



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, May 13, 2024
7:00 p.m., Council Chambers

MAYOR: DUANE POPPE | COUNCILMEMBERS: JULIANA HULTSTROM, ASHLEE MUELLER, MARK SCHULZ, ALICIA VICKERMAN

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 April 16 Public Safety Advisory Committee Minutes
 - B. Approve April 22 Work Session Minutes
 - C. Approve April 22 Council Minutes
 - D. Approve April 26 Special Council Meeting Minutes
 - E. Approve April 29 Work Session Minutes
 - F. Approve Hire of Leonardo Ricks for Police Reserve Officer
 - G. Approve Hire of Movie Attendants – Elizabeth Dahlin and Kenny Paz
 - H. Approve Bandshell Fee Waiver Request for Osseo Cross Country Alumni Association
 - I. Receive Q1 Building Report
 - J. Receive April Fire Department Activity Report
 - K. Receive April American Legion Gambling Report
6. **Matters from the Floor**

Individuals may address the Council about any matter. The City Council will take no official action on items discussed at the Forum, with the exception of referral to Staff or Commission or Committee for future report. Individuals can also submit comments to cityhall@ci.osseo.mn.us prior to a meeting.
7. **Special Business**
8. **Public Hearings**
9. **Old Business**
 - A. Call for 2024 Street Project Assessment Hearing, Accept Bids and Award Contract (Resolutions)– Alyson Fauske, WSB & Associates
10. **New Business**
 - A. Approve Sale of Equipment Bonds and Award Bid (Resolution)– Rebecca Kurtz, Ehlers & Associates
 - B. Accept Ashlee Mueller Resignation and Declare Vacancy on the City Council (Resolution)
 - C. Approve Suspension of Osseo Trolley Program
 - D. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

City-wide Garage Sale
Intermarque Car Show & Craft Show
City Hall Closed Monday, May 27 (Memorial Day)
Council Meeting TUESDAY, May 28 (6pm Work Session, 7pm Council Meeting)

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.

14. Adjournment

**OSSEO PUBLIC SAFETY ADVISORY COMMITTEE
MINUTES
April 16, 2024**

1. CALL TO ORDER

Grams called the Public Safety Advisory Committee to order at 6:00 p.m., Tuesday, April 16, 2024.

2. ROLL CALL

Members present: Mark Cook, Tom Hartkopf, Kim Klocek, Kenny Nelson, Councilmember Ashlee Mueller, and Councilmember Juliana Hultstrom.

Members absent: None.

Staff present: City Administrator Riley Grams, Fire Chief Mike Cogswell, and Police Chief Shane Mikkelson.

3. ELECTION OF PSAC CHAIR

Grams stated each year, the Osseo Public Safety Advisory Committee shall elect a Chairperson to preside over the PSAC meetings. According to Resolution 2016-70 Amending the Public Safety Advisory Committee, the Chairperson must be selected from one of the two Councilmembers who serve on this Committee. The two current Councilmembers who serve on the PSAC are:

Ashlee Mueller

Juliana Hultstrom

Grams reported the PSAC should consider both Councilmembers to serve as Chair of the Committee, followed by the motion to elect one of the two as the Chair of the Public Safety Advisory Committee.

A motion was made by Cook, seconded by Mueller, to elect Juliana Hultstrom Chair of the Public Safety Commission for 2024. The motion carried 6-0.

4. APPROVAL OF AGENDA

A motion was made by Hartkopf, seconded by Mueller, to approve the agenda as amended requesting Item 6C – Discuss Public Comments be addressed prior to Item 6A. The motion carried 6-0.

5. APPROVAL OF MINUTES – August 23, 2023

A motion was made by Mueller, seconded by Cook, to approve the minutes of August 23, 2023, meeting. The motion carried 6-0.

6. DEPARTMENT UPDATES

A1. Discuss Public Comments

Grams stated Public Safety Advisory Committee member Tom Hartkopf requested an item be placed on the agenda regarding recent public comments made by PSAC member Kenny Nelson.

Hartkopf explained it seems there is an unresolved issue with the committee after Committee Member Nelson made a statement at a City Council Meeting. He stated he took offense to the statement noting he had served on the Osseo Police Department for nine years, five years as the police chief. He believed Police Chief Mikkelson has always served the community in an open and honest manner. He questioned why Committee Member Nelson stated he did not trust the police chief.

Nelson reported he sat down with Councilmember Hultstrom and Councilmember Mueller and had a meeting with the Police Chief Mikkelson. He indicated his statements of trust were codified after the last PSAC meeting, when the police chief stated he knew what he was doing with the truck signs. He explained he waited for the truck signs to be posted and he was of the opinion the signs were not posted correctly. He reported his statement of mistrust with the police had everything to do with the lack of proper truck signage that was posted by the police department. He believed going forward after having a sit-down meeting with the police chief he would have a decent relationship with the police chief. He indicated he did have concerns with the statements the police chief made about not sharing food or a cafeteria space with others at City Hall. He questioned why the police chief could not trust his fellow employees at City Hall. He explained he had concerns with the fact the City Council had moved forward with a building purchase that could potentially serve as a police department, but there has been no discussion of this purchase. He made a statement that did not go very well because he decided to go away from his prepared speech. He stated he skipped ahead, went off the top of his head and noted his comments were not meant as an insult, but were comments for the Council to consider prior to purchasing a new building.

Hartkopf stated because Committee Member Nelson did not like the signage that was posted by the police department, he made a comment that he does not trust the police department.

Nelson explained he reviewed his comments several times and he said he didn't trust them anymore and this was why. The police chief had stated he knew what he was doing, Staff are going to put up these signs for no trucks and he believed these signs were lacking. He was of the opinion these signs were not communicating the message well. In addition, the department could not properly police truck traffic without proper signage. He noted he has been driving a truck for nearly 20 years and he believed the posted signs were worthless.

Hultstrom believed this conversation was getting way too far into the weeds. She indicated this was the first time, after meeting with Committee Member Nelson, that she has heard concerns about the truck signs. She understood Committee Member Nelson apologized to the police chief, but she feared he was missing the main message. She believed the decorum of committee members needs to be maintained in any facet that each member plays a role in. She did not believe it was right for Committee Member Nelson to approach the mic at a City Council meeting and say that he does not trust the police chief. She indicated when she spoke to Committee Member Nelson previously it was a trust issue and that he doesn't trust anybody. She explained she would like to move on and she would like Committee Member Nelson to take some time to think about the way he speaks about other people. She believed it would have been appropriate for Committee Member Nelson to apologize to the committee members and the police chief at this meeting but that has not happened, and she would like to move on with the agenda.

A. **Fire Department** – Interim Chief Mike Cogswell

Hultstrom welcomed Interim Chief Cogswell to the meeting.

Current Staff Updates

Cogswell provided the Committee with an update on current staffing levels for the Osseo Fire Department. Since the PSAC last met, there have been a number of personnel transitions, summarized in the packet. They received the resignations of Chief 1 and Chief 2. Captain 11 took over as Interim Chief. The Chief 2 position is posted. They have one recruit on leave. The department has two applicants that are working their way through the screening process. The department is currently sitting at 24 members and would like to get this number up to 30. The department needs to continue to recruit and hire aggressively, as there is likely to continue to be turnover – from retirements, from new members not making it, and from members unable to make the required minimums.

Call Summary (2023)

Cogswell reviewed the call summary for 2023 with the Committee.

Training Schedule Update

Cogswell stated they have another full training schedule this year, including live burns, driving classroom and practical course, an SCBA confidence trailer, mayday, active shooter, and more on this year's schedule. The front half of the year is booked up with outside (paid) training sessions. FY23 (July '22 – June '23) is the second year of the State's biennial budget and they expect to receive redistribution funds for training expenses incurred above and beyond our department award from the Minnesota Board of Firefighter Training and Education (MBFTE). The back half of the year includes more free and in-house training.

Equipment Updates

Cogswell stated The OFDRA has made a number of donations for various projects. With these funds, they've put the following new equipment into service:

- CPR device
- ballistic vests
- tools for the station toolbox
- suction device
- bags for mass-casualty/active shooter incidents
- helmets
- highway safety vests

Cogswell explained the following items are in various stages of being ordered:

- SCBA Masks
- Gloves
- The department purged expired gear so all members are using compliant gear, including those in academy. They have a few members whose gear will expire shortly so they will soon get fitted for new gear.

Cogswell reported the SCBA cylinders were all recently hydro-statically tested by Pro Hydro-Testing with no issues found.

Discuss Full Time Fire Chief Position

Cogswell stated at the PSAC meeting in March 2024, the former Chief made the recommendation that the city consider hiring a fulltime Fire Chief. There was a discussion at the July 24 City Council Work Session. At this time, no further action has been determined.

Grams stated the Council would be discussing this matter in further detail at an upcoming worksession meeting.

Discuss Future of Fire Department

Cogswell stated emergency service agencies across the metro, the state, and the country are all facing unprecedented challenges with recruiting, retention, call volumes, occupational risks, training, liability, funding, and more. Agencies of all types are having to reevaluate their delivery models and consider how best to serve their communities now and well into the future. It would be prudent to continue to explore and consider all available options. Any significant changes to a service delivery model would take years to plan and implement.

Discuss Purchase of New Pierce Freightliner Responder Pumper (Engine)

Cogswell reviewed the specs for the purchase a new engine truck. He commented on the replacement schedule for Tanker 11. He reported a committee met, has reviewed and made a recommendation for a new pumper truck. He described how the pumper truck would be used by the department. The price for the truck was \$600,130. It was noted it would take two to three years to receive the new truck. Funds for the purchase would be provided from the OFDRA.

Nelson requested Staff see if shipping fees were included in the price for the truck. He questioned what kind of warranty would come with the new pumper truck.

Hultstrom reviewed the warranty information that was provided within the packet.

Cook asked if the Committee needed to make a motion to recommend the City Council move forward with the pumper truck purchase.

Grams reported a motion was not necessary, but direction could be provided to the Council. He noted this item could be brought to the Council for consideration at their next meeting. He requested Fire Chief Cogswell provide him with information on the purchase in order to assist with preparing the staff report for the Council meeting.

Committee consensus was for the Council to move forward with the pumper truck purchase.

Cook thanked Interim Fire Chief Cogswell for all of his efforts.

B. Police Department - Chief Shane Mikkelson

Current Staff Updates

Mikkelson explained he was currently fully staffed. He has nine full-time patrol officers, a Lieutenant and a Chief. He stated his department was really young, but the members were coming together and being a part of the community. He commented further on how the department has been covering the schools. He reported he was currently working on a contract with the Maple Grove schools for the 2024-2025 school year.

Nelson asked how many reserve officers the department would like to have in place. Mikkelson stated he would like to have six reserve officers on staff.

Cook commented on how valuable it was to have SRO's in the schools.

Overall Department Summary

Mikkelson stated in the last year, the department has been able to weather the storm of our School Resource Officers leaving the schools. The department moved resources around to cover a valuable asset in our schools. They are ensuring that our department officers get the training they need to build back our internal training unit. They are currently onboarding three new officers to the department.

Call Summary (2023)

Mikkelson reviewed the call summary from 2023.

Mueller urged residents to review the call summary. She believed it was extremely important that residents pay attention to the number and types of calls the Osseo Police Department were responding to.

Hultstrom agreed the call logs were valuable information for the public to understand. She indicated the City Council continues to invest in its police and fire department because these organizations were cornerstones of the community.

Hartkopf stated policing in the United States has changed over the past five years. He commended the Council and police department for doing a great job to keep the community safe.

Equipment Updates

Mikkelson stated they are currently switching the department over to using Red Dot Sights. This transition should allow our officers to become better shooters and use a tool that is new to the policing profession. The department is doing all they can to balance the need for replacement equipment and the availability to get that equipment.

Squad Vehicle Updates

Mikkelson stated they are changing from the Ford Explorer to a Dodge Durango because of supply issues at Ford. The department ordered three Dodge Durango's in November, and should be delivered sometime later this week. It was noted the squads would then have to be outfitted before they could be utilized by the department.

Nelson asked if there had been any thought to pairing officers up so the department requires less squad cars. Mikkelson discussed how the department would be staffed once all officers were through training. He noted he and the Lieutenant would have their own cars. He stated he typically does not put two officers in the same squad car because the community gets more coverage with officers in separate cars.

Update on New FT Police Officer Hires

Mikkelson stated we have three new officers that have started in the last three months. They are all moving along as they should through the FTO process.

Update on School Resource Officers (SROs)

Mikkelson stated this has been a long process for us unprecedented. In late September 2023, the School Resource Officers from the Maple Grove Police Department left the schools because of a new law the State Legislature passed during their session. They had to pivot our schedule to allow us to cover the school. They could put an officer on a Monday through Friday from 0700 to 1500 to primarily cover calls at the school. They received great feedback that they did a great job. Chief Mikkelson has been in several meetings with the school and The Maple Grove Police Department in conversation about a contract to meet the needs of both departments. Maple Grove SROs are now back in the schools, and they are working on a contract between the two cities.

Discuss Ordinance Prohibiting Cannabis Use on Public Property

Mikkelson stated the state legislature has left the question of public use of Cannabis up to each city to adopt and enforce that ordinance. The issue with smoking Cannabis Leaf is that it has a very distinctive smell. They have taken many complaints at public places about the smell of Cannabis Leaf. The State Statute bans smoking Marijuana Leaf in a vehicle and states that a person can smoke on their property. If the PSAC group would like, they can get an ordinance together that bans the smoking of Cannabis Leaf in public spaces like city-owned property, parks, and on the streets/sidewalks in town.

Cook asked if this was a pressing issue for the department. Mikkelson indicated the department was trying to prepare for when cannabis sales were legal in 2025 because use would become more prevalent in the community. He noted he was already receiving complaints from residents living in multifamily living units.

Grams commented when the new law was approved, City Attorney Tietjen reached out to him noting an ordinance could be created to prohibit smoking cannabis on public property. He stated he agreed with Police Chief Mikkelson that now was the time to put an ordinance in place.

Mueller agreed with this recommendation and noted she has received complaints from residents about how the smell of cannabis was now in their house or garage because their neighbor was smoking outside. She asked how the police department would enforce the proposed ordinance. Mikkelson explained the ordinance could only be enforced on public property which included sidewalks, parks and streets. He reported multifamily units would have to make their own internal policies for their tenants. He indicated the police department could not do anything about cannabis on private property.

Hultstrom supported keeping cannabis off Central Avenue.

Klocek commented on how the calls for service for the police department would increase in the coming year. Mikkelson anticipated this would be the case.

Cook recommended a discussion be held with local business owners along Central Avenue in order to gain their feedback on this topic. He suggested Staff speak with the City of Anoka to see how they are addressing this concern.

Nelson stated he spoke with the police chief regarding this matter yesterday. He indicated this was an equity issue for him given the fact there were a lot of residents in Osseo that rented and did not own property. He anticipated rental property owners would be prohibiting the use of cannabis and now the City would be prohibiting the use on sidewalks and streets. He

encouraged the Committee to be mindful of how renters would be impacted by the proposed ordinance. He suggested a cannabis smoking ban be considered from 1st to 1st. He stated he had a hard time with the fact the City may be selling cannabis but then would not allow for people to smoke it anywhere in the community.

Public Safety Communications

Mikkelson stated the police department uses many forms of communication to speak to our residents. They can communicate differently depending on whether it is an emergency or just a friendly reminder. They use social media consisting of Facebook, Twitter and Instagram. They use Tip411, which sends SMS texts to people who have signed up for the service and allows us to format messages to our social media simultaneously. They also put calls for service in the Osseo Press and have been putting them out on social media. Mikkelson said they also have a monthly newsletter, the Blue Line Dispatch. He commented further on how Staff determines what items to provide to the public noting he had to be aware of sensitive issues.

Nelson indicated he asked for this item to be on the agenda. He stated he appreciated the updates the department provides on social media. He supported the City holding a town hall type meeting to allow the public to express their thoughts regarding communication between residents and the public safety department. In addition, he supported the department using social media for educational segments. Mikkelson stated the officer that used to manage the department's social media accounts has moved to another department. He indicated he was working to bring two new officers into this role.

Mueller appreciated the social media posts but noted residents had to hold themselves accountable as adults as well.

Signing County Road 81 Service Roads

Mikkelson stated they are having some issues with on-street parking along the County Road 81 Service Roads. They cannot enforce anything but the City's 24-hour parking ordinance. Mikkelson asked for the committee's opinion on signage. They could try a 2-hour parking limit, no overnight parking, or some mixture of the two.

Cook questioned who was parking along the service roads. Mikkelson stated it was not residents, but was business parking.

Cook inquired if conversations need to be held with the business owners. Mikkelson reported conversations have been held with the business owners. He was of the opinion some sort of limited parking should be allowed on the service roads versus long-term parking.

Mueller recommended this item be brought to the Council for further discussion. She supported a two-hour parking limit and no overnight parking be posted with towing. She questioned how this would assist the department. Mikkelson indicated this would greatly assist the department, but he would still need definitions on business hours and overnight hours.

Grams explained typically, signing certain areas or roads for "No Parking" was an administrative function.

Hartkopf recommended two-hour parking signs be posted for 8:00 am to 6:00 pm to assist with curtailing the problem. Grams suggested this be changed to 10:00 pm in order to accommodate the hockey facility, or allow for four-hour parking.

Nelson asked what the parking restrictions were along Central Avenue. Mikkelson stated Central Avenue had a two-hour limit.

Nelson explained he supported Osseo having city-wide parking restrictions and not separate parking restrictions for the service roads. He indicated he supported an overnight parking ban for the service roads.

Cook stated he understood the thought behind having a city-wide policy when it came to parking, but he believed the service roads should be managed differently than Central Avenue. He supported signs being put in place to address the concerns of the police chief. He reported this matter could always be revisited if circumstances were to change.

Hultstrom indicated the City had to be concerned with overnight parking along the service roads. She supported the Mikkelson working with Grams in order to have signs posted along the service roads.

Nelson indicated he would be more in favor of a two- or four-hour ban versus restricting parking overnight. He feared an overnight parking ban would be discriminatory to people who work overnights.

Cook explained he disagreed with this statement because all of the businesses along the service road have parking lots for their employees. He indicated the real issue was that the service road was serving as overflow parking, and this was the concern that had to be addressed. He was of the opinion there were certain companies that were abusing the situation and the proposed parking signs would assist with addressing this concern.

Mueller stated businesses were to have ample parking onsite for their employees and she did not appreciate how Committee Member Nelson had used the word discriminatory when discussing how an overnight parking ban would impact employees who work night shifts. She indicated this Committee had no ill-intent for the businesses located on the service road but rather the Committee was trying to support the police department in addressing a parking concern in the community. She asked that the Committee members choose their words carefully when sitting up at the dais.

Nelson explained he used the word discrimination, when he was discussing how people who work during the day don't think about how decisions may impact those who work at night. Also, he did not disagree with the recommendation if the police department needed no overnight parking along the service roads. He stated he was wondering why a two-hour limit would not address the concern versus an overnight ban. He apologized for not communicating his point more clearly stating he was not implying anyone on the committee was discriminating against anybody.

Hultstrom believed signs needed to be posted because these were service roads and not parking lots. She recommended the police chief and city administrator come together to address this concern. Mikkelson stated he would work with the city administrator on this matter and encouraged local business owners to contact him with any questions or concerns they may have.

C. **Administration Department** - City Administrator Riley Grams

City Hall/Fire Department/Police Department Facilities

Grams stated recently, the City Council approved a proposal from a local architectural firm, Oertel Architects, to conduct a Facilities Needs Study. The purpose of the study was to examine the existing City Hall building and both Public Safety Departments to determine if this facility currently meets the needs of the City to be able to provide high quality services to the community, and if not, produce high level concept plans for a new facility (either renovating the existing facility or a complete reconstruction) for the City to consider in the future. Staff presented the first draft of that study to the City Council on January 29, 2024, in a work session meeting. Ultimately, the Council determined that the proposed concept plans were not financially feasible for further consideration, and directed staff and the architects to develop additional concepts that were more economically feasible. Since then, staff and our architects have been very busy reimagining other concepts to present to the City Council at a future work session meeting. This includes potentially using the recently purchased Osseo Press property in those concept plans (the Council recently entered into a purchase agreement for that property). They have been working very closely with Chief Mikkelson and Interim Chief Cogswell on the plans. Staff anticipates that the updated concept plans will be presented to the City Council at the April 29 work session for further consideration. Staff anticipates that the City will request State bonding funds to help pay for the reconstruction project. While the timeline for the project has yet to be determined, Staff is working with Osseo's local State Representatives and Senators to move the bonding request forward.

7. REPORTS OR COMMENTS

Cook thanked each of the Osseo Police Officers for all that they do on behalf of the community. He appreciated all of the officers that have stayed and have come to serve the residents of Osseo.

Mueller commented on the numerous ways residents can contact City Councilmembers and the police department. She stated if residents are not comfortable speaking at a public meeting, they could email a staff member or Councilmember. She discussed how much work it was to serve the public and reported not all decisions made by the Council were brought before the public for comment. She ended her comments by thanking the Osseo Police Officers for being pillars of the community and for serving the Osseo residents well.

Nelson indicated he had a long conversation with the police chief and stated at the end of this meeting he and the chief were left with the opinion community policing was vital to this town. He explained he was very passionate about keeping public safety local for Osseo. He reiterated that he has not been disrespectful to anyone overly. He commented on the difference between trust and respect, noting he would not want to live in a country where you could not burn the American flag or criticize the police because that would lead to problems.

Hultstrom thanked the Committee for their input this evening. She feared there was still a point that was missed this evening. She reported decorum, respect and how the Committee presents to the public was important. She encouraged all members on this Committee to keep in mind that when respect is lost for one another, it would be hard to get this back.

8. ADJOURNMENT

A motion was made by Hartkopf, seconded by Cook, to adjourn the meeting at 8:18 p.m. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
April 22, 2024**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:01 p.m. on Monday, April 22, 2024.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Ashlee Mueller, Mark Schulz, Alicia Vickerman, and Mayor Duane Poppe.

Members absent: None.

Staff present: City Administrator Riley Grams, Public Works Director Nick Waldbillig, Alyson Fauske, WSB & Associates; Matt Indihar, WSB & Associates.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. PAVEMENT MANAGEMENT REPORT

Alyson Fauske, WSB & Associates, explained Matt Indihar was in attendance to provide the Council with a presentation on the Pavement Management Report.

Matt Indihar, WSB & Associates, provided the Council with a summary of the Pavement Management Report. He explained he evaluated all roads in Osseo, measured the quantity, severity and type of roadway. He described the Army Corp of Engineer formula that was used to score or rate the roads. Based on the ratings, the City's overall weighted PCI was 83, which was rather good compared to a lot of communities. He indicated the majority of the City's roadways were in excellent or good condition with only a few in a failed and fair condition. He commented further on a five-year CIP scenario comparison.

Mueller requested further comment on the 9th Avenue PCI rating. Mr. Indihar stated 9th Avenue was a short segment of roadway that has a significant amount of alligator cracking and the subsurface has deteriorated.

Mueller requested further information regarding what work would be done to this segment or roadway. Ms. Fauske reported the Council approved to have this roadway reclaimed which would involve grinding up a portion of the pavement and putting down 3½" of pavement over top. She commented on how a number of the roadways in poor condition were included in the 2024 street improvement project. She spoke further to

the importance of pavement cores and what was going on under the surface of the City's roadways.

Vickerman questioned if the 2024 reclamation project had a future maintenance plan in place for budgeting purposes. Ms. Fauske stated reclamation projects would be included in capital improvement planning. She commented on how this past project looked at pavement thickness and what had been done historically. She discussed how the Council moved away from requiring 5" of pavement. She stated moving forward the surface condition can be reviewed along with pavement cores and then a determination can be made on the recommended pavement depth.

B. DISCUSS FUTURE STREET PROJECT SCHEDULE

Alyson Fauske, WSB & Associates, stated in 2021 the condition of the alleys in Osseo were rated to determine their condition and assist the council with prioritizing alley improvement projects. The alleys marked with "X" were reconstructed in 2022 along with the alley behind Dean's Supermarket. Based on the ratings there are nine alleys with a low rating that have not been reconstructed. Using the 2022 Alley Project bid price and adding 4% per year inflation, the estimated budget to reconstruct the remaining alleys is \$830,000. Staff time and recording costs to acquire right of way from five properties (four within the commercial area, one in the residential area) would be in addition to this budget.

Ms. Fauske reported in 2023 the streets were evaluated to determine the condition of the pavement surface. The number, type and severity of the surface distresses are used to establish a Pavement Condition Index (PCI). The PCIs are typically the first piece of data used in street improvement project planning. Roads where the PCI is less than 75.00 are considered for a street improvement project and those with a PCI of 75.00 or higher are recommended for pavement maintenance (such as crack filling). The portion of 89th Avenue/Broadway St W within Osseo has a PCI between 40 and 72 and is within a range that a street improvement project could be considered. A project in this area would ideally be coordinated with the City of Maple Grove as the city limits bisect a portion of the road, as shown below. Additionally, it is recommended that the project include improvements to the railroad crossing and the railroad may ask the city to participate in these costs.

Ms. Fauske explained the PCI for 4th Street SE is 73 and is within a range that a street improvement project could be considered. A project in this area would ideally be coordinated with the City of Brooklyn Park as only the northern portion 4th Street SE is within Osseo city limits. Excluding the streets included in the 2024 project and 1st St NW (between 1st Ave NW and Central Ave, which was deleted from the 2024 project) the estimated budget to mill and overlay the remaining streets with a PCI under 75.00 is \$680,000. If the City Council wants to consider a street improvement project for these streets in 2025 the next step is to obtain pavement cores to determine if a mill and overlay is appropriate. Public Works would like a crack fill project in 2024 that would include streets from the 2015 overlay project. The graphic below was provided by city staff and shows the streets that were resurfaced in 2015. If City Council wants to proceed with a crack fill project this year staff will bring forward a proposal at a future meeting. She commented further on the alleyway and roadway conditions and requested direction from the Council on how to proceed.

Further discussion ensued regarding the condition of the alleyways.

Schulz supported the City taking a look at Broadway given the poor condition of this roadway. He noted the street lights in this area should also be replaced.

Hultstrom supported the City considering an alleyway project for 2025. Ms. Fauske stated she would review her materials and could provide the Council with a better scope for an alleyway project at a future worksession meeting.

The Council supported staff moving forward with an alleyway project for 2025.

Waldbillig commented on how all of the streets in blue were a mill and overlay and could require future maintenance.

Grams explained the City had budgeted for crack filling to assist with buying additional time on these roadways.

Ms. Fauske stated the Council could consider if they wanted to pursue a crack filling maintenance project this year. She indicated this was a cost effective way to assist with prolonging the life of roadways.

Vickerman asked if this work would be completed by the public works department or an outside contractor. Ms. Fauske stated this work would be done by a contractor.

Grams reported the City had \$250,000 in the 2024 CIP for street seal coating and crack filling maintenance.

5. ADJOURNMENT

The Work Session adjourned at 6:35 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
April 22, 2024**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:01 p.m. on Monday, April 22, 2024.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Ashlee Mueller, Mark Schulz, Alicia Vickerman and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Public Works Director Nick Waldbillig, Interim Fire Chief Mike Cogswell; Alyson Fauske, WSB & Associates; and City Attorney Mary Tietjen.

Others present: Commissioner Jeff Lunde; Kenny Nelson, City Resident; John Hall, City Resident; Preston Kroska, City Resident; Nick Torres, City Resident; Dick Leininger, member of the Triumph Sports Car Club and Chairman of the InterMarque Car Show.

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.

Schulz requested the agenda be amended moving Item 10H prior to 10G and Item 10C after Item 10E.

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

5. CONSENT AGENDA

- A. Approve April 1 Work Session Minutes
- B. Approve April 1 Council Minutes
- C. Receive April 8 EDA Minutes
- D. Approve April 8 Council Minutes
- E. Approve Hire of Firefighter Richard Modeen
- F. Receive March American Legion Gambling Report
- G. Receive March Lions Club Gambling Report
- H. Receive March Osseo Maple Grove Hockey Association Gambling Report
- I. Receive March Osseo Fire Relief Association Gambling Report

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

6. MATTERS FROM THE FLOOR

Kenny Nelson, 509 3rd Avenue, reported he donated two American flags to the City. He stated on Saturday, May 11 there would be a flag raising ceremony at Boerboom Park.

John Hall, 808 3rd Street NE, thanked the Council for allowing him to speak. He commented on how the Council had previously discussed how to address emerald ash borer (EAB) and stated there was talk about saving some trees along 9th Avenue on State property. He reported he spoke with a friend Bill, who was in charge of Metro for MNDOT noting they have taken out five trees to date and determined that one tree had been treated. He understood the State would be waiting to see what trees bud this year before making a determination if more trees should be removed. He encouraged the Council to bring in an arborist to look at trees on private property to see how EAB has impacted trees on private property. He explained he had an ash tree in his yard that had to come down. He discussed the City of Osseo's assessment policy noting the basic criteria speaks to special benefit and the amount of an assessment must not exceed the special benefit. He commented on how the City was completing a reclamation project with curb spot repair in 2024 and encouraged the City Council to reconsider its assessment policy. He was of the opinion the 50% assessment split was too high. He anticipated if the assessment was more reasonable, his neighbors would not contest the assessment.

Preston Kroska, 601 Second Avenue NE, stated at the Council's last meeting he spoke to his 1st Amendment rights because Councilmember Hultstrom and Councilmember Mueller attacked a Commission member. He encouraged Councilmember Schulz to review the 1st Amendment given his comments to the Mayor for not using his gavel. He discussed how Councilmember Schulz took a picture of his house and sent it up the chain to see if there were any code violations. He stated he did not understand why Councilmember Schulz acted in this manner. He believed Councilmember Schulz was a great Councilmember until he didn't get his way.

Nick Torres, 133 8th Avenue NE, stated as a resident being impacted by the street project, he understood he had to pay something for the street improvements. However, he hoped the Council could review the language within the assessment policy to see what would be for this reclamation project.

7. SPECIAL BUSINESS

A. ANNUAL HENNEPIN COUNTY UPDATE

Commissioner Jeff Lunde provided the Council with an update from Hennepin County. He explained he was focused on transit and public safety at this time. He described how Hennepin County was evolving its approach to community safety. He reported a three day Safe Communities Summit was being planned May 16-18 which would serve as a connector and incubator for meaningful, long-term change when it comes to public safety. The hope would be to provide a framework to help cities achieve positive outcomes that highlight specific evidence-based solutions while also helping each city

create a customized and sustainable action plan. He stated the County was focused on investing in the treatment of youth in hopes of keeping them out of the system long-term. He commented on how he was working to create a working group for youth interventions in order to create expanded treatment options for justice-involved youth. He discussed how the communities within the Blue Line corridor was underserved today and encouraged the Council to offer municipal consent for the Blue Line Extension. He encouraged the Council to contact him or his staff members with any questions or comments they may have.

Poppe thanked Commissioner Lunde for his detailed presentation.

B. APPROVE 2024 INTERMARQUE CAR SHOW AND CRAFT FAIR SPECIAL EVENT PERMIT

Grams stated the 2024 InterMarque Car Show and Craft Fair in the Park is scheduled to take place on Saturday, May 18 from 9:00 AM to 3:00 PM. As always, the event is scheduled rain or shine. The event includes several local car clubs (Mercedes, Jaguar, MG, Citroen, Triumph, Austin Healey, Lotus, Mini, Alfa, and many others) showcasing their cars for visitors to see. The owners always love visitors coming up and chatting about the cars. The Craft Fair in the Park will also be back again this year, with many great vendors showing and selling various craft items. Additionally, CROSS Food Shelf will have containers available for anyone who wishes to donate any non-perishable food items. The event requires the closure of several streets in the downtown area. The street closures were reviewed with the Council. Additionally, local restaurants, bars, and other businesses report that these types of events usually lead to some of their best sales days.

Grams reported this is historically one of the most well attended events in Osseo and we expect that again this year. The applicant, Dick Leighninger, will be present on Monday night to talk about the event. Staff has already met with the event organizers to discuss set up and take-down procedures, so that we can safely and responsibly close and re-open the public streets before and after the event. The permit allows City Staff the chance to review the event and determine if any special needs are required to run the event. The Car Show and Craft Fair will require a small amount of Public Works time to set out the necessary 'No Parking' signs and traffic barricades prior to the event. The event organizers then set the barricades out and put them back at the end of the event with the help of the Osseo Police Department. The fee associated with this work is 1 hour of Public Works time at \$50 per hour. Additionally, there is a \$50 application fee. Staff understands that the applicant will seek a waiver of the permit fees for this event and ask for free advertising on the Osseo Gateway Sign and a waiver to use the Community Center for the event. The City has historically approved the fee waivers for this event each year.

Dick Leininger, member of the Triumph Sports Car Club and Chairman of the InterMarque Car Show, introduced himself to the Council. He noted InterMarque has been doing car shows for the past 31 years and for the past 12 years in Osseo. He discussed how the car show in Osseo was a favorite. He thanked the City for being a tremendous host. He reported 19 car clubs were signed up for this years event and the featured car would be Volkswagen. He requested the Council consider three waivers,

one being for the roadways, the second for the gateway sign fee and the third would waive the community center fees. He thanked the Council for considering his request.

A motion was made by Hultstrom, seconded by Vickerman, to approve the special event permit for the 2024 Osseo Vintage Foreign Car Show and Craft Fair with associated fee waivers and street closures. The motion carried 5-0.

C. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Osseo Lions Club	\$1,500	Night to Unite
American Legion Post 172	\$2,000	Night to Unite
Kenny Nelson	Two new MN State flags	Parks

Staff recommended the Council accept the donations.

Hultstrom stated she had a concern regarding the flag donation. She reported it was her understanding Minnesota has not adopted a new flag but rather has sent it back to committee. She recommended these flags not be hung until they have been approved as the new State flag. The Council agreed with this recommendation.

A motion was made by Hultstrom, seconded by Mueller, to adopt Resolution No. 2024-27, accepting a donation from the Osseo Lions Club, American Legion Post 172 and Kenny Nelson. The motion carried 5-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. CALL FOR 2024 STREET PROJECT ASSESSMENT HEARING

Alyson Fauske, WSB & Associates, stated the 2024 Street Project consists of reconstructing North Oaks Drive and 1½ Street NE (Central Avenue to 1st Avenue NE), reclamation of 3rd Street NE, 8th Avenue NE, 9th Avenue NE, 1st Street NE, and Broadway Avenue (“8th/9th Ave Area”), and the mill and overlay of the CR 81 Frontage Road. Utility work includes extension of storm sewer and replacement of hydrants. All of the curb and gutter will be replaced in the reconstruction areas. Spot curb and gutter replacement in the 8th/9th Ave Area will consist of removal and replacement of full panels that are severely damaged, have heaved, or have settled. There are several panels throughout the 8th/9th Ave Area that are flat and therefore hold water for a period of time following rain events. In order to fix this issue, the street grade would need to be adjusted; therefore, these panels will not be replaced with this project. She commented further on the proposed project costs and requested the Council adopt the two Resolutions ordering preparation of the proposed assessments and calling for the assessment hearing.

Vickerman thanked Staff for the detailed information on the project costs. She appreciated better understanding what is 20% of the total bond and what would be collected in assessments. She was interested in discussing what was being collected for certain projects noting the 50% would put the City well over the 20% requirement.

Hultstrom read the assessment policy noting it was to serve as a guide for the systematic assessment process. She explained assessment methodology was to be evaluated independently on each project to determine if any modifications need to be made. She indicated the Council may adjust the amount of an assessment calculated for a property or properties to address unique features or circumstances for the property or to more equitably distribute the assessable costs of the project so long as the amount of the assessment does not exceed the special benefit to the property. Any such adjustment will only occur if it is recommended by the City Engineer and is approved by the City Council. She thanked staff for providing more detailed information on the numbers. She questioned what amount the City could go over if the assessments remained at 50%. She understood the total bond was \$3.69 million. She reported the City has spent approximately \$973,000 on the alleyway and \$844,000 on sewer lining. Ms. Fauske reported the City had spent about \$1.8 million.

Hultstrom commented on the process that had to be followed in order to return bond funding. She questioned why the City would be considering a 50% assessment on a reclamation project when this would run over on the bond cost. She supported the Council doing its due diligence by considering modifications to the assessment policy. She suggested a 25% assessment be considered as a guideline going forward for all reclamation projects. If this wasn't considered she noted the Council would have to consider what it would do with the over bonding.

Ms. Fauske recalled there was some leniency with a portion of the bond proceeds not being spent fully, but noted she could not speak to this fully because she was not the City's bond counsel.

Vickerman indicated there was some room to look at the assessment percentage. She explained she did not want to ignore the fact that the rest of the City was paying on the bond. She stated it may be a good idea to create a more clear policy for reclamation projects. She did not believe the City had to assess at 50% for this particular reclamation project. However she also understood all other residents in Osseo have paid 50% for their street projects.

Hultstrom questioned how the Council should proceed. Ms. Fauske suggested the Council call the assessment hearing and adopt the assessment roll, noting the assessment roll could be reduced in the future, but could not be increased. She reported another option would be to award the contract and hold the assessment hearing at a later date in order to allow the Council to further discuss the assessment amounts.

City Attorney Tietjen discussed how the assessment hearing notices sent out contain an estimated assessment. She reported it would be within the Council's right to discuss the assessment policy and make modifications.

Vickerman stated if the notices went out, the assessment values could still go down, but could not go up. Ms. Tietjen stated this was the case.

Vickerman questioned if the project would be delayed if the assessment hearing were delayed. Ms. Fauske indicated the project would not be delayed if the assessment hearing were pushed back.

A motion was made by Hultstrom, seconded by Vickerman, to adopt a Resolution awarding the bid for the 2024 Street Reconstruction and Rehabilitation Project.

Hultstrom stated she would like to make a motion to award the bid. Ms. Fauske discussed the motions before the Council for consideration noting they had to do with declaring the costs to be assessed, ordering preparation of the proposed assessments and calling for the assessment hearing. She stated if there is not a desire to move forward with the assessment hearing, action could be tabled to a future meeting.

Hultstrom rescinded her motion.

Hultstrom stated the Council would have to come up with an assessment number at this meeting in order to take action on the Resolutions before the Council. Ms. Fauske explained if the Council would like to reduce the assessment for the reclamation portion to 25% or some other percentage, she did not have numbers calculated for this adjustment. She suggested the Council allow her to bring this item back to the Council on May 13. She stated from a project standpoint, the project could still be accepted and awarded by the Council independent of the assessments.

Hultstrom indicated she thought she had made this motion previously. Ms. Fauske reviewed the project schedule as it was presented in the packet noting the assessment hearing and bid award was to be considered on May 28. She reported if the Council chooses to not call for the assessment hearing, she could bring award of contract to the May 13 meeting and the Council could hold the assessment hearing at a meeting in June.

Hultstrom asked what action the Council could take at this meeting. Ms. Fauske indicated the Council could table action on calling the assessment hearing and providing staff with direction on how to proceed with the assessment methodology. She reported she would then come back to the Council with an award of contract separate from calling for the assessment hearing.

Hultstrom commented she did not support holding the assessment hearing on Tuesday, May 28 because it was a day after a holiday. She supported this item being tabled and that staff be directed to report back with numbers on a 25% assessment rate.

Poppe questioned how the curbs would be assessed.

Vickerman recommended curbs be assessed at 50% and the reclamation portion be reduced.

Hultstrom stated she could support this recommendation noting curbs would be at 50% and the reclamation expense would be at 25%.

A motion was made by Hultstrom, seconded by Vickerman, to table action on Declaring Cost to be assessed, and ordering preparation of proposed assessments for the 2024 Street Reconstruction and Rehabilitation Project, directing staff to provide the Council with further information on a 25% assessment for reclamation work and 50% for curb work to the May 13, 2024, City Council meeting. The motion carried 5-0.

A motion was made by Hultstrom, seconded by Vickerman, to table action on Calling for Hearing on Proposed Assessments for the 2024 Street Reconstruction and Rehabilitation Project to the May 13, 2024, City Council meeting. The motion carried 5-0.

B. APPROVE PURCHASE OF FIRE DEPARTMENT PUMPER TRUCK

Interim Fire Chief Cogswell stated the replacement of Tanker 11 is due (which is up for 20-year replacement). The Fire Department created an internal truck committee to determine the exact needs for a new pumper truck and worked with the vendor to develop a proposal for a new pumper truck. The pumper truck will supply water to a fire scene from a nearby fire hydrant. Upon ordering the truck, it will take approximately two to three years for the vehicle to be built, customized, and shipped to the City of Osseo to be put into service.

Mueller explained this purchase was reviewed by the Public Safety Advisory Committee and this group recommended moving forward with the purchase prior to the May 1 deadline for cost saving purposes.

Vickerman asked if this purchase would be funded by the fire relief association. Interim Fire Chief Cogswell reported this was the case.

Vickerman questioned how old the Tanker 11 truck was. Interim Fire Chief Cogswell stated this truck was purchased in 2002.

A motion was made by Vickerman, seconded by Mueller, to approve the purchase of a new pumper truck for the Osseo Fire Department. The motion carried 5-0.

D. APPROVE UPDATED COMMUNITY CENTER POLICY

Grams stated the City Council reviewed the Community Center policy at their work session on February 26, and provided direction to Staff to work with the Budget and Finance Committee (Mayor Poppe and Councilmember Schulz) to develop recommended updates to the policy. Staff met with the Budget and Finance Committee on March 19 to develop recommended policy language changes. Staff reviewed the draft policy and proposed changes in further detail with the Council.

A motion was made by Schulz, seconded by Mueller, to approve the updated Community Center Policy. The motion carried 5-0.

E. APPROVE UPDATED GATEWAY SIGN POLICY

Grams stated the City Council reviewed the Gateway Sign policy at their work session on February 26, and provided direction to Staff to work with the Budget and Finance

Committee (Mayor Poppe and Councilmember Schulz) to develop recommended updates to the policy. Staff met with the Budget and Finance Committee on March 19 to develop recommended policy language changes. Staff reviewed the updated gateway sign policy in further detail with the Council.

Schulz stated the Budget and Finance Committee talked about this matter to address the charitable gambling concerns raised by Councilmember Mueller. He discussed how it was in the City's best interest to go with the City administered fund ordinance to help promote events as this has a positive impact on attendance at events and bolsters the City's fund. He wanted to ensure the City was being a good partner to local organizations and to ensure they were as successful as possible.

Mueller thanked the Budget and Finance Committee for taking the time to review this policy.

A motion was made by Mueller, seconded by Vickerman, to approve the updated Gateway Sign Policy. The motion carried 5-0.

C. APPROVE FIRST READING OF CITY ADMINISTERED FUND ORDINANCE

Grams stated City Staff developed the draft ordinance regulating lawful gambling based on the League of Minnesota Cities' model with changes made based on initial direction from Council. Staff anticipate collecting feedback at tonight's meeting and presenting a revised ordinance on May 13. Staff reviewed a list of questions related to commonly considered local regulations that the city could choose to adopt. In the ordinance, I also left in comments identifying the provisions relevant to the questions. The items addressed by the questions and comments are not exclusive and other text in the ordinance can be amended as well. I have included a table showing how Brooklyn Park and Maple Grove address the same questions.

Grams explained for reference, the Minnesota Department of Public Safety ("DPS") issues licenses for lawful gambling activities, including activities such as bingo, pull-tabs, raffles, paddlewheels, and tip boards. However, City approval is required prior to the license being issued by DPS and part of the approval is confirmation that the licensee meets the additional requirements of the city code. Staff reviewed the questions in further detail with the Council. The City Council should discuss and consider the questions, provide feedback and direction to City Staff who will update the ordinance and present the second reading at the May 13, 2024 Council meeting for adoption.

Grams asked if the Council wished to require a local permit for exempt gambling.

Schulz stated in reading through the information he noted he could go either way with local permits for exempt gambling. He commented on State Statute requirements and indicated it may make sense for Osseo to require local permitting within this ordinance. The Council was in agreement.

Grams questioned if the Council wanted to establish a trade area.

Schulz indicated he was opposed to the City establishing a trade area in the Ordinance. The Council was in agreement.

Grams inquired what the contribution amount should be.

Schulz believed 10% was a good starting point.

Vickerman agreed.

Hultstrom commented she had concern given the fact the City sees so much of the gambling proceeds already being returned to the City. She feared if 10% was required, the same amount may not be coming to the City.

Vickerman stated setting a percentage might provide a more streamlined process for the charitable gambling organizations. She understood these organizations were already contributing to the City and noted the blanket 10% would streamline the contribution process.

Schulz indicated the 10% would eliminate the constant requests from the City.

Poppe noted the 10% would also assist with the fee waiver requests.

Hultstrom questioned if Night to Unite and Movies/Music in the Park would have to be budgeted line items since the City would not be looking for contributions. She indicated she was concerned with how the 10% would impact the fire relief association.

Schulz reported disbursements for public safety are allowed in the State Statutes, so this would not change. He explained the fire relief association was giving 90% of what they were making back to the City, so nothing would change for this organization.

The Council supported setting the contribution amount at 10%.

Grams asked if an investigation fee or gambling tax should be implemented. He noted staff recommended an investigation fee.

Schulz supported the City moving forward with an investigation fee. The Council was in agreement.

Grams questioned if the City wanted to limit the number of organizations per premise. The Council had no desire to implement this.

Grams inquired if the Council wanted to limit the number of premises within the City. The Council did not support limiting the number of premises within the City.

Grams asked if the Council wanted to limit the total number of licenses issued within the City. The Council did not support limiting the total number of licenses issued in Osseo.

Grams indicated he would work to update the ordinance for second reading at the next city council meeting.

A motion was made by Schulz, seconded by Mueller, to approve the First Reading of the City Administered Fund Ordinance with the noted changes. The motion carried 5-0.

F. APPROVE 2024 FEE SCHEDULE UPDATES

Grams stated Staff has reviewed the fee schedule for 2024 and is recommending the following proposed changes included in the fee schedule:

Community Center Cleanup and Cancellation Charges

The Council will be considered approval of the Community Center policy updates at the April 22, 2024, meeting. If approved, Staff recommends adding the hourly rates for Staff cleanup charges and cancellation fee to the fee schedule.

Rental Housing Reinspection Fee

Rum River Consultants is recommending changing how the reinspection fee is charged, as currently there is a \$100 fee for each unit, which can add up quickly, and instead they are recommending a flat rate trip fee of \$95 and then an hourly rate for anything beyond an hour if there are multiple units.

Utility Charges

Updated per Resolution 2024-14 Sanitary Sewer, Resolution 2024-15 Storm Sewer, Resolution 2024-16 Water, effective January 1, 2024.

A motion was made by Mueller, seconded by Hultstrom, to adopt Resolution No. 2024-28, amending fee schedule updates for 2024. The motion carried 5-0.

H. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

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

G. CLOSED SESSION – CITY ADMINISTRATOR QUARTERLY REVIEW

Poppe stated the Council HR Committee has asked to conduct a closed session quarterly review of the City Administrator with the entire Council. Under Minnesota Statute regarding the Open Meeting Law, after a public body meets in a closed session to evaluate the performance of an employee, the body is required to summarize the conclusions regarding the evaluation at its next open meeting. A summary of the closed session proceedings will be given at the next open meeting.

A motion was made by Hultstrom, seconded by Mueller, to move to Closed Session per Minnesota State Statute 13D.05 Subd. 3(a). The motion carried 5-0.

The City Council meeting recessed at 8:22 p.m.

The City Council meeting reconvened at 10:37 p.m.

11. ADMINISTRATOR REPORT – None

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom stated she will not be able to attend the Council worksession meeting on Monday, April 29.

13. ANNOUNCEMENTS – None

14. ADJOURNMENT

A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 10:39 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
SPECIAL MEETING MINUTES
April 26, 2024**

1. CALL TO ORDER

Mayor Duane Poppe called the special meeting of the Osseo City Council to order at 5:00 p.m. on Friday, April 26, 2024.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Ashlee Mueller, Mark Schulz, Alicia Vickerman and Mayor Duane Poppe.

Staff present: City Attorney Mary Tietjen and Police Chief Shane Mikkelson.

Others present: Frank Ruzicka, City Resident; Karen Ruzicka, City Resident; Sarita Nelson, City Resident; Nick Torres, City Resident; John Hall, City Resident.

3. APPROVE AGENDA

A motion was made by Schulz, seconded by Mueller, to approve the agenda as presented. The motion carried 5-0.

4. DISCUSSION/ACTION ITEMS

A. ACTION ON CITY ADMINISTRATOR EMPLOYMENT AGREEMENT

Poppe stated the Council conducted a performance evaluation of the City Administrator in a Closed Session on April 22, 2024. He provided a summary from this meeting noting after discussion between the Council and City Administrator it was determined that it was in the best interest of both parties to part ways. As a result, the Council was being asked to consider approval of a separation agreement.

City Attorney Tietjen commented on the separation agreement before the Council and noted several minor changes that were made to the document.

Hultstrom stated she was opposed to Number 5.

A motion was made by Schulz, seconded by Mueller, to adopt Resolution No. 2024-29, approving a Separation Agreement between the City of Osseo and City Administrator Riley Grams. The motion carried 4-1 (Hultstrom opposed).

B. APPOINT INTERIM ADMINISTRATOR

Poppe requested the Council appoint an interim Administrator.

A motion was made by Schulz, seconded by Vickerman, to adopt Resolution No. 2024-30, appointing Police Chief Shane Mikkelson as the Interim Administrator. The motion carried 5-0.

5. ADJOURNMENT

A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 5:04 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
April 29, 2024**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, April 29, 2024.

2. ROLL CALL

Members present: Councilmembers Ashlee Mueller, Mark Schulz, and Mayor Duane Poppe.

Members absent: Councilmembers Juliana Hultstrom and Alicia Vickerman.

Staff present: Police Chief/Interim City Administrator Shane Mikkelson.

Others present: Dan Greuel, Oertel Architects; Dee Bonn, City Resident; Ann Schneider, City Resident; Nick Torres, City Resident; John Hall, City Resident; Karen Ruzicka, City Resident; Frank Ruzicka, City Resident.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS REVISED CITY FACILITIES OPTIONS

Interim Administrator Mikkelson stated the Council held a work session on July 31, 2023, to discuss the current state of the City's aging City Hall and Public Safety building. At the meeting, Staff discussed the issues surrounding the current facility and the need to consider a rehabilitated or completely new facility soon. The current building was originally constructed in the 1960's and is outdated with aging utilities, inadequate ADA entrances and usable spaces, no windows in the Staff office area, water drainage issues, and insufficient space to house the Police Department's growth. Additionally, the Fire Department space does not fit the current industry standards, and the entire facility does not currently meet the community's service needs, nor will it meet the future service needs of the community. The Council gave direction at that work session to bring forward a proposal to work with a local architecture firm to conduct a facility needs assessment. The Council approved a proposal from Oertel Architects, through local firm Rochon, to conduct the study at the August 14, 2023, Council meeting. Since then, Staff has met with representatives from Oertel Architects several times to begin the process of examining the current facilities, discuss with Department Heads the future requirements and service demands, and develop concept options for the City Council to consider. On January 29, 2024, the Council held a work session to discuss the facility's needs and gave Staff feedback on the designs proposed. It was noted Staff and Oertel took the feedback had a presentation for the Council to consider.

Dan Greuel, Oertel Architects, reviewed the revised plans for Options A through D in detail with the City Council. He explained Option A would reuse the government center and the police department would move over to the Press Building. He noted Option B would reuse the government center with a large addition and the community center would move to the back half of Boerboom Park and the Press Building would house the library and a dispensary. He reported Option C would construct a new government building and the police would move to the Press Building. He indicated Option D would construct a new government building, the library and dispensary would be located at the Press Building, a community center would be built at Boerboom Park, and a warehouse space would have to be purchased and remodeled for a temporary police department. He stated with both Options C and D, the current bonds on City Hall would have to be paid off before the existing building could be demolished. He reviewed the cost estimates for Options A through D with the Council and stated the costs were significantly lower than the previous plans.

Schulz asked how the challenges of roof drainage if the existing building were reused. Mr. Greuel reported the roof would be replaced with Options A and B.

Schulz indicated the City may not receive a dispensary and if this were the case the plans would provide the City with some additional flex space or the space could be given to the fire department.

Schulz commented none of these options were currently viable, but noted he supported moving the police department off site in order to accommodate their needs. He stated he appreciated how flex space has been worked into the plans. He indicated he believed Option A was the most reasonable for the City.

Poppe stated he wasn't excited about any of the options. He understood this project would have to be phased in order for the City to remain operational. He reported keeping the police operational was the biggest issue. He supported moving the police to the Press Building and then reassessing how the current city hall building could be reconfigured.

Schulz commented if this was the manner in which the City proceeded, there would need to be a deep dive on the actual needs for the police department.

Mueller asked if everything could be located on the park property. Mr. Greuel stated there was enough space, but it was made clear to him at the January worksession meeting that this was not the manner in which the Council wanted to proceed. He commented this would be the highest priced option and the City would be losing park space.

Mueller indicated she did not love the idea of separating the departments. However, if keep everyone on one campus is not an option, the police should move to the Press Building and the City Hall building should be retrofitted. She stated she did not like the idea of the library in the basement within Option A. Mr. Greuel commented the other option would be to keep the Council Chambers in the basement.

Schulz stated he had a hard time adding on library space as well, given the fact this was being done for Hennepin County. He indicated he did not mind the Council Chambers being in the basement. He was of the opinion the Council had to consider one option and then the concepts could be rearranged. He asked how many square feet the library was currently. Mr. Greuel stated the library was approximately 1,200 square feet.

Poppe questioned if the library had to be this same size after the retrofit. Mr. Greuel stated this could be determined after a conversation with Hennepin County.

Poppe recommended the City plan for the police station first and then the city hall plans could be considered further down the road because the numbers don't make sense at this time. He reported the City would have some bonds being paid off in a few years and the finances may look different after that time.

Schulz agreed with this suggestion and recommended the City pursue State bonding for this project. He indicated the City would have to find a way to maintain A/V services throughout renovations in order to broadcast City meetings.

Mueller suggested the council chambers and the library space be switched within Option A. She asked what the timeline would be to move just the police department to the Press Building. Mr. Greuel indicated construction would take 10 to 12 months plus he would need time to design the building.

Schulz explained he would to understand the cost for adding the dispensary to Option A. Mr. Greuel estimated the cost for the dispensary in Option A was \$900,000.

Mr. Greuel stated he would work on finalizing Option A noting Phase 1 of this project would focus on the police department.

5. ADJOURNMENT

The Work Session adjourned at 6:39 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial



City of Osseo City Council Meeting Item

Agenda Item: Approve Hire of Leonardo Ricks for Police Reserve Officer

Meeting Date: May 13, 2024

Prepared by: Todd Kintzi, Police Lieutenant

Attachments: None

Policy Consideration:

Consider the hire of Leonardo Ricks as a Police Reserve Officer.

Background:

Leonardo Ricks lives in Champlin and applied to be hired as a volunteer Police Reserve Officer. Mr. Ricks was interviewed, successfully passed the background screening process, and is eligible for appointment.

Budget or Other Considerations:

This is a volunteer position, and the reserve budget will cover uniforms.

City Goals Met by This Action:

Develop renewed teamwork and team spirit among the City's leadership team.

Options:

The City Council may choose to:

1. Approve the hire of Leonard Ricks as a Police Reserve Officer;
2. Deny the hire of Leonardo Ricks as a Police Reserve Officer.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the hire of Leonardo Ricks as a Police Reserve Officer.



City of Osseo City Council Meeting Item

Agenda Item: Hire Movies in the Park Attendants

Meeting Date: May 13, 2024

Prepared by: Nick Waldbillig, Public Works Director

Policy Consideration:

Consider hiring of Elizabeth Dahlin and Kenny Paz for the Movies in the Park attendant position.

Background:

Elizabeth has been the movie attendant for the previous three years. Kenny has been volunteering at this event for the past two years.

Budget or Other Considerations:

This position was planned in the 2024 budgeting process.

City Goals Met By This Action:

Provide a variety of activities for all citizens with continued and new City events and programs (offer a variety of events and programs to increase quality of living)

Options:

The City Council may choose to:

1. Approve the hire of Elizabeth Dahlin and Kenny Paz for Movies in the Park Attendants;
2. Approve the hire of Elizabeth Dahlin and Kenny Paz for Movie in the Park Attendants with noted changes;
3. Deny hiring for this position.
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the hire of Elizabeth Dahlin and Kenny Paz for Movies in the Park Attendants.



CITY OF OSSEO BANDSHELL USE APPLICATION

INFORMATION PROVIDED TO THE CITY OF OSSEO MAY BE CONSIDERED PUBLIC DATA PURSUANT TO DATA PRACTICES LAW. THE CITY WILL COMPLY WITH ALL APPLICABLE LAWS IF THE INFORMATION IS SUBJECT TO A DATA REQUEST

Applicant/Contact Person:

MICHAEL A. ERICSON 53109

Address:

3023 LAKEWOOD DR BO MAPLEWOOD

Phone# (Day and Evening)

651-704-0397 & 612-790-5766

Name of Organization:

OSSEO CROSS COUNTRY ALUMNI ASSN

Mailing Address: MONDAY

Date of Use: AUGUST 19,

Time of Use: From: 6:00 am/pm to: 7:30 am/pm

Purpose of Event:

2024

MUSIC ENTERTAINMENT FOR CITY

Number of Participants:

2 PERFORMERS - 150 GUESTS

Is entertainment part of your event? Please describe.

YES, STORY TELLING & GUITAR & SINGING

Will electricity from the City be needed? (Fee required)

Yes No Comments: _____

I HAVE READ AND AGREE TO THE CONDITIONS OF THE ATTACHED POLICY/AGREEMENT. I UNDERSTAND THAT THE CITY OR OSSEO MAY CANCEL ANY RESERVED EVENT.

Date:

Michael A Ericson
May 6, 2024

Name of organization, group, or individual

OSSEO CROSS COUNTRY ALUMNI ASSN
Michael A Ericson

Signature of applicant

This application request received on:

Date _____ By _____

Rental & event fees for event received on:

Date _____ Amount _____ Check# _____

Damage and clean up deposit received on:

Date _____ Amount _____ Check# _____

Approved by Public Works:

Date _____ Name _____

Comments: _____

Approved by Police Dept.:

Date _____ Name _____

Comments: _____

Verification of no damages:

Date _____ Name _____

Deposit returned to applicant on:

Date _____ Amount _____ By _____

PLEASE RETURN THIS APPLICATION TO OSSEO CITY HALL, 415 CENTRAL AVENUE, OSSEO, MN 55369

CITY OF OSSEO BOERBOOM PARK BANDSHELL



INFORMATION PROVIDED TO THE CITY OF OSSEO MAY BE CONSIDERED PUBLIC DATA PURSUANT TO DATA PRACTICES LAW. THE CITY WILL COMPLY WITH ALL APPLICABLE LAWS IF THE INFORMATION IS SUBJECT TO A DATA REQUEST.

APPLICATION FOR SPECIAL CONSIDERATION FOR (MARK ONE):

Rental Fee Waiver (Bi-)Weekly Use

Applications for special consideration must be reviewed by the City Council. Fee waivers cover rental fees only; the applicant is still required to provide a rental deposit. The Council meets on the second & fourth Monday of each month; requests must be received by the Wednesday before a meeting to be considered. Submit questions and return your application **WITH A COVER LETTER** to Osseo City Hall, 415 Central Avenue, Osseo, MN 55369 or fax at 763-425-1111 or via email at cityhall@ci.osseo.mn.us.

Name of Applicant:	Michael A. Erickson		
Address:	3023 CALEWOOD DR NO MADUEWOOD 55709		
Name of Contact Person: (if different than applicant)			
Contact Phone: (daytime)	612-790-5166	Email address:	maerickson@y.com
Description of event or purpose for which City facilities will be used:	OSSEO CROSS COUNTRY ALUMNI ASSOCIATION SPONSORED STORY TELLING & ORIGINAL SONGS BY KEVIN KLING & JAMES HELSOFF		
COMMUNITY BENEFITS			
How many Osseo residents will benefit from your event? How will they benefit?	150. THIS IS THE 7TH YEAR FOR THE EVENT WHICH THE PUBLIC ENJOYS HEARING ABOUT GROWING UP & GOING TO OSSEO HIGH SCHOOL		
NEED:			
Why is it necessary to hold this event at a City facility?	FOR THE PUBLIC & COMMUNITY ENGAGEMENT		
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	THE OSSEO CROSS COUNTRY ALUMNI ASSOCIATION IS A 501(c)(3) NON PROFIT PROVIDING SCHOLARSHIP FOR BOYS/GIRL 20 YEARS		
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	YES. CLEAN UP/PARK \$50,000		
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct, and complete.			
Signature:	Michael A. Erickson		
Date of application:	May 6, 2024		
STAFF USE ONLY			
Est. total value of waiver (\$):	City Council Review date:	Approved date:	

Q1 2024 - City of Osseo Building Permits

PID	Property Address	Permit Number	Issued Date	Permit Type	Description	Value	Applicant Type	Applicant Name	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921220083	624 2nd Ave NE	23265-E	1/3/2024	Electrical	whole home rewire		Contractor	Damyan's Electric		\$ 290.00	\$ 1.00		\$ 291.00
1811921240056	25 7th Ave NE	23266	1/4/2024	Plumbing	replace water heater	1,000.00	Contractor	Baxter Mechanical		\$ 75.00	\$ 1.00		\$ 76.00
1311922140100	225 1st Ave NW #9	23268-E	1/4/2024	Electrical	new 120 volt, 20 amp circuit for AC unit		Contractor	Randy's Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921220106	216 4th St NE	23269	1/4/2024	Plumbing	replace water heater	1,200.00	Contractor	Larson Plumbing and Heating		\$ 100.00	\$ 1.00		\$ 101.00
1811921220071	400 2nd St NE	23270-E	1/4/2024	Electrical	ran dedicated circuit in utility room for grow lamps		Contractor	Randy's Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921210004	632 4th Ave NE	24000	1/4/2024	Siding	residing	21,232.00	Contractor	Minnesota Exteriors		\$ 125.00	\$ 1.00		\$ 126.00
1811921230186	217 1st St NE	24001	1/8/2024	HVAC	replace AC & furnace	12,500.00	Contractor	Standard Heating & Air Conditioning		\$ 200.00	\$ 2.00		\$ 202.00
1811921230186	217 1st St NE	24002-E	1/11/2024	Electrical	wire furnace and AC		Contractor	Spark Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921230063	248 Central Ave	24003-W	1/9/2024	ROW	excavation		Contractor	United Water & Sewer		\$ 175.00			\$ 175.00
1811921230200	225 1st Ave NW #3	24004-E	1/11/2024	Electrical	add 60 amp sub panel		Contractor	Randy's Electric		\$ 45.00	\$ 1.00		\$ 46.00
1311922110015	508 2nd Ave NW	24005	1/11/2024	Utilities	sewer liner	4,706.00	Contractor	Hero Home Services		\$ 100.00			\$ 100.00
	225 1st Ave NW #8	24006-E	1/11/2024	Electrical	replace unit 8 dub panel in hall, intall surge		Contractor	Randy's Electric		\$ 45.00	\$ 1.00		\$ 46.00
1311922110122	625 Central Ave	24007-E	1/18/2024	Electrical	temp kitchen power		Contractor	Neo Electrical Solutions		\$ 54.00	\$ 1.00		\$ 55.00
1811921340020	341 8TH Ave SE	240008	1/24/2024	Plumbing	replace water softener	1,699.00	Contractor	Commers Water		\$ 75.00	\$ 1.00		\$ 76.00
1811921220083	624 2nd Ave NE	24009-E	1/24/2024	Electrical	siding		Contractor	Pride Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921220083	624 2nd Ave NE	24010	1/24/2024	Siding	residing	10,161.32	Contractor	Turnkey Restoration		\$ 125.00	\$ 1.00		\$ 126.00
1811921220085	644 2nd Ave NE	24011	1/25/2024	Siding	residing garage	10,870.16	Contractor	Hail Pro		\$ 125.00	\$ 1.00		\$ 126.00
1811921310072	200 5th Ave SE	24012	1/31/2024	Utilities	sewer liner	9,750.00	Contractor	Hero Home Services		\$ 175.00			\$ 175.00
1811921240026	33 6th Ave NE	24013	2/24/2024	HVAC	Furnace replacement	4,094.00	Contractor	Hero Home Services		\$ 100.00	\$ 1.00		\$ 101.00
1811921240026	33 6th Ave NE	24014-E	2/24/2024	Electrical	Furnace reconnect		Contractor	Hero Home Services		\$ 50.00	\$ 1.00		\$ 51.00
1811921240115	216 5TH Ave NE	24015	2/1/2024	Windows	Window replacement	7,973.00	Contractor	MN Rusco		\$ 100.00	\$ 1.00		\$ 101.00
1811921130005	809 3rd St NE	24016	2/1/2024	HVAC	Furnace replacement	2,300.00	Contractor	TJK Plumbing		\$ 75.00	\$ 1.00		\$ 76.00
1811921230147	133 3rd Ave NE	24017	2/1/2002	HVAC	Furnace replacement	6,000.00	Contractor	Dean's Home Services		\$ 100.00	\$ 2.00		\$ 102.00
1811921230147	133 3rd Ave NE	24018-E	2/1/2024	Electrical	Electrical wiring of furnace and heat pump		Contractor	Dean's Home Services		\$ 50.00	\$ 1.00		\$ 51.00
1811921220085	644 2nd Ave NE	24019-E	2/12/2024	Electrical	Rehang one exterior light, one exterior outlet		Contractor	Advanced Electrical Services		\$ 50.00	\$ 1.00		\$ 51.00
1311922110122	625 Central Ave	24020	2/1/2024	Building	Renovations	355,000.00	Contractor	Mirror Commercial Development		\$ 2,586.75	\$ 177.50	\$ 1,681.39	\$ 4,445.64
	529 Central Ave	24021-E	2/7/2024	Electrical	Add outlets and lights for tobacco shop		Contractor	Wolney Electrical		\$ 50.00	\$ 1.00		\$ 51.00
1811921230107	24 2nd Ave NE	24022-E	2/12/2024	Electrical	Add basement outlets		Homeowner	Barry Anderson		\$ 100.00	\$ 1.00		\$ 101.00
1811921340020	341 8TH Ave SE	24023	2/14/2024	Utilities	sewer repair	5,000.00	Contractor	Dean's Home Services		\$ 100.00			\$ 100.00
1811921340020	317 Central Ave	24024-S	2/15/2024	Sign	feather sign		Employee	Central Accounting		\$ 150.00			\$ 150.00
1311922110050	525 3rd Ave NW	24025	2/21/2024	Roof	Reroof	6,800.00	Contractor	Perfect Exteriors of MN		\$ 125.00	\$ 1.00		\$ 126.00
1311922140007	117 3rd St NW	24026-E	2/27/2024	Electrical	200 amp panel upgrade, update grounding and bonding		Contractor	Twin Cities Heating, Air, and Electrical		\$ 140.00	\$ 1.00		\$ 141.00
1811921220099	417 2nd Ave NE	24027-E	2/21/2024	Electrical	Garage door operator receptacle		Contractor	Hermes Electrical		\$ 50.00	\$ 1.00		\$ 51.00
1311922110032	324 2nd Ave NW	24028	2/27/2024	Windows	Remove and replace 11 windows, same size, no structural change	11,443.00	Contractor	Home Depot		\$ 100.00	\$ 1.00		\$ 101.00
1311922140045	224 1st Ave NW	24029-E	2/27/2024	Electrical	100 amp subpanel installation, range circuit, and general kitchen circuits		Contractor	Advanced Electrical Services		\$ 90.00	\$ 1.00		\$ 91.00
1811921240084	117 8th Ave NE	24030	2/27/2024	HVAC	Replace furnace		Contractor	Top-tier Heating and AC		\$ 100.00	\$ 1.00		\$ 101.00
1811921210032	524 5th Ave NE	24032-E	2/28/2024	Electrical	Furnace and AC reconnect		Contractor	Lumberjack Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921340020	317 Central Ave	24033-S	2/28/2024	Sign	Sandwich board sign		Employee	Central Accounting		\$ 82.00			\$ 82.00
1811921340023	324 7th Ave SE	24034	3/1/2024	Building	Window replacement - 2n existing frames, 2 new rough openings	500.00	Homeowner	Jack McGowan		\$ 100.00	\$ 1.00		\$ 101.00
1811921240113	505 2nd St NE	24035-E	3/6/2024	Electrical	Install new outlet in living and dinng room with underground circuits and dual function breakers		Contractor	Randy's Electric		\$ 50.00	\$ 1.00		\$ 51.00
1811921210032	524 5TH Ave NE	24036	3/6/2024	HVAC	Furnace and heat pump replacement	15,000.00	Contractor	Blue Ox Heating and Air		\$ 100.00	\$ 1.00		\$ 101.00
1811921130019	116 8th Ave NE	24037	3/6/2024	HVAC	Replace AC & furnace	10,000.00	Contractor	Liberty Comfort Systems		\$ 100.00	\$ 1.00		\$ 101.00
1811921130019	116 8th Ave NE	24038-E	3/6/2024	Electrical	Replace AC & furnace		Contractor	Liberty Comfort Systems		\$ 50.00	\$ 1.00		\$ 51.00
1311922110110	124 5th St NW	24039-E	3/6/2024	Electrical	200 amp service upgrade		Contractor	LeBrun Electric		\$ 120.00	\$ 1.00		\$ 121.00
1811921230107	24 2nd Ave NE	24040	3/8/2024	Plumbing	lower level bathroom, laundry, water heater relocations	9,500.00	Contractor	Steinkraus Plumbing		\$ 75.00	\$ 1.00		\$ 76.00
1811921130011	201 9th Ave NE	24041	3/11/2024	Building	Window replacement - 7 windows, 1 patio door	37,656.00	Contractor	Renewal by Anderson		\$ 75.00	\$ 1.00		\$ 76.00
1811921220227	609 4th Ave NE	24042	3/11/2024	HVAC	Furnace replacement	5,000.00	Contractor	Friendly Heating & Air Conditioning		\$ 100.00	\$ 1.00		\$ 101.00
na	1st Ave and 3rd St	24044-W	3/12/2024	ROW	low pressure gas replacement		Contractor	Centerpoint		\$ 275.00			\$ 275.00
1811921310076	221 5th Ave SE	24045	3/13/2024	Building	Fence replacement	5,700.00	Contractor	Northland Fence		\$ 50.00			\$ 50.00
1311922110026	133 4th St NW	24046	3/13/2024	Building	Window replacement - 10 within existing frame	11,000.00	Contractor	A Pane in the Glass Construction		\$ 75.00	\$ 1.00		\$ 76.00
1811921220016	332 1st Ave NE	24047	3/15/2024	Building	Fence	2,900.00	Homeowner	Kevin Sizer		\$ 50.00			\$ 50.00
1311922120006	317 2nd Ave NW	24049	3/20/2024	Building	Public Safety BDA	75,000.00	Contractor	Bearcom		\$ 869.25	\$ 37.50	\$ 565.01	\$ 1,471.76
1811921330035	325 County Rd 81	24050-W	3/14/2024	ROW	Excavation, new fiber optic telecommunications		Contractor	Comcast		\$ 400.00			\$ 400.00
1811921240093	417 3rd St NE	24051	3/19/2024	Building	Fence	2,000.00	Homeowner	Lyz Smith		\$ 50.00			\$ 50.00
1311922140054	215 Central Ave	24052-B	3/21/2024	ROW	Benches and two small picnic tables on sidewalk area		Business Owner	Cherie Ritter		\$ 25.00			\$ 25.00
1311922110126	603 1st Ave	24054	3/25/2024	Plumbing	Water softener installation	500.00	Contractor	Culligan Water		\$ 75.00	\$ 1.00		\$ 76.00
1811921240084	117 8th Ave NE	24055-E	3/26/2024	Electrical	Replace electrical service panelboard & provide interior lighting upgrade		Contractor	Killmer Electric Co, Inc		\$ 140.00	\$ 1.00		\$ 141.00



Osseo Fire Department Monthly Activity Report – April 2024

Incident Responses

Fire	2
<hr/>	
Gas Odor.....	1
Wire Down.....	1
 EMS	 9
<hr/>	
Heart.....	5
Unconscious.....	2
Head Injury.....	1
Choking.....	1
 Mutual Aid	 4
<hr/>	
Brooklyn Park.....	4
 Total	 15

Training

- Live Burn Trailer
- Forcible Entry

Activities

- Polar Plunge

**RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO**

1. Report for month of APRIL 2024
2. Check as appropriate:
 - Paddlewheel
 - Pulltabs
 - Bingo
 - Raffle
 - Other Etabs/Linked E-Bingo

3. Gross Receipts: \$684901.15
4. Less prizes paid. \$581194.00
5. Net Receipts \$103707.15
6. Expenses/Taxes \$74,491.31

Expenses Itemized:	
Compensation	\$16,548.15
Misc. (accounting, trash, clean, insurance)	\$2,413.74
Cost of Games	\$18,770.68
State Gambling Tax	\$35323.00
Federal Gambling Tax	\$1575.74
Meat Raffle Gift Certs	\$860.00

7. Profit \$29,215.84
8. Distribution of Profits by Code

A1	MAPLE GROVE DAYS	5000.00
A2	Every Third Saturday	2000.00
A2	CROSS	1000.00
A2	CEAP	1000.00
A2	MN HOUSING FIRST	1000.00
A2	THE MISSION PROJECT	500.00
A7	OSSEO BASEBALL BOOSTER CLUB	1000.00
A7	MAPLE GROVE BUISNESS ASSOCIATION	5000.00
A7	BOY SCOUT TROOP 542	1000.00
A7	THE HACK FOUNDATION	1000.00
A7	Gold Star Family Weekend inc.	1000.00
A7	MN A.L. FOUNDATION--FUND 77	975.00
A16	VETERAN UTILITIES	3689.52
A22	NELSON ELECTRIC INC	478.00
A22	ALLIANCE MECHANICAL SERVICES	3426.00
A22	CROSSTOWN MECHANICAL	7385.00
A-10V	CITY OF OSSEO	2000.00
A-10V	VOLUNTARY/ CRS135/CRRC	2000.00

Signed: 
JAMES HULTGREN
 Gambling Manager

This completed form must be returned to the Osseo City Clerk's office monthly;



Agenda Item: 2024 Street Reconstruction and Rehabilitation Project

Meeting Date: May 13, 2024

Prepared By: Alyson Fauske, PE (MN), City Engineer

Attachments: Resolutions, map, letter of recommendation, proposed assessment rolls, proposal

Policy Consideration:

Request to approve the following:

1. Resolution declaring costs to be assessed and ordering preparation of assessments.
2. Resolution scheduling the assessment hearing.
3. Resolution accepting bids and awarding the contract for the 2024 Street Reconstruction and Rehabilitation Project.
4. Resolution approving construction services proposal with WSB.

Background:

The 2024 Street Project consists of reconstructing North Oaks Drive and 1½ Street NE (Central Avenue to 1st Avenue NE), reclamation of 3rd Street NE, 8th Avenue NE, 9th Avenue NE, 1st Street NE, and Broadway Avenue (“8th/9th Ave Area”), and the mill and overlay of the CR 81 Frontage Road. Utility work includes extension of storm sewer and replacement of hydrants. All of the curb and gutter will be replaced in the reconstruction areas. Spot curb and gutter replacement in the 8th/9th Ave Area will consist of removal and replacement of full panels that are severely damaged, have heaved, or have settled. There are several panels throughout the 8th/9th Ave Area that are flat and therefore hold water for a period of time following rain events. In order to fix this issue, the street grade would need to be adjusted; therefore, these panels will not be replaced with this project.

Bid Opening:

Bids were received on April 16, 2024 for the 2024 Street Reconstruction and Rehabilitation Project. Six bids were received in response to the call for bids. They are summarized as follows:

Bidder	Base Bid	Bid Alternate	Total
Park Construction Company	\$948,388.90	\$94,695.89	\$1,043,084.79
GMH Asphalt Corporation	\$968,448.51	\$113,422.90	\$1,081,871.41
Northwest Asphalt, Inc.	\$985,086.40	\$114,995.44	\$1,100,081.84
New Look Contracting, Inc.	\$1,003,907.75	\$130,427.00	\$1,134,334.75
Bituminous Roadways, Inc.	\$1,047,569.15	\$175,826.50	\$1,223,395.65
S.M.Hentges & Sons, Inc.	\$1,059,516.85	\$113,801.00	\$1,173,317.85
<i>Engineer’s Opinion of Probable Cost</i>	<i>\$1,066,044.00</i>	<i>\$116,584.00</i>	<i>\$1,182,628.00</i>

The bid alternate consists of hydrant replacement in the project area.

The apparent low bidder, Park Construction Company has satisfactorily completed several similar projects in the metro area.

Funding/Financing:

The total project cost is estimated at \$1,468,663.37 and includes all proposed street and utility improvements, a construction contingency as well as all engineering and administrative costs. A portion of some of the project costs will be assessed based on the City’s special assessment policy, past practice and City Council direction: 50% of the street reconstruction cost, 50% of the curb replacement costs and 25% of the street reclamation costs. There are restrictions on how the remaining 15% is spent, and it is recommended that the City work with Ehlers to confirm the funds are being spent per the requirements of Minnesota Statutes.

The remaining will be financed by the City through street and enterprise funds. A summary of the as bid costs and funding sources is shown below.

	As Bid Cost	Estimated Cost	Funding Source
Surface improvements, 8 th /9 th Ave Area	\$644,249.96	\$ 663,373.57	50% of curb & gutter and 25% of street cost assessed; remainder from the Street Fund
Surface improvements, North Oaks	\$309,089.64	\$ 388,893.82	50% assessed, 50% Street Fund
Surface improvements, 1½ Street NE	\$48,600.00	\$ 44,582.21	
Surface improvements, CR 81 frontage road	\$164,882.23	\$ 215,996.35	Street Fund
Drainage improvements	\$127,879.07	\$ 152,521.60	Storm Fund
Sanitary sewer improvements	\$25,152.51	\$ 24,780.80	Sewer Fund
Watermain improvements	\$15,478.14	\$ 10,841.60	Water Fund
Hydrant improvements	\$133,331.81	\$ 164,150.27	Water Fund
Total	\$1,468,663.37	\$1,665,140.22	

The attached proposed final assessment rolls were prepared based on the results of the low bid and City Council direction provided at the April 22, 2024 meeting. Once the City Council calls the assessment hearing individual assessment notices will be mailed to each property owner. A summary of the proposed amount assessed and city cost is below.

	As Bid Cost	Assessments	City Cost
Surface improvements, 8 th /9 th Ave Area	\$644,249.96	\$211,761.50	\$432,488.46
Surface improvements, North Oaks	\$309,089.64	\$154,544.81	\$154,544.81
Surface improvements, 1½ Street NE	\$48,600.00	\$24,300.00	\$24,300.00
Surface improvements, CR 81 frontage rd	\$164,882.23	\$0.00	\$164,882.23
Drainage improvements	\$127,879.07	\$0.00	\$127,879.07
Sanitary sewer improvements	\$25,152.51	\$0.00	\$25,152.51
Watermain improvements	\$15,478.14	\$0.00	\$15,478.14
Hydrant improvements	\$133,331.81	\$0.00	\$133,331.81
Total	\$1,468,663.37	\$390,606.32	\$1,078,057.05

In 2022 the City Council bonded \$3.69 million for this project, the 2022 Alley project and the 2022 sewer lining project. Ehlers confirmed that 20% of the total amount bonded, or \$738,000 must be assessed. Below is a summary of the project costs and amounts assessed.

Project	Total Bonded	Total Cost	Amount Assessed
2024 Street Project	\$2,075,000.00	\$1,468,663.37 (est.)	\$390,606.32
2022 Alley Project	\$875,000.00	\$973,635.66 (est.)	\$613,884.00
2022 Sewer Lining	\$740,000.00	\$844,319.90	\$0.00
Total	\$3,690,000.00	\$3,286,618.93 (est)	\$1,004,490.32

Based on the total costs listed it is estimated that 89% of the bond will be spent. Ehlers has confirmed that 85% of the bond is required to be spent by August, 2025. Ehlers also confirmed that the city will not be penalized for the portion of the bond that is not spent as long as it is under 15% of the total amount bonded.

The table below is a comparison of the estimated assessments from the feasibility report and the proposed final assessment amounts. Note that the project scope for the 8th/9th Ave Area changed from reconstruction (assessed at 50%) to reclamation (assessed at 25%).

Project Area	Estimated Assessment per Feasibility Report	Proposed Final Assessment (scheduled for consideration on June 10, 2024)
8 th /9 th Ave Area	\$11,440.00 per unit	\$3,180.00 per unit
North Oaks	\$84.00 per front foot	\$69.00 per front foot
1½ Street NE	\$62.00 per front foot	\$81.00 per front foot

Schedule:

If the City Council approves the attached resolutions, the next step for this project is to hold the assessment hearing on June 10, 2024.

The contractor has indicated that work will begin late July/early August and will take 8 to 10 weeks to complete, weather permitting. The substantial completion date is September 30, 2024.

Previous Action or Discussion:

On January 8, 2024, the City Council adopted a resolution approving plans and specifications, and authorized the advertisement for bids. On February 12, 2024 the City Council voted to rescind approval of the plans and specifications based on the scope of work in the 8th/9th Ave Area. On April 1, 2024 the City Council adopted a resolution approving revised plans and specifications. On April 22, 2024 the City Council indicated support to assess 50% of the curb replacement costs and assess 25% of the street costs in the 8th/9th Area.

Options:

The City Council may choose to:

1. Adopt the attached resolutions for the 2024 Street Reconstruction and Rehabilitation Project;
2. Adopt the attached resolutions for the 2024 Street Reconstruction and Rehabilitation Project with noted changes or as amended;
3. Deny the project;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose Option (1): Adopt resolutions declaring costs to be assessed and ordering preparation of assessments, scheduling the assessment hearing, accepting bids and awarding the contract, and approving the construction services proposal for the 2024 Street Reconstruction and Rehabilitation Project.

Next Step:

Hold the assessment hearing.



K:\020591-000\01\Exhibits\020591-000 Project Location Map Exhibit.dwg 5/12/2023 11:34:19 AM



WSB PROJECT NO.:
020591-000

2024 STREET RECONSTRUCTION
& REHABILITATION PROJECT
FIGURE 1 - PROJECT LOCATION MAP
CITY OF OSSEO, MN





April 17, 2024

Honorable Mayor and City Council
City of Osseo
415 Central Avenue
Osseo, MN 55369

Re: 2024 Street Reconstruction & Rehabilitation Project
City of Osseo, MN
WSB Project No. 020591-000

Dear Mayor and Council Members:

Bids were received online for the above-referenced project on Tuesday, April 16, 2024, and were viewed and read aloud. Six bids were received. It should be noted that the project was bid based on the following schedules:

- Base Bid (Schedules A-H)
- Bid Alternate 1 – Hydrant Improvements (Schedule I)

Please find enclosed the Bid Tabulation Summary indicating Park Construction Company, Minneapolis, Minnesota, as the low bidder with a Base Bid of \$948,388.90 and a Bid Alternate 1 of \$94,695.89, for a grand total bid amount of \$1,043,084.79. The Engineer's Estimate for the project was a Base Bid of \$1,066,044.00 and a Bid Alternate 1 of \$116,584.00, for a grand total bid amount of \$1,182,628.00.

We recommend that the City Council consider these bids and award a contract for the grand total bid amount of \$1,043,084.79 to Park Construction Company, based on the results of the bids received.

If you have any questions, please contact me at 612.263.1736. Thank you.

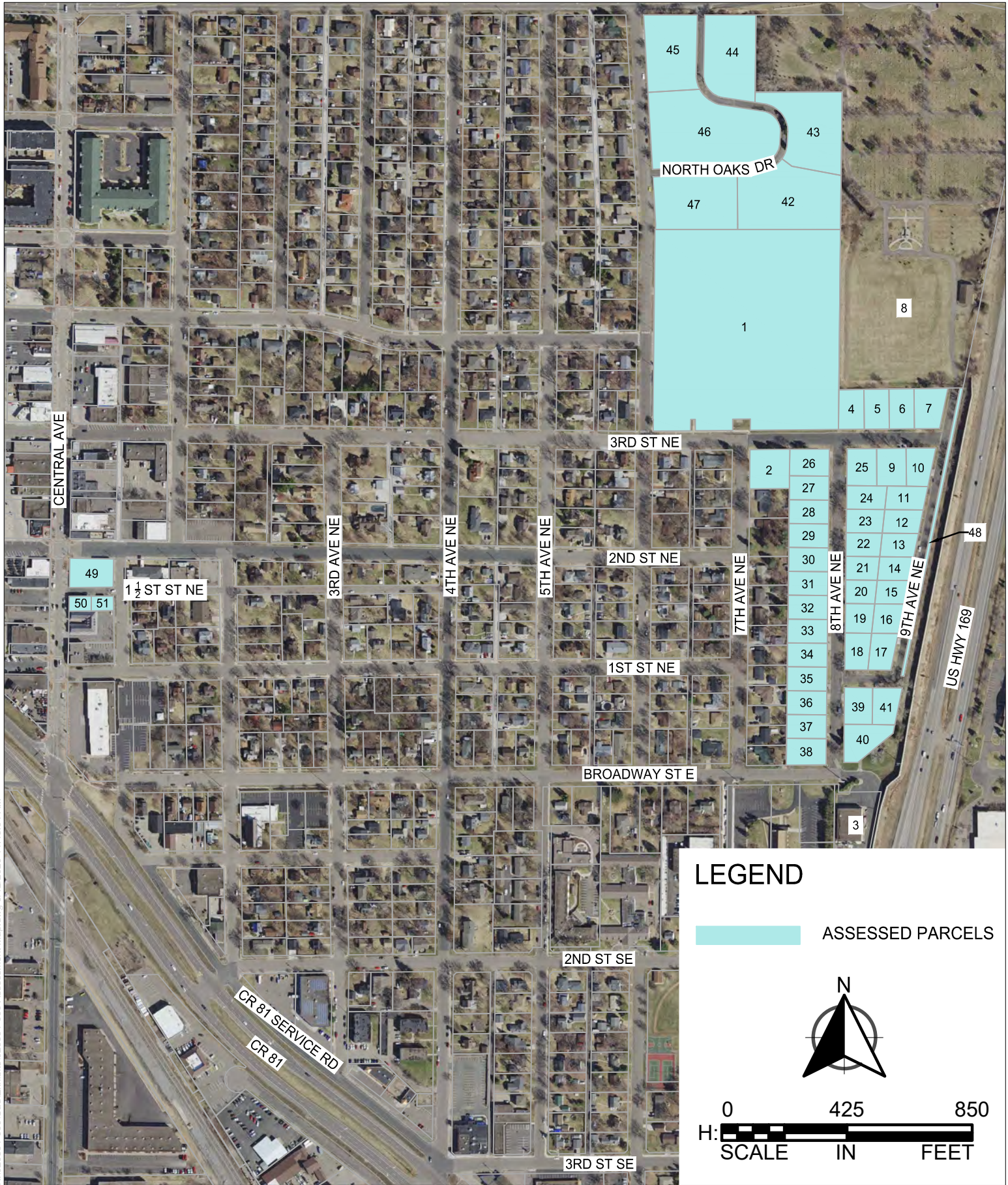
Sincerely,

WSB

Alysia Fauske, PE
City Engineer

Enclosure

srb



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**CITY OF OSSEO
2024 STREET RECONSTRUCTION & REHABILITATION PROJECT
ASSESSMENT ROLL (1 1/2 ST NE)**

Date: 5/1/2024
WSB Project No.: 020591-000

Rate

Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment: **\$81.00**

MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT RATE	FRONT FOOTAGE (LF)	FOOTAGE ASSESSMENT RATE	PROPOSED ASSESSMENT
49	1811921230163	CIRCLE K STORES, INC	PO BOX 52085 DC-17	PHOENIX AZ 85072	124 CENTRAL AVE	COMMERCIAL			150	\$81.00	\$12,150.00
50	1811921230031	DOUGLAS COMM ENTERPRISES LLC	116 CENTRAL AVE	OSSEO MN 55369	116 CENTRAL AVE	COMMERCIAL			75	\$81.00	\$6,075.00
51	1811921230032	DOUGLAS COMM ENTERPRISES LLC	116 CENTRAL AVE	OSSEO MN 55369	125 1ST AVE N E	COMMERCIAL			75	\$81.00	\$6,075.00
GRAND TOTAL - PRELIMINARY PROJECT ASSESSMENT:											\$24,300.00

**CITY OF OSSEO
2024 STREET RECONSTRUCTION & REHABILITATION PROJECT
ASSESSMENT ROLL**

Date: 5/1/2024
WSB Project No.: 020591-000

Complete Reconstruction Residential Single-Family Per Unit Assessment: **Rate \$3,180.00**
Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment: **\$62.00**

MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT RATE	FRONT FOOTAGE (LF)	FOOTAGE ASSESSMENT RATE	PROPOSED ASSESSMENT
1	1811921210001	OSSEO SCHOOL DIST NO 279	11200 93RD AVE N	MAPLE GROVE MN 55369	324 6TH AVE N E	COMMERCIAL			300	\$62.00	\$18,600.00
2	1811921240065	BARRY C SUPER/LARAA L L VEIT	224 7TH AVE N E	OSSEO MN 55369	224 7TH AVE N E	RESIDENTIAL	0.5	\$3,180.00			\$1,590.00
3	1811921420003	CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	800 BROADWAY ST E	INDUSTRIAL					
4	1811921130006	D & C MARKGRAF	801 3RD ST N E	OSSEO MN 55369	801 3RD ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
5	1811921130005	ROBERT & MARIE KYKER TRUST	9147 IVES LA N	MAPLE GROVE MN 55369	809 3RD ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
6	1811921130004	LONNIE GLOVER ET AL	817 3RD ST NE	OSSEO MN 55369	817 3RD ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
7	1811921130003	M & D POLICH	825-3RD ST NE	OSSEO MN 55369	825 3RD ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
8	1811921120003	CH ST VINC DE PAUL	9100 93RD AVE N	BROOKLYN PARK MN 55445	8601 93RD AVE N	COMMERCIAL					
9	1811921130008	J P W HALL & C M HALL	808 3RD ST N E	OSSEO MN 55369	808 3RD ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
10	1811921130009	L L NYGARD & D D NYGARD	217 9TH AVE N E	OSSEO MN 55369	217 9TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
11	1811921130010	ANTHONY RIOFRIO/KARISA YANG	209 9TH AVE N E	OSSEO MN 55369	209 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
12	1811921130011	DAVID A JOHNSON	201 9TH AVE N E	OSSEO MN 55369	201 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
13	1811921130012	CARLOS RODRIGUEZ	133 9TH AVE N E	OSSEO MN 55369	133 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
14	1811921130013	M J AMUNDSON & J M AMUNDSON	125 9TH AVE N E	OSSEO MN 55369	125 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
15	1811921130014	TIA FARNSWORTH	117 9TH AVE N E	OSSEO MN 55369	117 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
16	1811921130015	BENEDICT MAMBU BOAKAI	109 9TH AVE NE	OSSEO MN 55369	109 9TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
17	1811921130016	MEGAN HOEBEN	101 9TH AVE N E	OSSEO MN 55369	101 9TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
18	1811921130017	LEWIS OWEN & TAYLOR D LUND	100 8TH AVE N E	OSSEO MN 55369	100 8TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
19	1811921130018	PHENG LEE	108 8TH AV NE	OSSEO MN 55369	108 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
20	1811921130019	LISA C BURKE	116 8TH AVE N E	OSSEO MN 55369	116 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
21	1811921130020	PAULA WEAKLY	7517 XERXES AVE N	MINNEAPOLIS MN 55444	124 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
22	1811921130021	D M CAMILLO ETAL SUBJ/LE	132 8TH AVE N E	OSSEO MN 55369	132 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
23	1811921130022	SUSAN CRAWFORD	200 8TH AVE N E	OSSEO MN 55369	200 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
24	1811921130023	AMANDA DRISCOLL & C DRISCOLL	208 8TH AVE N E	OSSEO MN 55369	208 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
25	1811921130007	C L RASMUSSEN/C L RASMUSSEN	216 8TH AVE N E	OSSEO MN 55369	216 8TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
26	1811921240078	HARTKOPF FAMILY TRUST	225 8TH AVE N E	OSSEO MN 55369	225 8TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
27	1811921240079	DIANE CROSS & DAVID CROSS	14951 XKIMO ST N W	RAMSEY MN 55303	217 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
28	1811921240080	KELSEY SCHWARTZ	209 8TH AVE N E	OSSEO MN 55369	209 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
29	1811921240081	R F JOHNSON/LINDA L JOHNSON	201 8TH AVE N E	OSSEO MN 55369	201 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
30	1811921240082	NICHOLAS TORRES/LISA MILLER	133 8TH AVE N E	OSSEO MN 55369	133 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
31	1811921240083	M G OVERMAN & D A OVERMAN	125 8TH AVE N E	OSSEO MN 55369	125 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
32	1811921240084	B C WALLIN & J C WALLIN	117 8TH AVE N E	OSSEO MN 55369	117 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
33	1811921240085	KATHRINE BUTLER & JASON BUTLER	109 8TH AVE N E	OSSEO MN 55369	109 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
34	1811921240086	BRET C MOODY	101 8TH AVE N E	OSSEO MN 55369	101 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
35	1811921240087	LEE FUNDANET & LETTIE FUNDANET	25 8TH AVE N E	OSSEO MN 55369	25 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
36	1811921240088	DONNA DILLAN/WILLIAM DILLAN	17 8TH AVE N E	OSSEO MN 55369	17 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
37	1811921240089	T G JOHNSON & S R JOHNSON	9 8TH AVE N E	OSSEO MN 55369	9 8TH AVE N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
38	1811921240090	ERIN BARNES-DRISCOLL & BRIAN DRISCOLL	725 BROADWAY ST E	OSSEO MN 55369	725 BROADWAY ST E	RESIDENTIAL	0.5	\$3,180.00			\$1,590.00
39	1811921130024	J & C TODD	16 8TH AVE N E	OSSEO MN 55369	16 8TH AVE N E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
40	1811921130026	JASON ALEXANDER	801 BROADWAY ST E	OSSEO MN 55369	801 BROADWAY ST E	RESIDENTIAL	1.5	\$3,180.00			\$4,770.00
41	1811921130025	M J WOODS & J HULTSTROM	808 1ST ST N E	OSSEO MN 55369	808 1ST ST N E	RESIDENTIAL	1	\$3,180.00			\$3,180.00
48		CITY OF OSSEO	415 CENTRAL AVE	OSSEO MN 55369	9TH AVE EAST FRONTAGE	PUBLIC			1038.25	\$62.00	\$64,371.50
GRAND TOTAL - PRELIMINARY PROJECT ASSESSMENT:											\$211,761.50

**CITY OF OSSEO
2024 STREET RECONSTRUCTION & REHABILITATION PROJECT
ASSESSMENT ROLL (NORTH OAKS DR)**

Date: 5/1/2024
WSB Project No.: 020591-000

Rate

Complete Reconstruction Institutional/Commercial/Multi-Family Front Foot Assessment: **\$69.00**

MAP ID	PID	FEE OWNER	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	USE DESCRIPTION	UNITS	UNIT ASSESSMENT RATE	FRONT FOOTAGE (LF)	FOOTAGE ASSESSMENT RATE	PROPOSED ASSESSMENT
42	1811921210083	STERLING PROPERTIES L L C	PO BOX 5093	HOPKINS MN 55343	608 NORTH OAKS DR	MULTI-FAMILY			164.66	\$69.00	\$11,361.54
43	1811921210077	STERLING PROPERTIES L L C	P O BOX 5093	HOPKINS MN 55343	616 NORTH OAKS DR	MULTI-FAMILY			263	\$69.00	\$18,147.00
44	1811921210076	6TH ST APTS LLC	6909 WINNETKA AVE N	BROOKLYN PARK MN 55428	624 NORTH OAKS DR	MULTI-FAMILY			424.49	\$69.00	\$29,289.81
45	1811921210074	6TH ST APTS LLC	6909 WINNETKA AVE N	BROOKLYN PARK MN 55428	625 NORTH OAKS DR	MULTI-FAMILY			255.37	\$69.00	\$17,620.53
46	1811921210075	6TH ST APTS LLC	6909 WINNETKA AVE N	BROOKLYN PARK MN 55428	620 6TH AVE N E	MULTI-FAMILY			845.59	\$69.00	\$58,345.71
47	1811921210084	STERLING PROPERTIES L L C	PO BOX 5093	HOPKINS MN 55343	600 NORTH OAKS DR	MULTI-FAMILY			286.67	\$69.00	\$19,780.23
GRAND TOTAL - PRELIMINARY PROJECT ASSESSMENT:											\$154,544.82



May 13, 2024

Shane Mikkelson
Interim City Administrator
City of Osseo
415 Central Avenue
Osseo, MN 55369

Re: 2023 Street Reconstruction
Work Plan – Construction Administration Services

Dear Mr. Mikkelson:

As requested, the following work plan outlines the scope of services and the associated engineering fee necessary to administer construction for the 2024 Street Rehabilitation and Reconstruction Project. The major tasks pursuant this proposal include:

- Construction administration and observation
- Construction staking
- Material testing
- Record plans

PROJECT UNDERSTANDING

The 2024 project includes rehabilitating portions of 8th Avenue NE, 9th Avenue NE, 3rd Street NE, reconstructing 1st Street NE, Broadway Street E, North Oaks Dr, and the mill and overlay of the CR 81 Service Rd, 1st Street NW and 1 ½ Street NE. The project also includes repairing or minimal reconstruction of the storm sewer, sanitary sewer and watermain in these areas.

WSB's project scope and proposed tasks are based on our understanding of the project and we propose the following scope of services:

Task 1

Task 1.1: Construction Staking

WSB will provide location and offset stakes for road rehabilitation, reconstruction, and infrastructure during construction. One (1) set of stakes will be provided per project component and location. Any markings, locations, stakes or control that are damaged or altered and needs to be reset shall be considered extra. Time spent to correct or reset damaged markings will be paid at the hourly rate per the WSB 2024 Fee Schedule, which has been attached for your reference.

Task 1.2: Construction Administration and Observation

This task includes construction administration and coordination of all WSB construction related work tasks, construction surveying tasks, establishment and monitoring of WSB's billings, and correspondence with the City and permitting agencies (as necessary) on a periodic basis. The construction manager will provide technical direction on aspects of the project design and provide minor plan updates as needed. WSB will track any monthly work completed to date and summary of quantities for the preparation and processing of monthly payment vouchers. This task also includes attendance of WSB

staff members at the preconstruction meeting, shop drawing review and responding to requests for information.

Task 1.3: Public Communication and Engagement

Staff from WSB’s public engagement group will be responsible for composing and distributing the construction newsletters, construction status updates as needed, door hanger notices to residents, and construction hotline number and email for resident questions.

Task 2

Task 2.1: As-Built Plans

As part of this work, WSB will be responsible for documenting and providing a record of the following for use in creating the plans:

- Plan changes in the field during construction
- Measurement of structure inverts

WSB will perform a post-construction survey of structures, castings and other pertinent information. We will then use the construction data, along with the survey to create record drawings.

Task 3

Task 3.1 : Material Testing

WSB will provide material testing services based on the testing rates as defined in the project manual.

PROJECT TEAM

WSB proposes the following individuals as key members of the project team:

Alyson Fauske, PE – City Engineer
Paul Sandy, PE – Project Manager
TBD – Construction Observer

SCHEDULE

Council Approve Plans and Specifications / Authorize Ad for Bid.....	January 2024
Open Bids	April 16, 2024
Council Awards Construction Contract and Approves Consultant Contract	May 13, 2024
Council Holds Assessment Hearing.....	June 10, 2024
Begin Construction.....	June 2024
Final Completion.....	September/October 2024

PROPOSED FEE

Based on the proposed task hour budget, WSB will complete the scope of work previously discussed on an hourly basis for a total estimated amount of \$154,982. If additional work outside of the above-described scope is determined necessary, it will proceed only after City approval. This additional work would be billed on an hourly basis in accordance with the WSB 2024 Fee Schedule.

This represents our complete understanding and scope of the project. If the scope and fee appear to be appropriate, please sign on the space provided and return one copy to our office. By signing you also agree that these services will be governed by the terms and conditions of the Professional Services Agreement entered into between WSB and the City of Osseo on August 1, 2016.

We appreciate the opportunity to provide you with this proposal and we are again looking forward to working with you and your staff toward the completion of the project. Please feel free to contact me with any questions or concerns you have.

Sincerely,

WSB



Alyson Fauske, PE
Sr. Project Manager



Morgan Dawley, PE
Senior Director of Municipal Services

Attachment

City of Osseo:

Authorized signature

Title

Date



Estimate of Fee
City of Osseo, Minnesota
Professional Engineering Services for Construction Administration
2023 Street Reconstruction Project

Task Description	Start Date	End Date	City Engineer	Project Manager	Construction Inspector	Admin	Public Engagement Coordinator	Two Person Survey Crew	Survey Technician	Total Hours	Cost
			<i>Alyson Fauske</i>	<i>Paul Sandy</i>	<i>Construction Observer</i>	<i>Sue Buckley</i>	<i>Noel Mills Ford</i>		<i>Office Tech II</i>		
1 Construction Administration											
1.1 Survey	5/13/2024	9/30/2024						80	20	100	\$22,880.00
1.2 Construction Administration											
1.2.1 Project Management	5/13/2024	12/31/2024	110	40						150	\$34,870.00
1.2.2 Construction Inspection	5/13/2024	9/30/2024			500					500	\$68,500.00
1.2.3 Environmental Inspection	5/13/2024	9/30/2024									
1.2.4 Pay Vouchers	5/13/2024	9/30/2024				24				24	\$3,360.00
1.3 Public Communication and Engagement	5/13/2024	9/30/2024					60			60	\$6,900.00
Task 1 Total Estimated Hours and Fee			110	40	500	24	60	80	20	834	\$136,510.00
2 As-builts											
2.1 As-Built Plans	1/1/2025	4/1/2025	2	4	4			4	4	18	\$3,478.00
Task 2 Total Estimated Hours and Fee			2	4	4			4	4	18	\$3,478.00
Total Estimated Hours			112	44	504	24	60	84	24	852	
Average Hourly Billing Rate			237.00	220.00	137.00	140.00	115.00	250.00	144.00		
Total Fee by Labor Classification			\$26,544.00	\$9,680.00	\$69,048.00	\$3,360.00	\$6,900.00	\$21,000.00	\$3,456.00		\$139,988.00
Task 3.1 Total Fee for Material Testing (allowance)	5/13/2024	9/30/2024									\$14,994.00
TOTAL PROJECT COST											\$154,982.00

B. SANITARY SEWER IMPROVEMENTS		
		MOBILIZATION
	2451.602	GRANULAR FOUNDATION AND/OR BEDDING
	2503.602	CONNECT TO EXISTING
	2503.603	8" PVC PIPE SEWER - SDR 26
	2503.603	TELEWISE SANITARY SEWER
	2506.516	CASTING ASSEMBLY
	2506.603	CONST 48" DIA SAN SEWER MANHOLE
		EROSION CONTROL & RESTORATION

LUMP SUM	1	\$10,000.00	\$10,000.00		\$7,007.50
TON	100	\$15.00	\$1,500.00		
EACH	1	\$5,000.00	\$5,000.00		
LIN FT	1,900	\$34.00	\$64,600.00		1880
LIN FT	1,900	\$1.50	\$2,850.00		
EACH	8	\$650.00	\$5,200.00		
LIN FT	280	\$175.00	\$49,000.00		280
LUMP SUM	1	\$12,000.00	\$12,000.00		
B Total - Sanitary Sewer Improvements			\$150,150.00		
+ 10% Contingencies			\$15,015.00		
Construction Total			\$165,165.00		

Resolution No. 2024-XX

**RESOLUTION DECLARING COST TO BE ASSESSED, AND
ORDERING PREPARATION OF PROPOSED ASSESSMENTS FOR THE
2024 STREET RECONSTRUCTION AND REHABILITATION PROJECT**

WHEREAS, pursuant to Minnesota Statutes § 429.061 the costs and expense incurred and to be incurred in making the improvements of the 2024 Street Reconstruction and Rehabilitation Project, have been calculated and so determined; and

WHEREAS, Minnesota Statutes § 429.061, Subd. 1, provides that “[a]t any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the Council, the Council shall determine by resolution the amount of the total expense a municipality will pay, other than the amount, if any, which it will pay as a property owner and the amount to be specially assessed.”; and

WHEREAS, a contract for the street and utility improvements in the 2024 Street Reconstruction and Rehabilitation Project is anticipated to be let on May 13, 2024; the bid price for such improvements is \$1,043,084.79 and the expenses incurred or to be incurred in the making of such improvement are estimated to amount to \$321,270.12 so that the total cost of the improvement will be \$1,468,663.37 including construction contingencies.

NOW, THEREFORE BE IT RESOLVED, by the City Council of Osseo, Hennepin County, Minnesota that:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$1,078,057.05 and the portion of the cost to be assessed against the benefited property owners is declared to be \$390,606.32.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January, 2025, and shall bear interest at the rate of 2 percent above the true interest cost (TIC) per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in her office for public inspection.

4. The clerk shall upon the completion of such proposed assessments, notify the council thereof.

Resolution No. 2024-XX

**RESOLUTION FOR HEARING ON PROPOSED ASSESSMENTS
FOR THE 2024 STREET RECONSTRUCTION AND REHABILITATION PROJECT**

WHEREAS, by a resolution passed by the Council on April 22, 2024, the city clerk was directed to prepare a proposed assessment of the cost of street improvements for the 2024 Street Reconstruction and Rehabilitation Project.

WHEREAS, upon completion, the assessment roll will be filed in the city clerk's office for public inspection.

NOW, THEREFORE BE IT RESOLVED, by the City Council of Osseo, Hennepin County, Minnesota that:

1. A hearing shall be held at 7:00 pm on June 10, 2024, in the Osseo City Hall to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. The city clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing. Such notice shall state the date, time, and place of the hearing, the general nature of the improvements, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered, and other required information pursuant to Minn. Stat § 429.061.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay any partial payment or the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Osseo, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County of Hennepin, the entire amount of the assessment remaining unpaid with interest accrued to December 31st of the year in which such payment is made. Such

payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Resolution No. 2024-XX

**RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR THE
2024 STREET RECONSTRUCTION AND REHABILITATION PROJECT**

WHEREAS, pursuant to an advertisement for bids for the 2024 Street Reconstruction and Rehabilitation Project, the following five bids were received, opened, and tabulated:

<u>Bidder</u>	<u>Total Bid</u>
Park Construction Company	\$1,043,084.79
GMH Asphalt Corporation	\$1,081,871.41
Northwest Asphalt, Inc.	\$1,100,081.84
New Look Contracting, Inc.	\$1,134,334.75
Bituminous Roadways, Inc.	\$1,223,395.65
S.M. Hentges & Sons, Inc.	\$1,173,317.85

AND WHEREAS, Park Construction Company of Minneapolis, MN is the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, as follows:

1. The Mayor and City Administrator are hereby authorized and directed to enter into contract with Park Construction Company in the name of the City of Osseo for the improvement of the 2024 Street Reconstruction and Rehabilitation Project, according to the plans and specifications therefor approved by the City Council and on file in the office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.



MEMORANDUM

TO: City Council Members, City of Osseo
FROM: Rebecca Kurtz and Schane Rudlang, Ehlers
DATE: May 8, 2024
SUBJECT: Sale of \$400,000 General Obligation Equipment Certificates, Series 2024A

Background

On April 8 the City Council called for the sale of \$400,000 General Obligation Equipment Certificates, Series 2024A (the “Bonds”) to finance the purchase of three police squad cars and a public works vehicle.

The Bonds are general obligations of the City and debt service will be paid with ad valorem taxes. The Bonds have a 7-year term with principal due on February 1, 2026 through 2031.

Staff and Ehlers spoke with Standard and Poor’s on April 29 to receive a rating for the Bonds. Standard and Poor’s has affirmed the City’s “AA” long-term rating on its general obligation debt and affirmed the “AA-“ rating on the EDA’s Series 2014A lease revenue bonds (police facility). A copy of the rating report will be provided in the Sale Day Report at the Council meeting.

Bids will be received in Ehlers’ office at 10 AM on May 13, and the results with a recommendation for awarding the Bonds will be presented at the Council meeting that evening.

Council Considerations

- The Council can award the Bonds based on the recommendation from Ehlers. Funds would be available on May 30.
- The Council could take no action. Under this scenario, other funds would need to be identified to pay for the vehicles, as they have been purchased and some have been delivered to the City. Note that the bids cannot be held for action at a later date.

I will attend the meeting to present the Bond results and answer questions.

Resolution No. 2024-XX

**RESOLUTION FOR THE ISSUANCE AND SALE OF
\$400,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2024A
PROVIDING FOR THEIR ISSUANCE AND LEVYING
A TAX FOR THE PAYMENT THEREOF**

A. WHEREAS, the City of Osseo, Minnesota (the "City") has heretofore determined and declared that it is necessary and expedient to issue \$400,000 General Obligation Equipment Certificates, Series 2024A (the "Certificates" or individually, a "Certificate"), pursuant to Minnesota Statutes, Chapter 475 and Minnesota Statutes, Section 412.301, to finance the acquisition of capital equipment for the City (the "Equipment"); and

B. WHEREAS, each item of equipment to be financed by the Certificates has an expected useful life at least as long as the term of the Certificates; and

C. WHEREAS, the principal amount of the Certificates to be issued does not exceed one-quarter of one percent (0.25%) of the market value of the City (\$392,323,900 times 25% is \$980,810); and

D. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the sale of the Certificates and was therefore authorized to sell the Certificates by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Certificates have been solicited by Ehlers; and

E. WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the City Administrator, or designee, at the offices of Ehlers at 10:30 A.M., this same day pursuant to the Preliminary Official Statement established for the Certificates, dated May 2, 2024; and

F. WHEREAS, it is in the best interests of the City that the Certificates be issued in book-entry form as hereinafter provided; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Minnesota, as follows:

1. Acceptance of Proposal. The proposal of _____, _____, _____ (the "Purchaser"), to purchase the Certificates, in accordance with the Preliminary Official Statement at the rates of interest hereinafter set forth, and to pay therefor the sum of \$_____, plus interest accrued to settlement, is hereby found, determined and declared to be the most favorable proposal received and is hereby accepted and the Certificates are hereby awarded to the Purchaser. The City Accountant is directed to retain the deposit of the Purchaser.

2. Terms of Certificates.

(a) Title; Original Issue Date; Denominations; Maturities. The Certificates shall be dated May 30, 2024, as the date of original issue and shall be issued forthwith on or after such date in fully registered form, shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations"), and shall mature, without option of prepayment, on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$	2029	\$
2027		2030	
2028		2031	

As may be requested by the Purchaser, one or more term bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Certificate(s).

(b) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Certificates, and to this end:

(i) The Certificates shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Certificate for each maturity of the Certificates; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Certificate shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Certificate.

(ii) Upon initial issuance, ownership of the Certificates shall be registered in a bond register maintained by the Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Certificates neither the City nor the Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Certificates as securities depository (the "Participant") or the person for which a Participant holds an interest in the Certificates shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Certificates, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Certificates,

including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Certificates, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Certificates (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Certificates are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Registrar may treat as and deem the Depository to be the absolute owner of the Certificates for the purpose of payment of the principal of and premium, if any, and interest on the Certificates, for the purpose of giving notices of redemption and other matters with respect to the Certificates, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Certificates, and for all purpose whatsoever. The Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Certificates only to or upon the Holder or the Holders of the Certificates as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Certificates to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10, references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Certificate is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, by the Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Certificates (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Certificates, collectively hereinafter referred to as the "Letter of Representations").

(vii) All transfers of beneficial ownership interests in each Certificate issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Certificates.

(viii) In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Registrar may establish a special record date for such consent or other action. The City or the Registrar shall, to the extent possible, give the Depository notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

(ix) Any successor Registrar in its written acceptance of its duties under this Resolution and any paying agency/registrar agreement, shall agree to take any actions necessary from time to time to comply with the requirements of the Letter of Representations.

(c) Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

(i) The Depository may determine to discontinue providing its services with respect to the Certificates at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Certificate if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

(ii) Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Certificate that the Beneficial Owners be able to obtain certificates for the Certificates, the Certificates shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be registered in whatever name or names the Holder of the Certificates shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Certificates will be delivered to the Beneficial Owners.

(iii) Nothing in this subparagraph (c) shall limit or restrict the provisions of paragraph 10.

(d) Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent

any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

3. Purpose. The Certificates shall provide funds to finance the Equipment. The total cost of the Equipment, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Certificates.

4. Interest. The Certificates shall bear interest payable semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing February 1, 2025, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity years as follows:

<u>Maturity Year</u>	<u>Interest Rate</u>	<u>Maturity Year</u>	<u>Interest Rate</u>
2026	%	2029	\$
2027		2030	
2028		2031	

5. No Redemption. The Certificates shall not be subject to redemption and prepayment prior to their stated maturity dates.

6. Registrar. Bond Trust Services Corporation, in Roseville, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Certificates (the "Registrar"), and shall do so unless and until a successor Registrar is duly appointed, all pursuant to any contract the City and Registrar shall execute which is consistent herewith. The Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Certificates shall be paid to the registered holders (or record holders) of the Certificates in the manner set forth in the form of Certificate and paragraph 12.

7. Form of Certificate. The Certificates, together with the Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
HENNEPIN COUNTY
CITY OF OSSEO

R-_____ \$_____

GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2024A

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
%	February 1, 20	May 30, 2024	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS THAT THE CITY OF OSSEO, HENNEPIN COUNTY, MINNESOTA (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, without option of prepayment, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing February 1, 2025, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Certificate will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Certificate are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation, in Roseville, Minnesota (the "Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Certificate will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Certificate is registered (the "Holder") on the registration books of the Issuer maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Holders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Certificate are payable in lawful money of the United States of America. So long as this Certificate is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this

Certificate and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution. Until termination of the book-entry only system pursuant to the Resolution, Certificates may only be registered in the name of the Depository or its Nominee.

No Optional Redemption. The Certificate of this issue (the "Certificates") are not subject to redemption and prepayment prior to their stated maturity dates.

Issuance; Purpose; General Obligation. This Certificate is one of an issue in the total principal amount of \$400,000, all of like date of original issue and tenor, except as to number, maturity, interest rate and denomination issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and pursuant to a resolution adopted by the city council on May 13, 2024 (the "Resolution"), for the purpose of providing money to finance the acquisition of capital equipment for the Issuer. This Certificate is payable out of the General Obligation Equipment Certificates, Series 2024A Fund of the Issuer. This Certificate constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Certificates are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Certificates of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Registrar. Copies of the Resolution are on file in the principal office of the Registrar.

Transfer. This Certificate is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Registrar upon presentation and surrender hereof to the Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Registrar. Thereupon the Issuer shall execute and the Registrar shall authenticate and deliver, in exchange for this Certificate, one or more new fully registered Certificates in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Certificate, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Treatment of Registered Owners. The Issuer and Registrar may treat the person in whose name this Certificate is registered as the owner hereof for the purpose of receiving

payment as herein provided and for all other purposes, whether or not this Certificate shall be overdue, and neither the Issuer nor the Registrar shall be affected by notice to the contrary.

Authentication. This Certificate shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Registrar.

Qualified Tax-Exempt Obligation. This Certificate has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Certificate, have been done, have happened and have been performed, in regular and due form, time and manner as required by law, and that this Certificate, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Osseo, Hennepin County, Minnesota, by its City Council has caused this Certificate to be executed on its behalf by the facsimile signatures of its Mayor and its City Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

Registrable by: BOND TRUST SERVICES CORPORATION

Payable at: BOND TRUST SERVICES CORPORATION

REGISTRAR'S CERTIFICATE OF AUTHENTICATION

CITY OF OSSEO
HENNEPIN COUNTY, MINNESOTA

This Certificate is one of the Certificates described in the Resolution mentioned within.

/s/ Facsimile
Mayor

BOND TRUST SERVICES CORPORATION
Roseville, Minnesota
Registrar

/s/ Facsimile
City Administrator

By: _____
Authorized Signature

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Certificate, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN - as joint tenants with right of survivorship and not as tenants in common

UTMA - _____ as custodian for _____
(Cust) (Minor)

under the _____ Uniform Transfers to Minors Act
(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Certificate and does hereby irrevocably constitute and appoint _____ attorney to transfer the Certificate on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: _____

Notice: _____
The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a)(2).

The Registrar will not affect transfer of this Certificate unless the information concerning the transferee requested below is provided.

Name and Address: _____

(Include information for all joint owners if the Certificate is held by joint account.)

8. Execution. The Certificates shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and City Administrator and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Certificates may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Certificates shall cease to be such officer before the delivery of the Certificates, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

9. Authentication. No Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on such Certificate, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Registrar. Certificates of Authentication on different Certificates need not be signed by the same person. The Registrar shall authenticate the signatures of officers of the City on each Certificate by execution of the Certificate of Authentication on the Certificate and by inserting as the date of registration in the space provided the date on which the Certificate is authenticated, except that for purposes of delivering the original Certificates to the Purchaser, the Registrar shall insert as a date of registration the date of original issue of May 30, 2024. The Certificate of Authentication so executed on each Certificate shall be conclusive evidence that it has been authenticated and delivered under this resolution.

10. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Registrar a certificate register in which, subject to such reasonable regulations as the Registrar may prescribe, the Registrar shall provide for the registration of Certificates and the registration of transfers of Certificates entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Certificate at the principal office of the Registrar, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Certificates of any Authorized Denomination or Denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Certificate may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Certificates may be exchanged for Certificates of any Authorized Denomination or Denominations of a like aggregate principal amount and stated maturity, upon surrender of the Certificates to be exchanged at the principal office of the Registrar. Whenever any Certificates are so surrendered for exchange, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration of, and deliver the Certificates which the Holder making the exchange is entitled to receive.

All Certificates surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

All Certificates delivered in exchange for or upon transfer of Certificates shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Certificates surrendered for such exchange or transfer.

Every Certificate presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or his, her or its attorney duly authorized in writing.

The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Registrar, including regulations which permit the Registrar to close its transfer books between record dates and payment dates. The City Accountant, or other authorized official of the City, is hereby authorized to negotiate and execute the terms of said agreement.

11. Rights Upon Transfer or Exchange. Each Certificate delivered upon transfer of or in exchange for or in lieu of any other Certificate shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Certificate.

12. Interest Payment; Record Date. Interest on any Certificate shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Certificate is registered (the "Holder") on the registration books of the City maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth (15th) day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Registrar to the Holders not less than ten (10) days prior to the Special Record Date.

13. Treatment of Registered Owner. The City and Registrar may treat the person in whose name any Certificate is registered as the owner of such Certificate for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12 above with respect to payment and record date) on such Certificate and for all other purposes whatsoever whether or not such Certificate shall be overdue, and neither the City nor the Registrar shall be affected by notice to the contrary.

14. Delivery; Application of Proceeds. The Certificates when so prepared and executed shall be delivered by the City Accountant to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

15. Fund and Accounts. There is hereby created a special fund to be designated the "General Obligation Equipment Certificates, Series 2024A Fund" (the "Fund") to be administered and maintained by the City Accountant as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the manner herein specified until all of the Certificates and the interest thereon have been fully paid. There shall be maintained in the Fund the following separate accounts:

(i) Capital Account. To the Capital Account there shall be credited the proceeds of the sale of the Certificates, less capitalized interest. From the Capital Account there shall be paid all costs and expenses of the acquisition of the equipment, including all costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65; and the moneys in the Capital Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Certificates may also be used to the extent necessary to pay interest on the Certificates due prior to the anticipated date of commencement of the collection of taxes herein levied.

(ii) Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (a) capitalized interest in the amount of \$_____ (together with interest earnings thereon and subject to such other adjustments as are appropriate to provide sufficient funds to pay interest due on the Certificates on or before February 1, 2025; (b) all collections of all taxes herein or hereafter levied for the payment of the Certificates and interest thereon; (c) all funds remaining in the Capital Account after the payment of all costs of acquisition of the Equipment; (d) all investment earnings on funds held in the Debt Service Account; and (e) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The amount of any surplus remaining in the Debt Service Account when the Certificates and interest thereon are paid shall be used consistent with Minnesota Statutes, Section 475.61, Subdivision 4. The Debt Service Account shall be used solely to pay the principal and interest of the Certificates and any other general obligation certificates of the City hereafter issued by the City and made payable from said account as provided by law.

No portion of the proceeds of the Certificates shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (i) for a reasonable temporary period until such proceeds are needed for the purpose for which the Certificates were issued and (ii) in addition to the above in an amount not greater than the lesser of five

percent (5%) of the proceeds of the Certificates or \$100,000. To this effect, any proceeds of the Certificates and any sums from time to time held in the Capital Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the certificates payable therefrom) in excess of amounts which under then-applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Certificates to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

16. Tax Levy; Coverage Test. To provide moneys for payment of the principal and interest on the Certificates there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Year of Tax Levy</u>	<u>Year of Tax Collection</u>	<u>Amount</u>
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(See attached Exhibit B)

The tax levies are such that if collected in full they, together with other revenues herein pledged for the payment of the Certificates, will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Certificates. The tax levies shall be irrevocable so long as any of the Certificates are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

17. Defeasance. When all Certificates have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Certificates shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Certificates which are due on any date by irrevocably depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Certificate should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also at any time discharge its obligations with respect to any Certificates, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity.

18. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Certificates, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Certificates and any other certificates payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

19. Certificate of Registration and Tax Levy. A certified copy of this resolution is hereby directed to be filed with the Auditor/Treasurer of Hennepin County, Minnesota, together with such other information the Auditor/Treasurer shall require and there shall be obtained from the Auditor/Treasurer a certificate that the Certificates have been entered in the Auditor/Treasurer's bond register, and that the tax levy required by law has been made.

20. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance of the Certificates, certified copies of all proceedings and records of the City relating to the Certificates and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Certificates as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

21. Compliance with Reimbursement Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Certificates, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

(a) Not later than sixty (60) days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Project"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Project; provided, however, that no such Declaration shall necessarily have been made with respect to:

(i) "preliminary expenditures" for the Project, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar prefatory costs, which in the aggregate do not exceed 20% of the "issue price" of the Certificates, and (ii) a *de minimis* amount of Reimbursement Expenditures not in excess of the lesser of \$100,000 or 5% of the proceeds of the Certificates.

(b) Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Certificates or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.

(c) The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but not prior to) the issuance of the Certificates, and not later than three years after the later of (i) the date of the payment of the Reimbursement Expenditure, or (ii) the date on which the Project to which the Reimbursement Expenditure relates is first placed in service.

(d) Each such reimbursement allocation will be made in a writing that evidences the City's use of Certificate proceeds to reimburse the Reimbursement Expenditure and, if made within 30 days after the Certificates are issued, shall be treated as made on the day the Certificates are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph 21 upon receipt of an opinion of its Bond Counsel for the Certificates stating in effect that such action will not impair the tax-exempt status of the Certificates.

22. Negative Covenant as to Use of Proceeds and Equipment. The City hereby covenants not to use the proceeds of the Certificates or the equipment financed thereby, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the equipment, in such a manner as to cause the Certificates to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

23. Tax-Exempt Status of the Certificates; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Certificates, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Certificates, and (iii) the rebate of excess investment earnings to the United States if the Certificates (together with other obligations reasonably expected to be issued and outstanding at one time in this calendar year) exceed the small-issuer exception amount of \$5,000,000.

For purposes of qualifying for the exception to the federal arbitrage rebate requirements for governmental units issuing \$5,000,000 or less of bonds, the City hereby finds, determines and declares that (i) the Certificates are issued by a governmental unit with general taxing powers, (ii) no Certificate is a private activity bond, (iii) ninety-five percent (95%) or more

of the net proceeds of the Certificates are to be used for local governmental activities of the City (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the City), and (iv) the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities thereof, and all entities treated as one issuer with the City) during the calendar year in which the Certificates are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

24. Designation of Qualified Tax-Exempt Obligations; Issuance Limit. In order to qualify the Certificates as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representations:

- (a) the Certificates are issued after August 7, 1986;
- (b) the Certificates are not "private activity bonds" as defined in Section 141 of the Code;
- (c) the City hereby designates the Certificates as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;
- (d) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during this calendar year 2024 will not exceed \$10,000,000; and
- (e) not more than \$10,000,000 of obligations issued by the City during this calendar year 2024 have been designated for purposes of Section 265(b)(3) of the Code.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

25. Continuing Disclosure. The City is the sole obligated person with respect to the Certificates. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

- (a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Certificates in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Certificates and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and City Administrator of the City, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Certificates, and (iii) acceptable to the Officers.

26. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

27. Official Statement. The Official Statement relating to the Certificates prepared and distributed by Ehlers is hereby approved and the officers of the City are authorized in connection with the delivery of the Certificates to sign such certificates as may be necessary with respect to the completeness and accuracy of the Official Statement.

28. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of Certificate proceeds allocable to the payment of issuance expenses to Wells Fargo Bank, National Association, San Francisco, California, on the closing date for further distribution as directed by Ehlers.

29. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, after a full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF HENNEPIN
CITY OF OSSEO

I, the undersigned, being the duly qualified City Clerk of the City of Osseo, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to considering proposals for and authorizing the issuance of, \$400,000 General Obligation Equipment Certificates, Series 2024A of said City.

WITNESS my hand this 13th day of May, 2024.

City Clerk

EXHIBIT A

PROPOSALS

[To be supplied by Ehlers & Associates, Inc.]

EXHIBIT B

TAX LEVY SCHEDULES

[To be supplied by Ehlers & Associates, Inc.]



City of Osseo City Council Meeting Item

Agenda Item: Accept Ashlee Mueller's Resignation and Declare a Vacancy on the City Council (Resolution)

Meeting Date: May 13, 2024

Prepared by: Shane Mikkelson, Interim City Administrator

Attachments: Ashlee Mueller Resignation
Resolution

Policy Consideration:

Consider accepting Councilmember Ashlee Mueller's resignation and declare a vacancy on the City Council to be filled by Council appointment.

Background:

The City has received a resignation letter from Councilmember Ashlee Mueller. The City Council should adopt the attached Resolution, which accepts Councilmember Mueller's resignation from office as of May 13, 2024, and declare that a vacancy on the Osseo City Council must be filled by appointment.

MN Statute 412.02, subdivision 2a, states that when a vacancy is an elected office of a city with less than two years remaining in the unexpired term of office, the City Council must appoint someone to complete the balance of the unexpired term. The Council has leeway in terms of how to appoint an individual to the Council. Typically, the City Council has solicited letters of interest from community members interested in serving on the Council. Should the Council want to continue that same practice, Staff recommends that letters of interest be accepted until May 22nd at noon (which is the packet creation and distribution day for the next Council meeting on May 28th).

Options:

The City Council may choose to:

1. Adopt the attached Resolution accepting Councilmember Mueller's resignation from office as of May 14, 2024, and declaring that a vacancy exists on the Osseo City Council to be filled by appointment;
2. Deny adoption of the attached Resolution;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Adopt the attached Resolution accepting Councilmember Mueller's resignation from office as of May 14, 2024, and declaring that a vacancy exists on the Osseo City Council to be filled by appointment.

Dear Mayor, Members of Council and Interim City Administrator Mikkelson,

It is with a heavy heart that I send you this letter to announce my resignation from my position as City Council member effective May 14, 2024, as I will no longer be a resident of this great city.

I greatly appreciate your support over the years as I've grown within my commitment to the city. It has been an honor to serve with you and my fellow council members as well as, staff. I also want to thank you for your unwavering dedication to the residents of Osseo. This wouldn't be such a great place to live, without you.

All the best,
Ashlee Mueller

Resolution No. 2024-XX

A RESOLUTION ACCEPTING COUNCIL MEMBER MUELLER’S RESIGNATION FROM OFFICE AS OF MAY 14, 2024, AND DECLARING THAT A VACANCY EXISTS ON THE OSSEO CITY COUNCIL TO BE FILLED BY APPOINTMENT

WHEREAS, Ashlee Mueller was appointed to the office of City Council for the City of Osseo on May 22, 2023, with a term terminating on January 6, 2025; and

WHEREAS, Ashlee Mueller submitted her resignation through email to Mayor Duane Poppe and City Council on May 7, 2024; and

WHEREAS, the City Council must determine and declare whether or not a vacancy exists on the City Council; and

WHEREAS, Minnesota Statutes, section 412.02, subd. 2a. states that when a vacancy in an elected office of a city occurs with less than two years remaining in the unexpired term of the office, the City Council must appoint someone to complete the balance of the unexpired term and until the qualification of a successor; and

WHEREAS, less than two years remain in Council Member Mueller’s unexpired term.

NOW THEREFORE BE IT RESOLVED by the Osseo City Council as follows:

1. The City Council accepts the resignation of Council Member Mueller effective on May 14, 2024, and declares that a vacancy exists on the Osseo City Council as of that time.
2. The City Council will act to expeditiously fill the vacancy by appointment in accordance with Minnesota Statutes, section 412.02, subdivision 2a.



City of Osseo City Council Meeting Item

Agenda Item: Approve the Suspension of the Osseo Trolley Program

Meeting Date: May 13, 2024

Prepared by: Shane Mikkelson, Interim City Administrator

Attachments: Trolley Ridership and Cost Analysis

Policy Consideration:

Consider suspending the Trolley program for 2024.

Background:

The trolley program in Osseo started in 2016 with the City using its golf cart and generous gifts from the community to start and support the program. Over the years, we had issues with our golf cart, so we switched to a donated golf Cart from Heinen's Motorsports. We have reached out to Heinen's Motorsports this year and they cannot offer a golf cart.

Staff then analyzed the program to see what costs were associated with the Osseo Trolley and the program ridership numbers for the last three years. Over the years, we have seen a steady decline in usage. We also estimated the approximate Staff time spent per year to organize the trolley program and the cost of the trolley phone. Staff recommends suspending the program for 2024 since we are without a golf cart to use and the amount of Staff time used to organize the program.

Budget or Other Considerations:

This would be a budget savings since the phone is paid for all year and the Staff time saved can be utilized on other tasks or projects.

City Goals Met By This Action:

Maintain as low a tax rate as possible.

Options:

The City Council may choose to:

1. Approve the suspension of the Trolley Program in 2024;
2. Approve the suspension of the Trolley Program in 2024 with noted changes/as amended;
3. Deny the suspension of the Trolley Program in 2024;
4. Table action on this item for more information.

Total Number of Trolley Rides by Year

MONTH	2023	2022	2019
<i>May</i>	Not Running	Not Running	17
<i>June</i>	6	Not Running	33
<i>July</i>	12	25	59
<i>August</i>	11	26	36
<i>September</i>	13	16	13
TOTAL	42	67	158

*2020 & 2021 Trolley not in service.

2023 Trolley Rides by Week

WEEK	# RIDES
June 5 - 11	4
June 12 – 18	0
June 19 – 25	2
June 26 – July 2	0
July 3 – 9	3
July 10 – 16	3
July 17 – 23	3
July 24 – 30	3
July 31 – August 6	4
August 7 – 13	3
August 14 – 20	2
August 21 – 27	2
August 28 – September 3	7
September 4 – 10	2
September 11 – 17	3
September 18 – 24	1
TOTAL	42
# Volunteers to coordinate	9

Staff Time

FREQUENCY	TASK	APPROX. LABOR HRS	HRS PER SEASON
1x / Season	Lining up volunteer drivers and meeting with them/training them before the season starts.	6 – 8 hrs	7 hrs
Weekly	Scheduling, rescheduling, and communicating with volunteers as changes are requested.	3 hrs	51 hrs
Daily	Taking volunteer and rider calls. Checking out the phone, checking in the phone, charging the phone.	1 hr	85 hrs
	SEASON TOTAL HRS		143 hrs

Other Expenses

The Trolley phone must be paid all year since we cannot shut the phone off at the end of the season and reconnect the next year without incurring other costs.

The phone costs \$34.99 per month for a total cost of \$419.88 per year.



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Action Fleet, LLC					
Action Fleet, LLC	I6851	Squad 221 repair - running bo	Vehicle Repairs/Maintenance	101-41900-217	91.25
Vendor Action Fleet, LLC Total:					91.25
Vendor: Action Radio & Communication					
Action Radio & Communicatio	I19393	CIP-Equipment - Ant Port GPS	Capital Outlay	110-41900-520	125.28
Vendor Action Radio & Communication Total:					125.28
Vendor: Adams Pest Control, Inc.					
Adams Pest Control, Inc.	3889080	Pest Control Services	Building Repair/Maintenance	101-41700-222	146.71
Vendor Adams Pest Control, Inc. Total:					146.71
Vendor: Amazon Capital Services, Inc					
Amazon Capital Services, Inc	1T3C-DGVP-GQ14	Apple Ipad & Keyboard	Equipment	120-41920-570	1,535.98
Vendor Amazon Capital Services, Inc Total:					1,535.98
Vendor: American Pressure Inc.					
American Pressure Inc.	141154	Pressure washer repair	Equip Repair/ Maintenance	101-42000-221	1,336.61
Vendor American Pressure Inc. Total:					1,336.61
Vendor: Aspen Mills Inc					
Aspen Mills Inc	331685	Ryan Swanson - Uniform Emb	Uniforms/Gear	101-41900-218	24.85
Vendor Aspen Mills Inc Total:					24.85
Vendor: BerganKDV					
BerganKDV	1227680	2023 Audit of basic financial s	Accounting/Auditing	101-41550-301	10,000.00
BerganKDV	1227680	2023 Audit of basic financial s	Accounting/Auditing	601-49400-301	5,000.00
BerganKDV	1227680	2023 Audit of basic financial s	Accounting/Auditing	602-49400-301	5,000.00
BerganKDV	1227680	2023 Audit of basic financial s	Accounting/Auditing	604-49400-301	5,000.00
Vendor BerganKDV Total:					25,000.00
Vendor: Blue Ethos Specialized Training					
Blue Ethos Specialized Trainin	2414	EMR Refresher 4/24/24 Qty 8	Education/Meetings/Travel	101-41900-260	1,320.00
Vendor Blue Ethos Specialized Training Total:					1,320.00
Vendor: Bureau Of Crim. Apprehension					
Bureau Of Crim. Apprehensio	Vik - Mar 19 2024	Request for Fingerprints / Cri	Operations	101-41900-211	33.25
Vendor Bureau Of Crim. Apprehension Total:					33.25
Vendor: Central Telephone					
Central Telephone	10980	May 2024 Monthly Telephone	Telecommunications	101-41700-321	916.70
Vendor Central Telephone Total:					916.70
Vendor: CenturyLink					
CenturyLink	Apr 2024	Apr 2024 Lift Station Svc	Telecommunications	602-49400-321	124.36
Vendor CenturyLink Total:					124.36
Vendor: Cintas Corp.					
Cintas Corp.	4189761986	4-15-24 PW Mat Svc	Operations	101-42000-211	23.80
Cintas Corp.	4189762026	4-15-24 PD Mat Svc	Leases/Rentals	101-41900-410	6.24
Cintas Corp.	4189762035	4-15-24 CH Mat Svc	Operations	101-41700-211	14.88
Vendor Cintas Corp. Total:					44.92
Vendor: City Of Maple Grove					
City Of Maple Grove	21986	Mar 2024 - 6,359 Gallons @ 2	Purchased Water	601-49400-385	13,194.29
Vendor City Of Maple Grove Total:					13,194.29
Vendor: City Of St Paul					
City Of St Paul	IN57854	PDI Training Course - Firearms	Education/Meetings/Travel	101-41900-260	1,000.00
City Of St Paul	IN58075	PDI Trng Command Presence -	Education/Meetings/Travel	101-41900-260	300.00
City Of St Paul	IN58100	PDI Training Leading w/o Ran	Education/Meetings/Travel	101-41900-260	600.00
Vendor City Of St Paul Total:					1,900.00

Pending Expense Approval Report

Packet: APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Comcast					
Comcast	Apr 2024.	Apr 2024 - CH Acct 8772 10 5	Telecommunications	101-41700-321	19.91
Comcast	Apr 2024	Apr 2024 - CH Acct 8772 10 5	Telecommunications	101-41700-321	378.81
Comcast	Mar 2024	March 2024 - PW Acct 8772 1	Telecommunications	101-41700-321	368.80
Comcast	May 2024 - CH	May 2024 CH Acct 8772 10 5	Telecommunications	101-41700-321	378.36
Comcast	May 2024 - PW	May 2024 PW Acct: 8772 10	Telecommunications	101-42000-321	184.15
Vendor Comcast Total:					1,330.03
Vendor: Cottens' Napa					
Cottens' Napa	2488-458650	Squad Brakes - PD	Vehicle Repairs/Maintenance	101-41900-217	550.98
Vendor Cottens' Napa Total:					550.98
Vendor: Dodge of Burnsville, Inc.					
Dodge of Burnsville, Inc.	N89253	2024 Dodge Durango Pursuit	Capital Outlay	110-41900-520	42,817.00
Dodge of Burnsville, Inc.	N89273	2024 Dodge Durango VIN#1C	Capital Outlay	110-41900-520	42,817.00
Dodge of Burnsville, Inc.	N89323	2024 Dodge Durango Pursuit	Capital Outlay	110-41900-520	43,542.00
Vendor Dodge of Burnsville, Inc. Total:					129,176.00
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000777	Federal Tax	Federal Withholding	101-21701	7,002.03
Eftps - Fit And Fica	INV0000777	Medicare	Fica Withholding	101-21703	2,331.60
Eftps - Fit And Fica	INV0000777	Social Security	Fica Withholding	101-21703	5,574.04
Vendor Eftps - Fit And Fica Total:					14,907.67
Vendor: Ehlers & Associates, Inc					
Ehlers & Associates, Inc	97368	Review 2023 UB & analyze	Accounting/Auditing	101-41550-301	427.50
Vendor Ehlers & Associates, Inc Total:					427.50
Vendor: Element Technologies LLC					
Element Technologies LLC	SLA72777 Adj	Bal of Inv SLA72777 Due	It Service	101-41515-302	45.00
Vendor Element Technologies LLC Total:					45.00
Vendor: Felicia Wallgren					
Felicia Wallgren	Exp Reimb 4/18/24	Night to Unite Supplies	Night To Unite	101-41900-404	48.84
Vendor Felicia Wallgren Total:					48.84
Vendor: Finken Water Solutions					
Finken Water Solutions	15958TN	CH Water Deliver Qty. 3	Operations	101-41110-211	31.45
Finken Water Solutions	15959TN	PD Water Delivery Qty. 6	Operations	101-41900-211	59.95
Finken Water Solutions	1413923	Mar 2024 Rental Property Wa	Rental Property Expenses	205-42350-801	38.10
Finken Water Solutions	1423563	May 2024 Cooler Rental - CH	Leases/Rentals	101-41110-410	13.00
Finken Water Solutions	1423564	May 2024 Cooler Rental - PD	Leases/Rentals	101-41900-410	8.00
Finken Water Solutions	1423565	May 2024 Rental Property Wa	Rental Property Expenses	205-42350-801	38.10
Finken Water Solutions	1427180	Apr 2024 Rental Property Wat	Rental Property Expenses	205-42350-801	3.00
Vendor Finken Water Solutions Total:					191.60
Vendor: Fire Instruction Rescue Education					
Fire Instruction Rescue Educa	6825	Forcible Entry Training	Fire Training - Reimburseable	101-41920-261	1,100.00
Vendor Fire Instruction Rescue Education Total:					1,100.00
Vendor: Franklin Vaca					
Franklin Vaca	RD6JXQCRWT	Refund for Youth Sports Class	Youth Recreation Fees	101-36002	59.50
Vendor Franklin Vaca Total:					59.50
Vendor: Further					
Further	INV0000765	Employee HSA	Employee H.S.A Contribution	101-21711	983.23
Vendor Further Total:					983.23
Vendor: Global Payments					
Global Payments	Mar 2024	Credit Card Processing Fee's -	Building Permits	101-32101	130.35
Global Payments	Mar 2024	Credit Card Processing Fee's -	Building Permits	101-32101	246.71
Global Payments	Mar 2024	Credit Card Processing Fee's -	Sign Permits	101-32610	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Sign Permits	101-32610	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Planning/Zoning Permits	101-32620	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Rental Licenses	101-32670	237.96
Global Payments	Mar 2024	Credit Card Processing Fee's -	Police Services	101-33425	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Gateway Sign Ad	101-34001	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Miscellaneous	101-36000	60.45

Pending Expense Approval Report

Packet: APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Global Payments	Mar 2024	Credit Card Processing Fee's -	Miscellaneous	101-36000	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Community Center Rent	101-36001	204.99
Global Payments	Mar 2024	Credit Card Processing Fee's -	Youth Recreation Fees	101-36002	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Street Improvement	412-42000-529	60.45
Global Payments	Mar 2024	Credit Card Processing Fee's -	Water Utility	601-37100	267.67
Global Payments	Mar 2024	Credit Card Processing Fee's -	Sewer Utility	602-37200	267.67
Global Payments	Mar 2024	Credit Card Processing Fee's	Storm Water Utility	604-37400	267.67
Vendor Global Payments Total:					2,167.07
Vendor: Gopher State One Call Inc					
Gopher State One Call Inc	4040666	Apr 2024 Utility Locate Svcs	Operations	601-49400-211	43.20
Vendor Gopher State One Call Inc Total:					43.20
Vendor: Health Strategies					
Health Strategies	00033	Recruiting services / Erik Thoe	Personnel/Recruitment	101-41920-355	422.00
Vendor Health Strategies Total:					422.00
Vendor: Hennepin County Treasurer - Information Technology					
Hennepin County Treasurer - I	1000225066	March 2024 Radio Fleet Fees	Radio Communications	101-41920-220	638.94
Hennepin County Treasurer - I	1000223503	FD Feb 2024 Radio Fee's	Radio Communications	101-41920-220	638.94
Vendor Hennepin County Treasurer - Information Technology Total:					1,277.88
Vendor: Hennepin County Treasurer					
Hennepin County Treasurer	Notary	Notary Commission for T. Kint	Dues/Membership	101-41900-255	20.00
Vendor Hennepin County Treasurer Total:					20.00
Vendor: Icma Retirement Corporation					
Icma Retirement Corporation	INV0000764	DFC - ICMA	Deffered Comp	101-21705	884.61
Vendor Icma Retirement Corporation Total:					884.61
Vendor: Initial Attack Fire Training, LLC					
Initial Attack Fire Training, LLC	4/3/24	Live burn simulator training 4	Fire Training - Reimbursable	101-41920-261	1,200.00
Vendor Initial Attack Fire Training, LLC Total:					1,200.00
Vendor: Innovative Office Solutions					
Innovative Office Solutions	IN4519743	Admin Office Supplies	Operations	101-41110-211	63.74
Innovative Office Solutions	IN4528386	Admin Ofc Supplies	Operations	101-41110-211	55.27
Vendor Innovative Office Solutions Total:					119.01
Vendor: Jenna Koop					
Jenna Koop	JD35TNXGL4	Refund for Youth Sports Class	Youth Recreation Fees	101-36002	46.50
Vendor Jenna Koop Total:					46.50
Vendor: Kennedy & Graven, Chartered					
Kennedy & Graven, Chartered	180759	Mar 2024 Legal Services - Civil	Legal Service - Civil	101-41500-304	3,728.64
Vendor Kennedy & Graven, Chartered Total:					3,728.64
Vendor: Klein Underground LLC					
Klein Underground LLC	4-1-24	Water main break street repai	Operations	601-49400-211	976.75
Vendor Klein Underground LLC Total:					976.75
Vendor: Law Enforcement Labor Services					
Law Enforcement Labor Servic	May 2024	May 2024 Dues/Membership	Union Dues	101-21708	634.50
Vendor Law Enforcement Labor Services Total:					634.50
Vendor: Linda Valley					
Linda Valley	04.27.24	Comm Ctr Deposit Refund	Community Center Deposits	101-22001	250.00
Vendor Linda Valley Total:					250.00
Vendor: Menards - Brooklyn Park					
Menards - Brooklyn Park	85211	Lights for Park	Building Repair/Maintenance	101-42350-222	65.50
Vendor Menards - Brooklyn Park Total:					65.50
Vendor: Metro Sales Inc					
Metro Sales Inc	INV2510459	PD Copier Usage	Operations	101-41900-211	150.37
Vendor Metro Sales Inc Total:					150.37
Vendor: Metro West Inspection Services, Inc.					
Metro West Inspection Servic	4121	Apr 2024 Bldg Inspection Svc	Inspection Services	101-41940-305	280.00
Vendor Metro West Inspection Services, Inc. Total:					280.00

Pending Expense Approval Report

Packet: APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Metropolitan Council					
Metropolitan Council	1172590	May 2024 Waste Water Servic	Sanitary Sewer Service	602-49400-386	19,565.93
Vendor Metropolitan Council Total:					19,565.93
Vendor: Minnesota Child Support Payment Center (SDU/Tribal Order Payee)					
Minnesota Child Support Pay	INV0000775	Child Support	Misc Deductions/Benefits	101-21710	728.65
Vendor Minnesota Child Support Payment Center (SDU/Tribal Order Payee) Total:					728.65
Vendor: Minnesota Life Insurance Company					
Minnesota Life Insurance Co	83426451-00	May 2024 Life Ins Premium	Medical/Dental/Life/Ltd	101-21706	150.70
Minnesota Life Insurance Co	83426451-00	May 2024 Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-41110-130	25.00
Minnesota Life Insurance Co	83426451-00	May 2024 Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-41650-130	5.00
Minnesota Life Insurance Co	83426451-00	May 2024 Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-41900-130	55.00
Minnesota Life Insurance Co	83426451-00	May 2024 Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-42000-130	15.00
Vendor Minnesota Life Insurance Company Total:					250.70
Vendor: Minute Maker Secretarial					
Minute Maker Secretarial	M1864	Apr 8 City Council Meeting Mi	Recording Services	101-41000-307	167.00
Minute Maker Secretarial	M1864	Apr 1 City Council & Worksess	Recording Services	101-41000-307	246.00
Minute Maker Secretarial	M1864	City Council & Worksession M	Recording Services	101-41900-307	103.25
Minute Maker Secretarial	M1864	8/23/23 Public Safety Adv Co	Recording Services	101-41920-307	103.25
Vendor Minute Maker Secretarial Total:					619.50
Vendor: MN Department of Revenue					
MN Department of Revenue	INV0000778	State Tax	State Withholding	101-21702	3,293.49
MN Department of Revenue	INV0000778	State Tax	State Withholding	101-21702	29.58
Vendor MN Department of Revenue Total:					3,323.07
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000769	DFC - MSRS	Deffered Comp	101-21705	2,565.00
Msrs Dfc/Hcsp	INV0000770	Employee HSA	Hcsp	101-21712	983.32
Vendor Msrs Dfc/Hcsp Total:					3,548.32
Vendor: NAPA - Cottens Osseo					
NAPA - Cottens Osseo	2488-458650	PD Squad Brake Repair Suppli	Vehicle Repairs/Maintenance	101-41900-217	550.98
NAPA - Cottens Osseo	2488-472748	Squad Brakes - PD	Vehicle Repairs/Maintenance	101-41900-217	355.90
NAPA - Cottens Osseo	2488-474215	Zero turn oil change - PD	Operations	101-42350-211	24.00
Vendor NAPA - Cottens Osseo Total:					930.88
Vendor: North Memorial					
North Memorial	Mar 7, 2024	EMR Refersher on 3/7/24	Fire Training - Reimburseable	101-41920-261	600.00
Vendor North Memorial Total:					600.00
Vendor: Oertel Architects, Ltd.					
Oertel Architects, Ltd.	23-24.2	Facilities Assessment	Capital Outlay	135-41700-520	18,975.54
Vendor Oertel Architects, Ltd. Total:					18,975.54
Vendor: Osseo Maple Grove Press					
Osseo Maple Grove Press	2024 Renewal	52 Weeks Subscription Renew	Dues/Membership	101-41110-255	89.00
Vendor Osseo Maple Grove Press Total:					89.00
Vendor: Overhead Door Company					
Overhead Door Company	135661	Repair PD Garage Door	Building Repair/Maintenance	101-41700-222	401.95
Vendor Overhead Door Company Total:					401.95
Vendor: PERA - Public Employees Retirement Association					
PERA - Public Employees Retir	INV0000776	PERA	Pera	101-21704	4,579.11
PERA - Public Employees Retir	INV0000776	PEPFF	Pera	101-21704	12,732.06
Vendor PERA - Public Employees Retirement Association Total:					17,311.17
Vendor: Preferred Communications					
Preferred Communications	INV075912	New Squad Build - Havis Dock	Capital Outlay	110-41900-520	2,309.01
Preferred Communications	INV075914	New Squad Build - Electronics	Capital Outlay	110-41900-520	27.00
Preferred Communications	INV075619	Thermal Printer	Capital Outlay	110-41900-520	489.00
Vendor Preferred Communications Total:					2,825.01
Vendor: Premier Bank					
Premier Bank	03.27.24	EE Credit Card Chg 03/07 - 04.	Education/Meetings/Travel	801-71000-260	112.00
Premier Bank	04.10.24	EE CC Charges 03/07 - 04/04/	Miscellaneous	101-36000	-47.31

Pending Expense Approval Report

Packet: APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Miscellaneous	101-36000	47.31
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Education/Meetings/Travel	101-41110-260	20.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Software	101-41515-309	215.40
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Software	101-41515-309	330.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Operations	101-41800-211	168.08
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	42.07
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	24.57
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	28.83
Premier Bank	04.10.24	EE CC Charges 03/07 - 04/04/	Office Operations	101-41900-201	19.98
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	133.45
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	19.98
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	67.27
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Office Operations	101-41900-201	28.70
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Operations	101-41900-211	54.50
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Officer Equipment	101-41900-213	129.67
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Vehicle Repairs/Maintenance	101-41900-217	27.50
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	101-41900-255	6.90
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	101-41900-255	50.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	101-41900-255	32.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Education/Meetings/Travel	101-41900-260	50.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Education/Meetings/Travel	101-41900-260	50.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Education/Meetings/Travel	101-41900-260	299.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Education/Meetings/Travel	101-41900-260	350.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Software	101-41900-309	2.99
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Vehicle Repairs/Maintenance	101-42000-217	59.63
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Uniforms/Gear	101-42000-218	188.99
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Building Repair/Maintenance	101-42000-222	93.31
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Capital Outlay	110-41900-520	269.85
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Operations	115-41900-211	540.00
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	115-41900-255	32.30
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	115-41900-255	32.30
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	115-41900-255	32.30
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	115-41900-255	32.30
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Dues/Membership	115-41900-255	32.30
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Operations	601-49400-211	39.05
Premier Bank	04.10.24	EE CC Charges 03/07/24 - 04/	Operations	602-49400-211	50.96
Vendor Premier Bank Total:					3,666.18
Vendor: Prime Advertising & Design					
Prime Advertising & Design	89971	Monthly Website Hosting	Software	101-41515-309	100.00
Vendor Prime Advertising & Design Total:					100.00
Vendor: Robert Willey					
Robert Willey	04.18.24	Comm Ctr Deposit Refund	Community Center Deposits	101-22001	250.00
Vendor Robert Willey Total:					250.00
Vendor: Rum River Consultants					
Rum River Consultants	727	2023 Rental Reinspection Pro	Rental Inspection Program	101-41110-311	3,107.50
Vendor Rum River Consultants Total:					3,107.50
Vendor: Ryan Swanson					
Ryan Swanson	Mileage Reimb 4/17/24	Mileage Reimbursement	Education/Meetings/Travel	101-41900-260	72.09
Vendor Ryan Swanson Total:					72.09
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	Mar 2024	PW Fuel - Mar 19 - 27	Fuel - Vehicle/Equipment	101-41920-216	162.45
Vendor Sipe Bros. Inc. Total:					162.45
Vendor: Sloth Inspections Inc					
Sloth Inspections Inc	5/1/24	Apr 2024 Electrical Inspection	Inspection Services	101-41940-305	428.00
Vendor Sloth Inspections Inc Total:					428.00
Vendor: Streicher's Inc.					
Streicher's Inc.	I16965269	Uniforms LeTourneau	Uniforms/Gear	101-41900-218	269.97

Pending Expense Approval Report

Packet: APPKT00315

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Streicher's Inc.	I1695269	Uniforms - Letourneau	Uniforms/Gear	101-41900-218	269.97
				Vendor Streicher's Inc. Total:	539.94
Vendor: Sun Life Assurance Co					
Sun Life Assurance Co	May 2024	May 2024 STD/LTD	Medical/Dental/Life/Ltd	101-21706	45.90
Sun Life Assurance Co	May 2024	May 2024 STD/LTD	Med/Den/Life/Ltd/Std Insura	101-41110-130	116.60
Sun Life Assurance Co	May 2024	May 2024 STD/LTD	Med/Den/Life/Ltd/Std Insura	101-41650-130	27.42
Sun Life Assurance Co	May 2024	May 2024 STD/LTD	Med/Den/Life/Ltd/Std Insura	101-41900-130	604.88
Sun Life Assurance Co	May 2024	May 2024 STD/LTD	Med/Den/Life/Ltd/Std Insura	101-42000-130	88.80
				Vendor Sun Life Assurance Co Total:	883.60
Vendor: The Locker Guy					
The Locker Guy	1267	Double Door Lockers - Qty 5 (Capital Outlay	135-41700-520	8,100.00
				Vendor The Locker Guy Total:	8,100.00
Vendor: Todd C Kintzi					
Todd C Kintzi	4-11-24	Reimbursement - Saftey glass	Operations	101-41900-211	8.66
Todd C Kintzi	4/29/24	Reimbursement for Squad key	Operations	101-41900-211	7.59
				Vendor Todd C Kintzi Total:	16.25
Vendor: U.S. BANK EQUIPMENT FINANCE					
U.S. BANK EQUIPMENT FINAN	527102792	Copier Lease Pymt - PW	Leases/Rentals	101-42000-410	74.42
U.S. BANK EQUIPMENT FINAN	CM0000030	Unapplied Credit applied to b	Leases/Rentals	101-42000-410	-66.98
				Vendor U.S. BANK EQUIPMENT FINANCE Total:	7.44
Vendor: Verizon Wireless					
Verizon Wireless	9960545380	Mar 2024 Cell Phone Charges	Telecommunications	101-41110-321	41.22
Verizon Wireless	9960545380	Mar 2024 Cell Phone Charges	Telecommunications	101-41900-321	916.32
Verizon Wireless	9960545380	Mar 2024 Cell Phone Charges	Telecommunications	101-42000-321	243.71
Verizon Wireless	9960545380	Mar 2024 Cell Phone Charges	Trolley Operations	204-42390-352	41.22
Verizon Wireless	9960545380	Mar 2024 Cell Phone Charges	Telecommunications	601-49400-321	40.01
				Vendor Verizon Wireless Total:	1,282.48
Vendor: Walters Recycling & Refuse, Inc.					
Walters Recycling & Refuse, In	7823561	417 1st Ave NE Trash/Recyclin	Rental Property Expenses	205-42350-801	78.85
				Vendor Walters Recycling & Refuse, Inc. Total:	78.85
Vendor: WEX Bank					
WEX Bank	96317694	April 2024 Fuel Charges (PD)	Fuel - Vehicle/Equipment	101-41900-216	1,692.60
				Vendor WEX Bank Total:	1,692.60
Vendor: Witmer Public Safety Group					
Witmer Public Safety Group	INV394419	Citrosqueeze PPE Cleaner	Operations	101-41920-211	48.87
				Vendor Witmer Public Safety Group Total:	48.87
Vendor: WSB & Associates Inc					
WSB & Associates Inc	March 2024	March 2024	Engineering Service	101-41650-303	180.00
WSB & Associates Inc	March 2024	March 2024	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	March 2024	March 2024	Engineering Service	412-42000-303	1,203.75
WSB & Associates Inc	March 2024	March 2024	Engineering Service	412-42000-303	20,850.00
WSB & Associates Inc	March 2024	March 2024	Engineering Service	604-49400-303	3,253.50
WSB & Associates Inc	March 2024	March 2024	Engineering Service	604-49400-303	480.00
				Vendor WSB & Associates Inc Total:	26,717.25
Vendor: Xcel Energy					
Xcel Energy	872964696	xcel	Electric Service	101-41700-380	1,046.64
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Electric Service	101-41800-380	229.75
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Emergency Preparedness	101-41900-402	9.47
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Traffic Signals/Street Lights	101-42000-226	2,438.11
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Electric Service	101-42000-380	350.69
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Gateway Sign Operations	101-42350-212	241.89
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Electric Service	101-42350-380	283.36
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Electric Service	601-49400-380	36.63
Xcel Energy	872964696	Electric Services 2/25/24 - 3/2	Electric Service	602-49400-380	877.09
				Vendor Xcel Energy Total:	5,513.63
				Grand Total:	328,717.43

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	89,348.02
110 - CIP EQUIPMENT	132,396.14
115 - POLICE DONATIONS/EXPENSES	701.50
120 - FIRE DONATIONS/EXPENSES	1,535.98
130 - PAVEMENT MANAGEMENT	750.00
135 - CIP FACILITIES	27,075.54
204 - TROLLEY	41.22
205 - PARK DEDICATION	158.05
412 - 2022-23 Alley & Street Projects	22,114.20
601 - WATER FUND	19,597.60
602 - SEWER FUND	25,886.01
604 - STORM WATER FUND	9,001.17
801 - GENERAL EDA	112.00
Grand Total:	328,717.43

Account Summary

Account Number	Account Name	Expense Amount
101-21701	Federal Withholding	7,002.03
101-21702	State Withholding	3,323.07
101-21703	Fica Withholding	7,905.64
101-21704	Pera	17,311.17
101-21705	Deffered Comp	3,449.61
101-21706	Medical/Dental/Life/Ltd	196.60
101-21708	Union Dues	634.50
101-21710	Misc Deductions/Benefit	728.65
101-21711	Employee H.S.A Contrib	983.23
101-21712	Hcsp	983.32
101-22001	Community Center Depo	500.00
101-32101	Building Permits	377.06
101-32610	Sign Permits	120.90
101-32620	Planning/Zoning Permits	60.45
101-32670	Rental Licenses	237.96
101-33425	Police Services	60.45
101-34001	Gateway Sign Ad	60.45
101-36000	Miscellaneous	120.90
101-36001	Community Center Rent	204.99
101-36002	Youth Recreation Fees	166.45
101-41000-307	Recording Services	413.00
101-41110-130	Med/Den/Life/Ltd/Std In	141.60
101-41110-211	Operations	150.46
101-41110-255	Dues/Membership	89.00
101-41110-260	Education/Meetings/Tra	20.00
101-41110-311	Rental Inspection Progra	3,107.50
101-41110-321	Telecommunications	41.22
101-41110-410	Leases/Rentals	13.00
101-41500-304	Legal Service - Civil	3,728.64
101-41515-302	It Service	45.00
101-41515-309	Software	645.40
101-41550-301	Accounting/Auditing	10,427.50
101-41650-130	Med/Den/Life/Ltd/Std In	32.42
101-41650-303	Engineering Service	180.00
101-41700-211	Operations	14.88
101-41700-222	Building Repair/Mainten	548.66
101-41700-321	Telecommunications	2,062.58
101-41700-380	Electric Service	1,046.64
101-41800-211	Operations	168.08
101-41800-380	Electric Service	229.75

Account Summary

Account Number	Account Name	Expense Amount
101-41900-130	Med/Den/Life/Ltd/Std In	659.88
101-41900-201	Office Operations	364.85
101-41900-211	Operations	314.32
101-41900-213	Officer Equipment	129.67
101-41900-216	Fuel - Vehicle/Equipmen	1,692.60
101-41900-217	Vehicle Repairs/Mainten	1,576.61
101-41900-218	Uniforms/Gear	564.79
101-41900-255	Dues/Membership	108.90
101-41900-260	Education/Meetings/Tra	4,041.09
101-41900-307	Recording Services	103.25
101-41900-309	Software	2.99
101-41900-321	Telecommunications	916.32
101-41900-402	Emergency Preparednes	9.47
101-41900-404	Night To Unite	48.84
101-41900-410	Leases/Rentals	14.24
101-41920-211	Operations	48.87
101-41920-216	Fuel - Vehicle/Equipmen	162.45
101-41920-220	Radio Communications	1,277.88
101-41920-261	Fire Training - Reimburse	2,900.00
101-41920-307	Recording Services	103.25
101-41920-355	Personnel/Recruitment	422.00
101-41940-305	Inspection Services	708.00
101-42000-130	Med/Den/Life/Ltd/Std In	103.80
101-42000-211	Operations	23.80
101-42000-217	Vehicle Repairs/Mainten	59.63
101-42000-218	Uniforms/Gear	188.99
101-42000-221	Equip Repair/ Maintena	1,336.61
101-42000-222	Building Repair/Mainten	93.31
101-42000-226	Traffic Signals/Street Lig	2,438.11
101-42000-321	Telecommunications	427.86
101-42000-380	Electric Service	350.69
101-42000-410	Leases/Rentals	7.44
101-42350-211	Operations	24.00
101-42350-212	Gateway Sign Operation	241.89
101-42350-222	Building Repair/Mainten	65.50
101-42350-380	Electric Service	283.36
110-41900-520	Capital Outlay	132,396.14
115-41900-211	Operations	540.00
115-41900-255	Dues/Membership	161.50
120-41920-570	Equipment	1,535.98
130-42000-303	Engineering Service	750.00
135-41700-520	Capital Outlay	27,075.54
204-42390-352	Trolley Operations	41.22
205-42350-801	Rental Property Expense	158.05
412-42000-303	Engineering Service	22,053.75
412-42000-529	Street Improvement	60.45
601-37100	Water Utility	267.67
601-49400-211	Operations	1,059.00
601-49400-301	Accounting/Auditing	5,000.00
601-49400-321	Telecommunications	40.01
601-49400-380	Electric Service	36.63
601-49400-385	Purchased Water	13,194.29
602-37200	Sewer Utility	267.67
602-49400-211	Operations	50.96
602-49400-301	Accounting/Auditing	5,000.00
602-49400-321	Telecommunications	124.36
602-49400-380	Electric Service	877.09
602-49400-386	Sanitary Sewer Service	19,565.93

Account Summary

Account Number	Account Name	Expense Amount
604-37400	Storm Water Utility	267.67
604-49400-301	Accounting/Auditing	5,000.00
604-49400-303	Engineering Service	3,733.50
801-71000-260	Education/Meetings/Tra	112.00
	Grand Total:	328,717.43

Project Account Summary

Project Account Key	Expense Amount
None	328,717.43
	Grand Total:

COUNCIL MEETING ANNOUNCEMENTS May 13, 2024

LOT GOING ON IN OSSEO THE 3RD WEEKEND OF MAY...

City-Wide Garage Sale | Thursday, May 16 – Sunday, May 19

Starting May 15, you can get a map of the garage sales around Osseo from the city website at discoverosseo.com and also pick up a printed map at Dean's Supermarket.

Pop-Up Market | Saturday, May 18 | 10a – 3p

Featuring vendors with:

Handmade jewelry, jams, jellies, arts & crafts, candy, Osseo-branded wear, men's natural beard products, and much more!

31st Annual Intermarque Vintage Foreign Car Show | Saturday, May 18 | 10a – 3p

Very popular event here in Osseo – cars are always amazing.

Also features Valve Cover races and donations to the CROSS Food Shelf

Best in Show award at 1pm.

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Keep in mind City offices will be closed on Memorial Day, Monday, May 27. Next Council meeting will be moved to Tuesday, May 28, due to the holiday.