amounts. Nothing in this Article shall be construed to lessen or abrogate the COUNTY's responsibility to assume all obligations of an applicant under the Act, including the development of the Consolidated Plan, pursuant to 24 CFR Part 91.

COOPERATING UNIT further specifically agrees as follows:

- A. COOPERATING UNIT will, in accord with a COUNTY-established schedule, prepare and provide to the COUNTY, in a prescribed form, requests for the use of Community Development Block Grant Funds consistent with this Agreement, program regulations and the Urban Hennepin County Consolidated Plan.
- B. COOPERATING UNIT acknowledges that, pursuant to 24 CFR §570.501 (b), it is subject to the same requirements applicable to subrecipients, including the requirement for a written Subrecipient Agreement set forth in 24 CFR §570.503. The Subrecipient Agreement will cover the implementation requirements for each activity funded pursuant to this Agreement and shall be duly executed with and in a form prescribed by the COUNTY.
- C. COOPERATING UNIT acknowledges that it is subject to the same subrecipient requirements stated in paragraph B above in instances where an agency other than itself is undertaking an activity pursuant to this Agreement on behalf of COOPERATING UNIT. In such instances, a written Third Party Agreement shall be duly executed between the agency and COOPERATING UNIT in a form prescribed by COUNTY.
- D. COOPERATING UNITS shall expend all funds annually allocated to activities pursuant to the Subrecipient Agreement.
 - 1. All funds not expended pursuant to the terms of the Subrecipient Agreement will be relinquished to the COUNTY and will be transferred to a separate account for reallocation on a competitive request for proposal basis at the discretion of the COUNTY where total of such funds is \$100,000 or greater. Amounts less than \$100,000 shall be allocated by COUNTY to other existing activities consistent with timeliness requirements and Consolidated Plan goals.
- E. COUNTY and COOPERATING UNITS shall expend all program income pursuant to this Agreement as provided below:
 - 1. Program income from housing rehabilitation activities administered by the COUNTY will be incorporated into a pool at the discretion of the COUNTY. The pool will be administered by COUNTY and will be used for housing rehabilitation projects located throughout the entire Urban County. When possible, COUNTY will give priority to funding housing rehabilitation projects within the COOPERATING UNIT where the program income was generated. Funds expended in this manner would be secured by a Repayment Agreement/Mortgage running in favor of the COUNTY. Program income generated by METROPOLITAN CITY COOPERATING UNITS that administer their own housing rehabilitation activities may be retained by the COOPERATING UNIT at its discretion.
 - 2. COUNTY reserves the option to recapture program income generated by non-housing rehabilitation activities if said funds have not been expended within twelve (12) months of being generated. These funds shall be transferred to a separate account for reallocation on a competitive request for proposal basis administered by COUNTY or, where the total of such funds does not exceed \$100,000, shall be reallocated by COUNTY to other existing activities consistent with timeliness requirements and Consolidated Plan goals.
- F. COOPERATING UNITS are encouraged to undertake joint activities involving the sharing of funding when such action furthers the goals of the Consolidated Plan and meets the expenditure goals.

- G. If COUNTY is notified by HUD that it has not met the performance standard for the timely expenditure of funds at 24 CFR 570.902(a) and the COUNTY entitlement grant is reduced by HUD according to its policy on corrective actions, then the basic grant amount to any COOPERATING UNIT that has not met its expenditure goal shall be reduced accordingly.
- H. COOPERATING UNIT will take actions necessary to assist in accomplishing the community development program and housing goals, as contained in the Urban Hennepin County Consolidated Plan, and will comply with COUNTY's direction to redirect the use of funds when necessary to accomplish said goals.
- I. COOPERATING UNIT shall ensure that all activities funded, in part or in full by grant funds received pursuant to this Agreement, shall be undertaken affirmatively with regard to fair housing, employment and business opportunities for minorities and women. It shall, in implementing all programs and/or activities funded by the basic grant amount, comply with all applicable Federal and Minnesota Laws, statutes, rules and regulations with regard to civil rights, affirmative action and equal employment opportunities and Administrative Rule issued by the COUNTY.
- J. COOPERATING UNIT acknowledges the recommendations set forth in the current Analysis of Impediments to Fair Housing Choice. COOPERATING UNIT that does not affirmatively further fair housing within its own jurisdiction or that impedes action by COUNTY to comply with its certifications to HUD may be prohibited from receiving part or all CDBG funding for its activities, and may be required to reimburse COUNTY for part or all of funds it has received.
- K. COOPERATING UNIT shall participate in the citizen participation process, as established by COUNTY, in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.
- L. COOPERATING UNIT shall reimburse COUNTY for any expenditure determined by HUD or COUNTY to be ineligible.
- M. COOPERATING UNIT shall prepare, execute, and cause to be filed all documents protecting the interests of the parties hereto or any other party of interest as may be designated by the COUNTY.
- N. COOPERATING UNIT has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and
 - 2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.
- O. COOPERATING UNIT shall not sell, trade, or otherwise transfer all or any portion of grant funds to another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act.

COUNTY further specifically agrees as follows:

- A. COUNTY shall prepare and submit to HUD and appropriate reviewing agencies, on an annual basis, all plans, statements and program documents necessary for receipt of a basic grant amount under the Act.
- B. COUNTY shall provide, to the maximum extent feasible, technical assistance and coordinating services to COOPERATING UNIT in the preparation and submission of a request for funding.
- C. COUNTY shall provide ongoing technical assistance to COOPERATING UNIT to aid COUNTY in fulfilling its responsibility to HUD for accomplishment of the community development program and housing goals.
- D. COUNTY shall, upon official request by COOPERATING UNIT, agree to administer local housing rehabilitation activities funded pursuant to the Agreement, provided that COUNTY shall receive Twelve percent (12%) of the allocation by COOPERATING UNIT to the activity as reimbursement for costs associated with the administration of COOPERATING UNIT activity.
- E. COUNTY may, at its discretion and upon official request by COOPERATING UNIT, agree to administer, for a possible fee, other activities funded pursuant to this Agreement on behalf of COOPERATING UNIT.
- F. COUNTY may, as necessary for clarification and coordination of program administration, develop and implement Administrative Rules consistent with the Act, Regulations, HUD administrative directives, and administrative requirements of COUNTY; and COOPERATING UNIT shall comply with said Administrative Rules.

V. ALLOCATION OF BASIC GRANT AMOUNTS

Basic grant amounts received by the COUNTY under Section 106 of the Act shall be allocated as follows:

- A. Planning and administration costs are capped to 20 percent of the sum of the basic grant amount plus program income that is received during the program year. During the term of this Agreement the COUNTY will receive a planning and administrative retainage of up to fifteen percent (15%) of the basic grant amount; included in this administrative amount is funding for county-wide Fair Housing activities.
- B. Funding for public service activities are capped to 15 percent of the sum of the basic grant amount plus program income that is received during the previous program year. During the term of this Agreement the COUNTY will retain up to 15% of the basic grant amount for allocation to public service activities county-wide. Funds retained for public service activities will be awarded in a manner determined by COUNTY on a competitive request for proposal basis.
- C. The balance of the basic grant amount shall be made available by COUNTY to COOPERATING UNITS in accordance with the formula stated in part D and the procedure stated in part E of this section utilizing U.S. Census Bureau data. The allocation is for planning purposes only and is not a guarantee of funding.
- D. Allocation of funding will be based upon a formula using U.S. Census Bureau data that bears the same ratio to the balance of the basic grant amount as the average of the ratios between:
 - 1. The population of COOPERATING UNIT and the population of all COOPERATING UNITS.

2. The extent of poverty in COOPERATING UNIT and the extent of poverty in all COOPERATING UNITS.
 3. The extent of overcrowded housing by units in COOPERATING UNIT and the extent of overcrowded housing by units in all COOPERATING UNITS.
 4. In determining the average of the above ratios, the ratio involving the extent of poverty shall be counted twice.
- E. Funds will be made available to communities utilizing the formula specified in C of this Section in the following manner:
1. All COOPERATING UNITS which are also METROPOLITAN CITIES will receive funding allocations in accordance with the COUNTY formula allocations.
 2. All COOPERATING UNITS with aggregate formula percentages of greater than five percent (5%) of the total using the procedure in part D. of this section will receive funding allocations in accordance with the COUNTY formula allocations, unless the resulting allocation would total less than One Hundred Thousand Dollars (\$100,000.00).
 3. COOPERATING UNITS with aggregate formula percentages of five percent (5%) or less of the total using the procedure in part D. of this section or with funding allocations of less than One Hundred Thousand Dollars (\$100,000.00) will have their funds consolidated into a pool for award in a manner determined by COUNTY on a competitive request for proposal basis. Only the COUNTY and COOPERATING UNITS whose funding has been pooled will be eligible to compete for these funds.
 4. COOPERATING UNITS shall have the option to opt-in to the consolidated pool specified in item 3. of this part by providing written notice to COUNTY by November 15th annually.
- F. The COUNTY shall develop these ratios based upon data to be furnished by the U.S. Census Bureau. The COUNTY assumes no duty to gather such data independently and assumes no liability for any errors in the data.
- G. In the event COOPERATING UNIT does not request a funding allocation, or a portion thereof, the amount not requested shall be made available to other participating communities, in a manner determined by COUNTY.

VI. METROPOLITAN CITIES

Any metropolitan city executing this Agreement shall defer their entitlement status and become part of Urban Hennepin County.

This agreement can be voided if the COOPERATING UNIT is advised by HUD, prior to the completion of the re-qualification process for fiscal years 2018-2020, that it is newly eligible to become a metropolitan city and the COOPERATING UNIT elects to take its entitlement status. If the agreement is not voided on the basis of the COOPERATING UNIT's eligibility as a metropolitan city prior to July 16, 2017, the COOPERATING UNIT must remain a part of the COUNTY program for the entire three-year period of the COUNTY qualification.

VII. OPINION OF COUNSEL

The undersigned, on behalf of the Hennepin County Attorney, having reviewed this Agreement, hereby opines that the terms and provisions of the Agreement are fully authorized under State and local law and that the COOPERATING UNIT has full legal authority to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly-assisted housing.

Assistant County Attorney

VIII. HENNEPIN COUNTY EXECUTION

The Hennepin County Board of Commissioners having duly approved this Agreement on _____, 2017, and pursuant to such approval and the proper County official having signed this Agreement, the COUNTY agrees to be bound by the provisions herein set forth.

APPROVED AS TO FORM:

Assistant County Attorney

Date: _____

COUNTY OF HENNEPIN, STATE OF MINNESOTA

By: _____
Chair of its County Board

Attest: _____
Deputy Clerk of the County Board

Date: _____

By: _____
County Administrator

Date: _____

By: _____
Assistant County Administrator – Public Works

Date: _____

Recommended for Approval:

Director, Community Works

Date: _____

IX. COOPERATING UNIT EXECUTION

COOPERATING UNIT, having signed this Agreement, and the COOPERATING UNIT'S governing body having duly approved this Agreement on _____, 2017, and pursuant to such approval and the proper city official having signed this Agreement, COOPERATING UNIT agrees to be bound by the provisions of this Joint Cooperation Agreement.

CITY OF

By: _____
Its Mayor

And: _____
Its City Clerk

ATTEST: _____

CITY MUST CHECK ONE:

The City is organized pursuant to:

____ Plan A ____ Plan B ____ Charter

Resolution No. 2017-xx

RESOLUTION AUTHORIZING THE EXECUTION OF A JOINT COOPERATION AGREEMENT BETWEEN THE CITY OF OSSEO AND HENNEPIN COUNTY FOR PARTICIPATION IN THE URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM IN FISCAL YEARS 2018 – 2020

WHEREAS, the City of Osseo, Minnesota and the County of Hennepin have in effect a Joint Cooperation Agreement for purposes of qualifying as an Urban County under the United States Department of Housing and Urban Development Community Development Block Grant (CDBG), Emergency Solutions Grants (ESG) Program, and HOME Investment Partnerships (HOME) Programs; and

WHEREAS, the City and County wish to execute a new Joint Cooperation Agreement in order to continue to qualify as an Urban County for purposes of the Community Development Block Grant, ESG and HOME Programs.

NOW, THEREFORE, BE IT RESOLVED that a new Joint Cooperation Agreement between the City and County be executed effective October 1, 2017 and that the Mayor and the City Clerk be authorized and directed to sign the Agreement on behalf of the City.

Adopted by the Osseo City Council this 12th day of June, 2017.

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

and the following voted against the same: _____,

and the following was absent: _____,

whereupon said resolution was declared duly passed and adopted.

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

We, the undersigned, being the duly qualified Mayor and Clerk of the City of Osseo, Hennepin County, Minnesota, a Minnesota municipal corporation, hereby certify that the above and foregoing Resolution No. 2017-xxx is a true and correct copy of the Resolution as adopted by the City Council the _____ day of _____, 2017.

Duane E. Poppe, Mayor

LeAnn Larson, City Clerk



CITY OF OSSEO

Payments

06/22/17 12:01 PM

Page 1

Current Period: JUNE 2017

Batch Name	6/26/17	User Dollar Amt	\$0.00
Payments		Computer Dollar Amt	\$141,552.17
			\$141,552.17 Out of Balance
Refer	4579 324 6TH AVE SE	-	
Cash Payment	R 308-36210 INTEREST EARNED	INTEREST OVERPAY - 217 STR PROJECT	\$2.75
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$2.75
Refer	4580 334 CO RD 81	-	
Cash Payment	R 308-36210 INTEREST EARNED	INTEREST OVERPAY - 2017 STR PROJECT	\$6.46
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$6.46
Refer	4592 ABTS, NANCY SMEBAK	-	
Cash Payment	E 101-41650-260 EDUCATION/MEETING	LMC CONFERENCE MILEAGE REIMB	\$100.15
Invoice			
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$100.15
Refer	4588 ACTION FLEET INC	-	
Cash Payment	E 120-41920-570 EQUIPMENT	REAR MINIBARS FOR TANKER 11	\$1,415.34
Invoice 11769	5/31/2017		
Cash Payment	E 120-41920-570 EQUIPMENT	REPLACE RIGHT SIDE LIGHTS ON ENGINE 11	\$526.12
Invoice 11768	5/31/2017		
Cash Payment	E 120-41920-570 EQUIPMENT	REPLACE RIGHT SIDE LIGHTS FOR RESUCE 11	\$526.12
Invoice 11767	5/31/2017		
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$2,467.58
Refer	4550 ACTION RADIO & COMMUNICATIO	-	
Cash Payment	E 101-41900-213 OFFICER EQUIPMENT	CHIEF EAR PIECE FOR RADIO	\$40.00
Invoice 11594	6/6/2017		
Cash Payment	E 101-41900-213 OFFICER EQUIPMENT	CHIEF EAR MIC	\$85.00
Invoice 11627	6/13/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$125.00
Refer	4552 ADVANCED FIRST- AID INC	-	
Cash Payment	E 101-41920-211 OPERATIONS	3 OXIMETERS	\$190.37
Invoice 0517-173	5/31/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$190.37
Refer	4551 AFFORDABLE SANITATION INC	-	
Cash Payment	E 101-42350-410 LEASES/RENTALS	BOERBOOM PORTABLE TOILET	\$109.00
Invoice 1215	6/6/2017		
Cash Payment	E 101-42350-410 LEASES/RENTALS	SIPE PORTABLE TOILET	\$144.00
Invoice 1216	6/6/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$253.00
Refer	4549 AFLAC	Ck# 001428 6/13/2017	
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	JUNE 2017 PREMIUMS	\$67.16
Invoice 860425	6/12/2017		
Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	JUNE 2017 PREMIUMS	\$50.28
Invoice 860425	6/12/2017		



CITY OF OSSEO

Payments

06/22/17 12:01 PM

Page 2

Current Period: JUNE 2017

Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$117.44
Refer	4589 <i>BROOKLYN PARK, CITY OF</i>	-		
Cash Payment	E 241-41650-211 OPERATIONS	6/12/17 BICYCLE TRNG 4 OFFICERS		\$120.00
Invoice	6/2/2017			
Cash Payment	E 101-41900-316 INCARCERATION SERV	4/22/17 BOOKING SERVICE		\$100.00
Invoice	2017-00000017	6/15/2017		
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total	\$220.00
Refer	4554 <i>CENTERPOINT ENERGY</i>	-		
Cash Payment	E 101-42350-390 NATURAL GAS SERVIC	MAY 2017 SERVICE		\$20.12
Invoice	MAY 2017	6/6/2017		
Cash Payment	E 101-41700-390 NATURAL GAS SERVIC	MAY 2017 SERVICE		\$103.37
Invoice	MAY 2017	6/6/2017		
Cash Payment	E 602-49400-390 NATURAL GAS SERVIC	MAY 2017 SERVICE		\$20.12
Invoice	MAY 2017	6/6/2017		
Cash Payment	E 101-42000-390 NATURAL GAS SERVIC	MAY 2017 SERVICE		\$33.30
Invoice	MAY 2017	6/6/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$176.91
Refer	4553 <i>CENTURYLINK- PHOENIX</i>	-		
Cash Payment	E 602-49400-321 TELECOMMUNICATION	JUNE 2016 LIFTSTATIONS		\$104.40
Invoice	JUNE 2017	6/6/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$104.40
Refer	4595 <i>COMCAST BUSINESS</i>	-		
Cash Payment	E 101-41700-321 TELECOMMUNICATION	JULY 2017 TRUNK LINES		\$323.93
Invoice	54066759	6/15/2017		
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total	\$323.93
Refer	4555 <i>CUNNIEN, SUSAN</i>	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	6/17/17 CC DEPOSIT RETURN		\$250.00
Invoice				
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$250.00
Refer	4556 <i>EFTPS</i>	Ck# 001429 6/14/2017		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	4/12/17 PAYROLL		\$3,705.25
Invoice	4258261	6/14/2017		
Cash Payment	G 101-21703 FICA WITHHOLDING	4/12/17 PAYROLL		\$3,652.44
Invoice	4258261	6/14/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$7,357.69
Refer	4571 <i>EFTPS</i>	Ck# 001439E 6/20/2017		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	6/21/17 PAYROLL		\$4,292.11
Invoice				
Cash Payment	G 101-21703 FICA WITHHOLDING	6/21/17 PAYROLL		\$3,780.26
Invoice				
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total	\$8,072.37
Refer	4557 <i>FAIRS GARDEN CENTER</i>	-		
Cash Payment	E 101-42000-224 STREET MAINTENANC	BLACK DIRT FOR BLVDS		\$32.00
Invoice	10834	6/13/2017		
Cash Payment	E 101-42000-224 STREET MAINTENANC	BLACK DIRT FOR BLVDS		\$32.00
Invoice	10836	6/13/2017		



CITY OF OSSEO Payments

06/22/17 12:01 PM

Page 3

Current Period: JUNE 2017

Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$64.00
Refer	4558 G & K SERVICES INC	-			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	5/3/17 UNIFORM SERVICE			\$15.18
Invoice	6006465086	5/3/2017			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	5/10/17 UNIFORM SERVICE			\$15.18
Invoice	6006476211	5/10/2017			
Cash Payment	E 101-41900-201 OFFICE SUPPLIES	5/17/17 PD RUG SERVICE			\$6.24
Invoice	6006487420	5/17/2017			
Cash Payment	E 101-41800-222 BUILDING REPAIR/MAI	5/17/17 CH RUG SERVICE			\$10.56
Invoice	6006487419	5/17/2017			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	5/17/17 UNIFORM SERVICE			\$15.18
Invoice	6006487418	5/17/2017			
Cash Payment	E 101-42000-222 BUILDING REPAIR/MAI	5/17/17 PW RUG SERVICE			\$12.06
Invoice	6006487418	5/17/2017			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	5/24/17 UNIFORM SERVICE			\$15.18
Invoice	6006498545	5/24/2017			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	5/31/17 UNIFORM SERVICE			\$15.18
Invoice	6006509628	5/31/2017			
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$104.76
Refer	4563 HEALTH PARTNERS	Ck# 001427 6/14/2017			
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD INS	JUL 2017 PREMIUMS			\$5,613.19
Invoice	73525798	6/9/2017			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD INS	JUL 2017 PREMIUMS			\$2,925.34
Invoice	73525798	6/9/2017			
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD INS	JUL 2017 PREMIUMS			\$1,261.23
Invoice	73525798	6/9/2017			
Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	JUL 2017 PREMIUMS			\$915.52
Invoice	73525798	6/9/2017			
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$10,715.28
Refer	4559 HEMRICH, CALIANNE	-			
Cash Payment	R 101-36000 MISCELLANEOUS REVENU	6/17/17 BOERBOOM DEPOSIT RETURN			\$250.00
Invoice					
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$250.00
Refer	4562 HENN CO INFO TECH	-			
Cash Payment	E 101-41920-220 RADIO COMMUNICATI	FD RADIO ADMIN			\$725.43
Invoice	1000094893	6/2/2017			
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$725.43
Refer	4560 HENN CO PUBLIC WORKS	-			
Cash Payment	E 101-42000-216 FUEL	MAY 2017 PW FUEL			\$139.69
Invoice	1000095006	6/6/2017			
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$139.69
Refer	4561 HENN CO SHERIFF	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV	MAY 2017 BOOKING SERVICE			\$1,035.63
Invoice	1000094672	5/31/2017			
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total	\$1,035.63
Refer	4564 ICMA RETIREMENT CORPORATIO	-			



CITY OF OSSEO

Payments

06/22/17 12:01 PM

Page 4

Current Period: JUNE 2017

Cash Payment	G 101-21705 DEFFERED COMP	1/4/17 PAYROLL	\$656.85
Invoice	41410307	6/14/2017	
Cash Payment	G 101-21705 DEFFERED COMP	6/21/17 PAYROLL	\$781.00
Invoice	41413334	6/14/2017	
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$1,437.85
Refer	4587 KENNEDY & GRAVEN, CHARTERE	-	
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	ADMIN	\$933.72
Invoice	MAY 2017		
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	PZ	\$672.87
Invoice	MAY 2017		
Cash Payment	E 801-71000-310 OTHER PROFESSIONA	SPRING OPENER EVENT LEGAL	\$123.59
Invoice	MAY 2017		
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	SAC DERRERER	\$116.72
Invoice	MAY 2017		
Cash Payment	E 404-42000-304 LEGAL SERVICE - CIVI	2017 STR PROJECT	\$254.04
Invoice	MAY 2017		
Cash Payment	E 101-41500-211 OPERATIONS	MAY EXPENSES	\$25.20
Invoice	MAY 2017		
Cash Payment	E 404-42000-304 LEGAL SERVICE - CIVI	2017 STR PROJECT EASEMENTS	\$807.50
Invoice	MAY 2017		
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$2,933.64
Refer	4565 KINTZI, TODD C	-	
Cash Payment	E 241-41650-211 OPERATIONS	BICYCLE SHORTS	\$39.99
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$39.99
Refer	4566 LARSON, CASSANDRA	-	
Cash Payment	R 101-36002 YOUTH RECREATION FEES	2017 YOUTH REC ART CLASS RETURN	\$70.00
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$70.00
Refer	4586 LMC INSURANCE TRUST	-	
Cash Payment	E 101-41900-310 OTHER PROFESSIONA	DEDUCTIBLE - BROOKE BASS DEFENSE	\$500.00
Invoice	2662	6/14/2017	
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$500.00
Refer	4568 LOFFLER COMPANIES INC-OC09	-	
Cash Payment	E 101-41110-211 OPERATIONS	5/22-6/21/17 COPIER USAGE	\$124.66
Invoice	2544126	6/12/2017	
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$124.66
Refer	4593 MAPLE GROVE CYCLE	-	
Cash Payment	E 241-41650-211 OPERATIONS	BRAKE SHOES FOR PD BICYCLE	\$26.99
Invoice	06131716240227	6/13/2017	
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$26.99
Refer	4591 METRO SALES INC	-	
Cash Payment	E 101-41900-410 LEASES/RENTALS	PD COPIER LEASE	\$73.04
Invoice	822362	6/19/2017	
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$73.04
Refer	4596 METRO WEST INSPECTION SERVI	-	



CITY OF OSSEO Payments

06/22/17 12:01 PM

Page 5

Current Period: JUNE 2017

Cash Payment	E 200-41940-310 OTHER PROFESSIONA	MAY 2017 INSPECTIONS		\$639.45
Invoice	1086	6/14/2017		
Transaction Date	6/22/2017	PREMIER CHECKIN	10100	Total \$639.45
Refer	4569 MINNESOTA PIPE & EQUIPMENT	-		
Cash Payment	E 404-42000-211 OPERATIONS	VALVE BOX PARTS - 2017 STR PROJECT		\$1,657.48
Invoice	0379568	6/12/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total \$1,657.48
Refer	4572 MN DEPT OF REVENUE	Ck# 001440E 6/20/2017		
Cash Payment	G 101-21702 STATE WITHHOLDING	6/21/17 PAYROLL		\$1,751.51
Invoice	0024450880	6/21/2007		
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total \$1,751.51
Refer	4570 MSRS DFC -EMPOWER	Ck# 001437E 6/20/2017		
Cash Payment	G 101-21705 DEFFERED COMP	6/21/17 PAYROLL		\$50.00
Invoice	669080153	6/21/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total \$50.00
Refer	4573 PERA	-		
Cash Payment	G 101-21704 PERA	6/7/17 PAYROLL		\$7,878.96
Invoice	422211	6/16/2017		
Cash Payment	G 101-21704 PERA	2/23/17 ADJ		-\$16.98
Invoice	108937	2/23/2017		
Cash Payment	G 101-21704 PERA	5/10/17 ADJ		\$17.20
Invoice	111470	6/8/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN	10100	Total \$7,879.18
Refer	4594 PERA	Ck# 001441E 6/22/2017		
Cash Payment	G 101-21704 PERA	6/21/17 PAYROLL		\$8,275.66
Invoice				
Transaction Date	6/22/2017	PREMIER CHECKIN	10100	Total \$8,275.66
Refer	4584 PREMIER BANK	Ck# 001442E 6/20/2017		
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	WORKBOOTSUSA-KORFIATIS		\$124.95
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 120-41920-220 RADIO COMMUNICATI	ACTIVE 911 - DISPATCH		\$317.25
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 120-41920-220 RADIO COMMUNICATI	DROPBOX - ELECTRONIC FILE STORAGE		\$9.99
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 101-41920-216 FUEL	KISCH OIL - REO ANTIQUE FIRETRUCK FUEL		\$33.40
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 101-41920-211 OPERATIONS	DICKS-LUNCH WITH MAP GR FIRE CHIEF		\$25.06
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 120-41920-220 RADIO COMMUNICATI	VZWRLSS-IPAD SERVICE		\$90.06
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 115-41900-211 OPERATIONS	SUPERSHUTTLE- PD MEMORIAL TRIP		\$116.82
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 115-41900-211 OPERATIONS	HILTON-PD MEMORIAL TRIP		\$2,050.74
Invoice	MAY 2017	5/6/2017		
Cash Payment	E 116-41900-211 OPERATIONS	FORFEITURE REGISTRATION		\$22.28
Invoice	MAY 2017	5/6/2017		



CITY OF OSSEO

Payments

06/22/17 12:01 PM

Page 6

Current Period: JUNE 2017

Cash Payment	E 101-42350-211 OPERATIONS	MENARDS-PAINT FOR PARK BENCHES	\$31.49
Invoice	MAY 2017 5/6/2017		
Cash Payment	E 240-41700-211 OPERATIONS	MSFT-EMAIL STORAGE	\$417.11
Invoice	MAY 2017 5/6/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$3,239.15
Refer	4574 SCENIC SIGN CORP		
Cash Payment	E 251-60000-520 CAPITAL OUTLAY	GATEWAY SIGN - FINAL	\$73,950.64
Invoice	44531 5/8/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$73,950.64
Refer	4567 SELECT ACCOUNT	Ck# 001438 6/20/2017	
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	6/21/17 PAYROLL	\$1,114.71
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$1,114.71
Refer	4575 SELECT ACCOUNT		
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD INS	JUNE 2017 BENE ADMIN	\$27.50
Invoice	1191275 6/7/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$27.50
Refer	4576 SIPE BROS. INC.		
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	SQUAD WASHES	\$15.00
Invoice	STMT 6/16/17 6/16/2017		
Cash Payment	E 101-41920-216 FUEL	FD FUEL	\$182.81
Invoice	STMT 6/16/17 6/16/2017		
Cash Payment	E 101-42000-216 FUEL	PW FUEL	\$183.58
Invoice	STMT 6/16/17 6/16/2017		
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	SQUAD WASHES	\$5.00
Invoice	STMT 05/31/17 5/31/2017		
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$386.39
Refer	4590 SMITH, MICHAEL		
Cash Payment	E 241-41650-211 OPERATIONS	BIKE SHORTS	\$85.82
Invoice			
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$85.82
Refer	4577 THE SKALLY LINE		
Cash Payment	E 250-42400-850 BOERBOOM PARK EVE	7/11/17 PARK PERFORMANCE	\$500.00
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$500.00
Refer	4578 THELEN-JANZEN, JANIE		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	6/25/17 CC DEPOSIT RETURN	\$250.00
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$250.00
Refer	4581 VERIZON WIRELESS		
Cash Payment	E 101-42000-321 TELECOMMUNICATION	JUNE 2017 CELL SERVICE	\$154.11
Invoice	9786717102 6/1/2017		
Cash Payment	E 101-41900-321 TELECOMMUNICATION	JUNE 2017 CELL SERVICE	\$448.32
Invoice	9786717102 6/1/2017		
Cash Payment	E 204-42390-352 TROLLEY OPERATION	JUNE 2017 CELL SERVICE	\$34.62
Invoice	9786717102 6/1/2017		



CITY OF OSSEO Payments

06/22/17 12:01 PM

Page 7

Current Period: JUNE 2017

Cash Payment	E 101-41110-321 TELECOMMUNICATION	JUNE 2017 CELL SERVICE	\$51.37
Invoice	9786717102	6/1/2017	
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$688.42
Refer	4583 WEIZENEGGER, ROXI	-	
Cash Payment	E 101-41800-312 PROGRAMMING	COFFEE CUPS - SENIOR SUPPLIES	\$22.40
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$22.40
Refer	4582 WISSINK, SHARON	-	
Cash Payment	R 101-36002 YOUTH RECREATION FEES	2017 YOUTH ART REC	\$17.50
Invoice			
Transaction Date	6/20/2017	PREMIER CHECKIN 10100	Total \$17.50
Refer	4585 XCEL ENERGY	-	
Cash Payment	E 101-41700-380 ELECTRIC SERVICE	MAY 2017 SERVICES	\$1,353.45
Invoice	550052269	6/13/2017	
Cash Payment	E 101-41900-402 EMERGENCY PREPAR	MAY 2017 SERVICES	\$9.71
Invoice	550052269	6/13/2017	
Cash Payment	E 101-42000-380 ELECTRIC SERVICE	MAY 2017 SERVICES	\$296.63
Invoice	550052269	6/13/2017	
Cash Payment	E 101-42000-226 TRAFFIC SIGNALS/STR	MAY 2017 SERVICES	\$34.95
Invoice	550052269	6/13/2017	
Cash Payment	E 101-42000-226 TRAFFIC SIGNALS/STR	MAY 2017 SERVICES	\$552.14
Invoice	550052269	6/13/2017	
Cash Payment	E 101-42350-380 ELECTRIC SERVICE	MAY 2017 SERVICES	\$225.53
Invoice	550052269	6/13/2017	
Cash Payment	E 601-49400-380 ELECTRIC SERVICE	MAY 2017 SERVICES	\$33.87
Invoice	550052269	6/13/2017	
Cash Payment	E 602-49400-380 ELECTRIC SERVICE	MAY 2017 SERVICES	\$501.07
Invoice	550052269	6/13/2017	
Transaction Date	6/22/2017	PREMIER CHECKIN 10100	Total \$3,007.35



CITY OF OSSEO

Payments

06/22/17 12:01 PM

Page 8

Current Period: JUNE 2017

Fund Summary

10100 PREMIER CHECKING

101 GENERAL FUND	\$57,034.83
115 POLICE DONATIONS/EXPENSES	\$2,167.56
116 POLICE FORFIETURE FUND	\$22.28
120 FIRE DONATIONS/EXPENSES	\$2,884.88
200 INSPECTIONS	\$639.45
204 TROLLEY	\$34.62
240 CABLE GRANT	\$417.11
241 ChEC - Healthy Comm Grant	\$272.80
250 COMMUNITY FUND	\$500.00
251 GATEWAY/FLAGPOLE FUND	\$73,950.64
308 BONDS 2017 STR IMPROVE (19644)	\$9.21
404 2017 STREET IMPROVE (19349)	\$2,719.02
601 WATER FUND	\$33.87
602 SEWER FUND	\$742.31
801 GENERAL EDA	\$123.59
	<hr/>
	\$141,552.17

Pre-Written Checks	\$40,693.81
Checks to be Generated by the Computer	\$100,858.36
Total	<hr/>
	\$141,552.17

TUESDAY, JUNE 27 AT 7 PM

LED PENNY

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