



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, July 8, 2024
7:00 p.m., Council Chambers

MAYOR: DUANE POPPE | COUNCILMEMBERS: JOHN HALL, JULIANA HULTSTROM, 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. Approve June 24 Work Session Minutes
 - B. Approve June 24 Council Minutes
 - C. Receive May Hockey Association 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**
 - A. Swearing In Ceremony for Police Officer Jason Norten
8. **Public Hearings**
9. **Old Business**
 - A. Approve City Clerk Job Posting
10. **New Business**
 - A. Discuss Interim City Clerk
 - B. Approve added hours to Community Center Coordinator Ann Schneider
 - C. Approve Deputy Clerks Appointment (Resolution)
 - D. Discuss Interim City Administrator Position
 - E. Approve Amended City Administered Fund Ordinance Related to Gambling (Resolution)
 - F. Approve New Tobacco License for A&M ATMS
 - G. Declare Surplus Property (Resolution)
 - H. Approve Purchase of 150th Celebration Police Officer Badges
 - I. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Music and Movies in Park July 9 & 16
Farmer's Market Begins July 9
14. **Adjournment**

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

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
June 24, 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, June 24, 2024.

2. ROLL CALL

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

Members absent: Councilmember Juliana Hultstrom.

Staff present: Interim City Administrator Shane Mikkelson and City Attorney Mary Tietjen.

3. AGENDA

Hall expressed concern regarding the open meeting law. He asked if there was a posting requirement for this meeting. City Attorney Tietjen explained worksession meetings were set at the beginning of the year, which meant there was no posting requirement.

Hall inquired if the Council could make decisions at worksession meetings. City Attorney Tietjen reported there was nothing prohibiting the Council from taking action at a worksession meeting, but noted it was common practice for Council to not vote at worksession meetings.

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS ADMINISTRATION OFFICE ORGANIZATIONAL STRUCTURE

Mikkelson stated in the City Administration department there have been many changes in the last two months. We have lost an administrator and now our Community Coordinator and City Clerk have put in their resignations. Staff would like direction on what the Council would like to do with the Administration Staffing. We are at a critical time to make change if that is the direction. The Council has several options before them. Stay the same- Staffing can stay the same and we move forward with job postings for the two missing positions. Do an assessment on our staffing through an outside source. This type of assessment would fall under Human Resources. Make changes using our current resources which would include the HR committee and Staff working together to make changes. Staff requested the Council offer recommendations and give direction on how to proceed.

Schulz commented on the history of the city administrator position, noting after a previous resignation, the city administrator position was filled on a part-time basis. He explained this position continued for several years until this individual retired. He discussed how it was difficult to make meaningful change with Staff in place. He stated he appreciated the opportunity the Council had to evaluate how the administration office should be organized going forward. He discussed the changes that had occurred over time and noted the City may have options from outside organizations to assist with providing services until decisions can be made. He believed it made sense to hire outside services for HR services.

Vickerman recommended that before the City signs on with an outside firm, that other options or opportunities be considered, such as the LMC.

Poppe noted Councilmember Schulz and Councilmember Hultstrom served on the HR Committee at this time. He proposed this committee investigating internal and external resources that were available to the City.

Schulz stated Councilmember Hultstrom has had some health issues and he was uncertain if she was available. He explained he understood the City Attorney had considerable resources available to the City.

Vickerman asked if there was any concern with using an outside company to assist with assessing positions within City Hall. She understood the City had communication issues with the last firm that was used, but stated this may be an option for the Council to consider.

Schulz asked how Interim Administrator Mikkelson would like to proceed.

Mikkelson stated City Hall was lacking in succession planning and institutional knowledge. He understood people were questioning job duties which meant clear roles and responsibilities were necessary. He commented on how there were core services that had to be maintained and noted he would be able to lead the City through this crisis. However, he wanted direction on how to move forward with the positions. He recommended decisions be made sooner rather than later.

Schulz commented on how important it was to have people within City Hall that have institutional knowledge, noting a great deal of this was lost when former City Clerk Larson retired. He stated it may be difficult for the Council to figure all of this out quickly and discussed how the City could contract with WSB for planning services in the interim. He indicated the City may have to consider what the core competencies were at this time and post for that position. He reported the City needs someone with clerk knowledge.

Hall questioned if Hennepin County could assist the City with elections. He asked if anyone has contacted LeAnn Larson to see if she would be willing to come back on an interim basis.

Mikkelson stated he had reached out to Hennepin County and he was waiting for a response. He explained he would be meeting with City Clerk Jones tomorrow to get her thoughts on the election process. He reported he also reached out to Larson to discuss

an interim position. He discussed how Police Office Manager Wallgren had been brought into the fold to assist with the administrative work. He explained he could fill in for the city planning efforts, but noted he would like assistance with the city clerk matters.

Schulz commented on how important it is to have each employee within the City familiarized with other positions within City Hall. He indicated the City will have to prioritize what fires have to be put out on a daily basis.

Hall asked if the City's law firm could be contacted to see if they could provide additional assistance. City Attorney Tietjen stated she worked closely with former City Administrator Riley Grams and explained she personally works with cities on HR and labor related issues. She encouraged Staff to use her office more for HR matters. She indicated she routinely gives the cities updates on changes in employment laws and she can deal with discipline matters.

Hall inquired if City Attorney Tietjen's law firm conducted exit interviews. City Attorney Tietjen reported this was typically done at a Staff level.

Vickerman stated she did not want the wind to be completely out of the remaining Staff's sails. She thanked Staff for their extra efforts and reported the intention of Council was to figure things out and for things to feel better at City Hall.

Hall questioned if the Council could authorize overtime for Friday afternoons to assist remaining Staff members with catching up.

Schulz stated Interim City Administrator could ask this question, but he did not want to assume Staff wants to work extra hours every Friday. He commented on how capable the remaining Staff members were and it was his hope they would be able to work together going forward. He reiterated that Staff could say no to extra work and extra hours.

Mikkelson asked if the Council wanted to post for the existing positions, or would a deep dive and reorganization be taken before posting for positions.

Schulz stated a lot of change occurred in a very short time period at City Hall. He recommended resources for elections be pursued first. He indicated assistance could be brought in from outside sources for planning and HR work. He was of the opinion the Interim City Administrator was doing a fabulous job and he could not imagine anyone else leading the City through this. He commented on how successful a part-time City Administrator had been in the past and noted he could support this model going forward. He reiterated that the City's main focus at this time should be to find resources or assistance with elections. He suggested each Councilmember have conversations with the Interim City Administrator regarding their thoughts and it was his hope that in the next four weeks, Staff would have more direction on how to proceed.

Hall agreed the City Clerk position was the most important at this time. He supported the City filling this position as soon as possible. He stated it would greatly benefit the City if former City Clerk LeAnn Larson resumed her position on a temporary basis.

Schulz anticipated it would be difficult for the City to find a person with all the proper skill sets to fill this position at a price the City can afford.

Hall questioned if exit interviews would be held with the two most recent outgoing City employees.

Schulz stated he was aware of what made these two individuals look for other positions. He indicated the City has leaned heavily on the City Attorney and he was working to respect the employees privacy. He explained the Council was aware of why things were happening and now had to work to fix the situation.

Hall stated it was imperative that things were fixed.

Schulz and Poppe were in agreement.

Hall reported he would like to see the City hiring for the City Clerk position as soon as possible. He suggested the HR Committee meet with the City Attorney in order to fine tune the job description in order to get this position posted.

Schulz indicated he could meet with the City Attorney, but noted he could not speak for Councilmember Hultstrom and was not certain if she was available at this time. He suggested the Interim City Administrator speak with Councilmember Hultstrom to check on her availability.

Poppe questioned if the focus of the HR Committee should be on one position, or all staffing positions.

Schulz stated given where the City is at, the Clerk position makes the most sense to pursue. He commented on how important it was to find someone who can lead. He suggested the position be posted as is and that the candidates be evaluated by who can fulfill the most pieces of the position.

Hall believed Clerk position was extremely important and stated he would like to this position filled sooner rather than later. He commented on how important it would be to have this position filled and noted he did not want to see the Interim City Administrator getting burnt out.

Schulz commented on how Osseo has grown stronger due to the adversity and changes it has had to face.

Mikkelson stated for succession purposes, he supported the city having an assistant city administrator position and a deputy clerk position.

Schulz indicated the city clerk job description title could be changed to assistant city administrator noting this fit the position. He explained he was supportive of this change.

Poppe supported this change as well noting he understood this was the most critical position for the City to fill.

B. DISCUSS MUNICIPAL MARIJUANA UPDATE

Mikkelson stated the Staff has an update for the Council that we have a location identified and the people involved are open to negotiating a lease with the city for use as a Municipal Marijuana Store. Staff would like to use some of our vendors in the process of moving forward. Staff would like to move forward in negotiating a lease. After negotiations we will come back to the Council for approval. At the same time, we would have to start planning a build-out in the building and in the parking lot. We would also like to start negotiating with some of our community partners to assist us in these steps. As we start to get numbers or contracts ready for approval we would come back to the Council for final approval.

Schulz discussed how whatever is spent to pursue and negotiate a lease would be made back in the future through revenues. He indicated he supported Staff pursuing the lease due to the future financial benefit for Osseo residents.

Hall recommended the Council agenda be amended and that Item 10H be added to direct Staff to negotiate and pursue a lease.

Schulz supported this recommendation.

5. ADJOURNMENT

The Work Session adjourned at 6:50 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
June 24, 2024**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, June 24, 2024.

2. ROLL CALL

Members present: Councilmembers John Hall, Mark Schulz, Alicia Vickerman and Mayor Duane Poppe.

Members absent: Councilmember Juliana Hultstrom.

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

Other Presenters/Consultants: Monica Randazzo, Hennepin County; Alyson Fauske, WSB & Associates.

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.

Hall requested the addition of Item 10H – Authorize Interim City Administrator to Conduct Business to Establish Municipal Dispensary.

A motion was made by Vickerman, seconded by Hall, to accept the Agenda as amended adding Item 10H. The motion carried 4-0.

5. CONSENT AGENDA

- A. Receive June 10 EDA Minutes
- B. Approve June 10 Council Minutes
- C. Accept Resignation of City Clerk Katrina Jones
- D. Receive May American Legion Gambling Report
- E. Receive May Lions Club Gambling Report
- F. Receive May Fire Department Gambling Report

A motion was made by Schulz, seconded by Hall, to approve the Consent Agenda. The motion carried 4-0.

6. MATTERS FROM THE FLOOR

Kenny Nelson, 509 Third Avenue NE, asked what was just added to the agenda. He reported he tried to watch the worksession meeting but the streaming was not available on the City's website. He stated this was disappointing. He indicated he was in trying to get a permit from the City and there was a miscommunication. He discussed how the City's website was missing information which did not assist the public in staying informed. He explained a lot of things were falling through the cracks and with two Staff members leaving, he asked if anyone in the office could run an election. He hoped the Council had figured this out at their worksession meeting.

A resident of Osseo stated he had a public records request. He asked for the minutes and audio from the April 22 closed Council meeting.

City Attorney Tietjen reported there was a process to make a data request through City staff and forms had to be filled out. She indicated the Council could also take data requests at meetings, but noted there was a process through Staff that was in place.

A resident of Osseo questioned what State Statute governs this.

City Attorney Tietjen indicated she was not trying to get into a debate with any residents, but explained this was governed by Minnesota State Statute Chapter 13.

A resident of Osseo stated City policy is not law and noted a data request could be written on a piece of paper and be provided to City staff.

Interim City Administrator Mikkelson read a statement in full for the record that he received from Karen Broden. Ms. Broden expressed concern with the fact the City had lost two critical staff members. Ms. Broden suggested the Council consider finding the best possible candidate to fill the role of City Administrator for the benefit of the Council, as well as Osseo residents and businesses. Ms. Broden encouraged the Council to fill this position with a qualified professional that was capable of hiring and building a cohesive long-lasting team. Ms. Broden believed the City deserved a likeable leader that was well experienced in municipal government. Ms. Broden supported the City hiring an experienced City Clerk as well in order to efficiently handle the critical job of executing the upcoming elections, as well as a City Planner that was knowledgeable in City Codes. Ms. Broden recommended the Council make proper investments in Staff.

7. SPECIAL BUSINESS

A. RECOGNITION OF POLICE VOLUNTEERS

Officer LeTourneau stated during the 2023-2024 school year, the Osseo Police Department partnered with the Osseo Education Center Launch Program. The Launch Program is a transition program focusing on employment skills and independent living. Logan and Gabe came to the police department every Tuesday and did various jobs, such as light cleaning and assisting staff with organizing the office. The tasks they perform at the police department will help foster these young men to learn new skills to help prepare them for their futures. Awards were presented to Gabe Kilewa and Logan Landkamer and a round of applause was offered by all in attendance.

Gabe Kilewa thanked the City for keeping him safe. He also thanked his parents and teachers for being here.

Logan Landkamer thanked the Osseo Police Department for allowing him to volunteer.

B. HENNEPIN COUNTY EMERALD ASH BORER REMOVAL FUNDING

Monica Randazzo, Hennepin County, provided the Council with a presentation on the Inflation Reduction Act Grants that were available to assist with the removal of ash trees that were diseased with emerald ash borer. She indicated the grant funding could also assist with tree replanting. She explained Hennepin County had received \$10 million in grant funding from the US Forest Service. She commented further on the grant application process noting owner-occupied properties within the County can apply for funding.

Vickerman asked what trees species would be replanted. Ms. Randazzo reported she would have a list of eight recommended tree species for replanting.

Hall appreciated the fact the County had eight different tree varieties that would be used for replanting. He questioned what the ramifications were of keeping a diseased ash tree in place. Mr. Randazzo reported ash trees are quite brittle and after time they can shatter or fall.

C. APPROVE NIGHT TO UNITE SPECIAL EVENT PERMIT

Mikkelson requested the Council approve the Night to Unite Special Event Permit. He reported Night to Unite would be held on Tuesday, August 6 and the City sponsored events would begin at 5:00 p.m.

A motion was made by Hall, seconded by Vickerman, to approve Night to Unite Special Event Permit. The motion carried 4-0.

D. ACCEPT DONATION TO FLOWERS IN THE PARK FUND

Mikkelson stated the City has received the following donations:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Ronald and Nancy Roden	\$300	Beautification

Staff recommended the Council accept the donations.

A motion was made by Hall, seconded by Vickerman, to adopt Resolution No. 2024-42, accepting a donation from Ronald and Nancy Roden. The motion carried 4-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. ACCEPT BIDS AND AWARD CONTRACT FOR 2024 PAVEMENT MAINTENANCE

Alyson Fauske, WSB & Associates, stated the 2024 Pavement Maintenance project consists routing and sealing cracks in the streets that were included in the street improvement projects from 2016 to 2020. This work will help to extend the life of the pavement. Three contractors were asked to submit a quote and two quotes were received on June 17, 2024: \$35,710.00 from Fahrner Asphalt Sealers, LLC and \$12,219.80 from MP Asphalt Maintenance. The total project cost is estimated at \$17,114.80 which includes \$12,219.80 for crack filling and \$4,895.00 engineering costs. The budget for this work is \$26,000 and is funded by the City's street maintenance fund. If Council approves the proposed Resolution, construction is anticipated to take place early August, 2024. The schedule may be adjusted due to weather. The completion date per the project documents is August 30, 2024. Staff commented further on the quotes and requested the Council accept the bids and award the contract.

Hall asked if Ms. Fauske had experience with this contractor in the past. Ms. Fauske explained this was a subcontractor to a contractor she has worked with in the past. She indicated she was comfortable bringing this recommendation forward to the Council and she was confident this project would be completed in a timely manner.

A motion was made by Vickerman, seconded by Hall, to adopt Resolution 2024-43, accepting bids and awarding the contract for the 2024 Pavement Maintenance Project to MP Asphalt Maintenance. The motion carried 4-0.

B. APPROVE JOB POSTING FOR COMMUNITY MANAGEMENT COORDINATOR

Mikkelson stated with Jessica Rieland's resignation from the City's Community Management Coordinator position, the Council should consider approving for the vacant position. The position opening will be shared with the League of MN Cities for their job board postings, and will be shared on the City's social media platforms, the City's website, and the Gateway Sign. Applications resumes will be accepted until the position has been filled. I will coordinate with the Council Human Resources Committee to set up interviews of prospective employees.

A motion was made by Hall, seconded by Schulz, to postpone action on this item until the July 8, 2024 City Council meeting. The motion carried 4-0.

C. APPROVE JOB POSTING FOR CITY CLERK

Mikkelson stated with the resignation of City Clerk Katrina Jones we need to fill that position. It is imperative that we find someone with City Clerk experience. After connecting with the Council Human Resources Committee, we are prepared to proceed with posting for the position now and keeping it open until filled. This will allow us additional time to collect more potential candidates to find the right fit for the City of Osseo. Timing of interviews will certainly depend on the quality of applicants. If the City does not receive any highly qualified candidates initially, we can keep the posting open longer to collect more applicants. Once we find enough qualified candidates, we will proceed with interviews. The Council HR Committee will be involved in that process as

well. The position posting will be open until filled, to allow for maximized flexibility in the hiring process. The posting will be located on the League of MN Cities job website, as well as the City's website and social media platforms.

Schulz reported the Council discussed this matter at length during its worksession meeting. He explained the City needed someone in this position and noted the Council would consider changing the job title to Assistant City Administrator. He recommended this position be posted with the current City Clerk job description but that the title be changed to Assistant City Administrator.

Hall indicated he supported changing the job title as well.

Mikkelson questioned how this change would impact the pay scale. City Attorney Tietjen stated she was uncertain, noting she would have to look at the current duties required for the clerk position. She indicated if the duties are not changing and only the job title changed, the pay would remain the same. She reported the pay could be determined by the applicants and qualifications the applicants have for the position.

Schulz supported the pay have a range and that it be based on experience and qualifications.

A motion was made by Hall, seconded by Schulz, to approve the posting of the Assistant City Administrator position, noting this individual would also serve as the City Clerk.

City Attorney Tietjen indicated Staff would be bringing a Resolution to the next meeting to designate an interim deputy clerk to fill statutory requirements until this position could be filled.

The motion carried 4-0.

D. APPROVE JOINT POWERS AGREEMENT WITH HENNEPIN COUNTY FOR ASSESSING SERVICES

Mikkelson stated for more than 50 years, Hennepin County has been contracting with cities to provide local assessing services. These contracts have required cities to pay the county to perform this local assessor work. The first joint powers agreement between a city and the county began in 1972. Hennepin County has had a long-term strategy of contracting with cities to perform local assessing to ensure accuracy, efficiency, and equitability across all jurisdictions. Over the past several years, Hennepin County has significantly increased the number of cities with whom it contracts for assessing services. Currently, 34 of 45 cities contract with the county either wholly or partially for these functions, with 33 of the contracts expiring on July 31, 2024. In addition, the county is statutorily responsible for the assessments of the Minneapolis/St. Paul Airport and Fort Snelling. These 34 cities collectively pay the county approximately \$5.1 million in 2024 for these services. This resolution directs the county to offer a joint powers agreement for local assessing services to cities with populations of 30,000 or less and those currently under current contract with the county at no cost to these cities beginning with the 2025 assessment. By the county providing this service at no cost to these cities, this will reduce the city property tax levy obligations for these cities by \$5.1

million collectively. The county assessor's 2025 budget will reflect an increase of \$5.1 million from the county property tax levy to offset this loss of contract revenue.

Mikkelson reported State law authorizes counties to perform these local assessor obligations in cities with a population less than 30,000 at county cost, Minn. Stat. §§ 273.052 and 273.053; and authorizes counties to contract with cities to perform these obligations if these cities choose to contract with the county. Minn. Stat. §273.072. The joint powers agreements will be perpetual agreements and highlight the services and responsibilities to be provided by the county assessor as required by law. These joint powers agreements will come forward in a separate board action request later this year.

A motion was made by Hall, seconded by Vickerman, to approve a Joint Powers Agreement with Hennepin County for Assessing Services. The motion carried 4-0.

E. APPROVE REIMBURSEMENT RESOLUTION FOR PRESS BUILDING (Resolution)

Mikkelson stated back at the February 28th 2024, the City Council approved the purchase 33 2nd Street NE. At that time, Council directed staff to use cash on hand to purchase the building. While that is still the case, Staff also would like to maintain fiscal flexibility when it comes time to pay for the future if the need arises to issue debt to pay back the cash paid for the building. In order to allow the flexibility, the Council must pass the reimbursement resolution. The resolution allows for the City to reimburse itself with other funds (such as equipment certificates or bonds) if it feels necessary. However, the resolution DOES NOT obligate the City to issue debt at a future date, but does preserve the ability to do so.

A motion was made by Hall, seconded by Vickerman, to adopt Resolution No. 2024-44, establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code. The motion carried 4-0.

F. APPROVE CONTRACT WITH CIVICPLUS FOR NEW CITY WEBSITE

Mikkelson stated the City has been trying for some time to update the city's website. The Website committee was formed including Council Members Schulz and Vickerman and has had many meetings in relation to this project. The council approved a contract with One Wheel to assist in this search in November 2013. Through this process we were able to settle on one provider that fit our needs. CivicPlus is the provider that everyone agreed would be best for the city. The committee agreed that we should use their ultimate design for \$4,758.00 per year with an upgrade of having texting capabilities for \$550.00 per year.

Schulz stated this was something that has been under consideration for the past five years. He discussed how he and Councilmember Vickerman have been working to move this matter forward. He commented on how CivicPlus could help update and improve the City's website, noting CivicPlus was a big player in this market. He thanked the City of Champlin for helping him to better understand how to streamline a visitors web experience.

Hall asked if a business directory would be included on the new website.

Schulz indicated this was discussed, but noted a business directory would not be included. He suggested the EDA discuss this further.

Vickerman stated she believed the new website would be more streamlined while also improving City staff processes. She explained she was pleased the new website had come in under original estimates.

Schulz commented on how current systems would be automated through the new website which would assist with saving staff time and resources.

Poppe thanked Councilmember Schulz and Councilmember Vickerman for all of their efforts on the new website and for their recommendation.

A motion was made by Vickerman, seconded by Hall, to approve the contract with CivicPlus to provide a new City website. The motion carried 4-0.

G. APPROVE ACCOUNTS PAYABLE

Mikkelson reviewed the Accounts Payable with the Council.

A motion was made by Vickerman, seconded by Schulz, to approve the Accounts Payable as presented. The motion carried 4-0.

H. AUTHORIZE INTERIM CITY ADMINISTRATOR TO CONDUCT BUSINESS TO ESTABLISH MUNICIPAL DISPENSARY

Schulz stated at the worksession meeting the Council discussed recent developments regarding the City's ability to open and run a municipal marijuana facility. He reported cities could now apply for a license through the Office of Cannabis Management. He explained the City was working with an organization out of Missouri and was pursuing a space that could potentially house a municipal marijuana shop in Osseo. He commented on how important it would be to be first to market and have reliable contracts in place to manage the shop. He stated in order to get this matter across the finish line, staff needs to be directed to negotiate and pursue a lease and file a license for municipal cannabis.

Hall stated supply would be paramount when it comes to this business.

Schulz agreed, noting location would also be important. He commented on how important it would be for the shop to carry a variety of products for future patrons. He appreciated the fact the City was working with professionals who have been in this industry for years and would assist the City with providing proper security for the shop. He commented on how the shop, once built out would resemble a pharmacy.

Hall commented on his experiences at different dispensary's in Colorado, Illinois and California.

Vickerman stated she appreciated the fact the City had a partnership with the company in Missouri who was extremely experienced in this industry. She appreciated the innovation that was being pursued.

Schulz explained he had done some networking and all of the right pieces had fallen into place to allow the City to pursue this use for Osseo.

Hall stated he understood not everyone may support the recreational use of marijuana but he hoped the community could support the City pursuing a license in order to have a new revenue stream for the City.

Mikkelson reviewed the new rules for cannabis licenses and stated he would be working to get a license in place for Osseo in July.

Hall stated it was his understanding there was grant funding available from the State to assist with getting municipal dispensaries in place. He suggested a grant writer be hired to assist with pursuing this funding.

A motion was made by Schulz, seconded by Hall, to direct Staff to negotiate and pursue a lease, contracts, grants and apply for a license for municipal cannabis. The motion carried 4-0.

11. ADMINISTRATOR REPORT – None

12. COUNCIL AND ATTORNEY REPORTS

Hall reported his municipal email was now up and running. He thanked the residents who spoke during Matters from the Floor. He indicated the City's website had been down and noted this issue would be addressed. Hall congratulated the students who graduated with high honors. He stated the school playground was being worked on at this time. Hall requested Staff provide the Council with information on water usage and how the enterprise fund was being impacted.

Vickerman thanked Staff for sticking with the City through some tough times.

Schulz reported there has been some staff turnover and wished these Staff members all the best in the future. He thanked the Council for the great conversations that were held this evening and for the great working relationship the Council had with each other. He explained the Council would be moving forward with some great projects that would have phenomenal benefits for the community.

Hall requested Staff post there may be a quorum of the Council present at the EDA event on Wednesday, June 26.

13. ANNOUNCEMENTS

Poppe encouraged the public to attend the upcoming Music and Movies in the Park events planned for June 25 and July 2.

Poppe reported City Hall would be closed on Thursday, July 4 for Independence Day.

Poppe stated the farmers market would begin on Tuesday, July 9.

Poppe explained the EDA was seeking a commissioner at this time. Those interested in serving should contact City Hall for further information.

14. ADJOURNMENT

A motion was made by Schulz, seconded by Hall, to adjourn the City Council meeting at 8:25 p.m. The motion carried 4-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

Osseo Maple Grove Hockey Association Gambling Report to City of Osseo

1. Report for the month of May-24

2. Check as appropriate:

pulltabs

tipboards

3. Gross receipts 321,860

4. Expenses - total 317,084

Expenses itemized:

Compensation	<u>11,820</u>
Prizes	<u>287,116</u>
Pull tab games/taxes	<u>4,315</u>
Supplies/misc/payroll proc./storage	<u>690</u>
Combined receipts	<u>12,106</u>
Cash long/short	<u>162</u>
Rent	<u>875</u>

5. Profits 4,776

6. Distribution of profits (itemized)

OMGHA \$150,000

Signed: *Craig Cheatham*

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



City of Osseo City Council Meeting Item

Agenda Item: Swearing-in of Officer Jason Norten

Meeting Date: July 8th, 2024

Prepared by: Lieutenant Todd Kintzi

Attachments: None

Policy Consideration:

Official swearing-in of Officer Jason Norten

Background:

On June 26th, 2023, Officer Jason Norten started with the Osseo Police Department. Jason has successfully passed his 1-year probationary period. Jason is responsible for alcohol, tobacco, THC, and predatory offender compliance checks. Jason is also our assistant reserve coordinator and a West Command Mobile Field Force team member.

Budget or Other Considerations:

This ceremony does not affect the current police budget.

City Goals Met by This Action:

Continue to give staff the necessary tools to do their jobs effectively and efficiently.



City of Osseo City Council Meeting Item

Agenda Item:	Approve Posting for City Clerk Position
Meeting Date:	July 8 th , 2024
Prepared by:	Shane Mikkelson, Police Chief/Interim City Administrator
Attachments:	City Clerk Position Description

Policy Consideration:

Consider posting for the City Clerk position.

Background:

At the June 24th meeting, we discussed possible ways to reorganize the administrative office. Posting an Assistant City Administrator using the Clerk Position Description was decided. After that meeting Attorney Tietjen and I discussed the position description that was presented may not fit the position title. We felt that this may have implications for hiring someone. I contacted the council with some feedback that this position should come back to the council at this meeting. We feel that this position description should be set as a City Clerk and move forward for posting.

With the resignation of City Clerk Katrina Jones, we need to fill that position. It is imperative that we find someone with City Clerk experience. After connecting with the Council Human Resources Committee, we are prepared to post for the position now and keep it open until filled. This will allow us additional time to collect more potential candidates to find the right fit for the City of Osseo.

The timing of interviews will certainly depend on the quality of applicants. If the City does not receive any highly qualified candidates initially, we can keep the posting open longer to collect more applicants. Once we find enough qualified candidates, we will proceed with interviews. The Council HR Committee will be involved in that process as well. The position posting will be open until filled to maximize flexibility in the hiring process. The posting will be located on the League of MN Cities job website, as well as the City's website and social media platforms.

City Goals Met By This Action:

Recruit high-quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve the posting of the City Clerk position;
2. Approve the posting of the City Clerk position, with noted changes/as amended;
3. Deny posting the position;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the posting of the City Clerk position.



City Clerk

Position Title:	City Clerk
Department:	Administration
Supervisor's Title:	City Administrator
Pay Grade:	9
FLSA Status:	Non-Exempt
Work Status:	Full Time

General Definition of Work:

Performs difficult administrative work preparing and keeping minutes, maintaining official records of City Council actions, handling election duties, processing license applications, and related work as apparent or assigned. Work is performed under the general direction of the City Administrator. Position exercises occasional supervision of election judges.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions:

- Researches/compiles info for Council and EDA packets; assists City Administrator in preparation of background memoranda and agendas including editing of other staff memos; creates reports, resolutions, proclamations, other documents as necessary; assembles digital and paper packets, and disseminates packets to Council & board members, staff, others.
- Maintains an official record of proceedings and actions for Council and EDA, establishing necessary files for projects, legal notices, and publications; manages the city code of ordinances and annual code codification of ordinances; edits minutes for Council and EDA; manages records retention schedule for city documents/files.
- Coordinates human resources functions of recruitment (in house or via a search firm), interviews, notifications, personnel records, compensation management, and personnel policy updates/development; trains new Administration employees on general city procedures as needed; assists with research and file organization.
- Assists City Engineer with project management for street projects, chapter 429 process for all special assessments; reviews/refines engineering assessment rolls, prepares and mails legal notices for such projects; submits special assessment rolls to Hennepin County on behalf of city for street projects and city utility delinquent accounts plus abatement assessments; calculates and handles special assessment searches of property.
- Assists Administrator and City Attorney with data practices requests to ensure private/public data is correctly handled; maintains confidentiality of records.

- Administers bi-annual elections by recruiting/training judges, securing necessary equipment, ensuring legal notices are published, preparing polling place, acting as head judge throughout Election Day.
 - Responds to general inquiries from the public via the mailbox on website, complaints, letters to the mayor; backup for service counter work plus incoming general phone calls.
 - Composes and/or collects and edits all articles in quarterly city newsletter; submits to publishing company and ensures accuracy and completeness of information.
 - Provides back-up support to Administration co-workers and Public Services (Works) as needed, including public inquiries at service counter, issuing permits, accounts receivable, assisting with special projects.
 - Processes quarterly utility billing receivables and provides backup to the City Accountant for payroll processing.
 - Acts as city recycling coordinator by working with County officials on educational efforts disseminated to the public, gathering necessary information and preparing annual recycling grant application; coordinates any Request for Proposal process for solid waste collection system.
 - Processes annual business licenses for liquor, tobacco, pawn shop licensing by seeking required information, preparing reports for Council action, sending documentation to state organizations, distributing state and local licenses to applicants. Communicates internally with all staff from all departments; externally with local newspaper representatives, building inspectors, County departments and state officials, colleagues in other cities, contractors/developers, local community organizations and gambling associations, school district representatives, business owners, residents, visitors, City Attorney, City Engineer/staff.
 - Processes monthly, quarterly, and/or annual building and construction-related reports (includes building, mechanical, plumbing, electrical, zoning permits) for distribution to local and County officials; processes and submits reports to MN Building Codes & Standards Division and Met Council for SAC (Sewer Availability Charge); administers monthly US Census Bureau reporting, occasional Census boundary/annexation surveys, American Community surveys, and government units survey.
-

Knowledge, Skills and Abilities:

Thorough knowledge of municipal government operations and procedures; thorough knowledge of municipal record keeping procedures and requirements; general knowledge of payroll systems administration and the associated methodology, processes, and terminology; general knowledge of accounting theory and principles; general knowledge of standard office software and equipment; ability to conduct research and develop concise reports; ability to communicate effectively both orally and in writing; ability to record and maintain detailed minutes, records and files; ability to establish and maintain effective working relationships with various professionals, other employees, department heads, elected officials, and the general public.

Education and Experience:

Associates/Technical degree with coursework in Business, Accounting, or related field and moderate experience in city clerk/election work, or equivalent combination of education and experience.

Special Requirements:

Microsoft Office suite: Word, Excel, Outlook, PowerPoint; desktop publishing
Minnesota Municipal Clerk designation
Election training via Secretary of State & Hennepin County
Notary

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting and speaking or hearing, frequently requires walking, using hands to finger, handle or feel, reaching with hands and arms and repetitive motions and occasionally requires standing, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or

pulling and lifting; no special vision is required; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at typical spoken word levels; work requires preparing and analyzing written or computer data, use of measuring devices, operating machines, operating motor vehicles or equipment, and observing general surroundings and activities. Reasonable accommodations that would allow qualified applicants to perform the essential functions of this position will be provided.

Environmental Conditions:

This work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Last Updated: July 2021



City of Osseo City Council Meeting Item

Agenda Item: Discussions Interim City Clerk

Meeting Date: July 8th, 2024

Prepared by: Shane Mikkelson, Police Chief/Interim City Administrator

Attachments:

Policy Consideration:

Consider having an interview and discussing a contract with the prospective interim City Clerk.

Background:

At the June 24th work session, we discussed looking for an interim City Clerk. I had mentioned that I had sent out an email to a candidate from the League of Minnesota Cities list of interim candidates for city positions and had not heard back. I was able to connect with that candidate via the phone and they were interested in having discussions about our City Clerk position.

I am asking the council to give me and the HR committee permission to discuss further with this person about filling an interim position as our city clerk. I would also ask the council to discuss the urgency of these discussions and how we can make this process timelier.

City Goals Met By This Action:

Recruit high-quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve allowing further discussions with a candidate about the interim City Clerk position;
2. Approve allowing discussions with a candidate about the interim City Clerk position, with noted changes/as amended;
3. Deny allowing further discussions about the position;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends that the City Council choose option 1), which is to Approve allowing further discussions with a candidate about the interim City Clerk position.



City of Osseo City Council Meeting Item

Agenda Item: Approve the Community Center Coordinator to work up to 30 hours a week

Meeting Date: July 8th, 2024

Prepared by: Shane Mikkelson, Police Chief/Interim City Administrator

Attachments:

Policy Consideration:

With the current staff shortage, Ann Sneider has offered to work up to 30 hours per week to assist staff with some administrative work in the office.

Background:

Ann Scheider is currently the Community Center Coordinator and has offered to help with our staff shortage. She will keep her current role and add hours in the office as needed. She will work with our Administrative Assistant, MaryLou Baier, and me to take on some tasks she feels comfortable with within the office setting. This sharing of the workload will help us all be able to continue serving the citizens of Osseo while being short-staffed.

City Goals Met By This Action:

Recruit high-quality staff, continue to train staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve Ann Scheider to work up to 30 hours per week;
2. Approve Ann Scheider to work up to 30 hours per week with noted changes/as amended;
3. Deny approving Ann Scheider to work up to 30 hours per week.
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve Ann Scheider to work up to 30 hours per week



City of Osseo City Council Meeting Item

Agenda Item: Approve resolution naming Interim City Administrator Shane Mikkelson and Office Manager Felicia Wallgren as Deputy Clerks.

Meeting Date: July 8th, 2024

Prepared by: Shane Mikkelson, Police Chief/Interim City Administrator

Attachments: Resolution

Policy Consideration:

Approve resolution naming Interim City Administrator Shane Mikkelson and Office Manager Felicia Wallgren as Deputy Clerks.

Background:

At the February 26th Council meeting, a resolution 2024-20 was passed to name Marylou Baier and Jessica Rieland as Deputy Clerks for this year's election process. On June 24th, the City of Osseo accepted Jessica Rieland's and City Clerk Katrina Jones's resignation. Resolution 2024-20 states, "Additional election judges and deputy clerks may be added as necessary to maintain the required minimum for party balance requirement and to fill vacancies or make substitutions as needed. The City Clerk has the authority to name Deputy Clerks, who can then act in their place during the election process. With the above resignations City Clerk Katrina Jones felt it necessary to name two new Deputy Clerks.

On June 27th and July 2nd, 2024, City Clerk Katrina Jones appointed Interim City Administrator Shane Mikkelson and Office Manager Felicia Wallgren as Deputy City Clerk verbally and in writing. The current resolution in front of you will confirm that Shane Mikkelson and Felicia Wallgren will act as Deputy Clerks.

City Goals Met By This Action:

Recruit high-quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve resolution naming Interim City Administrator and Office Manager Felicia Wallgren as Deputy Clerks;
2. Approve resolution naming Interim City Administrator and Office Manager Felicia Wallgren as Deputy Clerks, with noted changes/as amended;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve resolution naming Interim City Administrator and Office Manager Felicia Wallgren as Deputy Clerks

**CITY OF OSSEO
HENNEPIN COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2024-XX

**A RESOLUTION CONSENTING TO THE APPOINTMENT OF SHANE MIKKELSON AND FELICIA
WALLGREN AS DEPUTY CITY CLERKS**

WHEREAS, on July 2, 2024, the resignation of City Clerk Katrina Jones (“Clerk Jones”) became effective; and

WHEREAS, under Minnesota Statutes, section 412.151 subdivision 1, a city clerk has the authority to appoint a deputy clerk; and

WHEREAS, on 06/27/2024 and 07/02/2024, respectively, Clerk Jones appointed Interim City Administrator Shane Mikkelson and Felicia Wallgren as Deputy City Clerks for the City of Osseo; and

WHEREAS, under Minnesota Statutes, section 412.151 subdivision 1, the City Council must consent to the appointment of a deputy clerk; and

WHEREAS, statute allows a deputy clerk to discharge any of the legal duties of a city clerk.

NOW THEREFORE, BE IT RESOLVED that the Osseo City Council consents to the appointment of Shane Mikkelson and Felicia Wallgren as Deputy City Clerks for the City of Osseo; and

BE IT FURTHER RESOLVED that Deputy Clerks Mikkelson and Wallgren have the authority to discharge any of the duties of a city clerk.



City of Osseo City Council Meeting Item

Agenda Item: Discuss Interim City Administrator

Meeting Date: July 8th, 2024

Prepared by: Shane Mikkelson, Police Chief/Interim City Administrator

Attachments:

Policy Consideration:

Discuss Interim City Administrator.



Kennedy & Graven
 Fifth Street Towers
 150 South Fifth Street, Suite 700
 Minneapolis, MN 55402
 (612) 337-9255 direct
 jsathe@kennedy-graven.com

MEMORANDUM

TO: Mayor and City Councilmembers
 Chief Shane Mikkelson, Interim City Administrator

FROM: Joseph L. Sathe, Assistant City Attorney

DATE: July 8, 2024

RE: Lawful Gambling Ordinance – Extension of Payment Deadline

The City Council recently adopted a new chapter (Chapter 119) regulating lawful gambling. The chapter includes a requirement that each lawful gambling organization contribute 10% of net profits from locations within the city of Osseo to a city-administered fund.

Following discussions with organizations, and to match reporting requirements of neighboring cities, the proposed amendment establishes that payment to the city-administered fund must be calculated each calendar month and paid on the 20th of the following month.

For example, the payment for net profits from July 2024 will be made by August 20, 2024 and not July 31, as would be the case if the amendment were not made.

Staff propose waiving the second reading of the ordinance amendment and publishing the change via summary publication.

ORDINANCE NO. 2024- _____

**AN ORDINANCE AMENDING CITY CODE CHAPTER 119 RELATED TO LAWFUL GAMBLING
AND THE DUE DATE OF PAYMENTS TO CITY-ADMINISTERED FUND**

THE CITY COUNCIL OF THE CITY OF OSSEO HEREBY ORDAINS:

Section 1. Section 119.13 (C) of the Osseo City Code is amended as follows:

(B) Payment under this section shall be calculated for each calendar month and shall be made by the twentieth (20th) day of the following month. ~~made on the last day of each month.~~

Section 2. This ordinance becomes effective after its passage and publication of a summary of the ordinance as provided by Minnesota Statutes, sections 412.191, subdivision 4, as it may be amended from time to time, which meets the requirements of Minnesota Statutes, sections 331A.01, subdivision 10, as it may be amended from time to time.

ADOPTED by the City Council of the City of Osseo, Minnesota, this 8th day of July 2024.

ATTEST:

Mayor

City Clerk

First reading: July 8, 2024

Second reading (waived) and adoption: July 8, 2024

Published: July __, 2024, *Osseo-Maple Grove Press*

RESOLUTION NO. _____**RESOLUTION APPROVING SUMMARY PUBLICATION
OF ORDINANCE NO. 2024-__**

WHEREAS, the City has adopted the above-referenced ordinance; and

WHEREAS, Minnesota Statutes, § 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the verbatim text of the ordinance is cumbersome, and the expense of publication of the complete text is not justified; and

WHEREAS, the following summary clearly informs the public of the intent and effect of the ordinance.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Minnesota, that the following summary is hereby approved for official publication:

**SUMMARY PUBLICATION
ORDINANCE NO. 2024-__****AN ORDINANCE AMENDING CITY CODE CHAPTER 119 RELATED TO LAWFUL
GAMBLING AND THE DUE DATE OF PAYMENTS TO CITY ADMINISTERED FUND**

On July 8, 2024, the Osseo City Council adopted an ordinance designated as Ordinance No. 2024-__, the title of which is stated above. The purpose of the ordinance is to clarify that payments made by lawful gambling organizations to the city-administered fund (which may be used for city and charitable expenditures as authorized by Minnesota Statutes) will be calculated each calendar month and payment will be due on the 20th day of the following month.

Copies of the ordinance are available for public inspection in the office of the City Clerk during normal business hours.

BE IT FURTHER RESOLVED, that the City Clerk is directed to keep a copy of the ordinance in the Clerk's office at City Hall for public inspection and to post a full copy of the ordinance in a public place in the City for a period of two weeks.

Adopted by the City Council of the City of Osseo, Minnesota this 8th day of July 2024.



City of Osseo City Council Meeting Item

Agenda Item: Approve New Tobacco and Edible Cannabinoid Products Licenses for A&M ATMS

Meeting Date: July 8, 2024

Prepared by: Shane Mikkelson, Interim City Administrator/Police Chief

Attachments: None

Policy Consideration:

Consider approving a new tobacco and edible cannabinoid products license for A&M ATMS dba A&M ATMS.

Background:

Ali Aledawi, the owner, applied for a new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS located at 208 Central Avenue. He did not indicate any other tobacco establishments that he is interested in and will be the manager overseeing daily operations. The owner was also provided with a copy of the current moratorium on cannabis businesses.

Zoning was previously reviewed and approved by the former Community Management Coordinator for this address location through other inquiries. The Police Department has conducted a background investigation for the owner, which was clear. Staff collected fees per city code for the regular license period, from July 1, 2024, to June 30, 2025.

The applicant may be in attendance for the meeting for any Council questions. The Council should also allow for public comment to consider approval of the licenses for A&M ATMS.

City Goals Met By This Action:

Ensure the City's continued financial stability.

Maintain as low a tax rate as possible.

Options:

The City Council may choose to:

- 1) Approve new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS;
- 2) Deny approval of the new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS;
- 3) Table for additional information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS.



City of Osseo City Council Meeting Item

Agenda Item: Surplus Property

Meeting Date: July 8th, 2024

Prepared by: Nick Waldbillig, Public Works Director

Attachments: Surplus Property List

Policy Consideration:

Consider approving the attached list surplus property.

Background:

The items listed are a direct result of the Capitol Improvement Plan. As equipment is replaced and outfitted the remaining items are declared surplus property.

Budget or Other Considerations:

The proceeds from items listed will be deposited to the city of Osseo's general fund.

City Goals Met By This Action:

Continue to give Staff the necessary tools to do their jobs effectively and efficiently.

Options:

The City Council may choose to:

1. Approve identified items be declared surplus property.
2. Approve identified items be declared surplus property with noted changes/as amended;
3. Deny identified items be declared surplus property.
4. Table action on this item for more information.

Recommendation/Action Requested: Staff recommends the City Council choose option 1. Approve identified items be declared surplus property.

Next Step:

Schedule auction date and transport items to auction facility.

Surplus Property Items

Item 1. Blackstone - Mud and Stone
Skid Loader rims and tires

Item 2. Weather guard tool box
Pickup truck tool box

Item 3. Decker 6' roll out tool box

Item 4. John Deere 413 50" rough cut brush mower

Item 5. 1997 F-350 Standard Cab 8' Box Pickup Truck
Vin# 3FTHF36H8VMA64811



Nick Waldbillig | Public Works Director

Osseo Public Works | 800 E Broadway | Osseo, MN 55369

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www.discoverosseo.com

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Find us on Twitter ([@CityofOsseo](#))

Resolution No. 2024-XX**RESOLUTION DECLARING CITY PROPERTY AS SURPLUS
AND AUTHORIZING ITS SALE**

WHEREAS, the City Council of Osseo, Minnesota, has considered whether it should declare City owned property as surplus and has evaluated potential municipal uses for the property identified below; and

WHEREAS, property is identified as follows:

Blackstone – Mud and Stone Skid Loader Rims and Tires
Weather Guard Pickup Truck Toolbox
Decked 6' Roll Out Toolbox
John Deere 413 50" Rough Cut Brush Mower
1997 F-350 Standard Cab 8' Box Pickup Truck VIN: 3FTHF36H8VMA64811

and appears to have no future municipal purpose for the City;

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

Blackstone – Mud and Stone Skid Loader Rims and Tires
Weather Guard Pickup Truck Toolbox
Decked 6' Roll Out Toolbox
John Deere 413 50" Rough Cut Brush Mower
1997 F-350 Standard Cab 8' Box Pickup Truck VIN: 3FTHF36H8VMA64811

is declared surplus property and its disposal is authorized by sale to the highest bidder; cash will be deposited into the general fund.



City of Osseo City Council Meeting Item

Agenda Item: Approve New 150th Anniversary Badges for Police Department

Meeting Date: July 8th, 2024

Prepared by: Shane Mikkelson, Police Chief/Interim City Administrator

Attachments:

Policy Consideration:

Approve the design and purchase of the 150th Anniversary Badge for the Police Department.

Background:

In 2025, the City of Osseo will be celebrating its 150th Anniversary. The Police Department has designed and commissioned one badge for consideration by the council to be worn for just one year.

Budget or Other Considerations:

The badges will cost approximately \$1500.00 which can come out of our donations account.

City Goals Met By This Action:

Develop teamwork among the City's leadership team.

Options:

The City Council may choose to:

1. Approve the design and purchase of the 150th Anniversary Badge;
2. Approve the design and purchase of the 150th Anniversary Badge with noted changes/as amended;
3. Deny approving the design and purchase of the 150th Anniversary Badge.
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the design and purchase of the 150th Anniversary Badge.



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00351

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Active911 Inc					
Active911 Inc	573344	Active Alert Subscription	Dues/Membership	101-41900-255	204.75
Vendor Active911 Inc Total:					204.75
Vendor: Aflac					
Aflac	346619	June 2024 Premiums	Medical/Dental/Life/Ltd	101-21706	205.74
Vendor Aflac Total:					205.74
Vendor: Amazon Capital Services, Inc					
Amazon Capital Services, Inc	1639-CR9T-YNXP	AAA Batteries	Operations	101-41920-211	21.20
Vendor Amazon Capital Services, Inc Total:					21.20
Vendor: Apex Trophy and Awards, LLC					
Apex Trophy and Awards, LLC	1382	Par Tags / Locker Plates	Uniforms/Gear	101-41920-218	62.70
Vendor Apex Trophy and Awards, LLC Total:					62.70
Vendor: Aspen Mills Inc					
Aspen Mills Inc	334220	Chief Collar Brass & Nametags	Uniforms/Gear	101-41920-218	177.10
Aspen Mills Inc	334221	Chief Badges for Cogswell & A	Uniforms/Gear	101-41920-218	209.70
Aspen Mills Inc	334711	Chief Apparel - Anderson	Uniforms/Gear	101-41920-218	34.95
Vendor Aspen Mills Inc Total:					421.75
Vendor: Bond Trust Services Corp					
Bond Trust Services Corp	88446	Gen Oblig Bond, Series 2012A	Interest On Bonds	371-47250-611	1,625.00
Bond Trust Services Corp	88447	Gen Oblig Bond, Series 2014A	Interest On Bonds	301-47250-611	4,237.50
Bond Trust Services Corp	88447	Gen Oblig Bond, Series 2014A	Interest On Bonds	301-47250-611	687.50
Bond Trust Services Corp	88448	Gen Oblig Tax Inc Bond, Series	Interest On Bonds	301-47250-611	3,757.50
Bond Trust Services Corp	88449	Gen Oblig Str Recon Bond Seri	Interest On Bonds	305-47250-611	4,100.00
Bond Trust Services Corp	88450	Gen Oblig Imp Bond, Series 2	Interest On Bonds	365-47250-611	19,050.00
Bond Trust Services Corp	88451	Gen Oblig Bond, Series 2016A	Interest On Bonds	306-47250-611	8,456.25
Bond Trust Services Corp	88452	Gen Oblig Bond, Series 2017A	Interest On Bonds	308-47250-611	8,175.00
Bond Trust Services Corp	88453	Gen Oblig Bond, Series 2018A	Interest On Bonds	309-47250-611	8,458.13
Bond Trust Services Corp	88454	Gen Oblig Improv Bond, Serie	Interest On Bonds	311-47250-611	5,477.50
Bond Trust Services Corp	88455	Gen Oblig Bond, Series 2020A	Interest On Bonds	313-47250-611	6,250.00
Bond Trust Services Corp	88455	Gen Oblig Bond, Series 2020A	Interest On Bonds	601-49400-611	5,250.00
Bond Trust Services Corp	88455	Gen Oblig Bond, Series 2020A	Interest On Bonds	602-49400-611	15,590.00
Bond Trust Services Corp	88455	Gen Oblig Bond, Series 2020A	Interest On Bonds	604-49400-611	1,950.00
Bond Trust Services Corp	88456	Gen Oblig Bond, Series 2022A	Interest On Bonds	314-47250-611	50,980.00
Bond Trust Services Corp	88456	Gen Oblig Bond, Series 2022A	Interest On Bonds	602-49400-611	12,813.75
Bond Trust Services Corp	88457	Public Proj Lease Rev Bond, S	Interest On Bonds	395-47250-611	14,487.50
Bond Trust Services Corp	89499	Gen Oblig Improv Bond, Serie	Fiscal Agents Fees	371-47250-612	475.00
Bond Trust Services Corp	89500	Gen Oblig Bond, Series 2014A	Fiscal Agents Fees	301-47250-612	75.00
Bond Trust Services Corp	89500	Gen Oblig Bond, Series 2014A	Fiscal Agents Fees	301-47250-612	400.00
Bond Trust Services Corp	89501	Gen Oblig Tax Incr Bond, Serie	Fiscal Agents Fees	301-47250-612	475.00
Bond Trust Services Corp	89502	Gen Oblig Improv Bond, Serie	Fiscal Agents Fees	311-47250-612	475.00
Bond Trust Services Corp	89503	Gen Oblig Bonds, Series 2022	Fiscal Agent Fees	314-47250-612	380.00
Bond Trust Services Corp	89503	Gen Oblig Bonds, Series 2022	Fiscal Agent Fees	602-49400-612	95.00
Bond Trust Services Corp	89509	Proj Lease Rev Bonds, Series 2	Fiscal Agents Fees	395-47250-612	475.00
Vendor Bond Trust Services Corp Total:					174,195.63
Vendor: Broadway Awards Inc					
Broadway Awards Inc	55087	Volunteer Recognition Awards	Recognition/Awards	101-41900-202	147.00
Vendor Broadway Awards Inc Total:					147.00
Vendor: CivicPlus, LLC					
CivicPlus, LLC	307938	Ultimate Web Open Subscripti	Capital Outlay	110-41110-520	5,308.00
Vendor CivicPlus, LLC Total:					5,308.00
Vendor: Comcast					
Comcast	July 2024 CH	July 2024 CH Svc	Telecommunications	101-41700-321	378.36

Pending Expense Approval Report

Packet: APPKT00351

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Comcast	July 2024 PW	July 2024 PW Svc	Telecommunications	101-42000-321	184.15
				Vendor Comcast Total:	562.51
Vendor: Driver & Vehicle Services					
Driver & Vehicle Services	6/28/24	Certified Copy & License Issua	Personnel/Recruitment	101-41900-355	10.50
				Vendor Driver & Vehicle Services Total:	10.50
Vendor: ECM Publishers Inc					
ECM Publishers Inc	1004305	Osseo MG Press - Ordinance P	Printing/Publishing Service	101-41110-351	88.75
				Vendor ECM Publishers Inc Total:	88.75
Vendor: Ehlers & Associates, Inc					
Ehlers & Associates, Inc	97950	FMP update/discussion/atten	Financial Services	101-41550-300	2,171.25
Ehlers & Associates, Inc	97952	CIP Discussion & Planning	Financial Services	101-41550-300	285.00
Ehlers & Associates, Inc	97953	Update cashflor projection &	Capital Outlay	135-41700-520	450.00
				Vendor Ehlers & Associates, Inc Total:	2,906.25
Vendor: Finken Water Solutions					
Finken Water Solutions	24303TN	Water & Delivery - CH	Operations	101-41700-211	21.95
Finken Water Solutions	24304TN	Water & Delivery - PD	Leases/Rentals	101-41900-410	40.95
				Vendor Finken Water Solutions Total:	62.90
Vendor: Foremost Promotions					
Foremost Promotions	726579	PD Promotional Items	Equipment	115-41900-570	2,308.84
				Vendor Foremost Promotions Total:	2,308.84
Vendor: Gary A Groen, CPA (inactive)					
Gary A Groen, CPA (inactive)	May June 2024	August 2022 Financial consul	Accounting/Auditing	101-41550-301	1,716.00
Gary A Groen, CPA (inactive)	May June 2024	August 2022 Financial consul	Accounting/Auditing	601-49400-301	1,072.50
Gary A Groen, CPA (inactive)	May June 2024	August 2022 Financial consul	Accounting/Auditing	602-49400-301	1,072.50
Gary A Groen, CPA (inactive)	May June 2024	August 2022 Financial consul	Accounting/Auditing	604-49400-301	429.00
				Vendor Gary A Groen, CPA (inactive) Total:	4,290.00
Vendor: Geoffrey Dean					
Geoffrey Dean	CC Refund	Comm Ctr Dep & Refund	Community Center Deposits	101-22001	250.00
Geoffrey Dean	CC Refund	Comm Ctr Dep & Refund	Community Center Rent	101-36001	75.00
				Vendor Geoffrey Dean Total:	325.00
Vendor: Hennepin County Treasurer - Assessor					
Hennepin County Treasurer -	1000228127	8/1/23 - 7/31/24 Assessment	Assessing Service	101-41110-308	35,500.00
				Vendor Hennepin County Treasurer - Assessor Total:	35,500.00
Vendor: Hennepin County Treasurer - Community Corrections & Rehab					
Hennepin County Treasurer -	1000228352	Booking 24-02348	Incarceration Services	101-41900-316	160.00
				Vendor Hennepin County Treasurer - Community Corrections & Rehab Total:	160.00
Vendor: Hennepin County Treasurer - Information Technology					
Hennepin County Treasurer - I	1000227978	May 2024 Radion Fee's	Radio Communications	101-41920-220	638.94
				Vendor Hennepin County Treasurer - Information Technology Total:	638.94
Vendor: Hennepin County Treasurer - Sheriff					
Hennepin County Treasurer -	1000228190	April 2024 Jail Per Diem & Pro	Incarceration Services	101-41900-316	75.00
				Vendor Hennepin County Treasurer - Sheriff Total:	75.00
Vendor: Innovative Office Solutions					
Innovative Office Solutions	IN4511752	Admin Ofc Supplies (Connect	Operations	101-41110-211	109.17
Innovative Office Solutions	IN4535775	Admin Ofc Supplies (Binder cli	Operations	101-41110-211	63.51
				Vendor Innovative Office Solutions Total:	172.68
Vendor: IState Truck Center, Inc.					
IState Truck Center, Inc.	R244000982 01	Batteries for Engine 11	Vehicle Repairs/Maintenance	101-41920-217	1,334.28
				Vendor IState Truck Center, Inc. Total:	1,334.28
Vendor: IWI US, Inc					
IWI US, Inc	SI246000604	New Squad Guns	Capital Outlay	110-41900-520	3,261.00
				Vendor IWI US, Inc Total:	3,261.00
Vendor: Julian Pozos					
Julian Pozos	CC Refund	10122001	Community Center Deposits	101-22001	250.00
				Vendor Julian Pozos Total:	250.00

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Kennedy & Graven, Chartered					
Kennedy & Graven, Chartered	181991	May 2024 Legal Services	Legal Service - Civil	101-41500-304	6,461.56
Vendor Kennedy & Graven, Chartered Total:					6,461.56
Vendor: LaNee Victorsen dba Dirty Shorts Brass Band					
LaNee Victorsen dba Dirty Sh	July 23, 2024.	Music & Movies Performance	Operations	253-42400-211	500.00
Vendor LaNee Victorsen dba Dirty Shorts Brass Band Total:					500.00
Vendor: Laurie Wolfe					
Laurie Wolfe	Apr/May/June	Apr/May/June Yoga Classes	Programming	101-42300-312	650.00
Vendor Laurie Wolfe Total:					650.00
Vendor: Law Enforcement Labor Services					
Law Enforcement Labor Servic	2028495	Sexual Assault Investigation	Education/Meetings/Travel	101-41900-260	425.00
Vendor Law Enforcement Labor Services Total:					425.00
Vendor: Legend Technical Services, Inc					
Legend Technical Services, Inc	2402257-IN	Indoor Air Quality Testing - CH	Building Repair/Maintenance	101-41700-222	1,582.16
Vendor Legend Technical Services, Inc Total:					1,582.16
Vendor: Lynde Greenhouse & Nursery					
Lynde Greenhouse & Nursery	C-100562	Annuals for planters	Central Avenue Beautification	101-42350-215	720.00
Lynde Greenhouse & Nursery	C-100577	55 Gal Drum Sulf Acid	Central Avenue Beautification	101-42350-215	618.83
Vendor Lynde Greenhouse & Nursery Total:					1,338.83
Vendor: Marcus Leab					
Marcus Leab	CC Refund	Comm Center Dep Refund for	Community Center Deposits	101-22001	250.00
Vendor Marcus Leab Total:					250.00
Vendor: Martin Marietta Materials, Inc.					
Martin Marietta Materials, Inc	42697043	MV4 Wear	Street Maintenance/Signage	101-42000-224	158.57
Vendor Martin Marietta Materials, Inc. Total:					158.57
Vendor: Medline Industries, LP					
Medline Industries, LP	2323029531	Alcohol Pads	Operations	101-41920-211	26.57
Vendor Medline Industries, LP Total:					26.57
Vendor: Menards - Brooklyn Park					
Menards - Brooklyn Park	88820	Parks Irrigation Repairs	Operations	101-42350-211	21.10
Vendor Menards - Brooklyn Park Total:					21.10
Vendor: Metro Alarm & Lock					
Metro Alarm & Lock	84464	Change to test timer due to fa	Building Repair/Maintenance	101-41700-222	374.95
Metro Alarm & Lock	84465	Communicatio Test Failure Inv	Building Repair/Maintenance	101-42000-222	234.95
Vendor Metro Alarm & Lock Total:					609.90
Vendor: Metro West Inspection Services, Inc.					
Metro West Inspection Servic	4203	June 2024 Finalized Permits	Inspection Services	101-41940-305	160.00
Vendor Metro West Inspection Services, Inc. Total:					160.00
Vendor: Minnesota Life Insurance Company					
Minnesota Life Insurance Co	75810651-00	July 2024 EE Life Ins Premium	Medical/Dental/Life/Ltd	101-21706	150.70
Minnesota Life Insurance Co	75810651-00	July 2024 EE Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-41110-130	20.00
Minnesota Life Insurance Co	75810651-00	July 2024 EE Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-41900-130	55.00
Minnesota Life Insurance Co	75810651-00	July 2024 EE Life Ins Premium	Med/Den/Life/Ltd/Std Insura	101-42000-130	15.00
Vendor Minnesota Life Insurance Company Total:					240.70
Vendor: MN Fire Service Certification Board					
MN Fire Service Certification	12905	FF 1 Exam, HAZ Mat Ops, FF 1	Fire Training - Reimburseable	101-41920-261	1,722.00
Vendor MN Fire Service Certification Board Total:					1,722.00
Vendor: Onsite Medical Services, Inc					
Onsite Medical Services, Inc	245030	Medical Testing - PD	Other Professional Services	101-41900-310	1,460.00
Vendor Onsite Medical Services, Inc Total:					1,460.00
Vendor: Plan It Software LLC					
Plan It Software LLC	24 Plan It 1235	Capital Planning Software	Software	101-41550-309	2,000.00
Vendor Plan It Software LLC Total:					2,000.00

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Posterick, Lori					
Posterick, Lori	CC Refund	Com Ctr Deposit Refund 6/28	Community Center Deposits	101-22001	250.00
				Vendor Posterick, Lori Total:	250.00
Vendor: Prime Advertising & Design					
Prime Advertising & Design	90769	Monthly Website Hosting	Software	101-41515-309	100.00
				Vendor Prime Advertising & Design Total:	100.00
Vendor: Rasmussen Cleaning Service					
Rasmussen Cleaning Service	41840	Carpet Cleaning 8,835 ft 28 st	Cleaning Service	101-41800-317	2,033.00
				Vendor Rasmussen Cleaning Service Total:	2,033.00
Vendor: Ryan Swanson					
Ryan Swanson	6/19/24	Wellness Program Reimburse	Education/Meetings/Travel	101-41900-260	906.13
				Vendor Ryan Swanson Total:	906.13
Vendor: Shawn Penny dba Penny Lane					
Shawn Penny dba Penny Lane	8/13/24	8/13/24	Operations	253-42400-211	800.00
				Vendor Shawn Penny dba Penny Lane Total:	800.00
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	6/3/24 - 6/12/24	6/3/24 - 6/12/24 Fuel Charges	Fuel - Vehicle/Equipment	101-42000-216	320.35
				Vendor Sipe Bros. Inc. Total:	320.35
Vendor: Streicher's Inc.					
Streicher's Inc.	I1705387	Uniforms - Norten	Uniforms/Gear	101-41900-218	155.98
Streicher's Inc.	I1705451	Uniforms - Peterson	Uniforms/Gear	101-41900-218	135.00
				Vendor Streicher's Inc. Total:	290.98
Vendor: Sun Life Assurance Co					
Sun Life Assurance Co	July 2024	July 2024 Ins Premiums	Medical/Dental/Life/Ltd	101-21706	45.90
Sun Life Assurance Co	July 2024	July 2024 Ins Premiums	Med/Den/Life/Ltd/Std Insura	101-41110-130	116.60
Sun Life Assurance Co	July 2024	July 2024 Ins Premiums	Med/Den/Life/Ltd/Std Insura	101-41650-130	27.42
Sun Life Assurance Co	July 2024	July 2024 Ins Premiums	Med/Den/Life/Ltd/Std Insura	101-41900-130	604.88
Sun Life Assurance Co	July 2024	July 2024 Ins Premiums	Med/Den/Life/Ltd/Std Insura	101-42000-130	88.80
				Vendor Sun Life Assurance Co Total:	883.60
Vendor: Tegrete Corporation					
Tegrete Corporation	111671	June 2024	Cleaning Service	101-41700-317	983.00
				Vendor Tegrete Corporation Total:	983.00
Vendor: The Sota Shop					
The Sota Shop	TSS13788	Unifrom Embroidery - Klocek	Uniforms/Gear	101-42000-218	132.00
				Vendor The Sota Shop Total:	132.00
Vendor: Total Control Systems, Inc.					
Total Control Systems, Inc.	11282	2Q24 SCADA Monitoring	Operations	602-49400-211	540.00
				Vendor Total Control Systems, Inc. Total:	540.00
Vendor: Tyler Technologies, Inc.					
Tyler Technologies, Inc.	025-469674	Aug 2024 - July 2025 Code Enf	Software	101-41515-309	1,479.00
				Vendor Tyler Technologies, Inc. Total:	1,479.00
Vendor: U.S. BANK EQUIPMENT FINANCE					
U.S. BANK EQUIPMENT FINAN	531515724	Copier Rental - PW	Leases/Rentals	101-42000-410	66.98
				Vendor U.S. BANK EQUIPMENT FINANCE Total:	66.98
Vendor: Vivian Gilleylen					
Vivian Gilleylen	CC Refund	Comm Ctr Refund 7/20/24	Community Center Deposits	101-22001	350.00
Vivian Gilleylen	CC Refund	Comm Ctr Refund 7/20/24	Community Center Rent	101-36001	300.00
				Vendor Vivian Gilleylen Total:	650.00
Vendor: WSB & Associates Inc					
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	130-42000-303	118.50
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Streetscape Project	130-42000-530	4,231.50
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Services	205-42350-303	118.50
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	412-42000-303	37,053.00
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	412-42000-303	210.00
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	604-49400-303	5,320.25

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
WSB & Associates Inc	Feb 2024	Feb 2024 Engineering Svcs	Engineering Service	604-49400-303	355.50
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	101-41650-303	237.00
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	130-42000-303	474.00
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	412-42000-303	6,391.00
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	604-49400-303	2,790.00
WSB & Associates Inc	May 2024	May 2024 Engineering Svcs	Engineering Service	604-49400-303	506.00
Vendor WSB & Associates Inc Total:					59,305.25
Vendor: Xcel Energy					
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Electric Service	101-41700-380	1,015.19
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Electric Service	101-41800-380	222.85
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Emergency Preparedness	101-41900-402	440.99
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Traffic Signals/Street Lights	101-42000-226	1,906.00
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Electric Service	101-42000-380	271.95
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Gateway Sign Operations	101-42350-212	268.52
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Electric Service	101-42350-380	201.74
Xcel Energy	May 2024	4/23/24 - 5/22/24 Electric Ch	Electric Service	602-49400-380	685.88
Vendor Xcel Energy Total:					5,013.12
Grand Total:					323,873.22

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	74,181.62
110 - CIP EQUIPMENT	8,569.00
115 - POLICE DONATIONS/EXPENSES	2,308.84
130 - PAVEMENT MANAGEMENT	6,324.00
135 - CIP FACILITIES	450.00
205 - PARK DEDICATION	118.50
253 - MUSIC/MOVIES IN THE PARK	1,300.00
301 - 2014A Street/Utility (500,000)	9,632.50
305 - BONDS 2015 STR IMPROVE	4,100.00
306 - BONDS 2016 STR IMPROVE (19349)	8,456.25
308 - BONDS 2017 STR IMPROVE (19644)	8,175.00
309 - BONDS 2018 STR IMPROVE	8,458.13
311 - BONDS 2019 STR IMPROVE	5,952.50
313 - BOND 2020 STREET PROJECT	6,250.00
314 - BONDS 2022 ALLEY PROJECT	51,360.00
365 - BONDS 2009 CENTRAL AVE (17720-	19,050.00
371 - BONDS 2012A STR IMPROVE	2,100.00
395 - BONDS 2014A POLICE ADDITION	14,962.50
412 - 2022-23 Alley & Street Projects	43,654.00
601 - WATER FUND	6,322.50
602 - SEWER FUND	30,797.13
604 - STORM WATER FUND	11,350.75
Grand Total:	323,873.22

Account Summary

Account Number	Account Name	Expense Amount
101-21706	Medical/Dental/Life/Ltd	402.34
101-22001	Community Center Depo	1,350.00
101-36001	Community Center Rent	375.00
101-41110-130	Med/Den/Life/Ltd/Std In	136.60
101-41110-211	Operations	172.68
101-41110-308	Assessing Service	35,500.00
101-41110-351	Printing/Publishing Servi	88.75
101-41500-304	Legal Service - Civil	6,461.56
101-41515-309	Software	1,579.00
101-41550-300	Financial Services	2,456.25
101-41550-301	Accounting/Auditing	1,716.00
101-41550-309	Software	2,000.00
101-41650-130	Med/Den/Life/Ltd/Std In	27.42
101-41650-303	Engineering Service	237.00
101-41700-211	Operations	21.95
101-41700-222	Building Repair/Mainten	1,957.11
101-41700-317	Cleaning Service	983.00
101-41700-321	Telecommunications	378.36
101-41700-380	Electric Service	1,015.19
101-41800-317	Cleaning Service	2,033.00
101-41800-380	Electric Service	222.85
101-41900-130	Med/Den/Life/Ltd/Std In	659.88
101-41900-202	Recognition/Awards	147.00
101-41900-218	Uniforms/Gear	290.98
101-41900-255	Dues/Membership	204.75
101-41900-260	Education/Meetings/Tra	1,331.13
101-41900-310	Other Professional Servi	1,460.00
101-41900-316	Incarceration Services	235.00
101-41900-355	Personnel/Recruitment	10.50
101-41900-402	Emergency Preparednes	440.99
101-41900-410	Leases/Rentals	40.95

Account Summary

Account Number	Account Name	Expense Amount
101-41920-211	Operations	47.77
101-41920-217	Vehicle Repairs/Mainten	1,334.28
101-41920-218	Uniforms/Gear	484.45
101-41920-220	Radio Communications	638.94
101-41920-261	Fire Training - Reimburse	1,722.00
101-41940-305	Inspection Services	160.00
101-42000-130	Med/Den/Life/Ltd/Std In	103.80
101-42000-216	Fuel - Vehicle/Equipmen	320.35
101-42000-218	Uniforms/Gear	132.00
101-42000-222	Building Repair/Mainten	234.95
101-42000-224	Street Maintenance/Sig	158.57
101-42000-226	Traffic Signals/Street Lig	1,906.00
101-42000-321	Telecommunications	184.15
101-42000-380	Electric Service	271.95
101-42000-410	Leases/Rentals	66.98
101-42300-312	Programming	650.00
101-42350-211	Operations	21.10
101-42350-212	Gateway Sign Operation	268.52
101-42350-215	Central Avenue Beautific	1,338.83
101-42350-380	Electric Service	201.74
110-41110-520	Capital Outlay	5,308.00
110-41900-520	Capital Outlay	3,261.00
115-41900-570	Equipment	2,308.84
130-42000-303	Engineering Service	2,092.50
130-42000-530	Streetscape Project	4,231.50
135-41700-520	Capital Outlay	450.00
205-42350-303	Engineering Services	118.50
253-42400-211	Operations	1,300.00
301-47250-611	Interest On Bonds	8,682.50
301-47250-612	Fiscal Agents Fees	950.00
305-47250-611	Interest On Bonds	4,100.00
306-47250-611	Interest On Bonds	8,456.25
308-47250-611	Interest On Bonds	8,175.00
309-47250-611	Interest On Bonds	8,458.13
311-47250-611	Interest On Bonds	5,477.50
311-47250-612	Fiscal Agents Fees	475.00
313-47250-611	Interest On Bonds	6,250.00
314-47250-611	Interest On Bonds	50,980.00
314-47250-612	Fiscal Agent Fees	380.00
365-47250-611	Interest On Bonds	19,050.00
371-47250-611	Interest On Bonds	1,625.00
371-47250-612	Fiscal Agents Fees	475.00
395-47250-611	Interest On Bonds	14,487.50
395-47250-612	Fiscal Agents Fees	475.00
412-42000-303	Engineering Service	43,654.00
601-49400-301	Accounting/Auditing	1,072.50
601-49400-611	Interest On Bonds	5,250.00
602-49400-211	Operations	540.00
602-49400-301	Accounting/Auditing	1,072.50
602-49400-380	Electric Service	685.88
602-49400-611	Interest On Bonds	28,403.75
602-49400-612	Fiscal Agent Fees	95.00
604-49400-301	Accounting/Auditing	429.00
604-49400-303	Engineering Service	8,971.75
604-49400-611	Interest On Bonds	1,950.00
	Grand Total:	323,873.22

Project Account Summary

Project Account Key	Expense Amount
None	323,873.22
Grand Total:	<u>323,873.22</u>

Announcements

TUESDAY, JULY 9

Lots of popular stuff is going on in Osseo tomorrow afternoon and evening!

- **Osseo Farmer's Market** starts at 3:00 pm and goes until 7 pm.
- **Music & Movies in the Park**
 - **7 pm Band** – Fan favorite “The Teddy Bear Band” is performing. Bring your kids, don't miss it.
 - **8 pm Specialty Exhibit** - We'll have the Snake Discovery team on hand for kids to learn about and enjoy all kinds of live snakes. To learn more, go to snakediscovery.com
 - **Dusk Movie** – The Little Mermaid

TUESDAY, JULY 16

- **Osseo Farmer's Market** starts at 3:00 pm and goes until 7 pm.
- **Music & Movies in the Park**
 - **7pm Band** – Led Penny – classic rock.
 - **Dusk Movie** – Indiana Jones