



City Council - Regular Meeting
Monday, December 21, 2015 - 7:00 p.m.
Council Chambers
(meeting will be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
 - 3.1 December 7, 2015 Regular Mtg.
4. **OPEN FORUM** **The open forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers must be adhered to.*
5. **PUBLIC HEARING(S)**
6. **CONSENT AGENDA**
 - 6.1 Verified Bills.
 - 6.2 Revising & Setting Council Calendars.
 - 6.3 Issuance of a Massage Business License; Body, Mind & Spirit Massage Therapy @ 111 Harrison St.
 - 6.4 Issuance of Massage Therapist License; Micala Roznos @ Anoka Massage & Pain Therapy.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
 - 7.1 Planning Items.
 - 7.1.A RES/Site Plan; 1100 W Hwy 10; Eagle Brook Church.
 - 7.1.B Interim Use Permit; 1627 Ferry St.
8. **PETITIONS, REQUESTS & COMMUNICATION**

9. **ORDINANCES & RESOLUTIONS**

- 9.1 ORD/Amending Anoka City Charter. (2nd reading)
- 9.2 ORD/Adopting 2016 Master Fee Schedule. (2nd reading)
- 9.3 RES/2016 SRP; Accepting Feasibility Report & Set Public Improvement Hearing.
- 9.4 RES/2016 SRP; Set Assessment Hearing.
- 9.5 ORD/Dumpster Lease Agreement; 10K Brewing, 2005 2nd Ave. (1st Reading)
- 9.6 RES/Acquisition of Tax Forfeited Property.
- 9.7 RES/Adoption 2016 City Levy.
- 9.8 RES/Adopting 2016 City Budget.
- 9.9 RES/Appointment of Election Judges for 2016 Special Election.

10. **UNFINISHED BUSINESS**

11. **NEW BUSINESS**

- 11.1 Approval of Non-Union Health Insurance City Contribution.
- 11.2 Approval of Dental Insurance Policy.
- 11.3 Approval of Non-Union Wage Adjustments.
- 11.4 Approval of Amendment to Police, Police Sergeant, Sewer/Water, Public Services, Streets & Parks, & Electric Labor Contracts.

12. **UPDATES & REPORTS**

- 12.1 Tentative Agendas.

ADJOURNMENT

COUNCIL MEMO FORM

3.1

Meeting Date	December 21, 2015
Agenda Section	Council Minutes
Item Description	Various City Council Meeting Minutes
Submitted By	Amy Oehlers, City Clerk

BACKGROUND INFORMATION

Included in your packet are minutes (s) of previous Council meetings, worksessions, special meetings, etc. Minutes must be approved by the City Council and are kept permanently in the official City Council Minute Book.

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Approval of minutes.

**REGULAR MEETING OF THE ANOKA CITY COUNCIL
ANOKA CITY HALL
CITY COUNCIL CHAMBERS
DECEMBER 7, 2015**

1. CALL TO ORDER

Mayor Rice called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

2. ROLL CALL

Present at roll call: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver.

Staff present: Interim City Manager Greg Lee; Planning Director Carolyn Braun; Finance Director Lori Yager; Recreation Supervisor Lisa Lacasse; City Attorney Scott Baumgartner; and Recording Secretary Cathy Sorensen.

Absent at roll call: None.

3. COUNCIL MINUTES

- 3.1 Minutes of November 16, 2015, Worksession.
Minutes of November 16, 2015, Regular Meeting.
Minutes of November 16, 2015, Executive Session.
November 23, 2015, Worksession.

Motion by Councilmember Anderson, seconded by Councilmember Weaver, to waive the reading and approve the November 16, 2015 Worksession, the November 16, 2015, Regular Meeting, November 16, 2015, Executive Session, and November 23, 2015, Worksession minutes.

Vote taken. All ayes. Motion carried.

4. OPEN FORUM

- 4.1 Self-Introduction; Jim Abeler.

Jim Abeler shared that he is a candidate on the upcoming ballot for Senate District 35. He encouraged residents to vote on January 12 and February 9, adding he would love to serve the residents of Anoka. Mr. Abeler said he enjoyed his time as State Representative and will work to see continuing progress on Highway 10 and expanding small businesses. He thanked the Council for the pleasant tree-lighting event on December 5, 2015.

- 4.2 Andy Aplikowski announced he is the endorsed Republican candidate for Senate District 35 and shared his background, including serving on the Park Board in Blaine. He thanked the Council for their service and outlined his plans for transportation.

5. PUBLIC HEARING(S)

- 5.1 On-Sale Intoxicating Liquor and Sunday Liquor License; Dan & Sam, Inc., dba; River City Saloon/Parkway Pizza, 2015 Jackson Street, Suite 102, Anoka. RES/Approving Issuance of an On-Sale Intoxicating Liquor and Sunday Liquor License; Dan & Sam, Inc., dba; River City Saloon/Parkway Pizza, 2015 Jackson Street, Suite 102, Anoka.

RESOLUTION

Interim City Manager Greg Lee shared a staff report with background information to the Council stating Dan Benjamin and Sam Nestingen of Dan & Sam's Inc., dba; River City Saloon/Parkway Pizza, submitted an application for an On-Sale Intoxicating Liquor and Sunday Liquor License for 201 Jackson St, #102 (previously River City Saloon, owned by Holly Brezinka). He said they are in the process of leasing the building and plan to operate the establishment similar to the current River City Saloon, with the addition of "Parkway Pizza".

Councilmember Schmidt inquired about serving pizza in the side bay. Mr. Benjamin said they will be serving pizza in the side bay as part of Parkway Pizza, adding they are currently focusing on how a bar operates first as they do not have at other restaurants.

Mayor Rice opened the public hearing at 7:13 p.m. Being no comments, he closed the public hearing at 7:13 p.m.

NOTE: By motion from Councilmember Weaver, which was seconded by Councilmember Schmidt, and by a unanimous vote of the Council, agenda item 9.1 was moved up on the agenda and acted upon at this point.

Mayor Rice invited the applicants to speak and inquired about their menu. Mr. Benjamin and Mr. Nestingen shared their backgrounds, stating they live in Champlin, and noted their demographic studies show that Anoka is a great place to visit.

Mayor Rice welcomed the applicants to Anoka and complimented them on their food.

Motion by Councilmember Weaver, seconded by Councilmember Anderson, to adopt a resolution approving the issuance of an On-Sale Intoxicating Liquor License & Sunday Liquor License to Dan & Sam, Inc., dba; River City Saloon/Parkway Pizza, 201 Jackson Street, #102, Anoka, Minnesota, contingent

upon successful background investigations and inspections and receipt of a current lease for the property.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

Councilmember Schmidt inquired about the fees if the applicants do not obtain a license. City Attorney Scott Baumgartner said the fee will be refunded with the exception of the \$550 investigation fee.

5.2 Amendments to City Charter.
ORD/Amending Anoka City Charter.
(1st Reading)

Mr. Baumgartner shared a staff report with background information to the Council stating at their annual meeting in October 2014 the Anoka Charter Commission requested a meeting to review administrative changes to the Charter so that it sufficiently adheres to any revised State Laws and/or current practices of the City and to provide more clarity to some areas of the Charter that the Commission feels is difficult to understand. Mr. Baumgartner summarized the proposed administrative changes, which include timing and due dates of various aspects of the election and relating to the recall of office of a City Councilmember.

Mayor Rice opened the public hearing at 7:19 p.m. Being no comments, he closed the public hearing at 7:19 p.m.

NOTE: By motion from Councilmember Weaver, which was seconded by Councilmember Freeburg, and by a unanimous vote of the Council, agenda item 9.2 was moved up on the agenda and acted upon at this point.

Mr. Baumgartner noted some grammatical changes in Chapter 4 Nominations and Elections and the desire to match Minnesota State Election Law. He also outlined proposed changes to the recall process to include a response time from the Councilmember in the same form as a petition.

Councilmember Schmidt asked what Council responsibilities would be required in the case of a recall. Mr. Baumgartner said the matter would come before the Council and if warranted and recalled the action would constitute a special election. He said the City Clerk would verify signatures on the petition are all registered voters first then Council would make a determination.

Councilmember Schmidt asked if misconduct is outlined in State Statute, case law, or determined by Council. Mr. Baumgartner said it would be up to Council as it may differ from city to city but that he would likely look to case law for

some definitions. He noted it would be difficult to detail all scenarios and there is no outside standard.

Councilmember Schmidt complimented the Charter Commission on their great work getting the Charter to coincide with State Statute as it is very important.

Motion by Councilmember Schmidt, seconded by Councilmember Anderson, to hold first reading of an ordinance approving the proposed amendments to the City Charter.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

5.3 Review of 2016 City Levy and Budget.

Finance Director Lori Yager shared a staff report with background information to the Council stating annually the City of Anoka holds a public review regarding the proposed budget and levy for the following year. The changes proposed consisted of increased spending in the General fund decreased spending in Street Renewal, Park Capital, Water and Sewer funds. The total levy being proposed by City Council and staff is (\$100,000) less than the preliminary levy. The amount of the levy is \$6,453,475, which includes a debt service levy of \$155,900. Ms. Yager noted the actual amount will be a little higher than what was sent on the property tax statements then shared a full budget presentation.

Councilmember Schmidt confirmed that we are currently capturing tax increment now.

Mayor Rice said while the amount is higher with the increases in tax capacity the result is actually lower.

Councilmember Schmidt said seeing capacity rise and not the levy by the same proportion shows a very strong picture.

Councilmember Freeburg asked if the proposed budget includes a new roof at the senior center. Mr. Lee said this project is still being planned for next year and includes more than just the roof.

Councilmember Anderson noted the liquor store is doing very well. Ms. Yager complimented the store's management and location, stating generally residents support municipal liquor stores as the funds go back to the parks system.

Councilmember Anderson inquired about a possible store remodel. Ms. Yager said the City would like to purchase the property next to the east store for parking lot expansion as well as an east store addition for both Anoka and Coon Rapids.

Councilmember Schmidt noted the stores do not have walk-in beer coolers so expansion would be good. He referred to the City Edina having to make up the deficit that occurred this year and how difficult that is to do.

Mayor Rice said while we have loyalty profits are down a bit no matter what because the profit margin is very small.

Councilmember Schmidt noted the entire budget is available for review on the City's website.

Mayor Rice opened the public hearing at 7:52 p.m. Being no comments closed at 7:52 p.m.

Ms. Yager said the levy and budget will be presented to Council for adoption at the next meeting.

6. CONSENT AGENDA

Motion by Councilmember Weaver, seconded by Councilmember Schmidt, to approve Consent Agenda 6.1 through 6.4.

6.1 Approved Verified Bills.

6.2 Revising and Setting Council Calendars.

6.3 Issuance of a Massage Therapist License; Dustin Door at Anoka Massage & Pain Therapy.

6.4 Acceptance of Change in Ownership Relating to Liquor License; Jay Dean Enterprises, Inc., dba; Casa Rio.

Vote taken. All ayes. Motion carried.

7. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

7.1 Parks & Recreation Board.

7.1.A 2015 Annual Aquatic Center.

Recreation Supervisor Lisa LaCasse shared a staff report with background information to the Council outlining the Anoka Aquatic Center Annual Report for the 2015 season. She stated overall the center had a great season with more than 50,000 people attending. She outlined 23,000 people paid daily admission to participate in open swim; nearly 17,000 visits from 2014 season pass holders, total open swim attendance was 42,140, and an additional 8,500 visits from 1,083 swim lesson participants

brought the total bather load to 50,774. Ms. LaCasse said the center has a big reach that draws from surrounding communities. She noted they served the majority in the mornings and accommodated both uses well. Ms. LaCasse outlined their new climbing wall installed after removing the three-meter board and what a good investment it has been.

Councilmember Weaver referred to the positive revenue and how season passes are up over previous years. He said this is a result of people coming from all over the metro area and thanked Ms. LaCasse for her work to make this a wonderful facility.

Councilmember Anderson said he likes to see that we get more people outside of Anoka as it brings others to the City. He thanked Ms. LaCasse for her work.

Mayor Rice said there have been an immeasurable number of children who have learned to swim which is wonderful.

Councilmember Weaver asked if the evening swim lessons are still viable. Ms. LaCasse said they are with over 300 students depending on the week for two nights a week for four weeks. She said with a break like this year students can finish other sports then capitalize on last chance swimming lessons. She noted there have been very few accidents and with over 50,000 people swimming each year the credit goes to the life guards for this great accomplishment.

Councilmember Freeburg asked about the age ranges of students. Ms. LaCasse said they have programs for all ages now from 18 months to any age adult.

Councilmember Weaver said the challenge is keeping the pool open before school starts in the fall. Ms. LaCasse agreed this is a challenge because of hiring as the schedule conflicts with students going back to college in the fall. She said the required certificate costs money to obtain and that the 10 lifeguards they have are all athletes and/or high achievers. She added the longer season conflicts with TCF Stadium and football starting earlier so they are not sure yet what they will do for 2016. Ms. LaCasse said no matter what they do with schedules they will not jeopardize safety.

Mayor Rice presented a thank you note he received regarding creating a habitat for Monarch butterflies. Ms. LaCasse noted Tom Hammer led this project at Kings Island by establishing milkweed and will share the note with him.

7.2 Planning Items.

7.2.A ORD/Repealing Chapter 74, Article VII, Divisions, 1, 2, 3 and 4, Relating to Floodplains.(2nd Reading)

ORDINANCE

Planning Director Carolyn Braun shared a staff report with background information to the Council outlining how the Federal Emergency Management Agency (FEMA) has revised its Flood Insurance Rate Maps (FIRM) for all communities in Anoka County, effective December 16, 2015. Prior to this date, the City of Anoka is required to amend its Floodplain Ordinance to comply with new regulations.

Councilmember Schmidt said the new maps are available on the City's website.

Motion by Councilmember Weaver, seconded by Councilmember Freeburg, to hold second reading and adopt an ordinance repealing Chapter 74, Article VII, Divisions Repealing Chapter 74, Article VII: Division 1, Generally, Division 2, Administration and Enforcement, Division 3, Zoning Districts, And Division 4, Restrictions and Requirements, of the Anoka City Code of the City of Anoka, Minnesota.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

7.2.B ORD/Establishing a New Chapter 74, Article VII; Floodplains.
(2nd Reading)

ORDINANCE

RES/Summary Ordinance, Chapter 74, Article VII; Division 1; Floodplains.

RESOLUTION

Ms. Braun shared a staff report with background information to the Council stating the new ordinance will replace the repealed Chapter 74 as required and a summary resolution is being presented for publication.

Motion by Councilmember Anderson, seconded by Councilmember Weaver, to hold second reading and adopt an ordinance creating new floodplain regulations; Chapter 74, Article VII, Division 1, 2, 3 & 4 and adopt a summary resolution for publication.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

Councilmember Weaver said the biggest change in the ordinance is the terminology, changing to 1-2% instead of 100-year flood zones. He said another change refers to refinancing as it may require a certified ALTA survey. He said this is a work in progress and that the federal maps will be slow to change.

Ms. Braun agreed a lot of work goes into the maps.

Mayor Rice said it is simple to look at a neighbor's elevation and compare. Ms. Braun said it is but that they do a map amendment with a listing on FEMA's website. She gave the example of Riverspointe, which is no longer in a flood plain as one of the list of amendments.

8. PETITIONS, REQUESTS AND COMMUNICATION

None.

9. ORDINANCES AND RESOLUTIONS

- 9.1 RES/Approving Issuance of an On-Sale Intoxicating Liquor and Sunday Liquor License; Dan & Sam, Inc., dba; River City Saloon/Parkway Pizza, 201 Jackson Street, Suite 102, Anoka.

ACTED UPON AFTER PUBLIC HEARING

- 9.2 ORD/Amending Anoka City Charter.

ACTED UPON AFTER PUBLIC HEARING

- 9.3 ORD/2016 Master Fee Schedule.
(1st Reading)

Ms. Yager shared a staff report with background information to the Council stating that annually staff reviews the fee schedule and determines whether or not a recommendation should be made to the Council to adjust the fees that the City charges for services and licenses. Ms. Yager reviewed the proposed fee changes, stating fees are based on actual costs to provide the service, issuance/enforcement of a license or code regulation, background checks, materials, time, etc.

Motion by Councilmember Freeburg, seconded by Councilmember Anderson, to hold first reading of an ordinance establishing a fee schedule for the City of Anoka, effective January 1, 2016.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.4 ORD/Chapter 50, Establishing an Article VII; Unlawful Camping and Storage of Personal Property on Public Property. (2nd Reading)

ORDINANCE

RES/Summary Ordinance, Chapter 50, Establishing an Article VIII; Unlawful Camping and Storage of Personal Property on Public Property.

RESOLUTION

Ms. Braun shared a staff report with background information to the Council stating in reviewing existing city code, staff found that the existing regulations do not clearly state that camping is not permitted in city parks or on publicly-owned areas. The City Code currently contains a provision where people are not allowed in the parks after hours but it does not explicitly state that camping is prohibited. As now proposed (for the second reading), the proposed ordinance does not allow camping, occupying camp facilities or use of camp paraphernalia, or the storage of personal property (including camp facilities and camp paraphernalia) upon public property unless as authorized by the City Council.

Ms. Braun outlined changes following the first reading, including allowing camping events if specifically authorized by the City Council, location of areas not permitted changed to say “upon public property”, storage of personal property in public places was changed to add the phrase “unless specifically authorized by the City and “to accumulate excessive personal property or leave personal property unattended for 30 minutes or more upon Public Property,” and the listing of areas where storage is not permitted was removed because it is covered under the definition of public property. Ms. Braun said to address concerns about the storage of chairs for parade viewing, the following provision was also added: “Personal property left on Public Property that is associated with attendance at a City authorized parade shall be excluded from the provisions of this Article and instead governed under Chapter 50, Article VII. (Parades). She said staff is continuing to collect information regarding the timing for placing chairs before a parade and will be presenting more information on this item at the February 22, 2016 Council work session.

Councilmember Freeburg inquired about canoes and camping along the Mississippi River on Kings Island. Ms. Braun said this activity is specifically permitted by Council.

Councilmember Schmidt said they just approved fees for renting parks that allows bringing things in to the park and asked if this causes any conflict. Mr. Baumgartner said no because unattended public property such as items left during play at a ballfield is a matter of discretion and that this language gives the City the authority to authorize specific uses in the park but gives enforcement to move people along if they are staying. He added the rental language goes along with policies and procedures.

Motion by Councilmember Weaver, seconded by Councilmember Schmidt, to hold second reading and adopt an ordinance Chapter 50, Article VIII, Unlawful Camping and Storage of Personal Property on Public Property adopt a summary resolution for publication.

Councilmember Weaver said he is pleased about allowing the exception for parade chairs and that this will be a much larger discussion with ABLA and other businesses to address this issue. He said a recent survey regarding this very topic was done which showed a majority wanted a limit of 4am placement of chairs for the parade on the day of event.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.5 RES/Cancellation of Purchase Agreement; Minnesota Street Works.
RESOLUTION

Mr. Lee shared a staff report with background information to the Council stating on August 3, 2015, the City of Anoka entered into a purchase agreement with a company called Minnesota Street Works for the sale of City-owned property in the Anoka Enterprise Park. Minnesota Street Works was interested in purchasing 3.91 acres of land from the City and moving their existing business to the site from their current location in Ramsey. One of the contingencies in the purchase agreement that would have had to have been satisfied in order for the buyer to purchase the property was that the buyer, Minnesota Street Works, would be able to obtain all necessary approvals for the design and construction of a building of the buyers design. The buyer has determined that access to the site was not acceptable for the necessary operations of their business based on limited access points onto Bunker Lake Boulevard and has submitted in writing a Cancellation of Purchase Agreement letter to the City.

Motion by Councilmember Freeburg, seconded by Councilmember Anderson, to adopt a resolution cancelling the purchase agreement with Minnesota Street Works, Inc.

Mayor Rice expressed his regret but said hopefully we will learn from this and benefit later.

Councilmember Schmidt inquired about the zoning of this site. Mr. Lee said the site is zoned M-1 Light Industrial.

Councilmember Schmidt said if we can make progress on getting access to cut-across we will create a site with a lot more industrial feel.

Councilmember Freeburg asked if this access goes all the way to Thurston Avenue. Mr. Lee replied no that the right-out is just a block away.

Ms. Braun said if combined there is a potential for a much larger industrial structure.

Mr. Lee said it might be very appealing with Bunker Lake Boulevard to have full access.

Mayor Rice asked if this site is eligible for TIF. Ms. Yager said the site is available for TIF funding.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.6 RES/2015 Fund Balance Commitments.

RESOLUTION

Ms. Yager shared a staff report with background information to the Council outlining the identified fund balance commitments for the year ending 2015. She said this will be an annual resolution that comes before the board the last meeting of December and follows the recently adopted Fund Balance Policy for the City of Anoka.

Motion by Councilmember Weaver, seconded by Councilmember Anderson, to hold second reading and adopt a resolution adopting fund balance commitments for the year ending 2015.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

9.7 RES/Appointment of City Manager and Approval of Employment Contract.

RESOLUTION

Mr. Baumgartner shared a staff report with background information outlining at the worksession on November 16, 2015, the Council directed the City Attorney to enter into negotiations with Interim City Manager Greg Lee and develop an Employment Agreement appointing Mr. Lee as the new Anoka City Manager. Mr. Baumgartner outlined the Employment Agreement, the annual gross salary for the City Manager of \$122,345.69 consistent with the City's compensation policy for compensation adjustments, contributions to Employee's Public Employee Retirement Association (PERA) account in the amount prescribed by law, and a \$350.00 per month car allowance. He explained the City Manager salary will be at step 4, above what he was making as City Engineer and how Mr. Lee wanted to be treated the same as other employees with regard to insurance. He said compared to the former City Manager's contract the term was on a three-

year timetable and not consistent with City Charter, which says in perpetuity with right to terminate, so that change has been reflected.

Councilmember Weaver asked about annual reviews. Mr. Baumgartner said reviews can be conducted annually or more frequently and that Council still has the right to terminate after six months as this is an employment at will. He said the salary has been confirmed with Human Resources based on the current rate and allows room for increases but decreased as Mr. Lee was doing two positions. He said this is a fair and reasonable contract.

Councilmember Schmidt said the Council has spent a lot of time and thought on this process.

Motion by Councilmember Schmidt, seconded by Councilmember Freeburg, to adopt a resolution approving appointment of Greg Lee as Anoka City Manager.

Mayor Rice said perpetuity is a big word and asked if there are any other positions like that. Mr. Baumgartner said no and noted it is this way only because it is included in the Charter.

Mayor Rice said he was concerned with the severance as it was a large amount. Mr. Baumgartner said the amount reflects nothing extra that was not in prior contracts.

Mayor Rice noted the 3-5 year contract allows for change but the Charter does not.

Upon a roll call vote: Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver voted in favor. Motion carried.

Councilmember Weaver asked how this contract extension occurred. Mr. Baumgartner said the contract just kept getting extended except for salary bump and term.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

11.1 Annual Appointment to City Boards and Commissions.

Mr. Lee shared a staff report with background information to the Council stating staff has been advertising for applications to fill vacancies on our City Boards & Commissions. He outlined the applications received and that the Heritage Preservation Commission and Parks & Recreation Board both have more

applicants that we have commission seats available. He said Council will be asked to vote on those appointments and that after the appointments are made, the City will still have one full term and one partial term vacancy on the Utility Advisory Board. Tabulation of the ballots was conducted and reflected below:

Heritage Preservation Commission

Jake Collins – Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver

Barb Thurston – Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver

Parks & Recreation Board

Mary Blakenship – Mayor Rice, Councilmembers Anderson, Freeburg, and Weaver

Andrew Schmidt – Councilmember Schmidt

Jennifer Shoemaker – Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver

Erik Skogquist – Mayor Rice, Councilmembers Anderson, Freeburg, Schmidt, and Weaver

Councilmember Weaver said the City has some very good candidates who were not appointed and encouraged them to apply for other vacancies. He noted one applicant works at Great River Energy and would be a good fit on the Utility Advisory Board.

Mr. Lee agreed, adding staff will continue to advertise these vacancies per the City policy.

Motion by Councilmember, seconded by Councilmember, to appoint Jake Collins and Barb Thurston to the Heritage Preservation Commission and Mary Blakenship, Jennifer Shoemaker, and Erik Skogquist to the Parks and Recreation Board.

Vote taken. All ayes. Motion carried.

12. UPDATES AND REPORTS

12.1 Distribution of Round-Up Funds.

Ms. Yager shared a staff report with background information to the Council updating the Council on the status of the “Round Up for Change” program regarding collections and disbursement of revenues. She said program has been in place for three years and donations for the current year are \$36,230. Ms. Yager

shared the City has disbursed \$18,752, which included some collections from 2014 and noted currently there is a balance of \$21,165 available for disbursement.

Motion by Councilmember Weaver, seconded by Councilmember Freeburg, to approve distribution of \$20,167 of round up funds.

Councilmember Freeburg noted this was a controversial program in the beginning but has resulted in a good program.

Councilmember Schmidt asked how much has been collected in total. Ms. Yager said they have collected \$120,000 and is based on all one bill for Anoka residents with residents outside Anoka being based just on their electric bill.

Mayor Rice said the average contributor is probably \$7-8 per year and this year the City \$40,000 distributed to many wonderful programs. He agreed the program is very worthwhile.

Vote taken. All ayes. Motion carried.

12.2 Tentative Agenda(s).

The Council reviewed the tentative agendas of the upcoming Council meetings.

12.3 Staff and Council Input.

Councilmember Weaver thanked all involved for the tree lighting ceremony, sharing the event was very attended and exciting.

Ms. Yager noted the event was referred to by Jason DeRusha on WCCO, which is why it could have been so well attended.

13. ADJOURNMENT

Councilmember Freeburg, made a motion to adjourn the Regular Council meeting. Councilmember Schmidt, seconded the motion.

Vote taken. All ayes. Motion carried.

Time of adjournment: 8:58 p.m.

Submitted by: Cathy Sorensen, *TimeSaver Off Site Secretarial, Inc.*

Approval Attestation:

Amy T. Oehlers, City Clerk

COUNCIL MEMO FORM

6.1

Meeting Date	December 21, 2015
Agenda Section	Consent Agenda
Item Description	Verified Bills
Submitted By	Lori Yager, Finance Director

CONSENT AGENDA

Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.

BACKGROUND INFORMATION

Each Council meeting the City Council is presented with two lists of bills. One list has been paid prior to the meeting to take advantage of discounts and to prevent late fees. The other list is for payments which are prepared to be paid. City Council ratification of the prepaid bills and approval of the bills to be paid is required.

If you have questions about a particular bill, please call me at 576-2771.

FINANCIAL IMPACT

Will vary from meeting to meeting.

COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean ratification and approval of the Bill List(s).

**Paid Bill List for Ratification
Bill List for December 21, 2015**

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	101	General Fund \$2,191.21
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	101	General Fund (\$85.10)
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	101	General Fund \$1,380.30
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	101	General Fund \$1,295.12
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	101	General Fund (\$142.18)
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$1.77
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$314.69
134159	Sun Life Financial	11 PP242015	Dep Life	101	General Fund \$0.30
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$317.89
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$1.78
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$3.27
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.77
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$3.27
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.22
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.71
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$25.48
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.24
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.04
134159	Sun Life Financial	11 PP232015	Dep Life	101	General Fund \$0.30
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$1.15
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.81
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$5.26
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$1.54
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.32
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.67
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$25.68
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.34
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.04
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.11
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$1.03

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.81
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.77
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$4.58
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.31
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.66
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.22
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.21
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.70
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$3.00
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.05
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.11
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$1.54
134159	Sun Life Financial	LIFPP232015	Life Ins	101	General Fund \$0.92
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.21
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.21
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.14
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.79
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$2.94
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.03
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund (\$0.55)
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.04
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$0.33
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund \$5.78
134159	Sun Life Financial	LIFPP242015	Life Ins	101	General Fund (\$3.07)
134164	CenturyLink	7633236665 Nov	Communications	101	General Fund \$89.52
134165	Cintas	470654801	Uniforms	101	General Fund \$27.12
134165	Cintas	470662159	Uniforms	101	General Fund \$27.12
134165	Cintas	470655290	Uniforms	101	General Fund \$27.12
134165	Cintas	470658708	Uniforms	101	General Fund \$27.12
134167	Cottens Automotive	164355	Supplies	101	General Fund \$11.02
134169	Fastenal Company	MNTC8134820	Supplies	101	General Fund \$99.90

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Bill List for December 21, 2015**

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134172	Menard Cashway Lumber	Rebate - Dup	Duplicate Rebated Taken	101	General Fund \$7.43
134172	Menard Cashway Lumber	2999	Parts / Supplies	101	General Fund \$95.60
134172	Menard Cashway Lumber	3003	Parts / Supplies	101	General Fund \$164.55
134172	Menard Cashway Lumber	3016	Parts / Supplies	101	General Fund \$14.41
134172	Menard Cashway Lumber	3095	Parts / Supplies	101	General Fund \$56.60
134172	Menard Cashway Lumber	3099	Parts / Supplies	101	General Fund \$45.81
134172	Menard Cashway Lumber	Rebate - Dup	Duplicate Rebated Taken	101	General Fund \$0.60
134172	Menard Cashway Lumber	Rebate - Dup	Duplicate Rebated Taken	101	General Fund \$4.60
134173	Minnesota Equipment	P95039	Parts / Supplies	101	General Fund \$18.54
134178	Unique Paving Materials Co	250381	Cold Mix	101	General Fund \$1,206.35
134178	Unique Paving Materials Co	250382	Cold Mix	101	General Fund \$1,207.69
134343	CenturyLink	612E340312 Dec	Communications	101	General Fund \$92.28
134343	CenturyLink	612E340311 Dec	Communications	101	General Fund \$320.62
134343	CenturyLink	612E340310 Dec	Communications	101	General Fund \$320.62
134343	CenturyLink	612E340068 Dec	Communications	101	General Fund \$320.62
134343	CenturyLink	612E340040 Dec	Communications	101	General Fund \$76.96
134343	CenturyLink	7635769728 Dec	Communications	101	General Fund \$29.98
134343	CenturyLink	612E340312 Dec	Communications	101	General Fund \$92.27
134346	ECM Publishers	276338	Ord 2015-1622	101	General Fund \$64.50
134346	ECM Publishers	278474	S Ferry Hearing	101	General Fund \$48.38
134346	ECM Publishers	278473	West Hwy Ph	101	General Fund \$48.38
134347	Fastenal Company	MNTC8134872	Parts / Supplies	101	General Fund \$170.00
134349	Gempler's, Inc.	SI02044348	Clothing -J Tri	101	General Fund \$141.18
134349	Gempler's, Inc.	SI02085624	T Shirt - J Tri	101	General Fund \$9.95
134351	Green Mill	1208-SC-003474	Plymouth Playhouse Buffet	101	General Fund \$127.92
134353	Jonathan Sevald	11/04/2015	Reimbursement	101	General Fund \$526.55
134354	MN DNR	7780FF	Bass Tracker Renewal	101	General Fund \$56.00
134355	Northern Lights Ballroom	12/14/2015	Senior Center	101	General Fund \$560.25
134356	Rick's Plumbing Inc.	2015-01442	Permit Fee Refund	101	General Fund \$100.00
134357	Sun Badge Company	362599	Police Officer Badges	101	General Fund \$186.50
134359	TimeSaver Off Site Sec.	M21750	Econ Dev Mtg 11/12/15	101	General Fund \$166.00
134360	W.W. Goetsch Assoc. Inc.	95498	Circ Pump for Pool	101	General Fund \$9,241.48
Fund Total					\$21,203.90

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	225	Cemetery	\$9.91
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	225	Cemetery	\$9.69
134159	Sun Life Financial	LIFPP242015	Life Ins	225	Cemetery	\$1.77
134159	Sun Life Financial	LIFPP242015	Life Ins	225	Cemetery	\$0.30
134159	Sun Life Financial	LIFPP232015	Life Ins	225	Cemetery	\$0.37
134159	Sun Life Financial	LIFPP232015	Life Ins	225	Cemetery	\$2.24
<i>Fund Total</i>						\$24.28
134342	A.P.I. Incorporated	752809	Supplies	250	Ramp	\$548.02
<i>Fund Total</i>						\$548.02
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	260	Parking	\$2,891.35
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	260	Parking	\$12.75
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	260	Parking	\$12.75
134159	Sun Life Financial	11 PP242015	Dep Life	260	Parking	\$0.03
134159	Sun Life Financial	11 PP232015	Dep Life	260	Parking	\$0.03
134159	Sun Life Financial	LIFPP232015	Life Ins	260	Parking	\$0.63
134159	Sun Life Financial	LIFPP242015	Life Ins	260	Parking	\$0.63
<i>Fund Total</i>						\$2,918.17
134345	City of Blaine	12/11/2015	Lodging Fees	290	Lodging Tax	\$874.67
<i>Fund Total</i>						\$874.67
134352	HOM Commercial & Contra	12/14/2015	Deposit on Chairs/Loveseat	405	Building Improve	\$3,137.00
<i>Fund Total</i>						\$3,137.00
134179	Wallace Cement Company	61894	Driveway Reimbursement	415	Road Improve	\$772.00
<i>Fund Total</i>						\$772.00
134177	Rivard Companies	68296	Playground Equip	450	Park Projects	\$1,575.00
134177	Rivard Companies	68295	Playground Supplies	450	Park Projects	\$1,575.00
<i>Fund Total</i>						\$3,150.00
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	485	Enterprise Park	\$851.75
<i>Fund Total</i>						\$851.75
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	600	Electric	\$4,731.58
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	600	Electric	\$12,408.76
559	MMPA	2426	Purchased Power - Nov 20	600	Electric	\$1,384,546.36
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	600	Electric	\$284.54
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	600	Electric	(\$59.68)

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	600	Electric	\$283.09
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$1.47
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$2.16
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$0.10
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$3.97
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$19.20
134159	Sun Life Financial	11 PP232015	Dep Life	600	Electric	\$0.57
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$1.37
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$0.51
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$4.07
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$0.77
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$2.95
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$2.36
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	(\$2.04)
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$1.71
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$2.56
134159	Sun Life Financial	11 PP242015	Dep Life	600	Electric	\$0.56
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$0.77
134159	Sun Life Financial	LIFPP232015	Life Ins	600	Electric	\$0.07
134159	Sun Life Financial	LIFPP242015	Life Ins	600	Electric	\$19.20
134163	Breezy Point Resort	202022	Room Chg - MN Muni Utiliti	600	Electric	\$319.53
134169	Fastenal Company	MNTC8134738	Supplies	600	Electric	\$116.48
134170	Interstate Disposal	7028	Hauling / Disposal	600	Electric	\$580.59
134343	CenturyLink	612E340060 Dec	Communications	600	Electric	\$352.00
134343	CenturyLink	612E340312 Dec	Communications	600	Electric	\$92.27
134343	CenturyLink	612E341069 Dec	Communications	600	Electric	\$127.00
134348	First Advantage LNS Occ H	2527951511	Enrollment	600	Electric	\$32.00
Fund Total						\$1,403,876.85
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	601	Water	\$9,530.03
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	601	Water	\$24,181.59
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	601	Water	\$16.58
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	601	Water	\$18.03
134159	Sun Life Financial	LIFPP242015	Life Ins	601	Water	\$7.61

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
134159	Sun Life Financial	LIFPP232015	Life Ins	601	Water	\$10.42
134159	Sun Life Financial	LIFPP232015	Life Ins	601	Water	\$2.80
134159	Sun Life Financial	LIFPP242015	Life Ins	601	Water	\$2.87
134165	Cintas	470665594	Uniforms	601	Water	\$100.20
134343	CenturyLink	612E340312 Dec	Communications	601	Water	\$92.28
134343	CenturyLink	612E340317 Dec	Communications	601	Water	\$117.00
134343	CenturyLink	612E348047 Dec	Communications	601	Water	\$68.40
134343	CenturyLink	612E340135 Dec	Communications	601	Water	\$70.54
<i>Fund Total</i>						\$34,218.35
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	602	Sewer Treatment	\$1,962.78
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	602	Sewer Treatment	\$260.48
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	602	Sewer Treatment	\$16.58
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	602	Sewer Treatment	\$17.14
134159	Sun Life Financial	LIFPP232015	Life Ins	602	Sewer Treatment	\$2.33
134159	Sun Life Financial	LIFPP242015	Life Ins	602	Sewer Treatment	\$2.16
134159	Sun Life Financial	LIFPP242015	Life Ins	602	Sewer Treatment	\$7.61
134159	Sun Life Financial	LIFPP232015	Life Ins	602	Sewer Treatment	\$7.61
134165	Cintas	470633194	Uniforms	602	Sewer Treatment	\$100.20
134343	CenturyLink	612E340312 Dec	Communications	602	Sewer Treatment	\$92.27
134343	CenturyLink	612E340287 Dec	Communications	602	Sewer Treatment	\$392.79
134343	CenturyLink	612E348001 Dec	Communications	602	Sewer Treatment	\$8.40
134343	CenturyLink	612E340117 Dec	Communications	602	Sewer Treatment	\$68.40
134343	CenturyLink	612E340101 Dec	Communications	602	Sewer Treatment	\$68.40
134343	CenturyLink	612E340090 Dec	Communications	602	Sewer Treatment	\$68.40
134350	Grainger	9897651791	Fuses	602	Sewer Treatment	\$43.94
<i>Fund Total</i>						\$3,119.49
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	609	Liquor Stores	\$1,151.61
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	609	Liquor Stores	\$2,171.65
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	609	Liquor Stores	\$130.97
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	609	Liquor Stores	\$130.38
134159	Sun Life Financial	LIFPP232015	Life Ins	609	Liquor Stores	\$1.55
134159	Sun Life Financial	11 PP242015	Dep Life	609	Liquor Stores	\$0.01
134159	Sun Life Financial	LIFPP242015	Life Ins	609	Liquor Stores	\$1.55

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134159	Sun Life Financial	LIFPP242015	Life Ins	609	Liquor Stores \$1.55
134159	Sun Life Financial	LIFPP232015	Life Ins	609	Liquor Stores \$1.53
134162	Better Values Liquor	12/10/2015	Petty Cash	609	Liquor Stores \$95.50
134162	Better Values Liquor	12/10/2015	Petty Cash	609	Liquor Stores \$12.34
134166	Comcast	0048092 Nov 15	Internet / Cable	609	Liquor Stores \$94.81
<i>Fund Total</i>					\$3,793.45
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	614	Golf \$547.80
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	614	Golf \$5,046.54
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	614	Golf \$43.81
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	614	Golf (\$67.12)
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	614	Golf \$43.81
134159	Sun Life Financial	LIFPP232015	Life Ins	614	Golf \$33.42
134159	Sun Life Financial	LIFPP232015	Life Ins	614	Golf \$0.19
134159	Sun Life Financial	LIFPP242015	Life Ins	614	Golf \$2.30
134159	Sun Life Financial	LIFPP232015	Life Ins	614	Golf \$2.32
134159	Sun Life Financial	LIFPP242015	Life Ins	614	Golf \$33.42
134159	Sun Life Financial	LIFPP242015	Life Ins	614	Golf \$0.19
134165	Cintas	470654801	Uniforms	614	Golf \$27.11
134165	Cintas	470655290	Uniforms	614	Golf \$27.11
134165	Cintas	470662159	Uniforms	614	Golf \$27.11
134165	Cintas	470658708	Uniforms	614	Golf \$27.11
134167	Cottens Automotive	156873	Washer Fluid	614	Golf \$56.28
134172	Menard Cashway Lumber	Rebate - Dup	Duplicate Rebated Taken	614	Golf \$0.93
134343	CenturyLink	7635769728 Dec	Communications	614	Golf \$29.99
134358	The Home Depot	4012490	Supplies	614	Golf \$283.08
<i>Fund Total</i>					\$6,165.40
134160	Ace Solid Waste	Nov 2015	Nov 2015Garbage Svc	616	Refuse \$5,162.60
134176	Republic Services #899	8998000127 Nov	Nov 2015Garbage Svc	616	Refuse \$3,550.20
<i>Fund Total</i>					\$8,712.80
134159	Sun Life Financial	LIFPP232015	Life Ins	617	Recycling \$3.43
134159	Sun Life Financial	LIFPP232015	Life Ins	617	Recycling \$0.27
134159	Sun Life Financial	LIFPP242015	Life Ins	617	Recycling \$0.28
134159	Sun Life Financial	LIFPP242015	Life Ins	617	Recycling \$3.51

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
134175	Republic Services #899	0899-002767963	Dec 2015 Recycling	617	Recycling	\$17,117.93
Fund Total						\$17,125.42
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	701	Vehicle Maintenance	\$200.96
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	701	Vehicle Maintenance	(\$0.01)
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	701	Vehicle Maintenance	\$22.94
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	701	Vehicle Maintenance	\$24.39
134159	Sun Life Financial	LIFPP232015	Life Ins	701	Vehicle Maintenance	\$1.07
134159	Sun Life Financial	LIFPP242015	Life Ins	701	Vehicle Maintenance	\$1.13
134159	Sun Life Financial	LIFPP242015	Life Ins	701	Vehicle Maintenance	\$10.87
134159	Sun Life Financial	LIFPP232015	Life Ins	701	Vehicle Maintenance	\$10.87
134165	Cintas	470665596	Mats / Misc	701	Vehicle Maintenance	\$79.86
134167	Cottens Automotive	163585	Supplies	701	Vehicle Maintenance	\$11.87
134168	East Main Auto & Tire	31530	Brakes / Svc Unit 493	701	Vehicle Maintenance	\$436.45
134168	East Main Auto & Tire	31541	Oil/Filter Changes Unit 412	701	Vehicle Maintenance	\$92.10
134168	East Main Auto & Tire	31369	Oil Change Unit 473	701	Vehicle Maintenance	\$46.45
134171	LANO EQUIPMENT	02-283130	Supplies	701	Vehicle Maintenance	\$260.58
134174	MN Department of Motor V	12/05/2015	Tabs for Unit 413	701	Vehicle Maintenance	\$21.00
134343	CenturyLink	612E340312 Dec	Communications	701	Vehicle Maintenance	\$92.28
Fund Total						\$1,312.81
557	City of Anoka	12/15/2015	City Utilities - Nov 2015	801	Youth First	\$38.55
Fund Total						\$38.55
134161	Anoka Business & Landow	532	Quarterly Camera Fee	810	Street Light Distric	\$2,860.25
Fund Total						\$2,860.25
134158	Delta Dental	DEFPP232015	Dental Premium- Flex	830	HRA	\$2.25
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	830	HRA	\$2.25
134159	Sun Life Financial	LIFPP242015	Life Ins	830	HRA	\$0.04
134159	Sun Life Financial	LIFPP232015	Life Ins	830	HRA	\$0.04
134159	Sun Life Financial	LIFPP232015	Life Ins	830	HRA	\$0.27
134159	Sun Life Financial	LIFPP242015	Life Ins	830	HRA	\$0.27
Fund Total						\$5.12
134158	Delta Dental	DEFPP242015	Dental Premium- Flex	980	Payroll Clearing	\$217.01
134159	Sun Life Financial	LIFPP242015	Life Ins	980	Payroll Clearing	(\$1.16)
Fund Total						\$215.85

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<i>Amount</i>
\$1,514,924.13

Grand Total

PAYROLL

PP 25

BILL LIST DATE

12/21/15

GROSS PAYROLL - REG

\$346,144.46

LESS EMPLOYEE SHARE OF BENEFITS

(\$2,325.31)

\$343,819.15

EMPLOYER SHARE HEALTH INSURANCE

\$21,134.86

EMPLOYER SHARE FICA & MEDICARE

\$17,827.42

EMPLOYER SHARE PERA

\$35,218.84

\$74,181.12

TOTAL PAYROLL

\$418,000.27

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$192.48
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$35.18
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$66.49
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$215.72
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$99.91
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$52.21
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$152.82
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$221.62
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	101	General Fund \$469.61
134199	Anoka Co Property Reco	521 Sept 2015	Sept 2015 Activity	101	General Fund \$92.00
134200	Anoka Conservation Dist	2015216	Cedar Tree Project	101	General Fund \$1,500.00
134202	Anoka Hennepin School	December 2015	Community Ed Support	101	General Fund \$5,210.00
134203	Anoka Independent Grai	95773	Supplies	101	General Fund \$84.45
134207	Aspen Mills	173608	Uniform - J Bounsavath	101	General Fund \$1,303.78
134207	Aspen Mills	173458	Knit Caps	101	General Fund \$211.60
134210	Border State Electric Sup	910443161	Supplies	101	General Fund \$455.24
134211	Bound Tree Medical, LL	81985629	Medical Supplies	101	General Fund \$1,302.67
134215	Champlin Police Depart	12/15/2015	Training - Nelson & Whitaker	101	General Fund \$30.00
134216	Cintas	470667968	Mats	101	General Fund \$129.51
134216	Cintas	470669057	Mats	101	General Fund \$41.80
134216	Cintas	470665603	Uniforms	101	General Fund \$27.12
134216	Cintas	470669053	Uniforms	101	General Fund \$43.26
134216	Cintas	470671393	Mats	101	General Fund \$129.51
134216	Cintas	470669053	Uniforms	101	General Fund \$9.22
134216	Cintas	470669055	Mats	101	General Fund \$139.02
134217	City of Andover	12/01/15	Nov 15 Traffic Signal Lights	101	General Fund \$63.26
134223	CMT Diversified Janitoria	2788	Qtrly - Bath/Locker Rooms	101	General Fund \$275.00
134225	Comcast	0231037 Dec 2015	Internet	101	General Fund \$16.46
134225	Comcast	0231037 Dec 2015	Internet	101	General Fund \$16.46
134226	Comm of Revenue	10/19/2015	Tax Forfeit Parcels	101	General Fund \$250.00
134227	Commercial Asphalt Co	151130	Dura Drive	101	General Fund \$443.89
134228	Cottens Automotive	166655	Fuel Pump Kit	101	General Fund \$49.20
134228	Cottens Automotive	166872	Coupling	101	General Fund \$3.00
134228	Cottens Automotive	166907	Coupling	101	General Fund \$7.88
134230	Cutters Choice	6679	Add'l Fall Clean Up	101	General Fund \$500.00

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134233	Dakota Supply Group	B734236	LED 25W	101	General Fund \$190.00
134239	ECM Publishers	280855	Dec 7 Hearing	101	General Fund \$32.25
134239	ECM Publishers	280856	Merchandise for Resale	101	General Fund \$32.25
134239	ECM Publishers	280857	Merchandise for Resale	101	General Fund \$26.88
134240	Egan Mechanical Contra	JC10128748	Repair Fountain Lights	101	General Fund \$2,163.79
134241	Ehlers & Assoc Inc	1791676-88024911	Training - L Yager	101	General Fund \$280.00
134241	Ehlers & Assoc Inc	1791676-88024013	Training - B Smith	101	General Fund \$280.00
134242	Embedded Systems, Inc	33818	Siren Maint Fee	101	General Fund \$1,054.32
134246	Fastenal Company	MNTC8134987	Cable Ties	101	General Fund \$5.64
134249	FINKEN WATER CENT	07870TE	Artesian Water	101	General Fund \$94.35
134249	FINKEN WATER CENT	05428TE	Artesian Water	101	General Fund \$58.35
134249	FINKEN WATER CENT	09407TE	Artesian Water	101	General Fund \$43.95
134254	General Office Products	399628	Chair	101	General Fund \$781.98
134258	Hakanson Anderson	35450	AN901 Gen'l Engineering	101	General Fund \$107.00
134258	Hakanson Anderson	35446	AN376 2015 Pkg Lot & Alley	101	General Fund \$188.67
134260	HealthPartners	900026813	Drug Screens / Pre Plcmt	101	General Fund \$395.00
134261	Hennepin Co I.T. Dept	1000067649	Technology / Ace	101	General Fund \$500.00
134263	Hicken, Scott & Howard	9001-02Z 11/30/15	Legal Svcs - Criminal	101	General Fund \$8,264.70
134264	Hoglund Body & Equipm	13053	Parts for # 327	101	General Fund \$15.30
134264	Hoglund Body & Equipm	12863	Service #327	101	General Fund \$1,874.63
134268	Innovative Office Solutio	IN1002642	Supplies	101	General Fund \$35.24
134268	Innovative Office Solutio	IN1002642	Supplies	101	General Fund \$13.72
134268	Innovative Office Solutio	IN1002642	Supplies	101	General Fund \$11.65
134269	International Code Coun	3072721	Membership	101	General Fund \$135.00
134275	Johnstone Supply of G.V	1024898	Actuator	101	General Fund \$310.50
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$180.31
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$132.16
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$921.73
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$653.10
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$180.31
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$1,168.51
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	101	General Fund \$131.88
134282	Main Floral LTD	016445	Fresh Arrgmt - Klingenberg	101	General Fund \$72.50
134283	Marco, Inc	INV2986386	Copiers	101	General Fund \$78.90
134283	Marco, Inc	INV2986386	Copiers	101	General Fund \$184.19

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$21.59
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$63.15
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$53.74
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$30.65
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$11.00
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$81.52
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$13.82
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$5.89
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$83.28
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$123.36
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$31.68
134283	Marco, Inc	INV2986386	Copiers	101 General Fund	\$18.69
134284	Maus Group	298	November 2015 Service	101 General Fund	\$2,830.64
134285	Menard Cashway Lumbe	3445	Studs	101 General Fund	\$331.00
134285	Menard Cashway Lumbe	4299	Supplies	101 General Fund	\$6.86
134285	Menard Cashway Lumbe	4089	Supplies	101 General Fund	\$43.20
134285	Menard Cashway Lumbe	4297	Parts / Supplies	101 General Fund	\$152.27
134286	Metro Welding Supply LL	167408	Supplies	101 General Fund	\$131.00
134287	Mevco Marketing Group I	3958	Postbase Ink Set	101 General Fund	\$183.40
134289	Minnesota Equipment	P95923	Parts for # 300	101 General Fund	\$6.96
134289	Minnesota Equipment	P95544	Parts for # 1302	101 General Fund	\$67.90
134290	MN Bureau of Criminal A	33916-111915POR	Training - M Whitaker	101 General Fund	\$25.00
134290	MN Bureau of Criminal A	111915POR	Training - D Nelson	101 General Fund	\$25.00
134294	Nitti Rolloff Services	12/15/2015	Escrow Refund	101 General Fund	\$500.00
134296	Northern Sanitary Supply	178004	Supplies	101 General Fund	\$164.76
134298	OPG-3, Inc	1033	Barcode/Validation Pkg	101 General Fund	\$540.00
134301	Pemberton, Sorlie, Rufer	2	Svc - Estate of Ewing	101 General Fund	\$1,192.00
134302	Peppe Enterprises Inc	201525	Drain Pipes - Mad Hatter	101 General Fund	\$750.00
134307	Presto Graphics	54250	Parking Violation Envelopes	101 General Fund	\$481.26
134307	Presto Graphics	54312	Business Cards - J Bounsavat	101 General Fund	\$49.48
134307	Presto Graphics	54309	Towed Vehicle Report	101 General Fund	\$192.94
134308	Prime Advertising & Desi	52358	Anoka Guide	101 General Fund	\$2,270.00
134308	Prime Advertising & Desi	52400	Newsletter	101 General Fund	\$1,250.00
134308	Prime Advertising & Desi	52400	Newsletter	101 General Fund	\$3,090.00
134312	RI-TEC	0103268-IN	Supplies	101 General Fund	\$2,048.25

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134314	RMS Surgical Inc	12/01/2015	Bi Annual Tax Abatement	101	General Fund \$1,976.15
134316	Silent Knight Security Sy	91217	Annual Monitoring	101	General Fund \$319.98
134318	Specialized Environment	18789	Mulch	101	General Fund \$24.00
134319	Star Tribune	I00107758-11012015	Personnel - Assoc Planner	101	General Fund \$1,013.20
134321	Ted Hagfors	1517	Electrical Inspections	101	General Fund \$2,322.40
134323	Thyssen Krupp Elevator	3002239498	Elevator Maintenance	101	General Fund \$113.30
134323	Thyssen Krupp Elevator	3002239498	Elevator Maintenance	101	General Fund \$113.30
134323	Thyssen Krupp Elevator	3002239498	Elevator Maintenance	101	General Fund \$113.30
134323	Thyssen Krupp Elevator	3002239498	Elevator Maintenance	101	General Fund \$113.30
134324	TimeSaver Off Site Sec.	M21751	Council Worksession 11/23/1	101	General Fund \$133.00
134325	Todd McMorran	17282	Nov 2015 Janitorial Svc	101	General Fund \$533.28
134327	Twin Cities Flag Source,	28746	Flags	101	General Fund \$1,091.00
134328	U.S. Bank	November 2015	Arboretum	101	General Fund \$277.74
134328	U.S. Bank	November 2015	GG Telecom	101	General Fund \$17.34
134328	U.S. Bank	November 2015	MN Arboretum	101	General Fund \$250.00
134328	U.S. Bank	November 2015	Office Max	101	General Fund \$123.10
134328	U.S. Bank	November 2015	Music Box Theatre	101	General Fund \$57.60
134328	U.S. Bank	November 2015	ISD 15 Comm Ed	101	General Fund \$262.50
134328	U.S. Bank	November 2015	Cub Foods	101	General Fund \$85.21
134328	U.S. Bank	November 2015	Mills Fleet Farm	101	General Fund \$696.26
134328	U.S. Bank	November 2015	Amazon	101	General Fund \$23.95
134328	U.S. Bank	November 2015	Old Log Theatre	101	General Fund \$402.28
134328	U.S. Bank	November 2015	Access Tools	101	General Fund \$23.33
134328	U.S. Bank	November 2015	Access Tools	101	General Fund \$113.23
134328	U.S. Bank	November 2015	Kings County Market	101	General Fund \$31.90
134328	U.S. Bank	November 2015	Back Defense Systems	101	General Fund \$209.80
134328	U.S. Bank	November 2015	Cub Foods	101	General Fund \$34.38
134328	U.S. Bank	November 2015	Allied Electronics	101	General Fund \$422.21
134328	U.S. Bank	November 2015	Arboretum	101	General Fund \$192.37
134328	U.S. Bank	November 2015	Cub Foods	101	General Fund \$23.15
134329	U.S.P.C.A. REGION 12	12/07/2015	Canine Certification - Walker	101	General Fund \$60.00
134330	U.S.P.C.A. REGION 12	12/15/2015	Membership - Walker/Sortebe	101	General Fund \$100.00
134338	Wright Tire Service	30875	Service #13-11	101	General Fund \$212.09
134341	Zahl Equipment Compan	0213233-IN	Mo Inspections (2)	101	General Fund \$190.25
134341	Zahl Equipment Compan	0213232-IN	Mo Inspections (3)	101	General Fund \$195.25

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
					\$63,179.57
Fund Total					
134262	Hicken, Scott & Howard	14-020899	Forfeiture 2001 Suburban	210 Police Forfeitur	\$60.00
Fund Total					\$60.00
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	250 Ramp	\$88.66
134210	Border State Electric Sup	910379772	Supplies	250 Ramp	\$56.81
134328	U.S. Bank	November 2015	API Inc	250 Ramp	\$548.02
Fund Total					\$693.49
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	260 Parking	\$964.70
134323	Thyssen Krupp Elevator	3002239498	Elevator Maintenance	260 Parking	\$113.30
Fund Total					\$1,078.00
134198	Anoka Co Highway Depa	002-716-012	JPA 2011-0517 002-716-012	415 Road Improve	\$23,243.82
134258	Hakanson Anderson	35444	AN367 Slab Town	415 Road Improve	\$20,797.74
134258	Hakanson Anderson	35445	AN375 2015 Street Renewal	415 Road Improve	\$1,542.75
134258	Hakanson Anderson	35449	AN411 Loch Lk Stormwater	415 Road Improve	\$2,131.65
134295	North Star Fence	41096	Greenhaven	415 Road Improve	\$5,880.00
134310	Redstone Construction,	Pay Est #8 Slab Tn	Slab Town Street Renewal	415 Road Improve	\$8,938.65
134326	TranSignal	2620	Signs for Slab Town	415 Road Improve	\$252.07
134326	TranSignal	2620	Signs for Slab Town	415 Road Improve	\$785.02
Fund Total					\$63,571.70
134258	Hakanson Anderson	35446	AN376 2015 Pkg Lot & Alley	450 Park Projects	\$179.40
Fund Total					\$179.40
134276	Kimley-Horn & Assoc, In	7058220	Castle Field Plaza	460 Park Improve	\$7,125.00
Fund Total					\$7,125.00
134258	Hakanson Anderson	35443	AN364 Garfield Substation	481 Redevelopmen	\$687.55
Fund Total					\$687.55
134258	Hakanson Anderson	35463	AN378 Utility Extension	485 Enterprise Par	\$377.20
134258	Hakanson Anderson	35446	AN376 2015 Pkg Lot & Alley	485 Enterprise Par	\$293.93
Fund Total					\$671.13
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$425.21
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$87,311.78
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$12.55
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$11.17
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$126.16
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$48.58
560	Comm of Revenue	November 2015	Sales & Use Tax	600 Electric	\$73.01

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
560	Comm of Revenue	November 2015	Sales & Use Tax	600	Electric	\$4.90
560	Comm of Revenue	November 2015	Sales & Use Tax	600	Electric	\$53.04
134180	Misc Vendor	000201512166137	01-050550-03	600	Electric	\$126.22
134181	Misc Vendor	000201512166138	01-190450-10	600	Electric	\$102.91
134182	Misc Vendor	000201512166139	01-201300-02	600	Electric	\$159.56
134183	Misc Vendor	000201512166140	01-220210-11	600	Electric	\$62.86
134184	Misc Vendor	000201512166141	01-257350-05	600	Electric	\$23.70
134185	Misc Vendor	000201512166142	01-282840-14	600	Electric	\$28.47
134186	Misc Vendor	000201512166143	04-255200-05	600	Electric	\$141.96
134187	Misc Vendor	000201512166144	13-144220-09	600	Electric	\$49.72
134188	Misc Vendor	000201512166145	13-144640-07	600	Electric	\$56.44
134189	Misc Vendor	000201512166146	13-372290-04	600	Electric	\$19.41
134190	Misc Vendor	000201512166147	13-576570-03	600	Electric	\$82.32
134191	Misc Vendor	000201512166148	13-726510-03	600	Electric	\$51.33
134192	Misc Vendor	000201512166149	21-386920-03	600	Electric	\$172.45
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	600	Electric	\$152.82
134204	Anoka/Champlin Fire	1006	2015 After Hours Coverage	600	Electric	\$9,570.00
134210	Border State Electric Sup	910448255	WIRE #12 THHN	600	Electric	\$48.84
134210	Border State Electric Sup	910448255	NON-INVENTORY	600	Electric	\$53.17
134212	Carr's Tree Service, Inc	91413	Week of 11/2/2015	600	Electric	\$1,637.22
134212	Carr's Tree Service, Inc	91414	Week of 11/9/2015	600	Electric	\$1,291.91
134212	Carr's Tree Service, Inc	91415	Week of 11/9/2015	600	Electric	\$4,715.11
134212	Carr's Tree Service, Inc	91824	Week of 11/16/15	600	Electric	\$4,123.30
134212	Carr's Tree Service, Inc	91412	Week of 11/2/2015	600	Electric	\$4,715.11
134212	Carr's Tree Service, Inc	91823	Week of 11/16/15	600	Electric	\$3,413.22
134216	Cintas	470669052	Uniforms	600	Electric	\$365.95
134216	Cintas	470665592	Uniforms	600	Electric	\$114.75
134218	City of Champlin	10311860001-12/15	Stormwater/Street Lights	600	Electric	\$82.34
134219	City of Champlin	November 2015	Nov 2015 Tax	600	Electric	\$7,068.00
134220	City of Coon Rapids	November 2015	Nov 2015 Tax	600	Electric	\$2,080.64
134225	Comcast	0231037 Dec 2015	Internet	600	Electric	\$16.47
134246	Fastenal Company	000051	BOLT, MACHINE 14" 5/8	600	Electric	\$82.24
134246	Fastenal Company	000051	BOLT, MACHINE 18" 5/8	600	Electric	\$109.75
134246	Fastenal Company	000051	BOLT, DA 24" 5/8	600	Electric	\$137.26
134248	Ferrellgas	1089817953	Propane	600	Electric	\$113.81

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
134250	First-Shred	167416	Executive Bin	600	Electric	\$34.80
134250	First-Shred	168822	Executive Bin	600	Electric	\$34.80
134252	FP Mailing Solutions	RI102651422	Postage	600	Electric	\$123.00
134253	Frattallone's Hardware St	25085/J	Parts / Supplies	600	Electric	\$6.99
134260	HealthPartners	900026813	Drug Screens / Pre Plcmt	600	Electric	\$30.00
134267	Impact	108902	Mail Prep - Nov 2015	600	Electric	\$6,964.77
134268	Innovative Office Solutio	IN1002642	Supplies	600	Electric	\$39.42
134270	Interstate Disposal	7052	Hauling / Disposal	600	Electric	\$374.68
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	600	Electric	\$180.32
134283	Marco, Inc	INV2986386	Copiers	600	Electric	\$14.81
134283	Marco, Inc	INV2986386	Copiers	600	Electric	\$70.15
134285	Menard Cashway Lumbe	3447	Supplies	600	Electric	\$7.04
134285	Menard Cashway Lumbe	4170	Supplies	600	Electric	\$12.99
134285	Menard Cashway Lumbe	4282	Supplies	600	Electric	\$58.31
134288	Michels Corporation	E203-16314	Cedars of Elm Creek	600	Electric	\$11,843.69
134293	Nelson Nursery, Inc.	14760	Balsam Garland	600	Electric	\$277.23
134297	Olsen Chain & Cable	571184	Latch Kit	600	Electric	\$35.36
134306	Postmaster	12/01/2015	Post Office Box Rental	600	Electric	\$310.00
134309	Pro Staff	102-1008312	Temp Svc - S Fedick	600	Electric	\$672.00
134309	Pro Staff	102-1009154	Temp Svc - S Fedick	600	Electric	\$504.00
134309	Pro Staff	102-1007369	Temp Svc - S Fedick	600	Electric	\$504.00
134328	U.S. Bank	November 2015	Amazon	600	Electric	\$243.12
134328	U.S. Bank	November 2015	Brimar Ind	600	Electric	\$744.81
134328	U.S. Bank	November 2015	ToolUp	600	Electric	\$1,004.16
134328	U.S. Bank	November 2015	Superior Lighting	600	Electric	\$135.56
134335	Wesco	723507	SPLICE, 1500-#,2 SOL	600	Electric	\$978.75
134335	Wesco	000049	URD MOLE, ABOVE GRD 4	600	Electric	\$1,392.00
134339	Xcel Energy	3265 Dec 2015	Facilities Agreement	600	Electric	\$5,250.00
Fund Total						\$160,882.42
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	601	Water	\$152.82
134198	Anoka Co Highway Depa	002-716-012	JPA 2011-0517 002-716-012	601	Water	\$14,246.22
134216	Cintas	470669054	Uniforms	601	Water	\$100.20
134225	Comcast	0231037 Dec 2015	Internet	601	Water	\$16.46
134233	Dakota Supply Group	B732139	Parts / Supplies	601	Water	\$1,494.00
134235	Diversified Paving Inc	7171	Patch - State & Fremont	601	Water	\$1,850.00

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Check #	Vendor Alpha Name	Invoice #	Description	Fund	Amount
134247	Ferguson Waterworks	0176601	Parts	601 Water	\$141.61
134256	Grainger	9908205413	Diaphragm Pump	601 Water	\$650.00
134256	Grainger	9908205405	Parts / Supplies	601 Water	\$214.35
134256	Grainger	9904092328 CM	Parts / Supplies	601 Water	(\$126.06)
134256	Grainger	9901938903	Parts / Supplies	601 Water	\$164.56
134259	Hawkins Water Treatme	3805903	Chemicals	601 Water	\$3,473.51
134260	HealthPartners	900026813	Drug Screens / Pre Plcmt	601 Water	\$75.00
134272	J.P Schmitz Construction	11/27/2015	Water Line 511 Van Buren	601 Water	\$5,250.00
134291	MN Department of Heat	102001 12/01/2015	2015 4th Qtr	601 Water	\$8,085.00
134299	Pace Analytical Services	15100121893	Supplies	601 Water	\$45.00
134328	U.S. Bank	November 2015	Hartfiel Automation	601 Water	\$119.80
134334	Water Laboratories Inc	7502	Coliform Testing	601 Water	\$150.00
134334	Water Laboratories Inc	7501	Coliform Testing	601 Water	\$150.00
Fund Total					\$36,252.47
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	602 Sewer Treatm	\$152.82
134225	Comcast	0231037 Dec 2015	Internet	602 Sewer Treatm	\$16.46
134237	Dyna Systems	20964230	Galv Pipe / Fittings	602 Sewer Treatm	\$194.47
134246	Fastenal Company	MNTC8134956	Parts / Supplies	602 Sewer Treatm	\$117.26
134256	Grainger	9904092310 CM	Magnetic Motor Starter	602 Sewer Treatm	(\$311.10)
134256	Grainger	9897651809	Magnetic Motor Starter	602 Sewer Treatm	\$311.10
134256	Grainger	9904724318	Magnetic Motor Starter	602 Sewer Treatm	\$397.80
134260	HealthPartners	900026813	Drug Screens / Pre Plcmt	602 Sewer Treatm	\$75.00
134281	Leone's Building Service	76070	Dec 2015 Cleaning Svc	602 Sewer Treatm	\$180.31
134285	Menard Cashway Lumbe	3972	Parts for Sewer Camera	602 Sewer Treatm	\$85.65
134285	Menard Cashway Lumbe	3530	Supplies	602 Sewer Treatm	\$18.54
134285	Menard Cashway Lumbe	3458	Parts for Pump	602 Sewer Treatm	\$175.46
Fund Total					\$1,413.77
134244	Ess Brothers & Sons Inc	UU9433	Grate	603 Storm Water	\$176.00
134258	Hakanson Anderson	35448	AN410 Jefferson Drainage	603 Storm Water	\$4,758.95
134258	Hakanson Anderson	35447	AN407 2015 MS4 & SWPPP	603 Storm Water	\$47.60
Fund Total					\$4,982.55
560	Comm of Revenue	November 2015	Sales & Use Tax	609 Liquor Stores	\$161.43
560	Comm of Revenue	November 2015	Sales & Use Tax	609 Liquor Stores	\$30,152.95
134195	American Bottling Comp	5449865416	Merchandise for Resale	609 Liquor Stores	\$205.28
134205	Aramark	1718353086	Mats / Misc	609 Liquor Stores	\$59.03

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134205	Aramark	1718352683	Mats / Misc	609	Liquor Stores \$43.83
134205	Aramark	1718352683	Mats / Misc	609	Liquor Stores \$56.67
134206	Arctic Glacier USA Inc	437532806	Merchandise for Resale	609	Liquor Stores \$94.72
134206	Arctic Glacier USA Inc	458533514	Merchandise for Resale	609	Liquor Stores \$79.60
134208	Bellboy Corporation	51199100	Merchandise for Resale	609	Liquor Stores \$6.20
134208	Bellboy Corporation	51199200	Merchandise for Resale	609	Liquor Stores \$6.20
134208	Bellboy Corporation	51199200	Merchandise for Resale	609	Liquor Stores \$852.73
134208	Bellboy Corporation	51199100	Merchandise for Resale	609	Liquor Stores \$401.13
134208	Bellboy Corporation	51093200	Merchandise for Resale	609	Liquor Stores \$482.55
134208	Bellboy Corporation	51093200	Merchandise for Resale	609	Liquor Stores \$7.75
134208	Bellboy Corporation	93074600	Merchandise for Resale	609	Liquor Stores \$39.98
134209	Bernick's	262036	Merchandise for Resale	609	Liquor Stores \$28.00
134224	Coca-Cola Bottling Comp	0128331023	Merchandise for Resale	609	Liquor Stores \$302.90
134231	Dahlheimer Beverage, L	119097	Merchandise for Resale	609	Liquor Stores \$28.80
134231	Dahlheimer Beverage, L	119033	Merchandise for Resale	609	Liquor Stores \$234.75
134231	Dahlheimer Beverage, L	118669	Merchandise for Resale	609	Liquor Stores \$17.20
134231	Dahlheimer Beverage, L	119491	Merchandise for Resale	609	Liquor Stores \$405.00
134231	Dahlheimer Beverage, L	118783	Merchandise for Resale	609	Liquor Stores \$61.20
134231	Dahlheimer Beverage, L	119123	Merchandise for Resale	609	Liquor Stores \$67.35
134231	Dahlheimer Beverage, L	119492	Merchandise for Resale	609	Liquor Stores \$176.00
134231	Dahlheimer Beverage, L	119219	Merchandise for Resale	609	Liquor Stores \$12.80
134231	Dahlheimer Beverage, L	118602	Merchandise for Resale	609	Liquor Stores \$125.00
134231	Dahlheimer Beverage, L	119313 CM	Merchandise for Resale	609	Liquor Stores (\$52.00)
134231	Dahlheimer Beverage, L	119194	Merchandise for Resale	609	Liquor Stores \$432.00
134231	Dahlheimer Beverage, L	1181274	Merchandise for Resale	609	Liquor Stores \$24.60
134231	Dahlheimer Beverage, L	1181274	Merchandise for Resale	609	Liquor Stores \$4,421.52
134231	Dahlheimer Beverage, L	1181272	Merchandise for Resale	609	Liquor Stores \$24.60
134231	Dahlheimer Beverage, L	1181269	Merchandise for Resale	609	Liquor Stores \$134.40
134231	Dahlheimer Beverage, L	1181262	Merchandise for Resale	609	Liquor Stores \$10,670.45
134231	Dahlheimer Beverage, L	1181233	Merchandise for Resale	609	Liquor Stores \$84.00
134231	Dahlheimer Beverage, L	1181233	Merchandise for Resale	609	Liquor Stores \$9,347.75
134231	Dahlheimer Beverage, L	1181232	Merchandise for Resale	609	Liquor Stores \$3,769.35
134231	Dahlheimer Beverage, L	118867 CM	Merchandise for Resale	609	Liquor Stores (\$128.00)
134231	Dahlheimer Beverage, L	1181276 CM	Merchandise for Resale	609	Liquor Stores (\$13.60)
134231	Dahlheimer Beverage, L	1181268 CM	Merchandise for Resale	609	Liquor Stores (\$23.65)

Bill List for December 21, 2015

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134231	Dahlheimer Beverage, L	1171124 CM	Merchandise for Resale	609	Liquor Stores (\$17.60)
134231	Dahlheimer Beverage, L	1181232	Merchandise for Resale	609	Liquor Stores \$174.00
134239	ECM Publishers	282398	Online Display	609	Liquor Stores \$15.00
134239	ECM Publishers	279095	Better Value Advtsg	609	Liquor Stores \$244.13
134239	ECM Publishers	279095	Better Value Advtsg	609	Liquor Stores \$244.12
134239	ECM Publishers	282398	Online Display	609	Liquor Stores \$15.00
134239	ECM Publishers	283581	Better Value Advtsg	609	Liquor Stores \$244.13
134239	ECM Publishers	283581	Better Value Advtsg	609	Liquor Stores \$244.12
134239	ECM Publishers	284720	Better Value Flyers	609	Liquor Stores \$9.62
134239	ECM Publishers	284720	Better Value Flyers	609	Liquor Stores \$9.62
134245	Extreme Beverage	W-1324734	Merchandise for Resale	609	Liquor Stores \$31.40
134251	Flat Earth Brewing Comp	13937	Merchandise for Resale	609	Liquor Stores \$220.00
134257	Granite City Jobbing Co.	879675	Merchandise for Resale	609	Liquor Stores \$1,250.17
134257	Granite City Jobbing Co.	879039	Merchandise for Resale	609	Liquor Stores \$1,415.31
134257	Granite City Jobbing Co.	879675	Merchandise for Resale	609	Liquor Stores \$52.89
134257	Granite City Jobbing Co.	879675	Merchandise for Resale	609	Liquor Stores \$71.36
134257	Granite City Jobbing Co.	879039	Merchandise for Resale	609	Liquor Stores \$184.19
134265	Hohensteins Inc	797538	Merchandise for Resale	609	Liquor Stores \$124.50
134268	Innovative Office Solutio	IN1002642	Supplies	609	Liquor Stores \$9.99
134268	Innovative Office Solutio	IN1002642	Supplies	609	Liquor Stores \$9.99
134271	J.J. Taylor Distributing C	2428581	Merchandise for Resale	609	Liquor Stores \$150.00
134271	J.J. Taylor Distributing C	2428581	Merchandise for Resale	609	Liquor Stores \$1,653.90
134271	J.J. Taylor Distributing C	2452358	Merchandise for Resale	609	Liquor Stores \$873.00
134271	J.J. Taylor Distributing C	2452328	Merchandise for Resale	609	Liquor Stores \$427.00
134271	J.J. Taylor Distributing C	2452330	Merchandise for Resale	609	Liquor Stores \$1,246.35
134271	J.J. Taylor Distributing C	2452329	Merchandise for Resale	609	Liquor Stores \$128.25
134273	Johnson Bros Liquor Co	554005 CM	Merchandise for Resale	609	Liquor Stores (\$258.00)
134273	Johnson Bros Liquor Co	5318418	Merchandise for Resale	609	Liquor Stores \$60.50
134273	Johnson Bros Liquor Co	5312517	Merchandise for Resale	609	Liquor Stores \$1,295.25
134273	Johnson Bros Liquor Co	5318413	Merchandise for Resale	609	Liquor Stores \$177.45
134273	Johnson Bros Liquor Co	5312512	Merchandise for Resale	609	Liquor Stores \$1,558.25
134273	Johnson Bros Liquor Co	5312513	Merchandise for Resale	609	Liquor Stores \$36.90
134273	Johnson Bros Liquor Co	5312514	Merchandise for Resale	609	Liquor Stores \$1,554.50
134273	Johnson Bros Liquor Co	5312515	Merchandise for Resale	609	Liquor Stores \$377.15
134273	Johnson Bros Liquor Co	5312516	Merchandise for Resale	609	Liquor Stores \$3,369.50

Bill List for December 21, 2015

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134273	Johnson Bros Liquor Co	5312511	Merchandise for Resale	609	Liquor Stores \$3,760.00
134273	Johnson Bros Liquor Co	5318414	Merchandise for Resale	609	Liquor Stores \$2,744.15
134273	Johnson Bros Liquor Co	5318419	Merchandise for Resale	609	Liquor Stores \$6,579.63
134273	Johnson Bros Liquor Co	5318417	Merchandise for Resale	609	Liquor Stores \$30.75
134273	Johnson Bros Liquor Co	5318416	Merchandise for Resale	609	Liquor Stores \$4,179.65
134273	Johnson Bros Liquor Co	5318411	Merchandise for Resale	609	Liquor Stores \$4,385.20
134273	Johnson Bros Liquor Co	5318415	Merchandise for Resale	609	Liquor Stores \$1,110.00
134273	Johnson Bros Liquor Co	5317986	Merchandise for Resale	609	Liquor Stores \$99.06
134273	Johnson Bros Liquor Co	5318412	Merchandise for Resale	609	Liquor Stores \$36.90
134273	Johnson Bros Liquor Co	5318410	Merchandise for Resale	609	Liquor Stores \$285.00
134273	Johnson Bros Liquor Co	5317987	Merchandise for Resale	609	Liquor Stores \$99.06
134296	Northern Sanitary Supply	177992	Merchandise for Resale	609	Liquor Stores \$34.22
134300	Paustis & Sons	8525478-IN	Merchandise for Resale	609	Liquor Stores \$119.00
134300	Paustis & Sons	8525478-IN	Merchandise for Resale	609	Liquor Stores \$2.25
134300	Paustis & Sons	8525499-IN	Merchandise for Resale	609	Liquor Stores \$120.00
134300	Paustis & Sons	8525499-IN	Merchandise for Resale	609	Liquor Stores \$2.25
134300	Paustis & Sons	8526211-IN	Merchandise for Resale	609	Liquor Stores \$4.50
134300	Paustis & Sons	8525398-IN	Merchandise for Resale	609	Liquor Stores \$168.00
134300	Paustis & Sons	8525398-IN	Merchandise for Resale	609	Liquor Stores \$2.25
134300	Paustis & Sons	8526211-IN	Merchandise for Resale	609	Liquor Stores \$190.00
134303	Pepsi Cola	51157006	Merchandise for Resale	609	Liquor Stores \$311.25
134304	Phillips Wine & Spirits	2888604	Merchandise for Resale	609	Liquor Stores \$187.00
134304	Phillips Wine & Spirits	2892621	Merchandise for Resale	609	Liquor Stores \$3,327.30
134304	Phillips Wine & Spirits	2888605	Merchandise for Resale	609	Liquor Stores \$1,894.00
134304	Phillips Wine & Spirits	2892622	Merchandise for Resale	609	Liquor Stores \$1,457.60
134304	Phillips Wine & Spirits	226829 CM	Merchandise for Resale	609	Liquor Stores (\$105.50)
134304	Phillips Wine & Spirits	2892624	Merchandise for Resale	609	Liquor Stores \$2,277.50
134304	Phillips Wine & Spirits	2892623	Merchandise for Resale	609	Liquor Stores \$4,396.80
134304	Phillips Wine & Spirits	2888606	Merchandise for Resale	609	Liquor Stores \$119.00
134304	Phillips Wine & Spirits	2888607	Merchandise for Resale	609	Liquor Stores \$2,292.00
134307	Presto Graphics	54284	Football Flyers	609	Liquor Stores \$23.17
134307	Presto Graphics	54322	Football Flyers	609	Liquor Stores \$23.17
134307	Presto Graphics	54322	Football Flyers	609	Liquor Stores \$23.17
134307	Presto Graphics	54284	Football Flyers	609	Liquor Stores \$23.17
134311	Republic Services #899	0899-002771979	Nov 2015 BV West	609	Liquor Stores \$309.42

Bill List for December 21, 2015

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134313	RJM Distributing Inc.	IND009196	Merchandise for Resale	609	Liquor Stores \$71.96
134313	RJM Distributing Inc.	IND009196	Merchandise for Resale	609	Liquor Stores \$37.50
134317	Southern Wine & Spirits	1352119	Merchandise for Resale	609	Liquor Stores \$1,408.79
134317	Southern Wine & Spirits	1352120	Merchandise for Resale	609	Liquor Stores \$178.00
134317	Southern Wine & Spirits	1354675	Merchandise for Resale	609	Liquor Stores \$1,527.47
134317	Southern Wine & Spirits	1354676	Merchandise for Resale	609	Liquor Stores \$1,502.00
134317	Southern Wine & Spirits	1354677	Merchandise for Resale	609	Liquor Stores \$3,852.86
134317	Southern Wine & Spirits	1354677	Merchandise for Resale	609	Liquor Stores \$378.00
134317	Southern Wine & Spirits	1352120	Merchandise for Resale	609	Liquor Stores \$1,274.58
134322	Thorpe Dist. Company	320062	Merchandise for Resale	609	Liquor Stores \$16.00
134322	Thorpe Dist. Company	993737	Merchandise for Resale	609	Liquor Stores \$8,126.35
134322	Thorpe Dist. Company	00040010	Merchandise for Resale	609	Liquor Stores \$24.00
134322	Thorpe Dist. Company	999843	Merchandise for Resale	609	Liquor Stores \$437.00
134322	Thorpe Dist. Company	999649	Merchandise for Resale	609	Liquor Stores \$437.00
134322	Thorpe Dist. Company	997514	Merchandise for Resale	609	Liquor Stores \$23.05
134322	Thorpe Dist. Company	997514	Merchandise for Resale	609	Liquor Stores \$5,219.40
134322	Thorpe Dist. Company	997513	Merchandise for Resale	609	Liquor Stores \$36.00
134322	Thorpe Dist. Company	997513	Merchandise for Resale	609	Liquor Stores \$2,521.53
134322	Thorpe Dist. Company	00040012 CM	Merchandise for Resale	609	Liquor Stores (\$187.20)
134328	U.S. Bank	November 2015	Amazon	609	Liquor Stores \$22.15
134328	U.S. Bank	November 2015	DBZ E Venture	609	Liquor Stores \$136.85
134328	U.S. Bank	November 2015	Cub Foods	609	Liquor Stores \$296.34
134331	Vinocopia, Inc.	0139100-IN	Merchandise for Resale	609	Liquor Stores \$440.00
134332	Vintage One Wines, Inc	63379	Merchandise for Resale	609	Liquor Stores \$88.00
134332	Vintage One Wines, Inc	63379	Merchandise for Resale	609	Liquor Stores \$3.50
134336	Wine Merchants	7058530	Merchandise for Resale	609	Liquor Stores \$840.00
134336	Wine Merchants	7057410	Merchandise for Resale	609	Liquor Stores \$107.00
134336	Wine Merchants	7058531	Merchandise for Resale	609	Liquor Stores \$780.00
134337	Wirtz Beverage MN	1080404081	Merchandise for Resale	609	Liquor Stores \$4,398.83
134337	Wirtz Beverage MN	1080406863	Merchandise for Resale	609	Liquor Stores \$36.00
134337	Wirtz Beverage MN	2080112304 CM	Merchandise for Resale	609	Liquor Stores (\$116.00)
134337	Wirtz Beverage MN	1080403437	Merchandise for Resale	609	Liquor Stores \$184.00
134337	Wirtz Beverage MN	2080112303 CM	Merchandise for Resale	609	Liquor Stores (\$32.00)
134337	Wirtz Beverage MN	1080404082	Merchandise for Resale	609	Liquor Stores \$2,770.36
134337	Wirtz Beverage MN	1080406874	Merchandise for Resale	609	Liquor Stores \$36.00

Bill List for December 21, 2015

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134337	Wirtz Beverage MN	1080406774	Merchandise for Resale	609	Liquor Stores \$2,886.47
134337	Wirtz Beverage MN	1080406774	Merchandise for Resale	609	Liquor Stores \$36.00
134337	Wirtz Beverage MN	1080406863	Merchandise for Resale	609	Liquor Stores \$1,994.16
134337	Wirtz Beverage MN	1080403026	Merchandise for Resale	609	Liquor Stores \$224.00
					\$162,529.28
<i>Fund Total</i>					
560	Comm of Revenue	November 2015	Sales & Use Tax	614	Golf \$173.62
560	Comm of Revenue	November 2015	Sales & Use Tax	614	Golf \$11.92
560	Comm of Revenue	November 2015	Sales & Use Tax	614	Golf \$21.73
560	Comm of Revenue	November 2015	Sales & Use Tax	614	Golf \$9.97
560	Comm of Revenue	November 2015	Sales & Use Tax	614	Golf \$897.32
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	614	Golf \$155.13
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	614	Golf \$33.97
134216	Cintas	470665603	Uniforms	614	Golf \$27.11
134237	Dyna Systems	20966565	Waterproof Work Light	614	Golf \$167.15
134255	Golf Course Supt. Associ	12/15/2015	Registration - M Brual	614	Golf \$420.00
134266	Hornung's Golf Products,	371636	Supplies	614	Golf \$146.40
134277	Lancer Catering	09/31/2015	Food/Beverage Sales - Sept 1	614	Golf \$397.27
134278	Lancer Catering	10/30/2015	Food/Beverage Sales - Oct 15	614	Golf \$160.91
134285	Menard Cashway Lumbe	4090	Fence Posts / Supplies	614	Golf \$49.29
134292	MN DNR	1976-6187 11/23/15	Summer Surcharge	614	Golf \$625.92
134320	Taylor Made Golf Co Inc	31263453	Merchandise for Resale	614	Golf \$376.37
					\$3,674.08
<i>Fund Total</i>					
560	Comm of Revenue	November 2015	Sales & Use Tax	616	Refuse \$870.23
					\$870.23
<i>Fund Total</i>					
134222	CLIMB Theatre	47915	Plays	617	Recycling \$1,321.00
134308	Prime Advertising & Desi	52400	Newsletter	617	Recycling \$500.00
					\$1,821.00
<i>Fund Total</i>					
134193	Ace Solid Waste	1346622	Dec 2015 Garbage Svc	701	Vehicle Mainte \$152.82
134216	Cintas	470669056	Mats / Misc	701	Vehicle Mainte \$79.86
134225	Comcast	0231037 Dec 2015	Internet	701	Vehicle Mainte \$16.46
134228	Cottens Automotive	164817	Pin Punch Set	701	Vehicle Mainte \$23.84
134234	Dehn Oil Company Inc	25076378	Gasohol / Diesel	701	Vehicle Mainte \$14,174.37
134238	East Main Auto & Tire	31594	Svc / Repair #412	701	Vehicle Mainte \$299.30
134238	East Main Auto & Tire	31599	Svc / Repair #405	701	Vehicle Mainte \$847.12
134238	East Main Auto & Tire	31714	Battery / Svc Unit 416	701	Vehicle Mainte \$373.47

Bill List for December 21, 2015

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
134243	Emergency Automotive	djs1212015-5	Spotlight	701	Vehicle Mainte \$429.00
134285	Menard Cashway Lumbe	4153	Parts / Supplies	701	Vehicle Mainte \$121.55
134315	Rogers Auto Body	12/3/2015	Repair & Paint Unit 413	701	Vehicle Mainte \$3,400.00
134315	Rogers Auto Body	11/04/2015	Repair & Paint Unit 401	701	Vehicle Mainte \$712.28
134338	Wright Tire Service	30755	Tires	701	Vehicle Mainte \$274.58
Fund Total					\$20,904.65
134194	Achieve Services, Inc.	9952	On Site Labor - Gary Houdek	702	IT \$1,170.00
134201	Anoka County Treasury	B151202A	Jan 2016 Broadband	702	IT \$300.00
134225	Comcast	0231847 Dec 2015	Internet	702	IT \$65.82
134283	Marco, Inc	INV2973883	Police Copier	702	IT \$5,900.00
134283	Marco, Inc	INV2990876	HR Copier	702	IT \$4,200.00
134328	U.S. Bank	November 2015	Science Museum	702	IT \$298.00
134328	U.S. Bank	November 2015	Science Museum	702	IT \$298.00
Fund Total					\$12,231.82
134279	League of MN Cities Insu	31124	Workers Comp Insurance	715	Insurance \$36,299.25
134280	League of MN Cities Insu	51507	Municipal Insurance	715	Insurance \$45,618.00
Fund Total					\$81,917.25
134196	Anoka Area Chamber Co	23391	Youth First Membership Fee	801	Youth First \$60.00
134214	Center Point Energy	7876503-9 Dec 201	Youth First Utilities	801	Youth First \$13.10
134221	City of Ramsey	22650	Youth First Utilities	801	Youth First \$185.86
134229	Culligan	114099724568-12/15	Youth First	801	Youth First \$36.37
134236	Document Technology S	292983392	Youth First Copier	801	Youth First \$145.00
134305	POPP.com, Inc.	10009601-Nov 2015	Youth First - Anoka	801	Youth First \$58.04
134305	POPP.com, Inc.	10009601-Nov 2015	Youth First - Ramsey	801	Youth First \$171.33
134333	Walmart Community	12/14/2015	Youth First Supplies	801	Youth First \$123.72
134340	Youth First	12/14/15	YF - Jimmy Johns - Meeting	801	Youth First \$24.35
134340	Youth First	12/14/15	YF - Postage	801	Youth First \$15.99
134340	Youth First	12/14/15	YF - TCP Rose	801	Youth First \$88.11
134340	Youth First	12/14/15	YF - Postage	801	Youth First \$15.30
134340	Youth First	12/14/15	YF - OVMS - Break Bags	801	Youth First \$71.74
134340	Youth First	12/14/15	YF - Walmart Stocking Stuff	801	Youth First \$654.36
134340	Youth First	12/14/15	YF - OVMS - Break Bags	801	Youth First \$47.12
Fund Total					\$1,710.39
134197	Anoka Business & Lando	537	Street Lt Fund-Tree Lighting	810	Street Light Di \$9,000.00
134197	Anoka Business & Lando	536	Street Lt Fund-Banner Hangin	810	Street Light Di \$4,134.00

Bill List for December 21, 2015

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
						\$13,134.00
<i>Fund Total</i>						
134324	TimeSaver Off Site Sec.	M21749	HRA Meeting 11/9/15	830	HRA	\$133.00
<i>Fund Total</i>						\$133.00
134213	Center for Energy & Envi	13335	Home Improve Loan Prog	835	Residential	\$550.00
134213	Center for Energy & Envi	13335	Home Improve Loan Prog	835	Residential	\$350.00
134213	Center for Energy & Envi	13335	Home Improve Loan Prog	835	Residential	\$150.00
<i>Fund Total</i>						\$1,050.00
<i>Grand Total</i>						\$640,752.75

COUNCIL MEMO FORM

6.2

Meeting Date	December 21, 2015
Agenda Section	Consent Agenda
Item Description	Monthly Council Calendars
Submitted By	Amy Oehlers, City Clerk

CONSENT AGENDA

Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.

BACKGROUND INFORMATION

Attached are the proposed meeting calendars/schedule(s).

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean approval of the City Council Calendars/Schedule(s), as may be amended from time to time.



ANOKA CITY COUNCIL CALENDAR

December 2015

Saturday	05	Anoka Downtown Hometown Christmas (various events including Christmas Tree Lighting is at 6pm, Bonfire)	Anoka City Hall Plaza	3:00 p.m. - 7:00 p.m
Monday	07	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Thursday	10*	Anoka City Staff-Holiday Party	Green Haven Golf Course & Event Center	11:30 a.m. - 1:30 p.m.
Wednesday	16	River Oaks Ribbon Cutting	910 Western St, Anoka	3:00 p.m.
Thursday	17*	Federal Cartridge Holiday Party	Federal Cartridge in Anoka	Noon
Monday	21	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Thurs/Fri	24/25	Christmas Holiday Break	City Offices Closed	All Day

THIS CALENDAR IS POSTED IN ORDER TO COMPLY WITH THE OPEN MEETING LAW, WHICH INDICATES A MEETING MUST BE POSTED WHEN A MAJORITY OF COUNCILMEMBERS WILL OR MAY BE IN ATTENDANCE. NO OFFICIAL BUSINESS OF NON-REGULAR OR NON-SPECIAL MEETINGS WILL BE CONDUCTED AND NO RECORD OF THOSE EVENT WILL BE KEPT.

**ASTERIK DATES ARE OPTIONAL MEETINGS FOR THE CITY COUNCIL AND QUORUMS MAY OR MAY NOT BE PRESENT.*

ANOKA CITY COUNCIL CALENDAR



Friday	01	Closed for Holiday	City offices	All Day
Monday	04	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Tuesday	12*	Primary for Special Election	Anoka Election Precincts	7:00 a.m. - 8:00 p.m.
Monday	18	Closed for Holiday	City Offices	All Day
Tuesday	19	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Monday	25	City Council Worksession	Council Worksession Room	5:00 p.m.
Friday - Saturday	29- 31	Anoka Winterfest	Green Haven Golf Course & Event Center, 2800 Greenhaven Rd, Anoka	Varies

THIS CALENDAR IS POSTED IN ORDER TO COMPLY WITH THE OPEN MEETING LAW, WHICH INDICATES A MEETING MUST BE POSTED WHEN A MAJORITY OF COUNCILMEMBERS WILL OR MAY BE IN ATTENDANCE. NO OFFICIAL BUSINESS OF NON-REGULAR OR NON-SPECIAL MEETINGS WILL BE CONDUCTED AND NO RECORD OF THOSE EVENT WILL BE KEPT.

**ASTERIK DATES ARE OPTIONAL MEETINGS FOR THE CITY COUNCIL AND QUORUMS MAY OR MAY NOT BE PRESENT.*

COUNCIL MEMO FORM

6.3

Meeting Date	December 21, 2015
Agenda Section	Consent Agenda
Item Description	Issuance of a Massage Business License; Body, Mind & Spirit Massage Therapy @ 111 Harrison St
Submitted By	Amy Oehlers, City Clerk

CONSENT AGENDA

Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.

BACKGROUND INFORMATION

Sarah Anderson, owner of Body, Mind & Spirit Massage Therapy has held a Massage Business License in the City since 2013. She is currently located at 2665 4th Ave.

As of January 1, 2016, she will be relocating her business to 111 Harrison St.

Because the location is change, this requires a new license application be submitted.

Staff is currently conducting the necessary background investigations and inspections.

Approval of this license would be contingent upon successful completions of the investigations and inspections.

FINANCIAL IMPACT

\$25.00 Investigation Fee, plus \$500.00 per year License Fee.

COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean the approval of this agenda item.

COUNCIL MEMO FORM

6.4

Meeting Date	December 21, 2015
Agenda Section	Consent Agenda
Item Description	Issuance of Massage Therapist License; Micala Roznos Door @ Anoka Massage & Pain Therapy, 710 E River Rd
Submitted By	Amy Oehlers, City Clerk

CONSENT AGENDA

Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.

BACKGROUND INFORMATION

Previously, Micala Roznos held a Massage Therapist License with the City. Her license expired in September of 2015. She did not submit a renewal application at that time and the license lapsed over thirty (30) days. Anoka City Code allows for renewal license applications to be process administratively; however, if a license lapses over thirty (30) days the Licensee must apply for a new license, which requires City Council.

Micala Roznos of Ramsey and again applied for a Massage Therapist license to provide services at Anoka Massage & Pain Therapy, 710 E River Rd.

Staff has conducted the necessary background investigations and no concerns or objections have been express.

FINANCIAL IMPACT

\$25.00 investigation fee, \$125 annual fee.

COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean the approval of this agenda item.

COUNCIL MEMO FORM

7.1.A

Meeting Date	December 21, 2015
Agenda Section	Planning Items
Item Description	RES/Site Plan; 1100 W Hwy 10; Eagle Brook Church
Submitted By	Chuck Darnell, Associate Planner

BACKGROUND INFORMATION

The applicant, Eagle Brook Church, has submitted an application for site plan review for the renovation of the existing commercial building at 1100 West Highway 10. The applicant is proposing to remodel the interior and exterior of the building, and operate a church on the property. The building will also include administrative offices for staff of the church. The property is zoned B-2 Shopping Center Business, which allows each of the proposed uses as permitted.

The site plan as proposed includes renovation and updates to the façade of the building, reconstruction of the parking lot and drive aisles, and the addition of landscaping throughout the parking lot, edges of the property, and within the new plaza that will be constructed on the north side of the building. Circulation through the property will be improved with the addition of a temporary thru road on the north portion of the site and reconstructed drive aisles and parking areas. All existing shared parking and access agreements with the surrounding commercial properties will be maintained. The temporary thru road has been designed to provide adequate space for two-way traffic, and has been placed in a location that will allow for the future construction of the frontage road that is included in the Anoka Solution plans for Highway 10.

The applicant worked with MnDOT to address traffic impacts and investigate the modification for traffic signal timing to better accommodate the expected church traffic peaks. MnDOT staff reviewed the forecasted traffic volumes and developed detailed signal timing plans that account for the expected volumes that will be created by the church. The final signal timing plans that were developed resulted in maximum queue lengths that fit within existing turn lane lengths on Highway 10, therefore not impacting traffic and safety on the mainline. MnDOT staff will continue to monitor traffic operations after the church is fully operational. There will be an ability to adjust the signal timing plans if necessary to minimize impacts to the adjacent roadways.

The applicant has also submitted grading, drainage, and utility plans that have been reviewed by the Engineering Department. The impervious surface area on the site will be reduced from 95.71% as it exists today, to 77.82% by incorporating new green space and landscaped areas. The applicants have obtained the necessary approvals and permits from the Lower Rum River Watershed Management Organization, and will obtain necessary permits required through the National Pollutant Discharge Elimination System (NPDES) permit program.

The Planning Commission held a public hearing on December 1, 2015 and recommended approval with the twelve conditions as noted in the Resolution. Further analysis is included in the Planning Commission staff report.

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Adopt the resolution approving the site plan for the church at 1100 West Highway 10.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

**SITE PLAN REVIEW
1100 WEST HIGHWAY 10**

WHEREAS, Eagle Brook Church has submitted plans for a site plan review to renovate an existing building and operate a church at the property located at 1100 West Highway 10, legally described as follows:

Lot 1, Block 1, Cutters Grove 2nd Addition, Anoka County, Minnesota.

WHEREAS, the property is located in the Shopping Center Business (B-2) Zoning District and churches are listed as a permitted use; and

WHEREAS, Anoka City Code, Chapter 74, Article II, Section 74-38 requires that before building permits are issued for the development of multiple family structures, a site plan shall be reviewed by the Planning Commission and approved by the City Council; and

WHEREAS, the Planning Commission held a public hearing and considered a Site Plan Review at their regular meeting on December 1, 2015, and recommended approval of the site plan with the following conditions:

1. The completed site must be consistent with the approved site plan and its conditions.
2. The applicant shall obtain all necessary federal and state permits for the use of the site prior to construction.
3. The applicant shall work with the Minnesota Department of Transportation to implement the modified signal timing plans that were developed to handle the projected traffic that will be generated by the church use.
4. The applicant shall work with the City to develop a traffic and parking control plan to minimize impacts on the Highway 10/Thurston Avenue/Cutters Grove Avenue intersection. This plan should address the control of vehicles exiting the site after services to minimize impacts on the traffic movements at the intersection.
5. The applicant will maintain the shared parking and access agreements with the adjacent properties, as specified in Easements 918665 and 930622.
6. All lighting on the property shall reflect light away from adjacent properties and streets.
7. The completed site improvements must be constructed to be consistent with the conditions of approval included on the Lower Rum River Watershed Management

Organization permit and the National Pollutant Discharge Elimination System (NPDES) permit.

8. All necessary building and sign permits shall be obtained.
9. The applicant must provide a performance guarantee in the amount of 1.25 times the estimated cost of grading, parking lot improvements, landscaping and other exterior or public improvements, as authorized by Anoka City Code, Chapter 74, Article II, Section 74-38(e).
10. The developer must submit an as-built survey of the property to the City of Anoka Engineering Department upon completion of the project.
11. Landscaping shall be added to the south side of the building. The applicant will submit a landscape design to be approved by City staff.
12. Irrigation shall be added to the areas at the north end of the parking lot and in the proof of parking site.

NOW, THEREFORE, BE IT RESOLVED that the Anoka City Council hereby approves the site plan for a church at 1100 West Highway 10 with the conditions as recommended by the Planning Commission.

Adopted by the Anoka City Council this the 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

STAFF REPORT



Application A2015-21
Site Plan
Eagle Brook Church
1100 West Highway 10

BACKGROUND

The applicant, Eagle Brook Church, has submitted an application for site plan review for the renovation of the existing commercial building at 1100 West Highway 10. The applicant is proposing to remodel the interior and exterior of the building, and operate a church on the property. The building will also include administrative offices for staff of the church. The property is zoned B-2 Shopping Center Business, which allows each of the proposed uses as permitted.

The following table shows the adjacent land uses.

	Zoning	Use
North	B-2 Shopping Center Business R-1 Single Family Res (Across Hwy 10)	Kwik Trip, Valvoline, Calvary Cemetery (Across Hwy 10)
South	R-3 Med and High Density Residential	Townhomes
East	R-4 High Density Residential	Apartments
West	R-3 Med and High Density Residential	Cutters Grove Apartment Complex

Enclosed for your review:

- Site Location Map
- Existing Exterior Images (Taken by Staff)
- Site Plan Package: Including Existing Conditions, Demolition Plan, Site Plan, Engineering Plans/Grading/Drainage, and Landscape Plan
- Architectural Drawings/Elevations
- Review Letter from MnDOT
- Approval Letter from Lower Rum River Watershed Management Organization

SITE PLAN ANALYSIS

Architecture

The applicant is proposing to remove the two north structural bays on the existing building, which amounts to a reduction in building size of 24,000 square feet. The remaining building will be 61,000 square feet, with 53,000 square feet remodeled and occupied. The applicant will use the remaining 8,000 square feet of space for storage and staging.

The exterior of the building will also be updated. The north side of the building, which fronts onto and is visible from Highway 10, will include a prefinished architectural metal frame along the top and sides of the building. The remainder of the north side of the building will be finished with panelized wood siding. Windows are also present along the entire north side of the building, at 9' in height for much of the building and slightly taller near the entrances. An aluminum canopy will exist at the two entrances to the building, providing for an architectural break in the façade. The canopy also has a visual effect that reduces the bulk and height of the building when standing near the entrances. The underside of the canopy will be finished with a wood paneling to soften the feeling of the canopy and blend in with the façade of the building. The portion of the existing building that is being removed will be replaced with a landscaped plaza area, which will provide for additional green space between the parking lot and the entrance to building.

The other three existing sides of the building, on the west, south, and east, will remain as concrete block but will be repainted to compliment the improvements occurring on the north side of the building.

Zoning Requirements

The following are the setbacks outlined in the B-2 Shopping Center Business District of the City Code.

	Required	Proposed
Front Yard Setback	50'; 75' when across from residential	20' (Maintaining Existing Setback)
Side Yard Setback	30'; 50' if side lot lines abutting residential	10' (Maintaining Existing Setback)
Rear Yard Setback	30'; 50' if rear lot lines abutting residential	10' (Maintaining Existing Setback)

Source: Chapter 74, Article V, Division 3, Section 74-237 of Anoka City Code

The following table shows the lot size, and the percentage of impervious surface. No more than 40% of the lot shall be covered by buildings.

	Lot Area	Existing Lot Coverage	Proposed Lot Coverage
Parcel	10.73 acres (467,399 square feet)	Building Coverage 22.18% Total Impervious Surface 95.71%	Building Coverage 13.42% Total Impervious Surface 77.82%

The maximum building height allowed by City Code is three stories or 40'. The height of the proposed building will remain as it exists today at 26'. The applicant is proposing to add a

monument for a cross on the front of the building, which will be 40' high to stay within the height requirements for structures in the B-2 zoning district.

Access/Circulation

The site currently has two primary entry points, one off of Cutters Grove Avenue on the northwest corner of the site and another off of Highway 10 on the northeast corner of the site. Both of these entry points will be maintained. The proposed plans include a temporary thru road on the north portion of the site, connecting each entry point and providing access to the adjacent retail and commercial buildings. This temporary thru road will be 30' wide throughout, which provides adequate space for two-way traffic. To better delineate the desired traffic movement, the plans include striping to designate 12' lanes in each direction. The proposed design meets design standards for a 30 mile per hour roadway.

The parking aisles will remain in similar locations as they currently exist. However, the parking aisles will be much better defined with curbed planting at the ends of each parking aisle.

Access will be maintained for the adjacent buildings at 2830 and 2850 Cutters Grove Avenue, with a 29' access aisle on the drive aisle immediately adjacent to the buildings. This access aisle will remain open during construction to minimize disruption to those businesses.

The change in use of the property required the applicant to complete a Traffic Impact Study, per Anoka City Code, Chapter 74, Article IX, Division 5. The traffic that will be generated by the church services is expected to be greatest during the Sunday morning services, which run at 9:00 AM and 11:00 AM. The applicant developed expected traffic volumes by studying traffic at an existing church location that is similar to the proposed Anoka campus in relation to its size of auditorium, proximity to the roadway system, and city demographics. Traffic is expected to be heaviest during the 10:00-11:00 AM hour on Sunday, with 914 trips generated. Queue lengths for some of the turning movements at the Highway 10/Cutters Grove Avenue/Thurston Avenue intersection exceeded the existing turn lane queuing space, which would have caused delays on the mainline of Highway 10.

The applicant worked with MnDOT to investigate the modification for the traffic signal timing to better accommodate the expected church traffic peaks. MnDOT has detailed traffic signal timing plans that vary by time of day and time of week. MnDOT staff reviewed the forecasted traffic volumes and developed detailed signal timing plans that account for the expected volumes that will be created by the church. The final signal timing plans that were developed resulted in maximum queue lengths that fit within existing turn lane lengths on Highway 10, therefore not impacting traffic and safety on the mainline. MnDOT staff will continue to monitor traffic operations after the church is fully operational. There will be an ability to adjust the signal timing plans if necessary to minimize impacts to the adjacent roadways.

The queue lengths in the northbound left turn lane on Cutters Grove Avenue do still exceed the left turn lane lengths during the 12:00-1:00 PM hour, when the largest service will be exiting the

site. The applicant has agreed to work with City staff to develop a traffic and parking operations plan to deal with internal site circulation and ensure efficient movements before and after each service. This plan would focus on controlling vehicles entering/exiting the site to minimize impacts on the movements at the Highway 10/ Cutters Grove Avenue/Thurston Avenue intersection.

Parking

The Anoka City Code requires one parking space for each four seats, based on the design capacity of the main seating area of the church. City Code also requires one parking space for each 200 square feet of office space, and four parking spaces per 1,000 square feet of gross leasable shopping center area.

The proposed worship center in the church will have 918 seats and about 1,000 square feet of administrative space, which equates to a requirement of 235 parking spaces for the church and office uses. The church site will also share parking with the existing retail buildings at 2830 and 2850 Cutters Grove Avenue. Easements are in place between these two properties and the property at 1100 West Highway 10, which allow for access aisles and parking space on the 1100 West Highway 10 site. The applicant will keep these easements in place and will provide space for access aisles and parking for the adjacent retail buildings. The required number of parking spaces for the adjacent retail buildings is 56 spaces.

In total, 291 parking spaces are required for the site. The applicant is proposing to include 594 regular parking spaces and 12 handicapped spaces. 223 of the regular parking spaces are within 200 feet of the adjacent retail buildings, which provides more than the required number of stalls for those shopping center uses. A majority of the site is designed with 90 degree angled parking spaces and the proposed dimensions meet City Code requirements at 8' x 18'. The parking stalls on the southeast portion of the site are diagonal at 60 degrees, and the proposed dimensions meet City Code requirements at 9' x 21'. The applicant is also proposing to create a proof of parking area that would provide space for an additional 55 parking spaces. City Code requires that proof of parking be provided to allow for an expansion of at least 10% of the required number of stalls, and the site plan as proposed provides space for an expansion of 23% of the required number of stalls. All parking requirements for the site are met and exceeded in the proposed plans.

Grading, Drainage and Utility Plans

The plans have been reviewed by the Engineering Department and their comments have been incorporated into the proposed plans. The proposed proof of parking area, parking aisle planting areas, and landscaped area on the north side of the building greatly reduce the impervious surface area of the site. The impervious surface area will be reduced from 95.71% as it exists today, to 77.82%. Stormwater infiltration basins are being utilized in the two proposed spaces in the parking aisles. The applicants have obtained the necessary approvals and permits from the Lower Rum River Watershed Management Organization, and will obtain necessary permits

required through the National Pollutant Discharge Elimination System (NPDES) permit program.

Landscaping

No trees are proposed to be removed during the construction for the proposed project. The existing trees along the perimeters of the site will all remain. The applicant will also be introducing more green and planted space to the site than what exists today. The proof of parking area and the areas along the temporary thru road will be covered with turf. Trees will be added to the parking aisle spaces that are serving as infiltration basins, as well as within the curbed planting areas at each end of the parking aisles. The portion of the building that is being removed will be replaced with a plaza area that includes many landscaping improvements. Trees, shrubs, and perennials will be included in this landscaped area.

The total number of plants by type is as follows:

	Number	Type
Deciduous Trees	41	Sienna Glen Maple, River Birch, Skyline Honeylocust, Greenspire Linden, Bicolor Oak, Valley Forge Elm
Ornamental Trees	7	Autumn Brilliance Serviceberry, Ivory Silk Tree Lilac
Evergreen Trees	3	Austrian Pine
Deciduous Shrubs	59	Firedance Dogwood, Annabelle Hydrangea, Marleen Snowberry
Coniferous Shrubs	29	Dwarf Bright Gold Yew, Taunton Yen, Moonfrost Hemlock
Perennials	90	Astilbe, Daylily, Purple Coral Bells

The landscaping proposed around the north side of the parking lot includes trees that will grow to a mature height of 30-40', which will provide for screening of the parking lot from the public right of way.

Lighting

The applicant is proposing to reuse much of the existing lighting on the site. Four new light poles will be added to the site, two in the middle of the main parking area north of the building and two in the smaller parking area on the west side of the building. Any lighting used to illuminate the off-street parking area shall be arranged as to reflect the light away from any adjacent properties, streets, or highways.

Waste Enclosures/Open Storage

The applicant has identified that the waste enclosure will remain in its existing location on the southwest corner of the building. This area will be unobstructed with no parking proposed in front of the waste enclosure. City Code requires that trash containers be stored within a building

or to be surrounded by a three-sided enclosure. If applicant determines that trash containers will need to be stored outside of the building, a three-sided enclosure will need to be maintained in this area of the building.

RECOMMENDATION

Staff recommends approval of the site plan for 1100 West Highway 10 with the following conditions:

1. The completed site must be consistent with the approved site plan and its conditions.
2. The applicant shall obtain all necessary federal and state permits for the use of the site prior to construction.
3. The applicant shall work with the Minnesota Department of Transportation to implement the modified signal timing plans that were developed to handle the projected traffic that will be generated by the church use.
4. The applicant shall work with the City to develop a traffic and parking control plan to minimize impacts on the Highway 10/Thurston Avenue/Cutters Grove Avenue intersection. This plan should address the control of vehicles exiting the site after services to minimize impacts on the traffic movements at the intersection.
5. The applicant will maintain the shared parking and access agreements with the adjacent properties, as specified in Easements 918665 and 930622.
6. All lighting on the property shall reflect light away from adjacent properties and streets.
7. The completed site improvements must be constructed to be consistent with the conditions of approval included on the Lower Rum River Watershed Management Organization permit and the National Pollutant Discharge Elimination System (NPDES) permit.
8. All necessary building and sign permits shall be obtained.
9. The applicant must provide a performance guarantee in the amount of 1.25 times the estimated cost of grading, parking lot improvements, landscaping and other exterior or public improvements, as authorized by Anoka City Code, Chapter 74, Article II, Section 74-38(e).
10. The developer must submit an as-built survey of the property to the City of Anoka Engineering Department upon completion of the project.

Chuck Darnell
Associate Planner

COUNCIL MEMO FORM

7.1.B

Meeting Date	December 21, 2015
Agenda Section	Planning Items
Item Description	RES/Interim Use Permit Denial; 1627 Ferry St
Submitted By	Chuck Darnell, Associate Planner

BACKGROUND INFORMATION

The applicant, Kristin Stich, owns the property at 1627 South Ferry Street and applied for an interim use permit to operate a salon as a home occupation in the carriage house on the property. The applicant is proposing to operate the home occupation in the carriage house because the main floor of the dwelling is currently used as a rental unit, restricting customer access and the ability to operate the home occupation in the dwelling unit itself.

The site is located in the R-1 Single Family Residential Zoning District. The salon would be considered a beautician shop, which is a permitted home occupation in all residential districts. However, the carriage house is considered to be an accessory building, and in order to operate a home occupation in an accessory building, an interim use permit is required. The applicant is also requesting that the home occupation be allowed to have one outside employee, which is allowed with an interim use permit. Therefore, this application is for an interim use permit to operate a home occupation in an accessory building and to have one outside employee associated with the home occupation.

The home occupation as proposed fulfills most of the required performance standards that are required in Anoka City Code Chapter 74, Article V, Division 2. The only performance standards that are not fulfilled are those that are not being fulfilled because they would be allowed with an approved interim use permit.

When reviewing interim use permit applications, the Planning Commission and City Council shall also consider the effect of the proposed use upon the health, safety and general welfare of occupants of surrounding properties. Anoka City Code Chapter 74, Article II, Section 74-34 (a) states that the purpose of an interim use permit is to allow a temporary use that is not designated as permitted or conditionally permitted but is acceptable for a limited period of time. An interim use is defined as a temporary use of property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it. This is consistent with Minnesota State Statute 462.3597, which requires interim uses of property to terminate upon a date or event that can be identified with certainty. Based on those definitions, it has been determined that home occupations are not permitted in an accessory building on a permanent basis. The interim use permit application as proposed does not include a date in which the use of the accessory building for the home occupation would terminate.

The Planning Commission held a public hearing on December 1, 2015 and recommended denial of the interim use permit request based on the finding that Minnesota State Statute 462.3597 and the Anoka City Code require interim uses of property to terminate upon a date or event that can be identified with certainty. Further analysis is included in the Planning Commission staff report.

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Adopt the resolution denying the application for an interim use permit at 1627 Ferry Street.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

**INTERIM USE PERMIT DENIAL
1627 FERRY STREET**

WHEREAS, the property owner at 1627 Ferry Street applied for an interim use permit to operate a salon as a home occupation in an accessory building on the property, which is legally described as follows:

Lot 1, Block 49, Auditor's Subdivision No. 148, Subject to Easement of Record, Anoka County, Minnesota.

WHEREAS, the property is located in the Single Family Residential (R-1) Zoning District and beautician shops are listed as a permitted home occupation in all residential zoning districts; and

WHEREAS, Anoka City Code, Chapter 74, Article V, Division 2, Section 74-211 (d) (7) (1) states that any home occupation to be conducted in an accessory building shall require the approval of an interim use permit by the City Council after recommendation by the Planning Commission; and

WHEREAS, Anoka City Code Chapter 74, Article II, Section 74-34 (a) states that the purpose of an interim use permit is to allow a temporary use that is not designated as permitted or conditionally permitted but is acceptable for a limited period of time; and

WHEREAS, Anoka City Code Chapter 74, Article II, Section 74-34 (g) (2) requires that interim uses will terminate upon a date or event that can be identified with certainty, which is consistent with Minnesota State Statute 462.3597; and

WHEREAS, home occupations are not permitted in accessory buildings on a permanent basis, based on the definitions above; and

WHEREAS, the application as proposed does not include a date that can be identified with certainty upon which the interim use would terminate; and

WHEREAS, the Planning Commission held a public hearing and considered the application for an interim use permit at their regular meeting on December 1, 2015; and

WHEREAS, the Planning Commission recommended denial of the application based on the finding that the Anoka City Code and Minnesota State Statute 462.3597 require interim uses of property to terminate upon a date or event that can be identified with certainty.

NOW, THEREFORE, BE IT RESOLVED that the Anoka City Council hereby denies the application for an interim use permit to operate a home occupation in an accessory building at 1627 Ferry Street.

Adopted by the Anoka City Council this the 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

STAFF REPORT



Application A2015-22
Interim Use Permit
Kristin Stich
1627 South Ferry Street

BACKGROUND

The applicant, Kristin Stich, owns the property at 1627 South Ferry Street. The applicant resides at the property in an owner-occupied duplex. The ground floor of the duplex is currently licensed with the City as a rental unit and is occupied by a tenant. The applicant is proposing to operate a salon as a home occupation in the carriage house on the property. The applicant is proposing to operate the home occupation in the carriage house because the use of the main floor of the dwelling as a rental unit restricts customer access and the ability to operate the home occupation in the dwelling unit itself.

The salon would be considered a beautician shop, which is a permitted home occupation in all residential districts. However, the carriage house is considered to be an accessory building, and in order to operate a home occupation in an accessory building, an interim use permit is required. The applicant is also requesting that the home occupation be allowed to have one outside employee, which is allowed with an interim use permit. Therefore, this application is for an interim use permit to operate a home occupation in an accessory building and to have one outside employee associated with the home occupation.

The site is located in the R-1 Single Family Residential Zoning District. The use of the property as an owner-occupied duplex existed prior to the property being zoned Single Family Residential. The following table shows the adjacent land uses and zoning.

	Zoning	Use
North	R-4 High Density Residential	Single Family Residential
South	R-1 Single Family Residential	Single Family Residential
East	SFRD South Ferry Riverfront District	The Mad Hatter Restaurant
West	R-1 Single Family Residential	Single Family Residential

Enclosed for your review:

- Site Location Map
- Existing Site Photos (Taken by Staff)
- Project Description/Rationale (Provided by Applicant)
- Damage Photos (Provided by Applicant)
- Description of Home Occupation Operations
- New Garage Plans (Provided by Applicant)

HOME OCCUPATION ANALYSIS

Staff has analyzed the proposed project to determine whether it fulfills the performance standards that are required for home occupations in Anoka City Code Chapter 74, Article V, Division 2. The performance standards and staff's findings are as follows:

- 1) The home occupation must be clearly incidental and secondary to the residential use of the premises, shall not change the residential character thereof, and shall not result in incompatibility or disturbance to the surrounding residential uses.**

Staff Finding - The home occupation as proposed will be secondary to the residential use of the premises. The proposed alterations will not change the residential character of the premises. The maximum number of customers per day would be 8-10, which would not create such an increase in traffic as to disturb surrounding residential uses. The hours of business are proposed to take place within reasonable times and business would not be conducted during any time in which the City imposes noise restrictions.

- 2) No home occupation shall require external alterations or involve construction of features not customarily found in dwellings except where required to comply with the state fire and building code regulations**

Staff Finding - The home occupation as proposed will require the construction of a new garage, which is a type of construction that is customarily found in residential districts. The renovation of the carriage house into a salon would require construction, but not of a type that couldn't be transitioned back to a normal residential type of use.

- 3) No retail sales of products fabricated off the premises is allowed except for occasional sales of retail products if the dwelling serves as an office for a person regularly engaged in retail sales outside the dwelling but has no other office and if such occasional sales are incidental to and not the primary purpose of the home occupation.**

Staff Finding - The home occupation as proposed does not include any sales of retail products.

- 4) No stock in-trade other than that permitted under subsection (d)(7)c of this section shall be kept or sold on the premises**

Staff Finding - The home occupation as proposed does not include any sales of stock in-trade.

- 5) Only members of the family occupying the dwelling unit may carry on the home occupation.**

Staff Finding - The home occupation as proposed does include allowing an outside person to assist in conducting the home occupation, which is allowed with an approved interim use permit. The applicant is requesting that one additional stylist be allowed to operate in the salon.

- 6) There shall be no exterior display, exterior signs, interior displays or interior signs which are visible from outside the dwelling, unless approved with an interim use permit and the property fronts a road designated as an "A" Minor Arterial by the Future Functional Classification Plan Map in the Anoka Community Plan. Home occupation business signs may be either wall or freestanding-type sign. Freestanding**

signs shall be a maximum of five square feet in area, a minimum of five feet from property lines, shall not be within the sign triangle of any intersection or driveway, and shall be limited to six feet in overall height.

Staff Finding - The home occupation as proposed does not include any exterior display or signs that are visible from the outside.

7) No outside storage or display is permitted.

Staff Finding - The home occupation as proposed does not include any outside storage or display.

8) No significant increase in levels of noise, dust, smoke, gas, heat, vibration, glare, fumes, odor or electrical interference shall be detectable to the normal senses off the premises.

Staff Finding - The home occupation as proposed will not cause a significant increase in any of the nuisances listed in the home occupation performance standards.

9) No on street parking of vehicles related to the home occupation is permitted.

Staff Finding - The home occupation as proposed would provide parking space for customers on the existing driveway on the property.

10) No more than one client or customer may patronize the dwelling unit at one time.

Staff Finding - The home occupation as proposed could at times have more than one customer patronizing the home occupation at one time. This would be the result of allowing the additional stylist to operate within the salon with an interim use permit.

11) The space devoted to the occupation shall have an inside entrance into the dwelling area.

Staff Finding - The home occupation as proposed does not have an inside entrance into the dwelling unit, because it is proposed to be conducted in an accessory building.

12) All home occupations shall be conducted entirely within the dwelling and not in an attached or detached garage or in an accessory building unless upon approval of an interim use permit by the City Council after recommendation by the planning commission.

Staff Finding - The home occupation as proposed would be conducted in an accessory building, which is the reason for this interim use permit request.

13) No more than 25 percent of the gross floor area of the dwelling unit shall be used for the occupation.

Staff Finding - The home occupation as proposed would be conducted in a space of 720 square feet in the carriage house. The total square footage of the home, including all floors of the carriage house, is 6,160 square feet, so the home occupation would only use 11.7% of the gross floor area of the dwelling unit.

14) There is no increase in sewer, water, gas, electricity, or garbage usage in excess of what is normal in a residential neighborhood such that the neighborhood is adversely affected.

Staff Finding - The home occupation as proposed would not result in any increase in sewer, water, gas, electricity, or garbage in excess of what is normal in a residential neighborhood.

15) No customer waiting areas are allowed.

Staff Finding - The home occupation as proposed does not include any space to be used as a customer waiting area.

16) All licenses or permits required to carry on the occupation shall be obtained.

Staff Finding - The City would require as a condition of approval that the applicant receive all necessary licenses or permits prior to the home occupation becoming operational.

In summary, staff has concluded that the home occupation as proposed fulfills most of the required performance standards. The only performance standards that are not fulfilled are those that are not being fulfilled because they would be allowed with an approved interim use permit. The performance standards that are not being fulfilled include the home occupation being conducted within the dwelling, the home occupation having an access to the inside of the dwelling, and the home occupation only being operated by family that occupy at the dwelling.

INTERIM USE PERMIT ANALYSIS

When reviewing interim use permit applications in general, the Planning Commission and City Council shall also consider the effect of the proposed use upon the health, safety and general welfare of occupants of surrounding properties. The Planning Commission and City Council shall consider and make findings regarding the following factors:

- 1) The proposed use meets the applicable zoning regulations.

Findings: The existing carriage house does not meet current setback requirements. It is located right on the north property line, but would be considered a legal nonconforming structure. The new garage that is proposed as part of this project would become the required parking space for the residential use. The new garage would be necessary due to the existing parking space in the carriage house being converted to the home occupation. The new garage as proposed meets setback and structure requirements for garages on residential property. However, the construction of the garage would require a variance because the total area of both accessory structures on the property would exceed 1,200 square feet.

- 2) The proposed use will terminate upon a date or event that can be identified with certainty.

Findings: The home occupation as proposed would not terminate on a given date or upon the occurrence of an event that can be identified with certainty. The applicant is proposing to conduct the home occupation in the accessory building indefinitely. Staff had requested that the applicant provide a timeframe for when the home occupation could transition from the accessory structure to the main residential dwelling unit. However, the applicant would not consider doing this because it would not be financially feasible to renovate the accessory building for the home occupation if it would only be temporary.

- 3) The proposed use will not impose additional costs on the public if it is necessary for the public to take the property in the future.

Findings: The proposed home occupation would require some physical improvements to the property, but no improvements that would impose additional costs on the public.

- 4) The proposed use will be subjected to, by agreement with the property owner, any conditions that the City Council deems appropriate for permission of the proposed interim use, including a condition that the owner will provide an appropriate surety to cover the cost of removing the interim use and any interim structures upon the expiration of the interim use.

Findings: If the interim use permit was determined to be allowed, the City would have the ability to impose conditions on the use that it deems appropriate, which the proposed user must agree to. Also, a performance guarantee could be used to ensure that the new and renovated structures are placed on the property in accordance with the interim use permit and required building permits.

RECOMMENDATION

Chapter 74, Article II, Section 74-34 (a) of the Anoka City Code states that the purpose of an interim use permit is to allow a temporary use that is not designated as permitted or conditionally permitted but is acceptable for a limited period of time. An interim use is defined as a temporary use of property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it. This is consistent with Minnesota State Statute 462.3597, which requires interim uses of property to terminate upon a date or event that can be identified with certainty. It is staff's interpretation of the City Code that while an interim use permit may be approved to operate a home occupation in an accessory structure, an interim use permit may not be approved to operate the home occupation in the accessory structure indefinitely.

Staff's recommendation is to deny this application for an interim use permit to operate a home occupation in an accessory structure, based on the fact that the project as proposed will not terminate upon a date or event that can be identified with certainty.

COMMISSION ACTION

The Planning Commission may deny the interim use permit request based on the finding that Minnesota State Statute 462.3597 requires interim uses of property to terminate upon a date or event that can be identified with certainty, or postpone the item to request and consider further information from the applicant.

Chuck Darnell
Associate Planner

COUNCIL MEMO FORM

9.1

Meeting Date	December 21, 2015
Agenda Section	Ordinances & Resolutions
Item Description	ORD/Approving Amendments to the Anoka City Charter (2 nd reading)
Submitted By	Amy Oehlers, City Clerk

BACKGROUND INFORMATION

At their annual meeting in October 2014 the Anoka Charter Commission requested that they hold a special meeting in the beginning of 2015 to conduct a full review of the City's Charter. The purpose of the review would be to make administrative changes to the Charter so that it sufficiently adheres to any revised State Laws and/or current practices of the City and to provide more clarity to some areas of the Charter that the Commission feels is difficult to understand.

The Charter Commission called for a special meeting to be conducted on March 9, 2015.

On March 9, 2015 the Charter Commission met in a special meeting to review the City Charter.

Members of the Charter Commission brought forth a variety of proposed changes, all of which were "administrative" in nature.

The City Attorney and City Clerk brought forth a variety of proposed changes, all of which were also "administrative" in nature.

The Charter Commission was informed that many of the proposed changes are within the "Election" section of the charge. These proposed changes more accurately reflect the current Election process that occurs in the City. The Charter Commission was advised that over the years, Anoka County Elections Department has made many process changes on how elections are conducted throughout the County. Because of the shared Election responsibilities and election software programs between the cities, the County and the Secretary of State, it is necessary that some changes be made to the City Charter, mostly related to timing and due dates of various aspects of the election. The Attorney, staff and the Charter Commission recommend that the changes within the Election section of the Charter, wherever possible, refer to deadlines and processes that adhere to Minnesota Election Law, instead of the City having a different process and/or deadlines, which do not coincide with State Law or County practices. This will provide the City the ability to meet the process and requirements established by Anoka County Election, and provide a uniform elections process, which is necessary to be able to meet the County's requirements.

Another area of the Charter that had more detailed amendments is the section relating to the Recall of Office of a City Councilmember. The proposed amendments do not significantly change the process, they more clearly give direction on the process and has been amended to read in a more logical sequence. Attorney Baumgartner will explain this in further detail at the meeting.

Minn. Stat. § 410.12 addresses the process that must be followed to amend a City Charter.

Minn. Stat. § 410.012 Subd. 7. Allows an amendment to the Charter to be enacted by the City Council, by ordinance, after a public hearing is held. A public hearing and first reading of the ordinance was held at the December 7, 2015 meeting. There were no changes made to the document since the first reading, except for a few typographical and grammatical changes that were discovered at the 12/7 meeting.

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Adopt the ordinance approving the amendments to the City Charter.



CITY CHARTER

CITY OF ANOKA

2015 First Avenue North
Anoka, MN 55303-2270
Phone: 763-576-2700
Fax: 763-576-2727
www.ci.anoka.mn.us

ANOKA CITY CHARTER

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CHAPTER 1. NAMES, BOUNDARIES AND GENERAL PROVISIONS

Section 1.01 Name and Boundaries.

The municipal corporation now existing and known as the “City of Anoka” shall remain and continue to be a body politic and corporate under the same name and with the same boundaries, and with power and authority to change its boundaries in the manner authorized by law.

Section 1.02 Powers.

The City shall have all powers, ~~granted to a municipal corporation by the State of Minnesota, and may at any time exercise said powers, which it may at any time be possible for a municipal corporation in this State to exercise.~~ It is the intention of this Charter, that every power, which the people of the City might lawfully confer upon themselves as a municipal corporation by specific enumeration in this Charter, shall be deemed to be so conferred by the provisions of this section. The Charter shall be construed liberally in favor of the City, and the specific mention of particular powers shall not be construed as limiting in any way the generality of the powers hereby conferred.

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Section 1.03 Charter a Public Act.

The Charter shall be a public act and need not be pleaded or proved in any case. Except as otherwise provided herein, it shall take effect thirty (30) days from and after its adoption by the voters.

CHAPTER 2. FORM OF GOVERNMENT

Section 2.01 Form of Government.

The government of the City shall be of the “Council-Manager” form. The Council shall exercise legislative power for the City and shall determine all matters of policy. The City Manager shall be the Chief Administrative Officer and shall be responsible to the Council for proper administration of all affairs relating to the City.

Council-Manager Form of Government Adopted in 1914

Section 2.02 Boards and Commissions.

There shall be no separate administrative boards or commissions, except for those, which might be required by, or have heretofore been established or may hereafter be established, pursuant to State Statutes or pursuant to Chapter 8, Section 8.04 hereof. The Council shall itself be and perform the duties and exercise powers of all administrative boards and commissions. The Council may; however, establish boards or commissions to advise them with respect to any municipal function or activity, to investigate any subject of interest to the City, or to perform quasi-judicial functions; no member of the Council and no employees of the City shall be a member of any board or commission so established except as an ex officio member. Members of boards, commissions and committees, including the HRA, shall be appointed by a majority vote of the City Council.

Section 2.03 Elective Officers.

The Council shall be composed of a Mayor and four (4) Councilmembers, who shall be residents of the City of Anoka and are eligible to vote in the City of Anoka, whom shall be elected at large. Two Councilmembers shall be elected at each regular City election; each Councilmember shall serve for a term of four (4) years. A Mayor shall be elected at each regular City election, whom shall serve for a term of two (2) years. Each elected officer shall hold office until a successor has been elected and qualified. The Council shall be judges of the election of the Mayor and Councilmembers.

Section 2.04 Incompatible Offices.

During the term for which he/she was elected, no elected officer of the City shall be appointed City Manager, nor be compensated for any municipal office or employment other than that for which he/she was elected. Until one (1) year after the expiration of his/her term, no former elected officer shall be appointed to any paid appointive office or employment under the City which was created, or the compensation of which was increased during his/her term as an elected officer.

Section 2.05 Vacancies in Elected Offices.

A vacancy in an elected office shall be deemed to exist in case of the failure of any person elected thereto to qualify on or before the date of the second regular meeting of the Council in the month of January following his/her election, or by reason of his/her death, resignation, removal from office, removal from the City, continuous absence from the City for more than three months, or conviction of a felony before or after his/her qualification, or by reason of his/her failure to perform any of his/her duties for a period of three months. In each such case, the Council shall, by resolution, declare a vacancy to exist and shall forthwith appoint an eligible person to fill the vacated seat.

At the next regular City election, the vacated seat shall be placed upon the ballot for the purpose of filling the vacated office for the remainder of its original term. The appointed person shall serve until the person elected qualifies for such office. If the vacated office would have normally been filled at the next regular City election, the appointed person shall serve until the newly elected

individual's term commences in January following the election and they have qualified for such office.

If the Council is unable to agree on an appointment to fill the vacancy within thirty (30) days from the occurrence of the fact giving rise to the vacancy, the Mayor shall appoint a person to fill the vacancy.

Section 2.06 The Mayor.

The Mayor shall be the presiding officer of the Council. The Council shall choose from its members an Acting Mayor who shall hold office at the pleasure of the Council and shall serve as Mayor in the absence of the Mayor or in the event of the Mayor's disability. The Mayor shall have a vote on all matters before the Council. The Mayor shall exercise all powers and perform all duties conferred and imposed upon him/her by this Charter, the ordinances of the City, and laws of the State. The Mayor shall be recognized as the official head of the City for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the Governor for the purposes of martial law.

The Mayor shall study the operations of City government and shall report to the Council any neglect, dereliction of duty, or waste on the part of any officer or department of the City. In time of public danger or emergency declared by resolution of the Council, the Mayor shall take command of the police, maintain order and enforce the law.

Section 2.07 Salaries.

The Mayor and members of the Council shall receive such compensation for their services as may be prescribed by ordinance adopted by the vote of four-fifths of all members of the Council. Other officers and employees of the City shall receive such compensation as may be fixed by the Council.

Section 2.08 Investigation of City Affairs.

The Council and the City Manager, or either of them, and any officer or officers formally authorized by the Council, shall have power to make investigations into the affairs of the City, to subpoena witnesses, administer oaths and compel production of books and papers. The Council shall provide for an audit of the City's accounts at least once in each calendar year by the department of State government in charge of such work or by a certified public accountant. The Council may at any time provide for an examination or audit of the accounts of any officer or department of the City, and may cause to be made any survey or research study of any subject of municipal concern.

Section 2.09 Interference with Administration.

The Council may, by ordinance, establish a merit system in all or part of the City Administration, but neither the Council or any of its members shall dictate the appointment of any person to office or employment by the City Manager, except as provided in Chapter 7 of this Charter. Except for the purpose of inquiry, the Council and its members shall deal with and control the administrative service solely through the City Manager or his/her designee, and neither the Council nor any member thereof shall give orders to any of the subordinates of the City Manager, either publicly or privately.

CHAPTER 3. COUNCIL PROCEDURES

Section 3.01 Council Meetings.

~~On the First Monday~~ At the first regularly scheduled meeting in January, of odd numbered years, the Council shall meet at the time and place appointed for its meetings, ~~at which~~ The newly elected officers of the City shall then assume their duties. At the first regularly scheduled meeting of each year. ~~The Council shall prescribe the place and times for holding its meetings and the manner in which special meetings may be called.~~ Special meetings of the City Council may be called as prescribed by State Law. Except as authorized by State Law, all meetings of the Council shall be public and any citizen shall have access to the minutes and records thereof at all reasonable times.

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Section 3.02 Secretary of the Council.

The ~~Council~~ City Manager shall appoint a person to act as Secretary to the Council. The Secretary shall keep a journal of the proceedings of the Council and such other records, and shall perform such other duties as may be required by this Charter or as the ~~Council~~ City Manager may direct. In the absence of ~~its~~ the Secretary to the Council, the ~~Council~~ City Manager may designate any other official, individual or employee of the City (except a member of the Council), to act as Secretary ~~of~~ to the Council.

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Section 3.03 Rules of Procedure and Quorum.

The Council shall determine its own rules and order of business. A majority of all members shall constitute a quorum to do business, but a smaller number may adjourn from time-to-time. The Council may, by ordinance, provide a means by which a majority may compel the attendance of the absent members.

Section 3.04 Ordinances, Resolutions and Motions.

Except as otherwise provided in this Charter, all legislation shall be by ordinance. The “aye” and “nay” vote on ordinances, resolutions and motions shall be recorded. An affirmative vote of a majority of the Councilmembers present at the time the vote is taken shall be required for the passage of all ordinances and resolutions, except as otherwise provided in this Charter. Any member of the Council, who, being present when his/her name is called, fails to vote upon any of the pending ordinance or resolutions, shall be counted as having voted in the affirmative.

Section 3.05 Procedures on Ordinances.

The enacting clause for all ordinances shall be: “The Council of the City of Anoka Ordains:”. No ordinance, except an emergency ordinance, shall be passed at a meeting at which it is introduced, and at least seven (7) days shall elapse between its introduction and its final passage. An ordinance may be amended after its introduction and before its final passage. Every proposed ordinance shall be presented in writing.

Section 3.06 Emergency Ordinances.

An emergency ordinance is one necessary for the immediate preservation of the public peace, health, morals, safety, or welfare in which the emergency is defined and declared in a preamble thereto adopted by a unanimous vote of the Councilmembers present. No prosecution shall be based upon the provisions of any emergency ordinance until twenty-four (24) hours after the ordinance has been published, unless the person charged with violation had actual notice of the passage of the ordinance prior to the act or omission complained of.

Section 3.07. Procedure on Resolutions.

Every resolution, when requested by any member of the Council, shall be read in full before a vote is taken thereon.

Section 3.08 Signing and Publication of Ordinances and Resolutions.

Every ordinance or resolution passed by the Council shall be signed by the Mayor, or Acting Mayor, attested by the City Clerk, and filed and preserved. The full text of all ordinances shall be published once in the official newspaper of the City following final passage, except as hereinafter provided. When the City Council determines that publication of the title and summary of an ordinance would clearly inform the public of the intent and effect of the ordinance, publication of the title of the enactment and summary of its contents shall be deemed to fulfill all legal publication requirements when the Council, by a majority vote, approves the text of the summary and directs publication only of the title and the summary along with the notice that the complete ordinance is available for inspection in the City Clerk's office. All additional publications required of the City by Minnesota Statutes shall be made, but in the case of a resolution required to be published, publication of the title and a summary of its contents, under the same conditions and in the same manner as provided for ordinances, shall be deemed to fulfill the publication requirement whenever such procedure is not precluded by law.

3.09 When Ordinances and Resolutions Take Effect.

A resolution and an emergency ordinance shall take effect immediately upon its passage or at such later date as is fixed therein. Ordinances shall take effect ~~seven (7) days at 12:01 a.m. on the seventh (7th) day~~ after publication or at such later date fixed therein, except for Charter amendment ordinances, which shall take effect as prescribed by law, and except for ordinances adopted by the voters of the City, which shall take effect immediately upon their adoption or at such later time as fixed therein. Notwithstanding the foregoing provisions, if, prior to the effective date of a City Council adopted ordinance, a notice of intent to circulate a referendum petition on such ordinance is signed by four (4) registered voters ~~of the City,~~ as the sponsors, and filed with the City Clerk, the effective date of the ordinance shall be thirty (30) days after publication.

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3.10 Amendment and Repeal of Ordinances.

Every ordinance repealing a previous ordinance or any section or subdivision thereof, shall give the number, if any, and the title of the ordinance to be repealed in whole or in part. No ordinance, section or subdivision thereof, shall be amended by reference to the title alone.

3.11 Incorporation of Statutes, Rules, Regulations and Codes by Reference.

The Council may incorporate in an ordinance, by reference, any statute of the State of Minnesota, any administrative rule or regulation of any department of the State of Minnesota affecting the City, or any compilation of regulations or standards, or part thereof, prepared by any governmental agency or any trade or professional association for general distribution in printed form as a standard or model on the subject of building construction, plumbing, electric wiring, ~~inflammable~~ flammable liquids, sanitary provisions, public health, safety or welfare.

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3.12 Codification and Publication of Ordinances or Other Material.

The Council may revise, codify and print in book, pamphlet or newspaper form, ~~or publish on the City website,~~ any general and special laws, ordinances, resolutions, or rules pertaining to any one or more subjects, ~~Copies of any codification which shall be made available by the Council at in~~ the office of the City Clerk for general distribution to the public, free of charge or at a reasonable charge. ~~Such codification shall be a sufficient publication of any ordinance included in it, including any not previously published if a substantial quantity of the codification is printed for general distribution to the public.~~

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CHAPTER 4. NOMINATIONS AND ELECTIONS

Section 4.01 Regular Municipal Elections.

A regular municipal election shall be held on the first Tuesday after the first Monday of November in every even-numbered year, beginning in 1988, at such place or places as the Council may designate. Notice of the time and place of holding such election and of the officers to be elected shall be given by publication at least once in the official newspaper at least fourteen (14) days before the date of election and by posting a copy of such notice at a conspicuous place in the City Hall. Failure to give notice of election shall not invalidate such election.

Section 4.02 Polling Hours.

At all municipal elections, the polls shall open not later than 7:00 o'clock a.m. and shall remain open until at least 8:00 o'clock p.m. on the same day.

Section 4.03 Primary Elections.

If more than two persons are nominated for the office of Mayor, or if persons more than twice the number of Councilmembers to be elected for terms expiring on the same date are nominated, there shall be a primary election for selection of two nominees for the office of Mayor or the selection of Councilmember nominees equal to twice the number of Councilmembers to be elected for terms expiring on the same date. The primary election, when necessary, shall be held on the day designated for the State primary election. Notice of the time and place of holding such primary election and of the officers to be elected, shall be given in accordance with Minnesota Election Law by notice published once each week for at least two weeks before the date of the primary election and by posting the notice at a conspicuous place in the City Hall at least fifteen (15) days before the election. Failure to give the notice of election shall not invalidate such election.

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Section 4.04 Special Elections.

The Council may, by resolution, order a special election and provide all means for holding it. Notice of the time, place, and purpose of such special election shall be given in accordance with Minnesota Election Law by publication of a notice at least once each week for two weeks previous to the date of the election and by posting the notice at a conspicuous place in the City Hall. The procedure at such special election shall conform as nearly as possible to that prescribed for regular municipal elections.

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Section 4.05 Nominations by Petition or by an Affidavit of Candidacy.

All candidates for elective office provided for by this Charter shall be nominated by petition signed by at least seventy-five (75) properly registered voters in the City of Anoka or by an Affidavit of Candidacy. Nomination petitions or affidavits must be filed in the office of the City Clerk not more than ten (10) weeks, no less than eight (8) weeks before the primary election date. No person shall sign petitions for more candidates for any office than the number of persons to be chosen for that office at the election; should he/she do so, his/her signature on the petition or petitions last filed shall be void. Each Petition or Affidavit of Candidacy shall be accompanied by a filing fee of \$20.00.

Section 4.06 Nomination Petitions.

Petitions for the nomination of candidates for elective office shall be in writing, signed by the petitioning voters, who are residents of the City of Anoka, listing the street address of their respective residences. Each petition may consist of one or more papers, and the signatures need not all be on the same paper. A nomination petition shall be in substantially the following form:

NOMINATING PETITION

We, the undersigned registered voters of the City of Anoka, hereby nominate _____ whose residence is _____ in the City of Anoka, for office of _____ to be voted for at the regular municipal election to be held _____, 20____ and we individually certify that we are qualified registered voters of the City of Anoka and that we have not signed more nomination petitions of candidates for this office.

Name _____ Street Address _____

_____, being duly sworn, deposes and says that he/she circulated the foregoing petition containing _____ signatures, and that the signatures appended thereto were made in his presence and are the signatures of the persons whose names they purport to be and that such persons signed the petition of their own free will.

Signature
Subscribed and sworn to before me

This ____ day of _____, 20____.

Notary Public

This petition, if found insufficient, shall be returned to _____ at _____.

There must also be filed in the office of the City Clerk at least eight (8) weeks before the primary election date a written statement, signed by the person nominated in a nomination petition, indicating his/her willingness to accept the office for which he/she is nominated, which statement should be in substantially the following form:

WILLINGNESS TO ACCEPT OFFICE IF ELECTED

I hereby indicate my willingness to accept the office of _____ if elected.

Signature of Candidate

4.07 Withdrawal of Candidate.

Any person who has been nominated for election to an office or filed an Affidavit of Candidacy, under this charter may ~~cause their name to be withdrawn from the ballot by filing an Affidavit of Withdrawal, in accordance with Minnesota Election Law. Said Affidavit of Withdrawal may be obtained from the office of the City Clerk, no later than 5:00 p.m. two days, excluding Saturday and Sunday, after the last day for filing nomination petitions, cause his /her name to be withdrawn from nomination by filing with the City Clerk a written request for withdrawal, and no name so withdrawn shall be printed upon the ballot.~~

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4.08 Canvass of Election.

The Council shall meet and canvass election returns ~~in accordance with Minnesota Election Law, within five (5) days after any election, and The Canvass of Election Returns shall make full declaration of the results, as soon as possible, and file a statement thereof with the City Clerk. This statement which shall include: (a) the total number of good accepted ballots cast; (b) the total number of spoiled or defective ballots; (c) the true total number of votes cast for each candidate, with an indication of those who were elected or nominated; (d) a true copy of the ballots used; (e) the names of the election judges and clerks of election; (f) the number of votes cast for and against any proposition submitted to the voters and the result of the election with respect to such proposition; and (g) such other information as may seem pertinent. The City Manager, or designee, shall forthwith notify all persons elected, or nominated of their election or nomination.~~ In case of a tie vote, the Council shall determine the result by lot. The City Clerk shall be the final custodian of the ballots.

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4.09 Procedure at Elections.

Except as otherwise provided herein, the provisions of State law governing elections shall be applicable to all municipal elections. The Council may by ordinance adopt such rules and regulations as may be necessary or desirable to regulate the conduct of elections subject to the provisions of this Charter and laws of the State applicable thereto.

CHAPTER 5. RECALL OF ELECTIVE OFFICERS

Section 5.01 Voters May Remove.

The holder of any elective office in the City of Anoka may be removed by a majority of the voters at an election thereof taken, had and given in the manner and in compliance with the conditions hereinafter named.

Section 5.02 Petition.

Registered voters ~~of the City of Anoka,~~ equal in number ~~of to~~ ten percent (10%) of the total number of registered voters ~~in the City of Anoka,~~ at the time of the last preceding regular municipal election may file with the City Clerk their petition asking for the removal of any ~~elective officer~~ electd official, and for the election of a successor to such office. Such petition shall be in writing, and signed by said registered voters, listing the street address of their respective residence. It may consist of one or more papers, and such signatures need not all be on the same paper. The petition shall contain a general statement, of not more than two-hundred (200) words, ~~of indicating~~ the grounds upon which removal is sought, which shall be alike in all such papers. Said petition shall be accompanied by the affidavit of one of the signers of each of the papers constituting the same to the effect that the statements made in the paper on which his/her name appears are true to the best of his/her knowledge and belief, and that each and every signature thereof is the genuine signature of the person it purports to be, and was placed thereon by such person; provided, however, that no such petition shall be made and filed against any officer until he/she has actually held the office for at least three (3) months.

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Section 5.03 Proceedings on Conditions.

~~Within ten (10) days from the date of filing of such petition, the City Clerk shall ascertain from the voters' register of the City whether or not said petition is signed by the requisite number of registered voters; and if necessary, the Council shall allow for extra help for the purpose and the City Clerk shall attach to said petition a certificate showing the result of said examination. If, by the City Clerk's certification, the petition is shown to be insufficient, it may be amended within ten (10) days from the date thereof. The City Clerk shall, within ten (10) days after such amendment, make a like examination of the amended petition, and if the City Clerk's certificate shall show the same to be insufficient, it shall be returned to the person filing the same, without prejudice, however, to the filing of a new petition to the same effect. If the petition is deemed sufficient, the City Clerk shall submit the same to the Council without delay, and thereupon the Council shall order and fix a date for holding the said election not less than thirty (30) days, nor more than forty five (45) days, from the date of the Clerk's certificate to the Council that a sufficient petition has been filed.~~

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Within ten (10) business days from the date of filing of such petition, the City Clerk shall ascertain whether or not said petition is signed by the requisite number of registered voters as required in Section 5.02. The City Clerk shall attach to said petition a certificate showing the result of said examination. If, by the City Clerk's certification, the petition is shown to be insufficient, it may be amended by the petitioner within ten (10) business days from the date of the City Clerk's determination. The City Clerk shall, within ten (10) business days after receiving the amended petition, make a like examination of the amended petition, and if the City Clerk's certificate shows the same to be insufficient, it shall be returned to the person filing the same and shall not be brought before the Council. The determination of insufficiency of a petition does not preclude the filing of a new petition to the same effect.

If the petition is deemed sufficient, the City Clerk shall, within ten (10) business days, notify the elected official being sought to be removed, of the City's receipt of a sufficient petition calling for their removal from office. Said notice shall inform the elected official of the allegations brought against them. Said elected official shall be given the opportunity to respond to the petition, by submitting a written statement, of not more than two-hundred (200) words, to justify his/her

course in office. Said response must be submitted within ten (10) business days from the date that the City Clerk gave notice to the elected official of the City's receipt of the petition.

Section 5.04 Cause of Recall—Officer's Justification.

In the call for election there shall be stated, in not more than two hundred (200) words, the reason for demanding a recall of the officer as set forth in the recall petition; and in said call, in not more than two hundred (200) words, the officer may justify his/her course in office.

Submission of Petition and Response to City Council.

At the next regularly scheduled meeting of the Council, immediately following the deadline date for submission of a response from the elected official sought to be removed, the City Clerk shall submit the petition and response, if one is submitted, to the City Council for determination by the Council that the petition sufficiently alleges malfeasance or nonfeasance in office by the elected official sought to be removed. The Council determination shall be made by a majority of Councilmembers present at the meeting at which the voting on the petition occurs. All members of the City Council present at the meeting shall cast a vote on said determination. If a tie vote occurs, due to the absence of a City Councilmember, the voting shall be postponed to the next regularly scheduled meeting, at which all Councilmembers are present. If said determination is made that malfeasance or nonfeasance by the elected official sought to be removed has occurred, the Council shall order and fix a date for holding an election, not less than thirty (30) days, nor more than forty-five (45) days, from the date the Council makes the determination of the sufficiency of the petition and allegations brought against the elected official sought to be removed.

Section 5.05 Election Under Recall, Notice of Election, Names on Ballots.

The City Clerk shall cause the call for such election to be published at least once each week for two (2) weeks ~~previous~~ prior to the date of the election, including in such call, the time and place of holding such election, and of the hours during which the polls will be open; and the same shall be conducted, nominations therefor shall be made, the ~~election~~ judges ~~and clerks~~ therefor shall be appointed, returns made and canvassed, and the results thereof declared, in all respects as in a general municipal election. Nomination petitions, and indications of the willingness of persons nominated to accept the office if elected, must be filed in the office of the City Clerk at least fifteen (15) days before the date of the election. There shall be no primary election preceding a recall election. The successor of any officer so removed shall hold office during the unexpired term of his/her predecessor.

Any person sought to be removed may be a candidate to succeed himself/herself, and unless he/she requests otherwise in writing, the City Clerk shall place his/her name on the official ballot without nomination. At such election, if some other person than the incumbent shall receive the highest number of votes, the incumbent shall thereupon be removed from the office upon the qualification of his/her successor. In case the person who receives the highest number of votes fails to qualify within ten (10) days after receiving notification of his/her election, the office shall be declared vacant. If the incumbent receives the highest number of votes, he/she shall remain in office. The said method of removal shall be accumulative and additional to the method herein and in this Charter otherwise provided.

Section 5.06 Incapacity of Recalled Officers.

No person who shall have been recalled from office, or who has resigned from such office while recall proceedings were pending against him/her, shall be eligible to any office under said City ~~within~~ for one (1) year after said recall or resignation.

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CHAPTER 6. INITIATIVE AND REFERNDUM

Section 6.01 Powers Reserved by the People.

The people of Anoka reserve to themselves the powers, in accordance with the provisions of this Charter, to initiate and adopt any ordinance, except an ordinance appropriating money or authorizing the levy of taxes or the issuance of bonds, ~~or if prohibited by State Law~~, and to request any ordinance when passed by the Council to be referred to the registered voters for approval or disapproval. These powers shall be called the Initiative and Referendum.

Section 6.02 Expenditures by Petitioners.

No member of any initiative or referendum committee, no circulator of a signature paper, and no signer of any such paper, or any other person, shall accept or offer any reward, pecuniary or otherwise, for service rendered in connection with the circulation thereof. Any violation of the provisions of this section is a misdemeanor.

Section 6.03 Further Regulations.

The Council may provide by ordinance such further regulations for the initiative or referendum, not inconsistent with this Charter, as it deems necessary.

Section 6.04 Initiation of Measure.

Any five (5) registered voters ~~of the City of Anoka~~ may form themselves into a sponsoring committee for the initiation of any ordinance except an ordinance appropriating money or authorizing the levy of taxes or the issuance of bonds ~~or if prohibited by State Law~~. Before circulating any petition they shall file a ~~verified~~ copy of their proposed ordinance with the City Clerk, together with their names and street addresses as members of such committee. They shall also attach a ~~verified~~ copy of the proposed ordinance to each of the signature papers herein described, together with their names and street addresses as sponsors thereof.

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Section 6.05 Form of Petition and of Signature Papers.

The petition for the adoption of any ordinance shall consist of the ordinance, together with all the signature papers and affidavits thereto attached. Such petition shall not be complete unless signed by a number of registered voters equal to at least ten percent (10%) of the total number of registered voters at the time of the last preceding regular municipal election. All the signatures need not be on one signature paper, but the circulator of every such paper shall make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Each signature paper shall be in substantially the following form:

INITIATIVE PETITION

Proposing an ordinance to _____

(stating the purpose of the ordinance) a copy of which ordinance is hereto attached. This ordinance is sponsored by the following committee of registered voters:

<u>Name</u>	<u>Street and Number</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

The undersigned registered voters, understanding the terms and nature of the ordinance attached, petition the Council for its adoption, or, in lieu thereof, for its submission to the voters for their approval.

<u>Name</u>	<u>Address</u>
1. _____	_____
2. _____	_____
3. _____	_____

(At the end of the list of signatures shall be appended the Affidavit of the circulator mentioned above.)

This petition, if found insufficient, shall be returned to _____ at _____.

Section 6.06 Filing of Petition and Action Thereon.

All the signature papers shall be filed in the office of the City Clerk as one instrument. Within five (5) days after the filing of that petition, the City Clerk shall ascertain by examination, the number of registered voters whose signatures are appended thereto and whether this number is equal to at least ten percent (10%) of the total number of registered voters at the time of the last preceding regular municipal election. If the Clerk finds the petition insufficient or irregular, he/she shall at once notify one or more ~~members of~~ the sponsoring committee of that fact, certifying the reasons for the findings. The committee shall then be given thirty (30) days in which to file additional signature papers and to correct the petition in all other particulars. If at the end of that period the petition is found to be still insufficient or irregular, the Clerk shall file it in his/her office and shall notify each member of the committee of that fact. ~~Insufficient or irregular petitions shall not be brought before the Council.~~ The final finding of the insufficiency or irregularity of a petition shall not ~~prejudice~~ ~~preclude~~ the filing of a new petition for the same purpose, ~~nor shall it prevent the Council from referring the ordinance to the voters at the next regular or special election.~~

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Section 6.07 Action of Council on Petition.

When the petition is found to be sufficient, the City Clerk shall so certify to the Council at its next ~~regularly scheduled~~ meeting, stating the number of petitioners and the percentage of the total number of registered voters which they constitute, and the Council shall at once read the ordinance and may refer it to an appropriate committee. ~~The committee of Council, or committee, if directed by the Council,~~ shall thereupon provide ~~the a~~ public hearings upon the ordinance, after the holding of which the ordinance shall be finally acted upon by the Council not later than sixty-five (65) days after the date upon which it was submitted to the Council by the City Clerk. If the Council fails to pass the proposed ordinance, or passes it in a form different from that set forth in the petition and unsatisfactory to the sponsors, the proposed ordinance shall be submitted by the

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Council to a vote at the next regular municipal election, but if the numbers of signers of the petition is equal to at least ten percent (10%) of the total number of

registered voters at the time of the last preceding regular municipal election, the Council shall call a special election upon the measure. Such special election shall be held not less than thirty (30) days nor more than forty-five (45) days from the date of final action on the ordinance by the Council or after the expiration of sixty-five (65) days from the date of submission to the Council when there has been no final action, but if a regular election is to occur within three (3) months, the Council may submit the ordinance at that election. If the Council passes the proposed ordinance with amendments and at least four-fifths (4/5) of the sponsoring committee do not express their dissatisfaction with such amended form by a statement filed with the City Clerk within ten (10) days of the passage thereof by the Council, the ordinance need not be submitted to the voters.

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Section 6.08 Initiative Ballot.

The ballots used when voting upon any such proposed ordinance shall state the substance of the ordinance and shall give the voters the opportunity to vote either "yes" or "no" on the question of adoption. If a majority of the votes on any such ordinance are in favor of it, it shall thereupon become an ordinance of the City. Any number of proposed ordinances may be voted upon at the same election, but the voter shall be allowed to vote for or against each separately. In case of inconsistency between two initiated ordinances approved at one (1) election, the one (1) approved by the higher percentage of voters voting on the question shall prevail to the extent of the inconsistency. The text of all ballot questions must adhere to Minnesota Election Law.

Section 6.09 Amendment or Repeal.

Any ordinance adopted by the vote of the people cannot be repealed or amended except by the vote of the people or by the unanimous vote of all members of the Council. No such vote of the Council shall be taken until after the next regular municipal election, after which the ordinance was approved by the voters.

Section 6.10 Initiation of Charter Amendments.

Nothing in this Charter shall be construed as in any way affecting the right of the registered voters under the Constitution and Statutes of Minnesota to propose amendments to this Charter.

Section 6.11 The Referendum.

If prior to the date when an ordinance takes effect a petition signed by registered voters of the City equal in number to three percent (3%) of the total number of ~~voters cast~~ registered voters of the City of Anoka at the last preceding regular municipal election, or three ~~hundred~~ registered voters (300) ~~voters~~, whichever is greater, is filed with the City Clerk requesting that any such ordinance be repealed or submitted to a vote of the registered voters, the ordinance shall thereby be prevented from going into ~~operation~~ effect. The Council shall thereupon reconsider the ordinance at its next regular meeting, and by majority vote of the members present at the meeting, either repeal or affirm the ordinance as passed. If the ordinance is affirmed, the Council shall immediately order a special election to be held thereon, or submit the ordinance at the next regular municipal election, pending which the ordinance shall remain suspended. If a majority of the voters voting on the ordinance ~~is~~ are opposed to the ordinance, it shall not become effective; but if a majority of the voters favor the ordinance, it shall go into effect immediately or on the date therein specified.

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Section 6.12 Referendum Petition.

The requirements laid down in Sections 6.04 and 6.05 above as to the formation of the committees, the form of petitions and signature papers, for the initiation of ordinances shall apply

to the referendum, but with such changes as may be necessary. A referendum petition shall read substantially as follows:

REFERENDUM PETITION

Proposing the repeal of an ordinance to _____
_____ (stating the purpose of the ordinance) a
copy of which ordinance is hereto attached. The proposed repeal is sponsored by the following committee of
registered voters:

Name

Street and Number

1. _____
2. _____
3. _____
4. _____
5. _____

The undersigned qualified registered voters, understanding the nature of the ordinance hereto attached and believing it to be detrimental to the welfare of the City, petition the Council for its submission to a vote of the voters for their approval or disapproval.

Name

Street and Number

1. _____
2. _____
3. _____

(At the end of the list of signatures shall be appended the Affidavit of the circulator mentioned above).

This petition, if found insufficient, shall be returned to _____

at _____.

Section 6.13 Referendum Ballots.

The ballots used in any referendum election shall conform to the rules laid down in Section 6.08 of this Charter for initiative ballots.

CHAPTER 7. ADMINISTRATION OF CITY AFFAIRS

Section 7.01 The City Manager.

The City Manager shall be the Chief Executive Officer and head of the administrative branch of the City government. He/she shall be chosen by the Council solely on the basis of his/her training, experience, and administrative qualifications. The City Manager shall be appointed for an indefinite period and may be removed by the Council at any time; but after he/she has served as Manager for one (1) year, he/she may demand written charges and a public hearing before the date when his/her final removal takes effect. Written charges, if demanded, shall be furnished within a reasonable time before the public hearing. After such hearing, if one is demanded, the Council shall have unlimited discretion either to reinstate the Manager or make his/her removal final. Pending such hearing and removal, the Council may suspend the City Manager from office. The Council may designate some properly qualified person to perform the duties of the Manager during his/her absence, disability, suspension, or while the office of the City Manager is vacant.

Section 7.02 Powers and Duties of the City Manager.

- Subdivision 1. Subject to the provisions of this Charter, any Council regulations consistent therewith, and any other applicable laws, the City Manager shall control and direct the administration of the City's affairs. He/she shall have the powers and duties set forth in the following subdivisions.
- Subdivision 2. He/she shall see that this Charter and the laws, ordinances, and resolutions of the City are enforced.
- Subdivision 3. He/she shall appoint and remove, upon the basis of merit and fitness and subject to applicable civil service provisions, if any, the City Clerk, all heads of departments other than the City Attorney and any assistant City Attorney and all subordinate officers and employees in the departments. Appointment or removal of department heads shall be made final only upon a majority vote of the Council.
- Subdivision 4. He/she shall exercise control over all departments and divisions of the City administration created by this Charter or by Council.
- Subdivision 5. He/she shall recommend to the Council for adoption such measures as he/she may deem necessary for the welfare of the people and the efficient administration of the City's affairs.
- Subdivision 6. He/she shall attend all meetings of the Council with the right to take part in any discussion, but not to vote; but he/she may not attend any meeting at which the Council is considering his/her dismissal.
- Subdivision 7. He/she shall keep the Council fully advised as to the financial condition and needs of the City, and he/she shall prepare and submit to the Council the annual budget.
- Subdivision 8. He/she shall prepare and submit to the Council for adoption, an administrative code incorporating the details of administrative procedure, and from time to time he/she shall suggest amendments to such code.
- Subdivision 9. He/she shall perform such other duties as may be prescribed by this Charter or by law or required of him by ordinance or resolutions adopted by the Council.

7.03 Departments of Administration.

The Council may create such departments, divisions, and bureaus for the administration of the City's affairs as it may deem necessary, and from time to time alter their powers and organization. It shall, together with the City Manager, prepare and enact a complete administrative code in the form of an ordinance, which may be amended from time to time by ordinance. The Council may by ordinance abolish offices which have been created by ordinance, and it may combine the duties of various offices as it may see fit.

Section 7.04 City Attorney.

The Council shall appoint, by the vote of a majority of all its members, a City Attorney, who shall be the legal adviser for all officers of the City and shall render such legal services as may be requested by the Council. With approval of the Council he/she may appoint such assistant attorneys as may be necessary.

Section 7.05 Attendance of Employees at Council Meetings.

An employee of the City shall attend any meeting of the Council at which his/her presence is requested by the City Manager or his/her designee, or by the Council through the City Manager.

Section 7.06 Contracts.

Contracts for the purchase of merchandise, materials or equipment, or for any kind of construction work shall be governed by the provisions of ~~M.S.A.~~ Minn. Stat. § Section 471.345. No contract of more than the sum provided for the ~~M.S.A.~~ Minn. Stat. § Section 471.345, for the purchase of merchandise, materials or equipment, or for any kind of construction work, shall be let by the Council unless an advertisement for bids for such merchandise, materials or equipment, or construction work, has been published at least once in the official newspaper of the City at least seven (7) days before the date on which bids for such contract are to be received; provided, that in the event of an emergency determined to exist by resolution adopted by the favorable vote of four-fifths of all members of the Council, the Council may make or let any contract without first advertising for bids. Subject to the provisions of the charter, the Council may by ordinance adopt further regulations for making of bids and letting of contracts.

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CHAPTER 8. TAXATION AND FINANCES

Section 8.01 Council to Control Finances.

The Council shall have full authority over the financial affairs of the City and shall provide for the collection of all revenues and other assets, the auditing and settlement of accounts, and the safekeeping and disbursement of public moneys.

Section 8.02 Fiscal Year.

The fiscal year of the City shall commence on the first day of January of each year.

Section 8.03. System of Taxation.

Subject to the State Constitution, and except as forbidden by it or by State legislation, the Council shall have full power to provide by ordinance for a system of local taxation. In the taxation of real and personal property, the City shall be governed by the provisions of State law applicable to statutory cities.

Section 8.04 Board of Equalization.

The Council shall constitute the Board of Appeals and Equalization and in its capacity as such Board shall review, amend and equalize the work of the City Assessor pursuant to the general statutes of the State. Provided, that the Council may by ordinance provide for a Board of Appeals and Equalization consisting of one or more members of the Council and two or more residents of the City who shall perform all duties imposed upon a Board of Appeals and Equalization by State law and for their services shall receive such compensation as the Council may determine.

Section 8.05 Preparation and Submission of Annual Budget.

The City Manager shall, by the first regular meeting in August, submit to the Council a budget and an explanatory budget message in a form and manner as prescribed in Section 8.06. For such purpose and at such date as he/she shall determine, the City Manager shall obtain from the head of each department, the character, object and details of proposed expenditures together with such other supporting data as he/she may request, including an estimate of all capital projects or capital expenditures which each department head considers should be undertaken in his department for the budget year and the next five years. In preparing the budget, the City Manager shall review the estimates, shall hold Council hearings thereon and may revise estimates as he/she may deem advisable.

Section 8.06. Form of Annual Budget.

The budget shall provide a complete financial plan of all funds for the budget year, which shall include: (a) A budget message, and (b) All proposed expenditures. The proposed expenditures shall not exceed the proposed revenues. The expenditures for general and special revenue funds shall be by organization unit or activity and shall be in parallel columns opposite the character and major or minor object of expenditure showing the amount of such expenditure for the last completed fiscal year, the amount estimated for the current budget year and the proposed expenditures for the ensuing budget year. In funds other than general and special revenue, the proposed expenditures shall be presented in an understandable manner according to the discretion of the City Manager. The City Manager shall submit a detailed statement of revenues in columns for the general and special revenue funds for the last completed fiscal year, the amount estimated for the current budget year and the amount estimated for the next budget year. Such detail shall include the source of miscellaneous revenues, the amount of surplus of prior year revenues and the amount raised by property taxes. Revenues for self-supporting and other funds shall be presented in an understandable manner according to the discretion of the City Manager. The explanatory

budget message may be separate but still accompanying the budget, and be in the form and with contents as follows:

Budget Message – Current Operations: The budget message submitted by the City Manager to the Council shall be explanatory of the budget, shall contain an outline of the proposed financial policies of the City for the budget year and shall describe in connection therewith the important features of the budget plan. It shall set forth the reasons for major changes from the previous year in cost and revenue items and shall explain any major changes in financial policy.

Budget Message – Capital Improvement: As a part of the budget message with relation to the proposed expenditures for capital projects stated in the budget, the City Manager shall include a statement of pending capital projects and proposed new capital projects, relating the respective amounts proposed to be raised therefore by appropriations in the budget and the respective amounts, if any, proposed to be raised therefore by the issuance of bonds during the budget year.

Budget Message – Capital Program: The City Manager shall also include in the message, or attach thereto, a capital program of proposed capital projects for the five (5) fiscal years next succeeding the budget year, together with his/her comments thereon and any estimates of costs prepared by the department of public works or other office or department. For the use of the Planning Commission, copies of the departmental estimates of capital projects filed with the City Manager pursuant to Section 8.05 of this Chapter, shall be filed with the Council.

Attached to the budget message shall be such supporting schedules, exhibits and other explanatory material, in respect to both current operations and capital improvements as the City Manager shall believe useful to the Council.

Section 8.07. Passage of Annual Budget.

The Council shall determine the place and time of the public hearing on the budget, and shall cause to be published a notice of the time and place of the public hearing to be held not less than seven (7) days nor more than fourteen (14) days after publication. The budget shall be a public record in the office of the City Clerk open to public inspection by anyone. The City Manager shall cause sufficient copies to be prepared for distribution to interested persons and civic groups. The budget meeting as advertised shall be held and adjourned from time to time and conducted so as to give interested citizens a reasonable opportunity to be heard. The budget estimates shall be read in full and the City Manager shall explain the various items thereof as fully as may be deemed necessary by the Council. The Council shall adopt the budget no later than the last date established by law for the County Auditor to levy taxes. The budget resolution shall set forth the total for each budgeted fund. Such resolution shall also state the amount of taxes to be levied. The budget document includes each department level budget with such segregation as to objects and purposes of expenditures as the Council deems necessary for purposes of budget control.

Section 8.08 Enforcement of the Budget.

The City Manager shall strictly enforce the provisions of the budget as specified in the budget resolution. He/she shall not authorize or approve any expenditure unless an appropriation has been made in the budget resolution and there is an available unencumbered balance of the appropriation sufficient to pay the liability to be incurred. No officer or employee of the City shall place any orders or make any purchases except for the purposes authorized in the budget. Any obligation incurred by any person in the employ of the City for any purposes not in the approved budget or for any amount in excess of the amount appropriated in the budget resolution or in excess of available moneys in any fund of the City may be considered a personal obligation upon the person incurring the expenditure.

Section 8.09 Altering or Adjusting the Budget.

After the budget ~~shall~~ has been duly adopted, the Council shall have no power to increase the amounts fixed in the budget resolution, by the insertion of new items or otherwise, beyond the estimated revenues, unless the actual receipts exceed the estimates and then not beyond the actual receipts. The Council may at any time, by resolution approved by a four-fifths majority of its members, reduce the sums appropriated for any purpose of the budget resolution.

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At the request of the City Manager, within the last three (3) months of the fiscal year, the Council may transfer unencumbered appropriation balances from one office, department or agency to another. All appropriations shall lapse at the end of the budget year to the extent that they shall have not been expended or lawfully encumbered.

Section 8.10 Emergency Appropriation in Budget.

The Council may include an emergency appropriation as a part of the budget but not to exceed three percent (3%) of the total operating appropriations made in the budget for that year. A transfer from the emergency appropriation to any other appropriation shall be made only upon the affirmative vote of four-fifths of all members of the Council. The funds thus appropriated shall be used only for the purposes designated by the Council.

Section 8.11 Disbursements; How Made.

No disbursement of City funds shall be made except by check bearing the signature of the City Manager and the Finance Director. No such check shall be issued unless the claim to which it relates specifies the purpose for which the disbursement is made and the fund upon which it is drawn, and has been supported by an itemized bill, payroll, or time sheet approved and signed by the responsible City officer who vouches for the correctness and reasonableness thereof. The Council may by ordinance make further regulations for the safekeeping and disbursement of the funds of the City.

Section 8.12 Funds.

There shall be maintained by the City Finance Director a classification of funds which shall provide for a general fund for payment of such general governmental expenses and obligations as the Council may deem proper, a utility fund for payment of expenses relating to any or all municipal utilities, a sinking or debt redemption fund for payment of principal of and interest on obligations of the City, and such other funds as may have been established for payment of outstanding obligations of the City not yet fully paid. In addition, there shall be maintained such other funds as may be required by statute or ordinance. The Council may, by resolution, make interfund loans where permitted by law except from funds held by the City as trustee or custodian or in the capacity of an agent.

Section 8.13 Accounts and Reports.

The accounts of the City shall be maintained in accordance with generally accepted governmental accounting standards and procedures. The City Manager shall submit such reports as will be necessary in order to keep the Council fully informed of the financial condition of the City. Once each year on or before the 30th day of June, the City Manager shall submit a complete financial report of the City, for the preceding fiscal year. A summary of the report shall be published in the official newspaper with a statement that copies of the complete report may be obtained at City Hall.

Section 8.14 City Indebtedness.

The City may borrow money and issue and sell bonds for any and all purposes authorized and subject only to the limitations provided by the general laws of the State of Minnesota applicable to cities of the same class as the City of Anoka. The issuance of bonds shall be authorized by an ordinance setting forth the purpose or purposes of the issue and the maximum amount thereof, adopted by the approving vote of four-fifths of all members of the Council; except that the

Council may, by resolution adopted by a similar vote, authorize the issuance of bonds to finance improvements which are to be paid for in whole or in part by special assessments, sewage disposal facilities and, without limitation, any other utility owned or to be owned and operated by the City, from which a revenue is or may be derived.

The form, maturities, interest rate or rates, redemption privileges and other terms of each issue of bonds, and the covenants to be made by the City for the security thereof, shall be established by the Council by resolution.

The full faith and credit of the City shall be pledged for the payment of all of its bonds save and except that when net revenues to be derived from the operation of any public utility or other revenue producing enterprise of the City are pledged for the payment of bonds issued for the acquisition or betterment of such utility or enterprise. ~~Such bonds may in the discretion of the Council be issued as general obligations of the City or may be made payable solely from said net revenues, without limitation of the generality of the foregoing, the Council is specifically authorized to issue general obligation bonds of the City for the purpose of financing improvements in respect of which special assessments are to be levied under the provisions of Chapter 9 of this Charter or of any law of the State, in anticipation of levy and collection of such special assessments and payable from said special assessments and from ad valorem taxes which shall be levied for the payment of the City's share of the cost of such improvements and for the provision of the additional amounts required for the security of such bonds. Such bonds may be issued at any time after estimates of the cost of the improvements to be financed thereby have been submitted by the City Engineer and approved by the Council, in amount sufficient to pay any part or all of the cost as determined by said estimates. In the event that the cost exceeds the estimate, the Council shall have authority to issue additional bonds in amount sufficient to pay such excess cost. In the event that the estimate exceeds the cost, the Council shall have authority to appropriate the amount of such excess out of the proceeds of the bonds to the payment of the cost of any additional improvements for which estimates have been approved, or may appropriate such amount to the sinking fund account for the payment of such bonds. The City shall have authority to protect itself by acquiring title to any property subject to special assessments for local improvements and shall have authority, by ordinance or resolution, to sell, assign, and convey the same.~~

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Section 8.15 Tax Anticipation Certificates.

At any time after January 1 following the making of an annual tax levy, the Council may issue certificates of indebtedness in anticipation of the collection of taxes levied for any fund and not yet collected. The total amount of certificates issued against any fund for any year with interest thereon until maturity shall not exceed 90 percent (90%) of the total current taxes for the fund uncollected at the time of issuance. Such certificates shall be issued on such terms and conditions as the Council may determine but they shall become due and payable not later than the 1st day of April of the year following their issuance. The proceeds of the tax levied for the fund against which tax anticipation certificates are issued and the full faith and credit of the City shall be irrevocably pledged for the redemption of the certificates in the order of their issuance against the fund.

Section 8.16 Emergency Debt Certificates.

If in any year the receipts from taxes or other sources should from some unforeseen cause become insufficient for the ordinary expenses of the City, or if any calamity or other public emergency should subject the City to the necessity of making extraordinary expenditures, the Council may by resolution issue and sell on such terms and, in such manner as the Council determines, emergency debt certificates to run not to exceed two years. A tax sufficient to pay principal and interest on such certificates with the margin required by law shall be levied as required by law. The resolution authorizing an issuance of such emergency debt certificates shall state the nature of the emergency and be approved by a majority of all members of the Council, and the full faith and credit of the City shall be irrevocably pledged for the redemption of the certificates in the order of their issuance.

CHAPTER 9. PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Section 9.01 Power to Make Improvements and Levy Assessments.

The City may make any type of public improvement not forbidden by law and levy special assessments to pay all or part of the cost of such improvements. The total assessments for any local improvement may not exceed the cost of the improvement including all costs and expenses connected therewith, with interest. No assessment shall exceed the benefits to the property. The matters of public improvements and special assessments shall be covered by the provisions of Chapter 429 of Minnesota Statutes Annotated.

Section 9.02 Assessments for Services.

The Council may provide by ordinance that the cost of sprinkling, snow or rubbish removal, or of any other service to streets, sidewalks, or other public property, utility services provided to private property, or the cost of any service to other property undertaken by the City may be assessed against the property benefited and collected in like manner as are special assessments.

Section 9.03 Purchase of Land for Delinquent Assessments.

In order to protect the lien of the City on special assessments, the Council shall, whenever necessary, have power to purchase any lot or parcel of land at any tax sale, or take as assignment of any lien on same against which the City has a lien for special assessments, and may sell and assign any such lien held by such City, and otherwise take such action as will protect the interest of the City.

Section 9.04 Public Works; How Performed.

Public works, including all local improvements, may be constructed, extended, repaired and maintained either directly by ~~day labor~~ City staff or by contract. The City shall require contractors to give bonds for the protection of the City and all persons furnishing labor and materials pursuant to the laws of the State.

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CHAPTER 10. EMINENT DOMAIN

Section 10.01 Power to Acquire Property.

The City may acquire, by purchase, gift, devise, or condemnation, any property, corporeal or incorporeal, either within or without its corporate boundaries, which may be needed by the City for any public use or purpose. Easements for slopes, fills, sewers, building lines, poles, wires, pipes, and conduits for water, gas, heat and power may be acquired by gift, devise, purchase, or condemnation in the manner provided by law.

Section 10.02 Proceedings in Acquiring Property.

The necessity for the acquisition of any real property by the City shall be determined by the Council and shall be declared by a resolution, which shall describe such property as nearly as may be and state the use to which it is to be devoted. In acquiring property by exercising the power of eminent domain, the City shall proceed according to the laws of this State, or to the extent permitted by law, or as otherwise provided in this Charter.

Section 10.03 Payment of Award.

Whenever an award of damages is confirmed in any proceeding for the taking of property for public use by right of eminent domain, or whenever the court renders final judgment in any appeal from any such award and the time for abandoning such proceedings by the City has expired, the City shall, within seventy (70) days of such final determination, pay the amount of the court, as the case may be; and if not so paid, judgment therefor may be had against the City.

Section 10.04. City May Abandon Proceedings.

The City may dismiss all or part of the property being acquired in a condemnation proceeding so long as the dismissal is filed with the proper court prior to the expiration of the time for an appeal or before entry of judgment if an appeal has been taken. The City shall pay all reasonable costs and expenses incurred by the condemnee including attorney's fees.

Section 10.05 City May Take Entire Plant.

If the City condemns a public utility which is operated at the time of the commencement of the condemnation proceedings as one property or one system, it shall not be necessary in the condemnation proceedings or any of the proceedings of the Council, to describe or treat separately the different kinds of property composing such system; but all of the property, lands, articles, franchises, franchise values, and rights which comprise such system may, unless otherwise ordered by the court, be treated together as one property and an award for the whole property in one lump sum may be made by the Councilmembers or other body assessing the damages or condemnation. This does not prevent the City, when the plant and property are separable into distinct parts, from acquiring only such part or parts thereof as may be necessary in the public interest.

CHAPTER 11. FRANCHISES

Section 11.01 Franchises Required.

Except as otherwise provided by law, no person, firm, or corporation shall place or maintain any permanent or semi-permanent fixtures, in, over, upon or under any street or public place for the purpose of operating a public utility or for any other purpose, without a franchise therefor from the City. A franchise shall be granted only by ordinance, which shall not be an emergency ordinance. Every ordinance granting a franchise shall contain all the terms and conditions of the franchise. The grantee shall bear the costs of publication of the franchise ordinance and shall make a sufficient deposit with the Clerk to guarantee publication before the ordinance is passed.

Section 11.02 Term.

No perpetual franchise or privilege shall ever be created, nor shall any exclusive franchise or privilege be granted for a period of more than twenty-five years.

Section 11.03 Public Hearing.

Before any franchise ordinance is adopted or any rates, fares, or prices to be charged by a public utility are fixed by the Council, the Council shall hold a public hearing on the matter. Notice of such hearing shall be published at least once in the official newspaper not less than ten (10) days prior to the date of the hearing.

Section 11.04 Power of Regulation Reserved.

Subject to any applicable law, the Council may ~~be by~~ ordinance reasonably regulate and control the exercise of any franchise, including the maximum rates, fares, or prices to be charged by the grantee. No franchise value shall be included in the valuation of the grantee's property in regulating utility rates, fares or prices under any applicable law, ordinance, or regulation or in proceedings for municipal acquisition of the grantee's property by purchase or eminent domain.

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Section 11.05 Renewals or Extensions.

Every extension, renewal or modification of any existing franchise or of any franchise granted thereafter shall be subject to the same limitations and shall be granted in the same manner as a new franchise.

CHAPTER 12. PUBLIC OWNERSHIP AND OPERATIONS OF UTILITIES

Section 12.01 Acquisition and Operation of Utilities.

The City may own and operate any gas, water, heat, power, light, telephone or other public utility for supplying its own needs for utility service or for supplying utility service to private consumers or both. It may construct all facilities reasonably needed for that purpose and may acquire any existing utility properties so needed; but such action may only be taken by ordinance, which shall not be an emergency ordinance. The operation of all public utilities owned by the City shall be under the supervision of the City Manager.

Section 12.02 Rates and Finances.

Upon recommendations made by the City Manager or upon its own motion, the Council may fix rates, fares and prices for municipal utilities, but such rates, fares and prices shall be just and reasonable. The Council shall endeavor to make each municipal utility financially self-sustaining. Before any rates, fares or prices for municipal utilities shall be fixed by the Council, the Council shall hold a public hearing on the matter in accordance with Section 12.06. The Council shall prescribe the time and the manner in which payments for all such utility services shall be made and may make such other regulations as may be necessary, and prescribe penalties for violations of such regulations.

Section 12.03 Purchase in Bulk.

The Council may, in lieu of providing for the local production of gas, electricity, water and other utilities, purchase the same in bulk and resell them to local consumers at such rates as it may fix. Before such rates are fixed by the Council, the Council shall hold a public hearing on the matter in accordance with Section 12.06.

Section 12.04 Lease of Plant.

The Council may, if the public interest will be served thereby, contract with any responsible person, co-partnership or corporation for the operation of any utility owned by the City, upon such rentals and conditions as it may deem necessary; but such contract shall be embodied in and let only by ordinance, which shall not be an emergency ordinance. In no case shall such contract be for a longer term than ten years.

Section 12.05 Public Utility; How Sold.

No public utility owned by the City shall be sold or otherwise disposed of by the City unless the full terms of the proposition of said sale or other disposition thereof, together with the price to be paid therefore, shall be embodied in an ordinance approved by a majority of the registered voters voting thereon at the last preceding municipal general or special election.

Section 12.06 Notice of Public Hearings.

Notice of public hearings required by this Chapter shall be published at least once in the official newspaper at least ten (10) days prior to the date of the hearing. Additional notice of such public hearings may be given in such manner as the Council may determine.

CHAPTER 13. MISCELLANEOUS AND TRANSITORY PROVISIONS

Section 13.01 Official Publications.

The Council shall annually designate a legal newspaper of general circulation in the City as its official newspaper in which shall be published ordinances and other matters required by law to be so published as well as such other matters as the Council may deem it in the public interest to have published.

Section 13.02 Oath of Office.

The City Manager and every elected official of the City shall, before entering upon the duties of his/her office, take and subscribe an oath of office in substantially the following form: "I do solemnly affirm that I will support the Constitution of the United States of America, the Constitution of the State of Minnesota, and the Charter of the City of Anoka and that I will faithfully and impartially discharge the duties of the Office of (Mayor, Councilmember, City Manager, etc.) of the City of Anoka, to which I have been appointed/elected, to the best of my knowledge and ability."

Section 13.03. Financial Interest in Contracts.

Except as otherwise permitted by law, no officer or employee of the City who is authorized to take part in any manner in any contract with the City shall voluntarily have a personal financial interest in any contract or personally benefit financially therefrom. No consultant, or firm, or officers of a firm, employed by the City to obtain advice regarding a contract or project with the City, shall voluntarily have a financial interest in such contract or project. An affidavit showing such financial interest or absence of financial interest must be filed with the City.

Section 13.04 Official Bonds.

Before entering upon the duties of ~~their~~ his/her respective office or employment, the City Finance Director shall, upon the request and at the discretion of the Council, give a corporate surety bond to the City in such form and in such amount as may be fixed by the Council as security for the faithful performance of ~~their~~ his/her official duties and the safekeeping of the public funds. The premiums on the bonds shall be paid by the City.

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Section 13.05 Sales of Real Property.

No real property of the City shall be sold, leased or otherwise disposed of except by ordinance adopted by affirmative vote of four-fifths of the Council. The proceeds of any sale, lease or other disposal of such property shall be used as far as possible to retire any outstanding indebtedness incurred by the City in the purchase, construction, or improvement of this or other property used for the same public purpose. If there is no such outstanding indebtedness, the Council may by resolution designate some other public use for the proceeds.

Section 13.06 Vacation of Streets.

The Council may by resolution vacate any street, alley, easement, public grounds, public way, or other right in property, granted to or owned by the City, or any part thereof, on its own motion or at the request of one or more of the owners of land abutting the property to be vacated. No such vacation shall be made unless it appears in the interest of the public to do so after a hearing. The Council shall cause written notice of the hearing to be published in the official newspaper and mailed to each property owner affected by the proposed vacation at least ten (10) days before the hearing. The mailed notice must contain a copy of the proposed resolution as well as the time, place, and date of the hearing. The vacation resolution may reserve any interest or right in the vacated property not greater than the City's interest prior to the vacation. A certified copy of the

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vacation resolution shall be filed with the County recorder. Failure to file the resolution shall not invalidate the vacation proceedings.

Section 13.07 Statutes Not Affected by Charter.

All general laws and statutes of the State applicable to all cities operating under home rule charters, or applicable to cities of the same class as the City of Anoka operating under home rule Charter, and not inconsistent with the provisions of this Charter, shall apply to the City of Anoka, and shall be construed as supplementary to the provisions of this Charter.

Section 13.08 Existing Ordinances and Resolutions Continued.

All ordinances, resolutions and regulations of the municipality in force when this Charter takes effect, and not inconsistent with the provisions thereof, are hereby continued in full force and effect until amended or repealed.

Section 13.09 Pending Condemnations and Assessments.

Any condemnation or assessment proceeding in progress when this Charter takes effect shall be continued and completed under the laws under which such proceeding was begun.

Section 13.10 Disposition of Fines and Penalties.

All fines, forfeitures and penalties received for the violation of any ordinance shall be paid into the City treasury.

Section 13.11 Ordinances to Make Charter Effective.

The Council shall by ordinance make such regulations as may be necessary to carry out and make effective the provisions of this Charter.

Section 13.12 Police to Belong to Public Employees Police and Fire Fund.

Notwithstanding the provision of any general or special law or this Charter, all police first employed by the City on and after July 8, 1972, shall be members of the Public Employees Police and Fire Fund, and shall not be eligible for membership in the Anoka Police Relief Association.

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Dated: January 3, 2012 <insert date of adoption by City Council>

BY ORDER OF THE CITY COUNCIL

Phil Rice, Mayor

~~Timothy J. Cruikshank, City Manager~~ Greg Lee, Interim City Manager

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COUNCIL MEMO FORM

9.2

Meeting Date	December 21, 2015
Agenda Section	Ordinances & Resolutions
Item Description	ORD/Adopting 2016 Master Fee Schedule (2 nd Reading)
Submitted By	Amy Oehlers, City Clerk

BACKGROUND INFORMATION

Annually staff reviews the fee schedule and determines whether or not a recommendation should be made to the Council to adjust the fees that the City charges for services and licenses. Fees are to be based on the actual costs to provide the service, issuance/enforcement of a license or code regulation, background checks, materials, time, etc.

Attached is the proposed fee schedule. A first reading of this ordinance was held at your Decmeber 7th meeting.

The areas in red text are the proposed changes that were included in the first reading. The green text are revisions from the first reading to the second reading.

Summary of Changes:

Rental License fee increased to cover costs.

Cemetery fees increased to cover costs. These changes were inadvertently left off of the first reading.

City Hall Room Rentals. Adjusted due to room changes.

Dumpster parking fee for small containers. Adjusted to bring in-line with larger dumpster costs.

Fire Hydrant: This is a deposit for contractors or City approved users who lease a hydrant.

Stormwater Utility & Water/Sewer Charges were approved earlier this year, the Fee Schedule needs to reflect those previously approved changes.

Parking Fine increase.

Boat slips. Added different levels of lease.

Parks & Aquatic Center: various fee increases.

Assessment fees: As discussed in previous Council mtgs.

Zoning & Street Maps. Increased to cover costs.

FINANCIAL IMPACT

Varies.

COUNCIL ACTION REQUESTED

Request the Council hold the second reading and adopt the ordinance. This fee schedule would become effective on January 1, 2016.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
ORDINANCE**

ORD-2015-XXXX

**AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR
THE CITY OF ANOKA, EFFECTIVE JANUARY 1, 2016**

THE COUNCIL OF THE CITY OF ANOKA ORDAINS:

SECTION 1. Pursuant to Minnesota Law, the Anoka City Charter and the Anoka City Code, and upon a review of a study conducted by City staff, a fee schedule for City services and licensing is hereby adopted, by an affirmative vote of a majority of the Anoka City Council members present.

2015 Master Fee Schedule.

- (a) The Code of the City of Anoka establishes that certain fees be set from time to time by the Anoka City Council.
- (b) City staff has reviewed the current Master Fee Schedule for the City of Anoka and is hereby recommending that the 2016 Master Fee Schedule, hereto attached as Exhibit A, be adopted.
- (c) Upon consideration and review of the Anoka City Council, the 2016 Master Fee Schedule, hereto attached as Exhibit A, is hereby adopted and becomes effective January 1, 2016.

SECTION 2: This Ordinance shall be in full force and effective upon passage and seven (7) days after publication. Fees to become effective on January 1, 2016.

ATTEST:

	Introduced:	
	Adopted:	
Phil Rice, Mayor	Published:	
	Effective:	

	Aye	Nay	Abstain	Absent
Amy T. Oehlers, City Clerk				
Rice				
Anderson				
Freeburg				
Schmidt				
Weaver				

City of Anoka

2016 MASTER FEE SCHEDULE

ADMINISTRATION

- Licenses that lapse over 30-days are required to apply as a “new” license.
- All new Administrative licenses (with the exception of liquor related licenses) are charged a \$25.00 investigation fee.
- Renewal Application late fee for administrative licenses is \$25.00 or 10% of the total licensing fee, whichever is greater.
- Applications that are submitted incomplete are returned, and if not re-submitted by the original due date, they are considered late.

ADMINISTRATION - LICENSES	FEE
ADMINISTRATIVE CITATIONS: - Level I - Level II - Level III - Level IV Repeat violations; Fine is doubled. Continuing violation; Fine for each day.	\$50.00 \$100.00 \$200.00 \$1,000.00
ADULT ESTABLISHMENT: Annual fee	\$5,000.00
ARCADES/BILLIARDS/BOWLING ALLEY: Annual fee (per lane/machine)	\$30.00
COURTESY BENCHES: Annual fee (per bench) No new benches as of January 1, 2004	\$30.00
COMMUNITY GARDEN PLOT (all City community gardens)	\$25.00
ENTERTAINMENT DEVICES: Machine Investigation fee (new licenses &/or new machine) <per> Annual fee (for 1 thru 5 machines) Annual fee per machine in excess of 5	\$30.00 \$75.00 \$15.00
FARMERS MARKET	\$60.00
FILING FEE (Affidavit of Candidacy for Election) (no investigation fee)	\$20.00
FIREWORKS SALES: Annual fee	\$75.00
GARBAGE & REFUSE HAULERS: Annual fee, 1 st truck Annual fee, each additional truck	\$300.00 \$30.00
MASSAGE BUSINESS: Annual fee	\$500.00
MASSAGE THERAPIST: Annual fee	\$125.00
PAWNBROKER: Annual fee Per transaction fee (billed by Anoka Police Department)	\$2,000.00 \$1.50
PEDDLER: Daily Rate Monthly Rate Annual Rate	\$60.00 \$100.00 \$500.00
POOL HALL: Annual fee	\$350.00
SOLICITOR (For-Profit Solicitors only): Investigation fee (no license fee charged)	\$25.00
SPECIAL EVENTS: For 1 st time event only (no charge for annual events)	\$75.00

City of Anoka
2015 MASTER FEE SCHEDULE

ADMINISTRATION – LICENSES (cont'd)	FEE
TANNING SALON: (tanning must be 50% of the business)	
Annual Per Bed Fee	\$10.00
Annual License Fee	\$100.00
TOBACCO & TOBACCO RELATED PRODUCTS:	
Annual fee	\$250.00
TRANSIENT MERCHANT:	
Daily	\$60.00
Monthly	\$100.00
Annual	\$500.00
TREE CARE:	
Annual fee	\$75.00
USED MOTOR VEHICLE	
Annual fee	\$125.00

ADMINISTRATION - LIQUOR LICENSING	FEE
BREWERY/TAPROOM	
Investigation fee	\$25.00
Annual Fee	\$300.00
Off-Sale Growler	\$150.00
MICRO-DISTILLER COCKTAIL ROOM	
Investigation fee	\$25.00
Annual Fee	\$300.00
INTOXICATING LIQUOR ON-SALE:	
Investigation fee (new license):	
Single Person	\$160.00
Partnership	\$325.00
Corporation or LLC	\$550.00
Annual fee	\$5,000.00
Sunday On-Sale Intoxicating Liquor (optional)	\$200.00
Club Fee (fee regulated by State)	\$200.00
Sunday Club Fee (fee regulated by State)	\$20.00
SPECIAL 2:00 a.m. LICENSE (for all annual on-sale licenses):	
Annual fee	\$500
INTOXICATING LIQUOR ON-SALE – TEMPORARY:	
• Cannot total more than 12 days per year, nor more than 4 consecutive days, this is a State regulation.	
Investigation fee	\$25.00
Per event consisting of consecutive days	\$75.00
MALT LIQUOR (3.2%) ON-SALE:	
Investigation fee	\$25.00
Annual fee	\$300.00
Club fee (fee regulated by State)	\$50.00
MALT LIQUOR (3.2%) OFF-SALE:	
Investigation fee	\$25.00
Annual fee	\$150.00
MALT LIQUOR (3.2%) ON-SALE TEMPORARY:	
Investigation fee	\$25.00
Per event consisting of consecutive days	\$75.00

City of Anoka
2015 MASTER FEE SCHEDULE

WINE LICENSE:	
Investigation fee	\$25.00
Annual fee	\$400.00

STRONG BEER = Wine License + Malt Liquor License (no additional charge)

City of Anoka 2015 MASTER FEE SCHEDULE

BUILDING PERMITS & PLANNING/ZONING * means State Surcharge is applied to all permits, in addition to the fees listed.

BUILDING PERMITS	FEE
ADMINISTRATIVE AND/OR CODE COMPLIANCE ORDER APPEAL	\$100.00
ACCESS CHARGES: Water (WAC) per unit Sewer (SAC) per unit City Sewer per unit	\$2,000.00 Per current Met council determination \$1,100.00
RESIDENTIAL: Back Flow Preventer (installation – new service meter) 0.75" x 1.00" (plus angle valve) Larger than 1.00"	\$75.00* Provided by Plumber
ABOVE GROUND POOL	\$25.00*
BUILDING DEMOLITION: Includes a \$500.00 escrow that will be refunded when water/sewer are disconnected and inspected. Includes water/sewer disconnect fee.	\$600.00*
BUILDING MOVING: Requires an inspection prior to moving the structure. Requires a Conditional Use Permit to move within the City.	\$100.00*
BUILDING PERMIT: If the value is less than \$500.00, fee is \$25.00. If the value is \$500.00 or more, the fee is "value based" per the State Building Code.	Minimum \$25.00*
CITY SURCHARGE – Residential Contractors Only	\$5.00
ELECTRICAL PERMITS; must also pay State Surcharge in Effect at the issuance of permit	Per current MS 326B.37
FENCE PERMIT	\$25.00*
FIRE SUPPRESSION SYSTEM (Mechanical Permit, \$25.00 minimum)	1.5% of job cost*
GAS FIREPLACE/INSERT PERMIT (fee per unit, \$25.00 minimum)	1.5% of job cost*
HEATING/AIR CONDITIONING (\$25.00 minimum)	1.5% of job cost*
INSPECTIONS: (per hour rates) Non-business hours (2-hour minimum) Re-inspection per State Building code Inspections not indicated (1/2 hour minimum) Additional Plan Review required by change to plans (1/2 hr min) Use of outside consultants for plan review/inspections	\$47.00 \$47.00 \$47.00 \$47.00 Actual costs
IRRIGATION PERMIT (for residential lawn sprinklers)	\$25.00*
ISTS PERMIT	\$100.00*
PLAN CHECK	Per State Building Code
PLUMBING PERMITS (\$25.00 minimum)	\$7.00 per fixture*
RPZ REBUILD (Reduced Pressure Zone) PLUMBING	\$25.00*
NON-STRUCTURAL REMODELING, NON-STRUCTURAL WINDOW REPLACEMENT, RE-ROOF, RESIDING OR DOORS FOR SINGLE-FAMILY AND DUPLEXES	\$50.00*
RESIDENTIAL BASEMENT FINISH (existing structures) SINGLE-FAMILY AND DUPLEXES (per unit)	\$Based on Value of Work*
SEWER SERVICE/REPAIR	\$50.00*
SIGN PERMIT (other than portable sign or banner sign)	\$50.00*
TREE REPLACEMENT FEE	\$350.00 per tree
WATER SERVICE/REPAIR	\$50.00*

City of Anoka 2015 MASTER FEE SCHEDULE

BUILDING PERMITS (cont'd)	FEE
COMMERCIAL BUILDING PERMITS: Commercial building permit fees are based on the value of the work undertaken and are calculated according to the building code. Commercial Irrigation Commercial Re-roof	\$25.00 Value based*
WORK BEGUN WITHOUT A PERMIT When work requiring a permit has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by the Code. The minimum investigation fee shall be the same as the minimum fee set in the Building Code.	

PLANNING, DEVELOPMENT & ZONING	FEE
ADMINISTRATIVE SITE PLAN	\$50.00
COMPREHENSIVE PLAN AMENDMENTS	\$300.00
CONDITIONAL USE PERMIT	\$300 plus reimbursement costs
ENVIRONMENTAL PERMIT	\$75.00
FINAL PLAT	\$100.00
HPC RESIDENTIAL PLAQUE PROGRAM APPLICATION	\$25.00
HISTORIC DOWNTOWN CORE MATERIAL APPEAL	\$300.00
HISTORIC SITE, STRUCTURE, OR DISTRICT DESIGNATION	\$50.00
HOME OCCUPATION (requires an Interim Use Permit)	\$100.00
INTERIM USE PERMIT	\$100.00
PROFESSIONAL SERVICES (including but not limited to legal, engineering, planning, etc.)	Recover all costs incurred by the City
LOT SPLIT (no plat)	\$50.00
PARK DEDICATION FEES (per unit fees)	
Residential	\$2,543.00
Commercial	\$0
Industrial	\$0
PLANNED UNIT DEVELOPMENT (escrow required, fee for application, additional fees may apply)	\$300.00
PORTABLE SIGNS	\$15.00
PRELIMINARY PLAT	\$500 plus \$2,500 escrow plus reimbursement costs
RENTAL LICENSING: (Annual License)	\$40 \$80 per property, plus \$1 \$2 for each additional dwelling unit
Re-inspection with full compliance	No charge
Re-inspection without full compliance	\$25.00 per failing unit
Re-instatement fee with new application	\$100.00
REZONING	\$300 plus reimbursement costs

City of Anoka
2015 MASTER FEE SCHEDULE

PLANNING, DEVELOPMENT & ZONING (cont'd)	FEE
SOBER HOUSE LICENSE (renewed annually)	\$20.00
Re-inspect with full compliance	No Fee
Re-inspect without full compliance	\$25.00
Reinstatement with new application	\$100.00
SITE PLAN REVIEW	\$300 plus reimbursement costs
STREET BANNER	\$50.00
SURFACE WATER MANAGEMENT PLAN REVIEW	All costs incurred by City
TAX REBATE FINANCING:	
Projects less than \$150,000	\$1,000.00
Projects more than \$150,000	\$5,000.00
TAX INCREMENT FINANCING	\$3,000.00
VACATION (plus costs incurred by City)	\$125.00
VARIANCE	Single Family Residential: \$250.00 All other \$300.00 plus reimbursement costs
VARIANCE – Driveway Setback	\$25.00
WAIVER OF SUBDIVISION REQUIREMENTS	\$100.00
VACANT BUILDING REGISTRATION	\$250 plus ½ the amount of the building permit fee(s) that will be escrowed and then applied to the building permit fee when obtained
ZONING LETTER	\$35.00
ZONING ORDINANCE AMENDMENT	\$500.00

City of Anoka 2015 MASTER FEE SCHEDULE

CEMETERY	FEE
BURIAL OF ASHES NEW: If Family or Funeral Director Covers Ashes	\$200.00 \$250.00 \$200.00
INTERMENT ADULT INTERMENT ADULT (Winter burial Dec 1 st thru Apr 1 st) Additional fee Adult/Full Ashes/Infant INTERMENT BABY INTERMENT AFTER HOURS (after 3:30pm weekdays, If vault cover not placed by 3:00 p.m. weekdays, Sat & Holidays) Additional fee	\$500.00 \$300.00 \$150.00 \$250.00 \$250.00
GRAVES Adult (resident) Adult (non-resident) Baby CREMATION GRAVE (SECTION 5, BLOCK 1) Resident Non-Resident	\$650.00 \$700.00 \$900.00 \$1,200 \$250.00 \$400.00 \$450.00 \$550.00 \$750.00
MARKER SETTING FEE Single Double Baby	\$100.00 \$150.00 \$50.00
COLUMBARIUM SEE REVISED COLUMBARIUM FEES BELOW Niche fee (includes bronze plaque) — Top shelf — Middle shelf — Bottom shelf	SOLD OUT \$1,000.00 \$900.00
DISINTERMENT/INTERMENT (per cremains)	\$75.00
BRONZE NAME & DATE PLAQUE (additional charge)	\$225.00
TRANSFER & BUY BACK ADMINISTRATIVE FEE	\$30.00
REPLACEMENT DEED	\$15.00

COLUMBARIUM:

Resident:	Single Niche	Double Niche
Top shelf	\$1,100.00	\$1,650.00
Middle shelf	\$1,000.00	\$1,500.00
Bottom shelf	\$ 900.00	\$1,350.00
Non-Resident	Single Niche	Double Niche
Top shelf	\$1,650.00	\$2,300.00
Middle shelf	\$1,500.00	\$2,150.00
Bottom shelf	\$1,350.00	\$2,000.00

Bronze niche plaque included in purchase price. No additional charge to add end date scrolls as needed. \$250.00 fee to change or replace plaque.

Bud vase, military medallion & urn available for purchase (current retail price & shipping costs) direct form vendor by request.

Single Niche = 1 cremain, individual plaque.
Double Niche = 2 cremains, companion plaque.

City of Anoka 2015 MASTER FEE SCHEDULE

CITY HALL	FEE
COMMISSION CONFERENCE ROOM (per day) Room no longer exists	\$25.00
COMMITTEE ROOM (per day)	\$25.00
COMMUNITY ROOM (per day)	
Weekdays (Monday – Friday)	\$30.00
Weekends & Holidays	\$60.00
Damage Deposit for After-hours rentals - Refundable	\$125.00

- City Hall rental fees are for room use only
- Organizations are responsible for set-up and clean-up

City of Anoka
2015 MASTER FEE SCHEDULE

FINANCE	FEE
ADMINISTRATIVE AND/OR COMPLIANCE ORDER APPEAL	\$50.00
ASSESSMENT AGREEMENT	\$50.00
ASSESSMENT FOR SERVICES (Administrative Fee)	\$35.00
ASSESSMENT SEARCHES	\$15.00
BANKRUPTCY DEPOSIT	3 x's average monthly bill
GARBAGE HAULERS:	
Bills fee -(monthly per customer)	\$1.50
Basic Haulers fee (monthly)	\$11.00
LABELS:	
Set-up	\$25.00
Per label	\$0.02
NOTARY PUBLIC	\$1.50
PARKING FEES (for quarterly billing)	\$3.00
PARKING OF DUMPSTER(S) – Annual Fees	
Containers less than 1 yard on City property – per container	\$15.00
Containers 1 yard or larger on City property – per container	\$195.00
Containers 1 yard or larger on City property with required enclosure to be built by City – per container	\$346.00
PARKING PERMIT FEES: (all parking permits are also charged tax)	
City Ramp – Reserved	Annual \$346.00 Quarterly \$89.50 Monthly \$32.85
City Ramp – Unreserved & covered	Annual \$283.00 Quarterly \$73.75 Monthly \$27.60
Hard surface Lot	Annual \$195.00 Quarterly \$51.75 Monthly \$20.25
Discount Lot	Annual \$90.00 Quarterly \$25.50 Monthly \$11.50
Temporary Permit – per month	\$10.00
PHOTOCOPIES (per MS 13.03 subd 3) – black & white under 100 pgs (in excess of 100 pgs \$10.00)	\$0.25 per page
RECYCLING FEE:	
Up to four unit dwelling (charged per household)	\$2.90
Five unit dwelling or more (charged per household)	\$2.30
RETURNED CHECK	\$30.00
STOP PAYMENTS/RE-ISSUE	\$20.00
TREE/WEED REMOVAL INVOICE (plus cost of removal)	\$25.00
TRIP FEE	\$50.00
ELECTRIC CONNECTION (Temporary)	Actual Cost

City of Anoka
2015 MASTER FEE SCHEDULE

FROST CHARGE/INSTALL UNDERGROUND UTILITY	Actual cost plus 20%
HYDRANT:	
During work hours	\$25.00
After work hours	\$75.00
HYDRANT USE:	
1.5", \$400 deposit	Metered
2.5", \$600 deposit	Metered
LATE PAYMENT CHARGE	5%
METER TAMPERING/THEFT OF ELECTRICITY	\$300 plus actual costs
METER TEST:	
Electric Single-phase	\$50.00
Electric Three-phase	\$150.00
Water	\$15.00
RADIO READ METER OPT OUT (per month fee)	\$5.00
RADIO READ METER INSTALLATION ON OUTSIDE OF PROPERTY	\$200.00
REPORT, ANY COMPUTER GENERATED REPORT	\$25.00
SECURITY LIGHT (removal before 1 year of service)	\$200.00
SERVICE CONNECTION:	
Regular	\$50.00
All after hours	\$100.00
SERVICE FEE FOR NON-PAYMENT:	
Regular	\$50.00
After hours	\$100.00
SEWER (no water service):	
Residential & new customers	\$19.00
Apartment (per occupied unit)	\$10.00
STORMWATER UTILITY FEE (monthly fee):	
Open Space (per acre)	\$2.95 \$3.07
Single-Family Residential (per lot)	\$2.95 \$3.07
Townhouses/Two-Family Residences (per unit)	\$2.29 \$2.38
Multi-Family/apartments (per acre)	\$17.70 \$18.41
Schools/Churches/Institutional (per acre)	\$23.60 \$24.54
Commercial/Industrial/Retail (per acre)	\$33.40 \$34.74
WATER METERS:	
Purchase From City to maintain consistency	Actual cost
WATER & SEWER FIXED CHARGES:	
Water Charges;	
Residential	\$5.50 \$6.25
Commercial	\$11.00 \$11.20
Industrial	\$164.45 \$186.95
Sewer Charges;	
Residential	\$5.00
Commercial	\$10.00
Industrial	\$149.50

City of Anoka
2015 MASTER FEE SCHEDULE

FIRE DEPARTMENT	FEE
FIRE WATCH (per firefighter per hour)	\$35.00
HOT TAR KETTLE	\$25.00
FIRE INCIDENT REPORT: (MS 13.03 Subd 3) 100 or fewer pages black/white copies Over 100 pages	\$0.25 cents per page \$10.00
FIRE INVESTIGATION REPORT: (MS 13.03 Subd 3) 100 or fewer pages black/white copies Over 100 pages	\$0.25 cents per page \$10.00
WITNESS UNDERGROUND STORAGE TANK REMOVAL	\$25.00
DAYCARE LICENSE INSPECTION	\$50.00
SITE PLAN REVIEW	\$50.00
BUILDING CONSTRUCTION PLAN REVIEW	\$50.00
FALSE ALARMS: 1 thru 3 4 or more (per incident)	\$0.00 \$300.00
FIRE DEPT RE-INSPECTION FEE: Initial inspection 2 nd Inspection to verify violation(s) was corrected 3 rd Inspection on existing violation(s) Each subsequent inspection on existing violation(s)	No cost No cost \$50.00 \$100.00

City of Anoka
2015 MASTER FEE SCHEDULE

POLICE DEPARTMENT	FEE
ANIMAL RELATED:	
Adoption fee/day (after 5 days holding)	\$3.00
Daily boarding fee	\$15.00
Dog/Cat license	\$15.00
Dog/Cat license – neutered/spayed	\$7.00
Dog/Cat license – duplicate	\$1.00
Potentially Dangerous dogs	\$35.00
Euthanasia fee	\$45.00
Dog/Cat Impoundment fee	
First offense (in a year)	\$40.00
2 nd offense (in a year)	\$70.00
3 rd offense (in a year)	\$90.00
4 th offense (in a year)	\$115.00
CSO II MONITORING OR SECURITY	
Saturdays, 4-hour minimum (per hour rate)	\$50.00
CITY CODE/VARIOUS CITATION(S) FEES	As per adopted in ORD-2013-1541
FALSE ALARMS:	
4 th thru 9 th	\$50.00
10+	\$125.00
LATE KEY RETURN	\$30.00
PARKING FINES:	
Fine	\$12.00 \$13.00
2 nd offense in 60 days	\$25.00
3 rd offense in 90 days	\$40.00
PHOTOS (each)	\$5.00/\$10.00
Roll	\$30.00
REPORTS (accident, burglary, fire, other): (MS 13.03 Subd 3)	
100 or fewer pages (black/white copies)	\$0.25 cents per page
Over 100 pages	\$10.00
VEHICLE LOCKOUTS	\$25.00

City of Anoka 2015 MASTER FEE SCHEDULE

An hourly "exclusive use" fee shall be charged accordingly. \$125.00 refundable key/damage deposit will be required for facilities requiring key access.

PAVILIONS/BUILDINGS	RESIDENT	NON-RESIDENT
	<i>Hourly</i>	<i>Hourly</i>
George Enloe Building	\$17.00	\$34.00
George Green - Pavilion	\$17.00	\$34.00
- Band shell (<i>non-concert**</i>)	\$10.00	\$25.00
Mississippi Park - Concession Stand*	\$15.00	\$30.00
Peninsula Point - River Room	\$17.00	\$34.00
- Concession Stand*	\$15.00	\$30.00
Rudy Johnson Building	\$17.00	\$34.00
Sorenson Building	\$17.00	\$34.00
Sunny Acres Pavilion	\$17.00	\$34.00

***Please see section 5. C. in the Policies, Procedures and Fees for non-City sponsored concerts/plays for rental fee.*

All pavilions/buildings have a key, lights, and electricity. All buildings have, or have close to them, restrooms and water facilities.

SHELTERS	RESIDENT	NON-RESIDENT
	<i>Hourly</i>	<i>Hourly</i>
Akin Riverside Park	\$7.00	\$15.00
John Ward Park (new)	\$7.00	\$15.00
Mississippi Park Shelters (4)*	\$7.00	\$15.00
Peninsula Point Park Patio	\$7.00	\$15.00
Sunny Acres Shelter	\$7.00	\$15.00
Garfield, Grant or King Shelter	No charge	No charge
John Ward Park Shelter (old)	No charge	No charge

Policy for reserving **Mississippi Park shelters is based on group size as follows:*

Group Size:	1 – 25	1 (one) shelter
	26 – 50	2 (two) shelters
	51 – 75	3 (three) shelters
	76 – 100	4 (four) shelters

BOAT SLIPS	ANNUAL FEE	After July 1 (late season 1 st yr lease only)	High Water Refund
Akin Riverside Park	\$1,800.00	\$12.00 per day	\$14.75 per day
Riverfront Park	\$800.00	\$5.50 per day	\$6.50 per day
Rum River North	\$1,000.00	\$6.50 per day	\$8.00 per day

\$300 DEPOSIT DUE BY DEC 31 FOR ANNUAL RENEWAL

City of Anoka

2015 MASTER FEE SCHEDULE

An “exclusive use” fee shall be charged as follows for OUTDOOR permits:

FIELDS/COURTS (Daylight use – per event) Hourly	RESIDENT	NON-RESIDENT
Basketball court/volleyball/horseshoe pit	No charge	No charge
Football field/soccer	\$4.00	\$8.00
Softball / Baseball field	\$4.00	\$8.00
Tennis court	1 Court No Charge \$2.00 / additional	1 Court \$2.00 \$4.00 / additional
Volleyball court	No charge	No charge

RINKS / WARMING HOUSE	Per Hour with Lights	Per Hour without Lights
After Hours <i>(Includes attendant)</i>	\$40.00	\$25.00
Hockey Rink (during rink hours) – AAHA teams <i>Locations with 2 hockey rinks only</i>	Free AAHA Teams \$10 all other teams	Free AAHA Teams \$10 all other teams

Athletic Field Maintenance Fees - YOUTH

ARAA, Dist 11 Middle School Athletics, and St. Stephens School Sports
 Non-Resident School: \$100 per field rental fee for practices & games; \$50 per field if games only

Softball & Baseball

~~\$10~~ **\$11** per field (drag & chalk or drag only)
 Provide (or be billed per bag) chalk (per application ½ bag per field)
 Provide (or be billed per gallon) paint based on weekly application (1.5 gal/skinned infield - 2.5 gal/grass infield)
 Lighting **\$10/hr**
 \$100 per field reconfiguration fee applicable only if changes needed to initial setup

Lacrosse

\$100 per field layout fee (waived with volunteer assistance)
~~\$35~~ **\$36** per field weekly painting fee
 Provide (or be billed per gallon) paint based on weekly application (6 gal per field)

Soccer

\$100 per field layout fee (waived with volunteer assistance)
~~\$35~~ **\$36** per full size field weekly painting fee (Gray Ghost)
~~\$18~~ **\$19** per mid-size field weekly painting fee (Sunny Acres)
~~\$10~~-~~\$11~~ per small field weekly painting fee (Enloe/Brisbin/Rudy)
 Provide (or be billed per gallon) paint based on weekly application (6 gal/full size - 5 gal/mid size - 4 gal/small)
 Lighting **\$10/hr**

Football

\$100 per field layout fee (waived with volunteer assistance)
~~\$45~~ **\$46** per field weekly painting / line cutting fee
 Provide (or be billed per gallon) paint based on weekly application (9 gal per field)
 Lighting **\$10/hr**

City of Anoka

2015 MASTER FEE SCHEDULE

Tennis

\$1.00 per court per hour of exclusive use

\$2.00 per court per hour of exclusive use w/on-site storage if available

Extras/Additional:

Chalk: \$8/bag
 Mound Clay: \$21/bag
 Drying Agent: \$15/bag
 Delivery Fee: \$10/location

TOURNAMENT FEES

Adult and Non-affiliated tournaments:

	<u>Daylight</u>	<u>Lights</u>
Softball / Baseball	\$50 per field per day	add \$150 per field per day
Soccer / Football	\$100 per field per day	add \$150 per field per day
Hockey (Wilson only)	\$200 per rink per day Includes rink, warming house & attendant	add \$100 per rink per day

Additional Fees:

Damage Deposit: \$150 all tournaments. No exceptions.
 Portables Toilets: Per current bid
 Field Prep: \$50 per hour per employee
 (day of) Fees include: drag & chalk, 1 employee
 Hockey Lines/Circles: \$80 per box
 Rink Prep/Flooding: \$60 per hour per employee for Evening/Weekend flooding
 Field Lining: \$45/field for football, soccer & lacrosse
 Field layout: \$100/field for football, soccer, Lacrosse
 Chalker: \$100/day
 Chalk: \$8/bag
 Hand drag & 2 rakes: \$100/day

City of Anoka 2015 MASTER FEE SCHEDULE

PUBLIC WORKS	FEE
ASSESSMENTS:	
Lot splits (covers s/w assessment for new lot)	\$7,080.00
Street Renewal (per front foot)	Varies
Residential	\$2,850.00 3,020.00 plus \$15.00 \$16.00 per front foot
Commercial	\$5,700.00 \$6,040.00 plus \$30.00 \$32.00 per front foot
Sewer Service Replacement	\$925.00 \$980.00
Water Service Replacement	\$1,025.00 \$1,090.00
*Other assessments may be levied under extraordinary circumstances via common agreement w/benefiting property owners	
DRIVEWAY INSTALLATION PERMIT	\$25.00
EXCAVATION PERMIT	\$200.00
Additional Excavation (paved area)	\$30.00
Additional Excavation (unpaved area)	\$15.00
Right-of-Way Obstruction	\$50.00
Delay Penalty (up to 3 days late)	\$60.00
*Each additional day late over 3 days, per day rate	\$10.00
(additional charges may be applicable depending on the scope of the project)	
LAND DISTURBANCE PERMIT	\$50.00
UNSCHEDULED WORK:	
Replacement items;	
Concrete Curb, per lineal foot	\$30.00
Concrete Sidewalk, per square foot	\$25.00
Bituminous Street, per square foot	\$20.00
*All other work will be billed on a time + materials basis, including costs for subcontractors.	
STREET SWEEPING	\$260.00 per hour
WATER CONSERVATION VIOLATION FINES	2 nd violation \$25.00 3 rd violation \$50.00 4 th violation \$100.00 5 th violation \$200.00

City of Anoka 2015 MASTER FEE SCHEDULE

MISCELLANEOUS FEES	FEE
Subordination Review & Processing	\$50.00
Ordinance Violation & Misc Police Citation Fees	Per Ordinance # ORD-2013-1541

PUBLICATIONS	FEE
BUSINESS LISTING	\$5.00
CITY CODE (excluding zoning code sections)	
Printed copy	\$100.00
CD Rom copy	\$30.00
COUNCIL & COMMISSION AGENDAS	0.25 cents per page
COUNCIL & COMMISSION MINUTES	0.25 cents per page
FLOOD PLAIN MAP	Per page
FLOOD PLAIN REGULATIONS	Per page
PLANNED UNTIL DEVELOPMENTS	Per page
PRECINCT MAPS	
8-1/2 x 11 black & white	0.25 cents per page
Larger or colored maps are obtained from Anoka County GIS	
SIGN ORDINANCE	0.25 cents per page
ZONING ORDINANCE (does not include subdivision ordinance)	
Printed copy	\$30.00
CD Rom copy	\$10.00
ZONING & STREET MAPS (Fee Based on Type of Map & Size)	\$3.00
Black & White	\$1 per sq ft (min 1 sq ft)
Color	\$5 per sq ft (min 1 sq ft)
Custom/Research (must also pay \$25/hr Admin Fee)	\$5 per sq ft

COUNCIL MEMO FORM

9.3 & 9.4

Meeting Date	December 21, 2015
Agenda Section	Ordinances & Resolutions
Item Description	RES/2016 SRP; Accepting Feasibility Report and Set Public Improvement Hearing. RES/2016 SRP; Set Assessment Hearing.
Submitted By	Ben Nelson, Engineering Technician

BACKGROUND INFORMATION

A resolution was approved on November 16, 2015 authorizing the preparation of a feasibility report for the proposed 2016 SRP project. The City's engineering consultant and city staff have completed the attached feasibility report for the project. The next step in the Chapter 429 process is to have the Council accept the report, and set the public hearing and assessment hearing dates.

An information "Neighborhood" Meeting was held at Greenhaven Golf Course and Event Center on December 8th for this proposed project. There were approximately 35 people that attended the meeting and overall the residents were in favor of the project. This meeting was to further educate the neighborhood on our Street Renewal Program and receive feedback from the property owners. The main concerns were the project impacts to the properties and general questions on the proposed assessments. The City Assessor was present to discuss questions on the draft assessment role. The residents along Madison Street mentioned they felt like their street was forgotten back in 2002/05 and were glad to have it included in next year's project. It was pointed out that the City provides options for property owners to enhancement/replacement their driveway during the project and informed them about boulevard tree removal and replacement guidelines.

DISCUSSION

The feasibility report outlines the proposed improvements, estimated costs, and recommended property assessments. The streets that are proposed to be included in this 2016 project are as follows:

<u>Street</u>	<u>Segment</u>
First Avenue	Madison Street to Monroe Street
Second Avenue	Madison Street to Monroe Street
Eighth Avenue	Brisbin Street to Jefferson Street
Adams Street	Seventh Avenue to Tenth Avenue
Brisbin Street	Seventh Avenue to Ninth Avenue
Madison Street	Fifth Avenue to Seventh Avenue
"Tyler" Alley	Fourth Avenue to Fifth Avenue

The above streets were selected due to the poor condition of the bituminous surfacing, poor stormwater surface drainage, and the age and deterioration of the existing sanitary sewer, watermain, and the absence of storm sewer.

The proposed project will involve the total reconstruction of the streets and an alley, including the replacement of the concrete curb and gutters and the bituminous surfacing. In addition, the existing sidewalks, driveways and driveway aprons will be replaced within the right-of-way. The alley will include a surmountable ribbon type curb with a width of 20' back to back. Within City right of ways, the sanitary sewer will be replaced with new 8" or larger PVC mains and the watermain will be replaced with new 6" or larger ductile iron watermain. All sewer and water services of the benefiting properties fronting on the above streets will also be replaced from the main to the property line.

The feasibility report also includes cost associated with the lowering and restoration of Carl Bonnell Fields. This is a major component of the City's southeast storm water drainage system and part of the proposed 4 year duration of the SRP projects for the neighborhood north of South Street, and east of Seventh Avenue. The storm improvements propose to increase the size of the trunk storm sewer that crosses the park and to continue the trunk storm sewer east on Brisbin Street and south on South Street to accommodate the 100 year storm event. There are three options for the overall trunk storm system that are based on the sizing of the pipe and stormwater ponding locations reviewed in the feasibility report. Staff is recommending a combination of options 2 and 3 from the report to use Carl Bonnell Fields for flood storage, allowing the existing flood storage pond located at 8th Avenue and South Street to be filled in and utilized in the future. In general, these

options reduces the required pipe sizes and provides additional flood security upstream and flood storage to reduce require pipe sizes downstream of the park.

FINANCIAL IMPACT

The estimated cost of the 2016 SRP is \$4,325,729. The total estimated costs are broken down as follows:

Street Reconstruction	\$1,871,373
Storm Sewer	\$1,069,388
Sanitary Sewer	\$585,254
Water System	\$766,182
Electric Conduits	\$33,532
Total:	\$4,325,729

Funding of the project is proposed to come from the following sources:

Street Renewal, Water, Sewer & Stormwater Funds	\$2,967,918
Assessments	\$862,504
Municipal Electric Utility	\$33,532
Developer	\$30,000
South Central Business TIF District	\$431,775

The above proposed funding shows that the City share of the project will amount to approximately 70%, TIF & Developer funds are approximately 10%, while assessments to benefiting properties will be 20% of the total project cost.

The estimated cost of \$438,784 for Carl Bonnell Fields includes replacing the sanitary sewer, upsizing the trunk storm sewer and lowering of the park, which is included in the proposed 2016 SRP total project cost. The assessments to benefiting properties would be at approximately 22% if these improvements were completed as a separate city project. City staff recommends including these improvements in the 2016 SRP to receive better bid prices. The restoration, re-designing and new irrigation will not be completed with the 2016 SRP. This work is proposed to be a separate city improvement project funded by Park Capital Funds.

By choosing options 2 and 3 for the city’s trunk storm water plan if the concept design is technically feasible with additional engineering, approximately an additional \$125,000 will be required for the 2018 SRP budget. Throughout future SRP projects beginning in 2018, the existing storm water pond at 8th Avenue and South Street shall be filled with the material generated from future city projects by choosing this trunk storm sewer system.

ASSESSMENTS

Assessments are proposed to each benefiting property within the project area. The assessments for the street reconstruction and storm sewer work will be according to the City’s Assessment Policy. The proposed assessment rate for 2016 will consist of a \$3,020 residential street unit assessment and a \$16 per lineal foot assessment. These are the proposed rates to be set by the City Council for each single-family residential property zoned R-1 and R-2. Unit residential buildings along with commercial/industrial properties will be double these amounts.

In addition, each residential property will be assessed for the new water (\$1,090) and sanitary sewer (\$980) service that is being installed from the new mains to each property line. A non-residential property is the same for sewer services however, twice the residential rate (\$2,180) for the water service. Utility assessments are only levied if the utility service is actually replaced and generally older than 10 years.

For example, a typical 80’ residential lot would pay the following proposed 2016 assessment:

Street Unit Assessment	\$ 3,020
Street Footage Assessment (\$16 x 80’)	\$ 1,280
Water Service Assessment	\$ 1,090
Sewer Service Assessment	\$ 980
Total Proposed Assessment:	\$ 6,370

Assessments are levied over a 10-year period. The annual payment for a \$6,370 assessment is approximately \$830.

PROJECT SCHEDULE

The following schedule is planned for the 2016 SRP:

December 8 th	Held Information “Neighborhood” Meeting
December 21 st	Council Approves Feasibility Report and Sets Public Hearings
December 22 nd	Send Public Hearing and Assessment Hearing Notices to Anoka County Union to Publish on December 25 th and January 1 st
December 28 th	Mail Public Hearing and Assessment Notices to Property Owners
January 19 th	Council Holds Public Hearing and Assessment Hearing Council Orders Preparation of Plans & Specifications
February 1 st	Council Approves Plans and Specifications Authorizes Advertisement for Bids
February 2 nd	Send Ad for Bid to Anoka County Union and Finance & Commerce to Publish on February 5 th
March 3 rd	Open Bids - 11:00 a.m.
March 21 st	Council Approves Bids and Awards Contract
May 2 nd	Start Construction
October 7 th	Construction Substantial Completion
October 21 st	Construction Final Completion

As you can see, we are proposing to have the project public hearing and the assessment hearing on the same evening. The project will be discussed in detail at the public hearing and it will enable us to address any assessment concerns at the same time.

COUNCIL ACTION REQUESTED

It is recommended that the City Council adopt the attached Resolution Accepting the Feasibility Report and Setting Public Improvement Hearing on January 19, 2016 at 7:00 p.m. It is also recommended that the City Council adopt the second attached Resolution Setting the Assessment Hearing for January 19, 2016.

There are two resolutions to be adopted related to this memo, Items 9.3 & 9.4.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

**RESOLUTION ACCEPTING FEASIBILITY REPORT AND SET PUBLIC
IMPROVEMENT HEARING ON 2016 SRP**

WHEREAS, pursuant to a resolution of the City Council adopted on the 16th day of November 2015, a report has been prepared by Hakanson Anderson with reference to the improvement of the following streets:

<u>Street</u>	<u>Segment</u>
First Avenue	Madison Street to Monroe Street
Second Avenue	Madison Street to Monroe Street
Eighth Avenue	Brisbin Street to Jefferson Street
Adams Street	Seventh Avenue to Tenth Avenue
Brisbin Street	Seventh Avenue to Ninth Avenue
Madison Street	Firth Avenue to Seventh Avenue
“Tyler” Alley	Fourth Avenue to Fifth Avenue

And this report was received by the City Council on December 14, 2015;

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

1. The City Council will consider the making of such improvement in accordance with the report and the assessment of benefiting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 with the estimated total cost of the improvement being \$4,325,729.
2. A public hearing shall be held on such proposed improvement on the 19th day of January, 2016 in the council chambers of the city hall at 7:00 p.m. and the City Clerk, or designee, shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Anoka City Council this 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

RESOLUTION SET ASSESSMENT HEARING ON 2016 SRP

WHEREAS, in accordance with the City of Anoka's Master Fee Schedule and its Street Renewal Policy, an street unit assessment rate of \$3,020 and \$16.00 per lineal foot assessment has been established by the Council and is proposed to be applied to the 2016 SRP project. Also, in accordance with past City practice, the individual cost for sanitary sewer service and water service is proposed to be assessed against benefited properties,

WHEREAS ; and it is the intention of the City to hold and conduct a public hearing on the 2016 SRP and, if that project is authorized, to levy assessments against benefited properties in accordance with adopted policies,

WHEREAS ; and the City's consulting engineer, has prepared a proposed assessment roll for the recommended 2016 SRP, and the Clerk has notified the Council that such proposed assessment has been completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 19th day of January, 2016, in the city hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property benefited by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk or designee is hereby directed to cause 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 shall state in the notice the total cost of the improvement. The clerk or designee 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 hearings.
3. The owner of any property so assessed may, at any time prior to certifications of the assessment to the county auditor, pay to the City of Anoka the whole of the assessment on such property, with interest accrued to the date of payment. No interest shall be charged if the entire assessment is paid by November 15, 2016. The owner may at any time thereafter, pay to

the City of Anoka the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Anoka City Council this 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

**FEASIBILITY STUDY AND REPORT
FOR THE
2016 STREET RENEWAL PROJECT**



CITY OF ANOKA, MINNESOTA

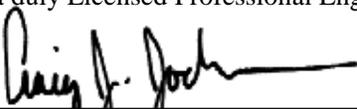
December 14, 2015

Prepared by:



Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303
Telephone: 763-427-5860

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Craig J. Jochum, P.E.

23461
Lic. No.

12/14/2015
Date

December 14, 2015

Greg Lee, City Manager
City of Anoka
2015 - 1st Avenue N.
Anoka, MN 55303

RE: Feasibility Report
2016 Street Renewal Project

Dear Mr. Lee:

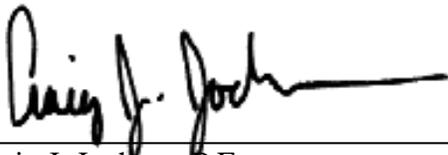
Enclosed please find the Feasibility Report for the City of Anoka's 2016 Street Renewal Project for the reconstruction of the sanitary sewer, watermain, storm sewer, curb and gutter, pavement surface and street lighting along the following streets:

- Madison Street – 5th Avenue to 7th Avenue
- Adams Street – 7th Avenue to 10th Avenue
- Brisbin Street – 7th Avenue to 9th Avenue
- 8th Avenue – Brisbin Street to Jefferson Street
- 1st Avenue – Madison Street Monroe Street
- 2nd Avenue – Madison Street to Monroe Street
- Tyler Street Alley – 4th Avenue to 5th Avenue

This report also includes cost associated with the excavation and restoration of Carl Bonnell Fields as discussed in Section II of this report. The proposed improvements are technically feasible and will benefit the area served. The total estimated project cost is \$4,325,729. The project cost includes construction costs and 25 percent for construction contingency, engineering, legal, administrative and fiscal costs.

We would welcome the opportunity to present and discuss the contents of this report with you, your staff, the City Council, the benefiting property owners and other interested parties. If you have any questions or need additional information, please call me at 763-852-0485.

Sincerely,
HAKANSON ANDERSON



Craig J. Jochum, P.E.
Project Engineer

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TITLE PAGE

LETTER OF TRANSMITTAL

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EXHIBITS

Exhibit A – Location Map (2 Sheets)
Exhibit B – Typical Street Sections
Exhibit C – Proposed Storm Sewer (2 Sheets)
Exhibit D – Proposed Sanitary Sewer (2 Sheets)
Exhibit E – Proposed Watermain (2 Sheets)
Exhibit F – Proposed Street Light Locations (2 Sheets)
Exhibit G – Typical Street Light

APPENDIX

Appendix A – Municipal Utilities Evaluation Report for the 7th Avenue Turnback Project
Appendix B – Property List and Assessment Summary and Property Frontage Maps

2016 STREET RENEWAL PROJECT CITY OF ANOKA, MINNESOTA

I. INTRODUCTION

In October 1999, the Anoka City Council adopted a Street Renewal Policy. The intent and purpose of this policy is:

1. To create a permanent program to manage, finance and implement the reconstruction or rehabilitation of the streets within the City of Anoka;
2. To equip the City to adequately plan for the major capital costs that will ultimately occur as the City's existing streets age and deteriorate; and
3. To create a financing and payment system that will be fair and equitable to all property owners as it becomes necessary to reconstruct or rehabilitate the City's street system.

The criteria and goals established for the Street Renewal Program Projects are as follows:

- Give priority to streets with deficient surfaces and/or subsurface structural problems;
- Give priority to those streets having deficient sanitary sewer lines and watermains, with particular emphasis first on the replacement of all 2" watermains and second on the replacement of all 4" watermains;
- Give priority to those streets with inadequate drainage and/or flooding problems;
- Group streets within the same general neighborhood to minimize construction costs; and
- Where and when possible, include Municipal State Aid street funding to maximize the use of all available monies.

The policy applies to existing paved public streets within the City, which are in public use and maintained by the City. The policy states that no street improvement project shall be initiated until all underground municipal utilities that are or will be located within the roadway area have been inspected and determined to be adequate, or have been replaced, repaired or rehabilitated to a condition that will provide a projected useful life of the utility in excess of the anticipated useful life of the new or rehabilitated roadway. Also, all known privately owned underground utility systems that will be required for the ultimate development and service of the project area must be installed prior to, or as part of, the implementation of the street improvements.

The street improvement policy states that rehabilitation, replacement or installation of any required trunk or lateral sanitary sewer, watermain and/or storm drainage systems, shall not be considered an element of the street improvement. Such underground utility improvements shall be implemented by the City under the prevailing policies and regulations for such utility improvements. The costs involved in such utility improvements will be paid from utility funds and shall not be included as a cost of the street improvement project.

In accordance with the Street Renewal Policy for the City of Anoka, the City Engineering Department has prepared and submitted a 5-year Capital Improvement Plan for City Council consideration. The five year plan is based on annual expenditures from the Street Renewal Fund, and the City Sewer and Water Funds. Additional special project needs and funding are also provided from the City Electrical Department and the City Stormwater Utility Fund along with Developer Funds and TIF Funds. The 2016 Street Renewal Project has a total estimated cost of \$4,325,729.

II. PROPOSED IMPROVEMENTS

The streets included in the 2016 Street Renewal Project were selected primarily based on street surface deterioration, utility age, and available funding. The project will replace some old and undersized watermains, sanitary sewers and provide an adequate stormwater collection system. This project will also replace deteriorated concrete curbing and bituminous surfacing, and will replace residents' sewer and water service lines within the street right-of-way. These infrastructure systems have served beyond their expected useful life.

In general this project will include the following:

- Reconstruct the streets including the replacement of concrete curb and gutter and the bituminous surfacing;
- Reconstruct the Tyler Street Alley including the addition of concrete curb and gutter and a bituminous surface;
- Remove and replace existing driveways and driveway aprons within the street right-of-way;
- Replace the lateral sanitary sewer pipes and replace individual sanitary sewer service stubs from the lateral pipes to the street right-of-way;
- Replace any existing undersized watermains with 6-inch and 8-inch lateral mains and 10-inch trunk mains, replace any old cast iron watermain with new ductile iron pipe and replace the individual water services from the lateral mains to the street right-of-way;
- Replace all existing street lights with the City Standard Street Lights; and
- Construct new storm drainage structures and storm sewer piping within the project area.

The proposed street and utility improvements are shown on Exhibits A through G of this report.

A. STREET RECONSTRUCTION

Total street reconstruction is proposed throughout the project area. The design section recommended to meet the City's Street Standards, based on the anticipated soils, is as follows:

- 6 inches of Class 5 Aggregate Base
- 2 ½ inches of Bituminous Non-Wearing Course; and
- 1 ½ inches of Bituminous Wearing Course – Residential Streets
- 2 inches of Bituminous Wearing Course – Commercial Streets

Three different pavement widths are proposed on this project including a 20 foot, 30 foot, and 39 foot wide design. The 20 foot wide design will be used on the Tyler Street Alley and the 30 foot wide design will be used on all local streets except 1st and 2nd Avenue. A 39 foot wide street will be constructed on 1st Avenue and 2nd Avenue which matches the existing street south of 2nd Avenue and will allow for parking on both sides. Exhibit A shows the location of each design and Exhibit B shows a typical cross-section for each street width.

The construction of the new street, sewer and water facilities will require the removal of mature trees and the trimming of roots. Trees will only be removed as necessary for construction or if requested by the Property Owner. Tree removal will be reviewed with the final design with the intent of minimizing the extent of removal. A tree removal plan will be prepared and included in the final plans. Some tree removal is necessary where trees have grown over the sanitary sewer or water services. Additional tree removal may be necessary adjacent to trench excavation as required for worker safety. Most tree removal will be identified during the design phase, however to ensure worker safety, several additional trees may be identified for removal during construction.

Project specifications will require the contractor to reclaim the existing bituminous pavement with the option to re-use that material within the subgrade of the new streets. This salvaged material will be used in part to maintain a reasonable driving surface during construction with any excess recycled pavement used in the work as aggregate base. This pavement recycling is directed at minimizing the project costs and at reuse of these desirable resources. The proposed street grades and elevations will not be significantly changed from the existing grade. The street grades and elevations may be modified slightly to improve gutter grades, driveway drainage, and overland drainage along the street right-of-way.

Concrete aprons will be constructed at each driveway except on the Tyler Street Alley. Concrete driveway aprons will be 6 inches thick in residential areas and 8 inches thick in commercial areas and will be extended a minimum of 3 feet behind the curb. Any driveway matching or replacement beyond the concrete apron will include material equivalent to the existing surface including gravel, bituminous or concrete. The Tyler Street Alley will include a surmountable type curb. Beyond the curb the existing material will be restored including gravel, bituminous, concrete, or turf.

B. STORM SEWER IMPROVEMENTS

This project will include reconstruction of the drainage systems to eliminate poor drainage in the gutter systems and to provide additional flood protection to areas of the City that are within and beyond the project area. The streets east of 5th Avenue, shown on Sheet 1 of Exhibit C, will continue to discharge through the storm sewer system in Jefferson Street and eventually into the Rum River. The Jefferson Street storm sewer system was constructed as part of the 2005 Street Renewal Project. This system drains to a treatment structure that was constructed in 2001 as part of the RiversPointe Development and the Akin Riverside Improvement Projects.

A major component of the drainage system reconstruction for this project includes the review of the pipe sizing for the storm sewer trunk that crosses Carl Bonnell Fields, continues east on Brisbin Street to 8th Avenue, and then continues south on 8th Avenue to South Street.

In February of 2013, Hakanson Anderson evaluated the existing utilities as part of the 7th Avenue Reconstruction Project from East River Road to East Main Street. The findings of this evaluation were summarized in a report “Municipal Utilities Evaluation Report for the 7th Avenue Turnback Project” dated February 15, 2013. A copy of this report is included in Appendix A of this report.

The following is a summary of the evaluation findings that are discussed in detail in the report included in Appendix A. For discussion purposes refer to Sheet 6 which is included in Appendix A. There has been some discussion about filling the existing stormwater pond which is west of 8th Avenue and north of South Street. In order to fill this pond it would be necessary to increase the size of the storm sewer from the pond to Carl Bonnell Fields. Three options for the storm sewer were reviewed. Sheet 6 (from Appendix A) shows the required pipe sizes from MH 1 on South Street to MH 8 which is located in Carl Bonnell Fields.

Option 1 assumed that the existing pond would remain in place.

Option 2 assumed that the existing pond would be filled and the storm sewer pipes from MH 1 to MH 8 would be upsized to prevent flooding of any houses during the 100 year storm event.

Option 3 also assumed that the existing pond would be filled and a new pond would be constructed in Carl Bonnell Fields to reduce the required upstream pipe sizes. The approximate pond foot print is shown on Sheet 6. Construction of a pond within Carl Bonnell Fields serves two main purposes. First it reduces the required pipe sizes and provides additional flood security upstream and also provides flood storage to reduce require pipe sizes downstream of the Carl Bonnell Fields.

In order to compare the cost of these options, an estimate was completed that included the storm sewer that was required for the 7th Avenue project and the cost of the remaining storm sewer from MH 1 to MH 8 as shown on Sheet 6. A summary of the costs for the three options were as follows:

Storm Sewer Segment	Option 1	Option 2	Option 3
7th Avenue	\$98,857	\$164,274	\$128,754
Future Storm Sewer (MH1 to MH 8)	\$177,829	\$353,600	\$241,828
Total Construction Cost 2013 Dollars	\$276,686	\$517,874	\$370,582
Total Construction Cost of 2016 Dollars	\$305,821	\$572,406	\$409,604
Total Current Project Cost Including 25% Overhead and Contingency	\$382,276	\$715,507	\$512,005

The actual current design that is being considered, and was used in the costs presented in this feasibility, is a combination of Option 2 and Option 3. It has been assumed, only for the purposes to provide a cost in this feasibility, that the existing flood storage pond would be filled sometime in the future and that Carl Bonnell Fields would be lowered uniformly 2 to 3 feet in lieu of a deeper storage pond as presented in the evaluation report. The current proposed concept design would not use any of the park area as permanent ponding. The park would only be temporarily inundated with stormwater during large storm events. In summary, it is estimated that filling in the pond will cost approximately an additional \$231,480. This is based on the average cost of Options 2 and 3 minus the cost of Option 1.

If the City would like to consider filling in the current stormwater pond a detailed survey and design would be completed with the 2016 Street Renewal Project to ensure the current concept design is technically feasible.

Since Carl Bonnell Fields is proposed to be excavated for flood storage, the Parks Department plans to implement much needed surface improvement including, new seed, an irrigation system, backstops, and infield fences. The existing Class 2 infield material will be salvaged and reused. The cost of the park surface improvements are proposed to be paid by the Park Fund and are not included in this report.

C. SANITARY SEWER IMPROVEMENTS

Due to the age and deteriorated condition of the sanitary sewer system, it is proposed to replace all existing sanitary sewer pipes and manholes that are within the right-of-way with new 8 inch diameter PVC (Poly-vinyl Chloride) sewer mains. Also, the existing sewer that currently runs across Carl Bonnell Fields will also be replaced with a new 12 inch PVC pipe. All existing and proposed sanitary sewer systems are shown on Exhibit D.

The new PVC sanitary sewer service lines will be a minimum 4 inch diameter for residential properties and 6 inch diameter for commercial properties. Existing properties with larger diameter services than the proposed minimum service sizes will be sized to match the existing service size. The services will extend from the lateral sewer pipe to the right-of-way, at which point the service will be connected to the existing service line. There may be some additional tree removal required during service line installation

where trees have grown over the original service. The extent of such removals is not certain. Removal of trees shall only be as necessary for safe construction and connection of the service.

D. WATERMAIN IMPROVEMENTS

City Standards require all existing watermain lines that are smaller than 6-inch diameter and all old cast iron watermain to be replaced with new ductile iron pipe. For this project, all watermains will be replaced. The existing and proposed watermains are shown on Exhibit E.

New 1-inch water service lines will be installed to each residential property within the project area. Where new watermains are being constructed, the new service lines will connect to existing services at the right-of-way. For non-residential properties, new water service pipes will be 6-inch lines minimum and will match the existing service size at the right-of-way.

E. STREET LIGHT IMPROVEMENTS

The existing street lighting throughout the project has established a level of comfort to the traveling public through this neighborhood. Due to the public's need and desire for safety and comfort, existing overhead lights will be replaced by Anoka Electric with new decorative post top (Acorn Style) 100 WATT HPS lights based on the City's Street Light Guideline Policy. The contractor for the street renewal project will install the underground conduits and light bases and Anoka Electric will install the wire conductors, poles and lights. The proposed lighting system layout is shown on Exhibit F and an example of the street light is shown on Exhibit G.

F. OTHER UTILITIES

The street replacement project policies call for total and complete upgrading of all municipal and private utilities located in the street right-of-way prior to placement of the new surface improvements. The owners of the gas, electric, telephone and communication cable utilities are involved throughout the design process. All facilities operated by these private utility companies will be upgraded to provide anticipated service for at least a 20-year planning period.

III. ESTIMATED COSTS

The total estimated project cost for this project is \$4,325,729. This estimated project cost includes the construction cost plus 5% for construction contingency and 20% for engineering, legal, administrative and fiscal costs. The following table provides a summary of the project costs.

IV. SUMMARY OF ESTIMATED PROJECT COSTS

Project	Description	Construction	Overhead	Total
1st and 2nd Avenue	Street	\$253,514	\$63,379	\$316,893
	Storm	\$0	\$0	\$0
	Sanitary	\$101,955	\$25,489	\$127,444
	Watermain	\$128,798	\$32,200	\$160,998
	Electrical	\$6,131	\$1,533	\$7,664
			Subtotal	\$612,998
Tyler Street Alley	Street	\$70,575	\$17,644	\$88,219
	Storm	\$37,956	\$9,489	\$47,445
	Sanitary	\$0	\$0	\$0
	Watermain	\$0	\$0	\$0
	Electrical	\$2,455	\$614	\$3,069
			Subtotal	\$138,733
Carl Bonnell Fields	Street	\$0	\$0	\$0
	Storm	\$298,146	\$74,537	\$372,683
	Sanitary	\$52,881	\$13,220	\$66,101
	Watermain	\$0	\$0	\$0
	Electrical	\$0	\$0	\$0
			Subtotal	\$438,784
8th Avenue, Adams Street, Brisbin Street & Madison Street	Street	\$1,173,009	\$293,252	\$1,466,261
	Storm	\$519,408	\$129,852	\$649,260
	Sanitary	\$313,367	\$78,342	\$391,709
	Watermain	\$484,148	\$121,037	\$605,185
	Electrical	\$18,240	\$4,560	\$22,800
			Subtotal	\$3,135,215
TOTAL ESTIMATED PROJECT COSTS				\$4,325,729

V. PROPOSED ASSESSMENTS

It is the intent of the City's Street Renewal Policy that the City, as a whole, is primarily responsible for a majority of the costs of the street and utility replacement and rehabilitation program. It is also the intent of the street policy to identify the specific benefits to adjacent properties from the street improvements, specifically the enhancement of property values as a result of the adjacent street and municipal utility improvements, and to assess the properties an amount not to exceed the benefit.

The public improvement and property assessment process shall be carried out in accordance with Minnesota Statutes Chapter 429. The assessments shall be calculated in accordance with the current City Street Renewal Program and Assessment Policy. The assessment includes the following components:

1. Street assessment per foot
2. Street unit assessment
3. Water service assessment
4. Sewer service assessment

In accordance with the City's Street Reconstruction Assessment Policy, residential corner lots that have frontage on two City streets will be assessed for only the short side frontage of the property, regardless of the way the house faces, the address it bears, whether or not there is a second driveway, or whether or not the access is from the side street. Such residential corner properties fronting on two streets will be assessed for a minimum of 75 feet of frontage. Residential corner lots will be assessed when the first of the two adjoining streets are improved. Properties that have frontage along both the front and rear of the parcel will be assessed when the first abutting street is improved.

For commercial properties, the total frontage on all improved streets will be assessed. Streets classified as alleys were not considered frontage and where not assigned a per foot street assessment.

For the year 2016, the proposed street assessment rate for residential properties zoned R-1 and R-2 will be \$3,020 for the street unit assessment plus \$16.00 per front foot. The assessment rate for non-residential zoned or non-residential use properties is twice the residential rate.

Replacement of sanitary sewer pipes and watermains that are being constructed in conjunction with this project will be paid from the City Water and Sewer Funds. The individual service lines that extend from the City sewer and water systems to individual lots are facilities that serve only one property and are of special benefit only to that property. The costs of the sewer and water service lines will be assessed against each property. The proposed assessment rates for 2016 are \$980.00 for the sewer service and \$1,090.00 for the water service line.

The assessment rate for non-residential zoned or non-residential use properties is the same for sewer service however, twice the residential rate for water service. A preliminary assessment roll is included in Appendix B of this report.

Any assessment not paid in full when initially due will be certified to Anoka County for collection over a ten (10) year period. Interest on the amount assessed or on the unpaid principal will be based on the current prime rate, with a minimum interest rate of 5%. The information below provides a summary of the assessment funds.

Summary of Street Assessment

Total Assessable Footage = 9,555.0 lineal feet

Street Assessment Rates

Street Unit Assessment-Residential = \$3,020.00
 Street Unit Assessment-Non-Residential = \$6,040.00
 Street Per Foot Assessment-Residential = \$16.00 per foot
 Street Per Foot Assessment-Non-Residential = \$32.00 per foot

Total Street Assessment = \$585,444

Summary of Sewer and Water Service Assessment

127 Sewer Services @ \$980.00 Each = \$ 124,460
 110 Water Services @ \$1,090.00 Each = \$ 119,900
 15 Water Services @ \$2,180.00 Each = \$ 32,700

Total Utility Assessment = \$ 277,060

Total Assessment = \$ 862,504

VI. PROJECT FUNDING

The proposed project funding is as follows:

	<u>Total</u>	<u>Assessment</u>	<u>Non-Assessed (City)</u>
Street	\$1,871,373	\$585,444	\$1,285,929
Storm Sewer	\$1,069,388	\$0	\$1,069,388
Sanitary Sewer	\$585,254	\$124,460	\$460,794
Water System	\$766,182	\$152,600	\$613,582
Electric Conduits	\$33,532	\$0	\$33,532
Totals	\$4,325,729	\$862,504	\$3,463,225

This project will be financed through 8 different funding sources including Assessments Funds, TIF Funds, Electric Funds, Stormwater Funds, Water Funds, Sewer Funds, Street Renewal Funds and Developer Funds.

<u>Fund</u>	<u>Funding Source Amount</u>
Stormwater, Water, Sewer and Street Renewal	\$2,967,918
TIF	\$431,775
Developer ¹	\$30,000
Electric	\$33,532
Assessment	\$862,504
Totals	\$4,325,729

¹ The proposed Developer funds shown above are the anticipated amount. The final amount will be determined in 2016.

VII. CONCLUSIONS

The proposed improvements are necessary, cost-effective and feasible and will benefit the properties listed in Appendix B of this report. This project can be completed as proposed, and need not be constructed in conjunction with any other project. The City, its financial consultant and the persons assessed should review the project for benefit to determine the economic feasibility of the proposed improvements. It is recommended that the City Council accept this Feasibility Report at their December 21, 2015 meeting and schedule the date for both the public hearing and assessment hearing.

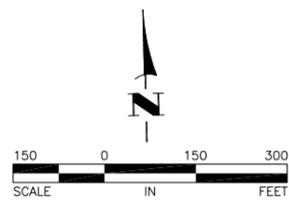
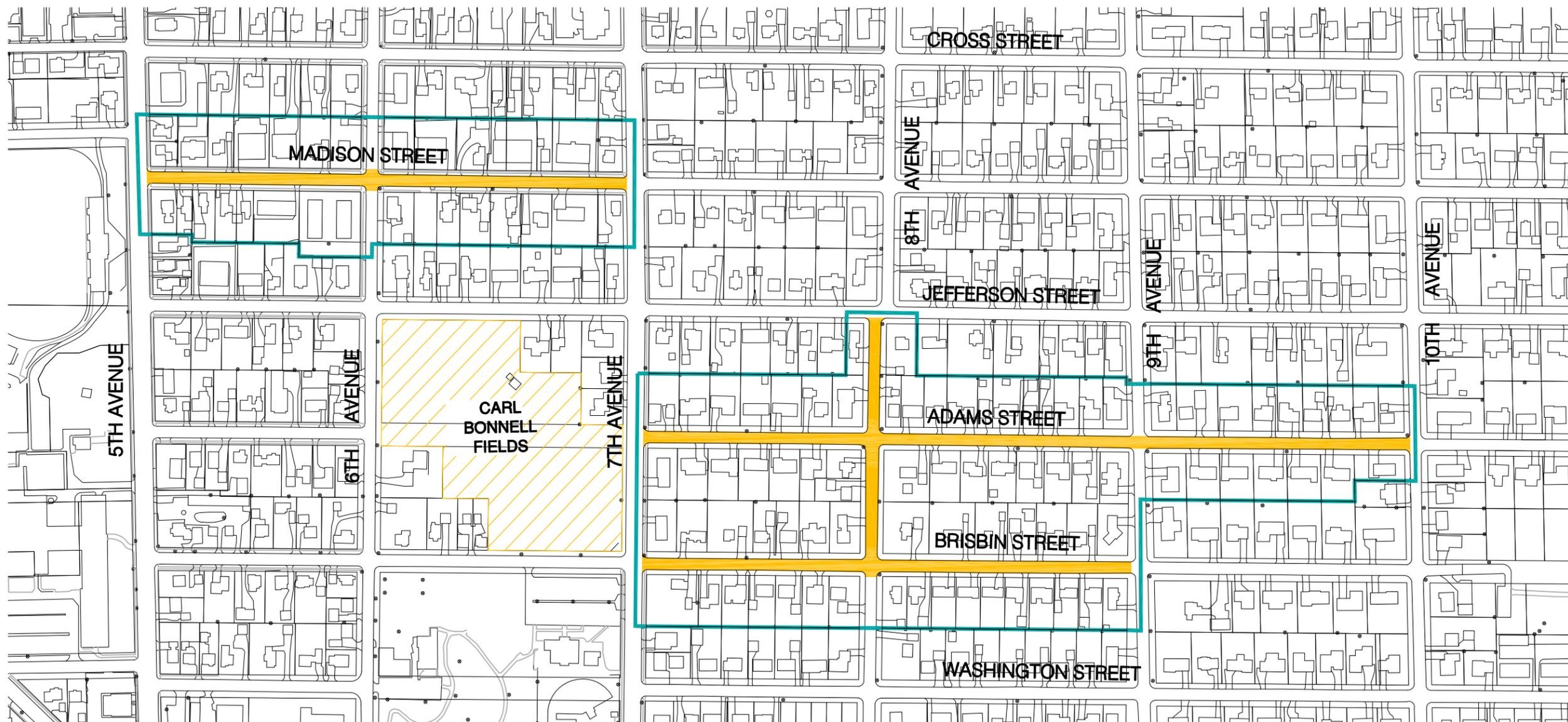
VIII. PROJECT SCHEDULE

The proposed schedule for the 2016 Street Renewal Project is to be as follows:

2015	Tuesday	December 8 th	Neighborhood Meeting
	Monday	December 14 th	Feasibility Report Submitted to City
	Monday	December 21 st	City Council Approves Feasibility Report and Sets Public Hearing

	Tuesday	December 22 nd	Send Hearing Notices to Anoka County Union and Email Notices to editor@anokacountyrecord.com
	Friday	December 25 th	Hearing Notices Published in the Anoka County Union
	Monday	December 28 th	Mail Public Hearing and Assessment Notices to Property Owners
2016	Friday	January 1 st	2 nd Publication of Hearing Notices in Anoka County Union
	Tuesday	January 19 th	City Council Holds Public Hearing and Assessment Hearing and Orders Preparation of Plans and Specifications
	Monday	February 1 st	City Council Approves Plans and Specifications and Authorizes Advertisement for Bid
	Tuesday	February 2 nd	Send Ad for Bid to Anoka County Union and Finance and Commerce
	Friday	February 5 th	Ad for Bid Notice Published
	Thursday	March 3 rd	Open Bids
	Monday	March 21 st	City Council Approves Bids and Awards Contract
	Monday	May 2 nd	Start Construction
	Friday	October 7 th	Construction Substantial Completion
	Friday	October 21 st	Construction Final Completion

EXHIBITS

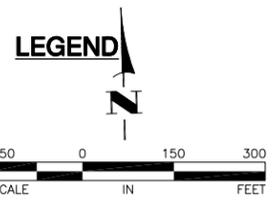
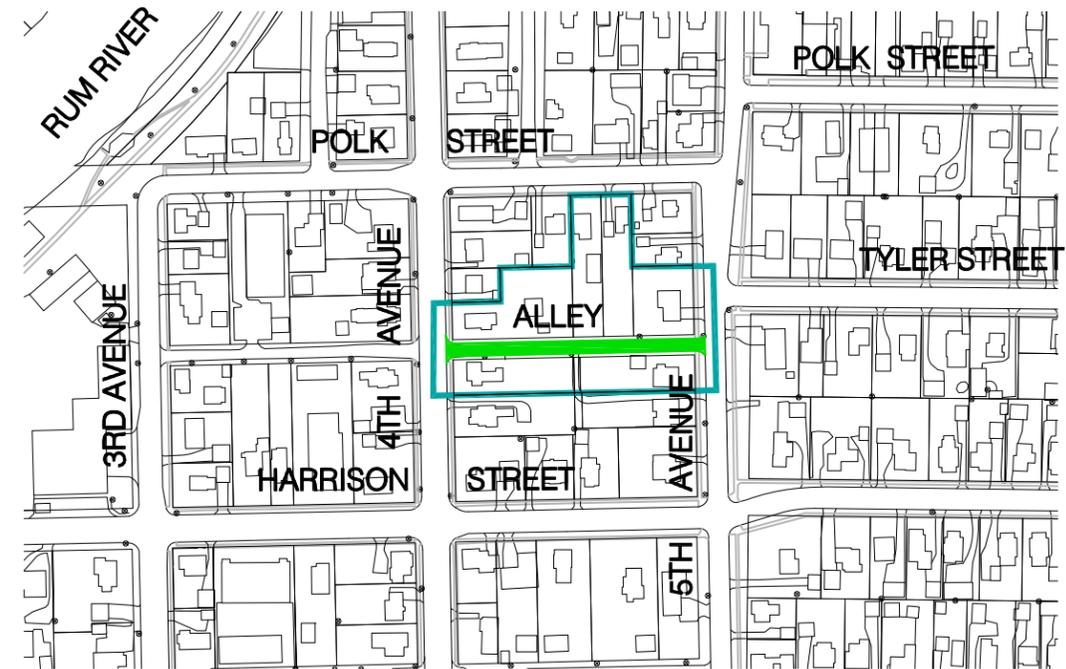
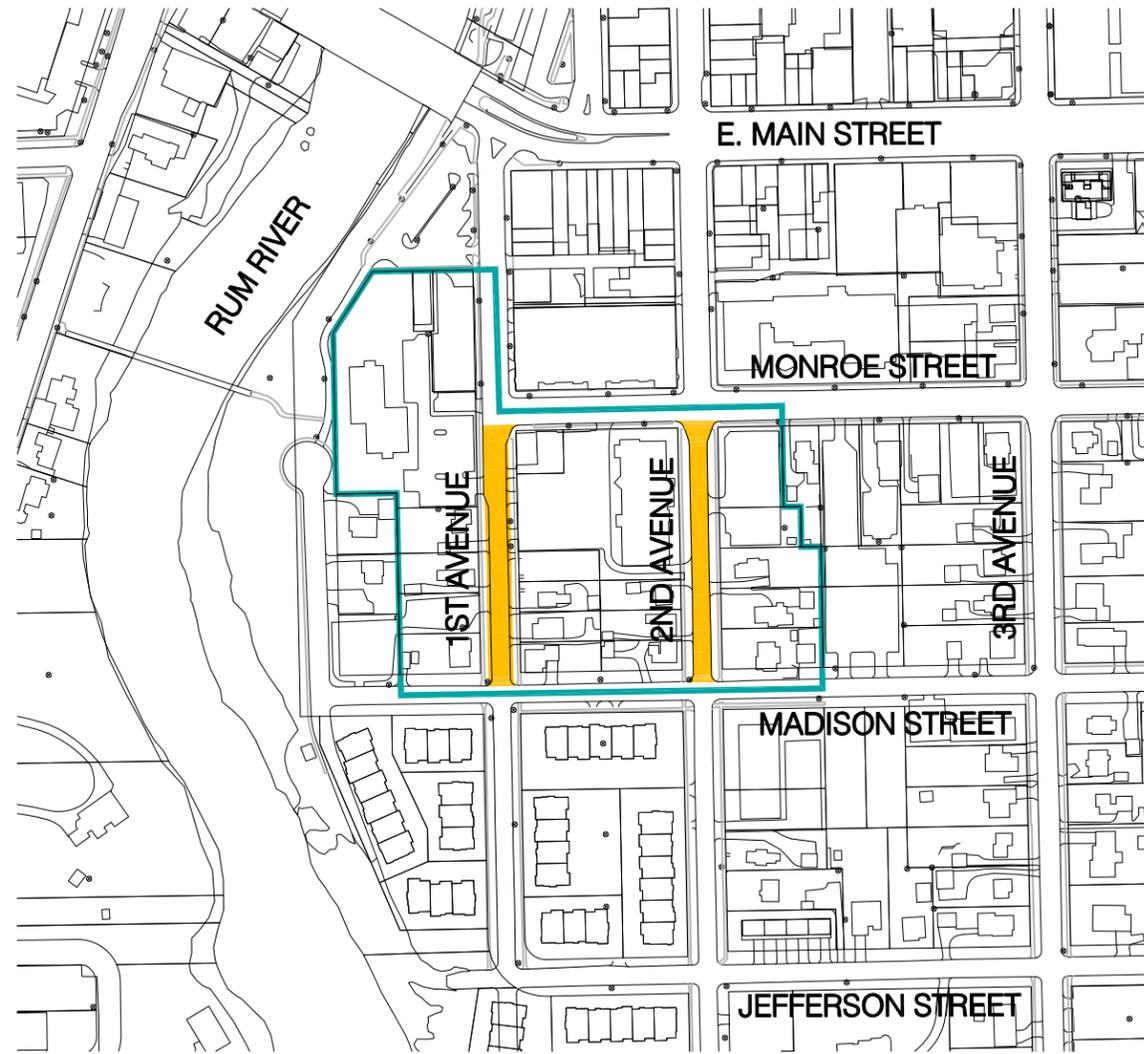


LEGEND

-  PARK IMPROVEMENT AREA
-  STREET RECONSTRUCTION - 30 FOOT WIDE LOCATION
-  ASSESSMENT BOUNDARY

**EXHIBIT A
LOCATION MAP
SHEET 1 OF 2
2016 STREET RENEWAL PROJECT**

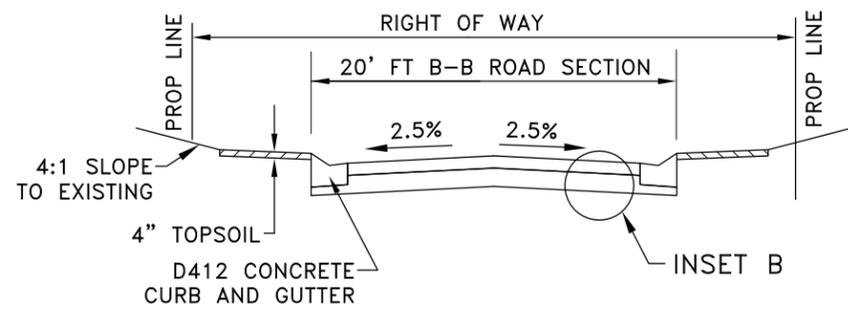
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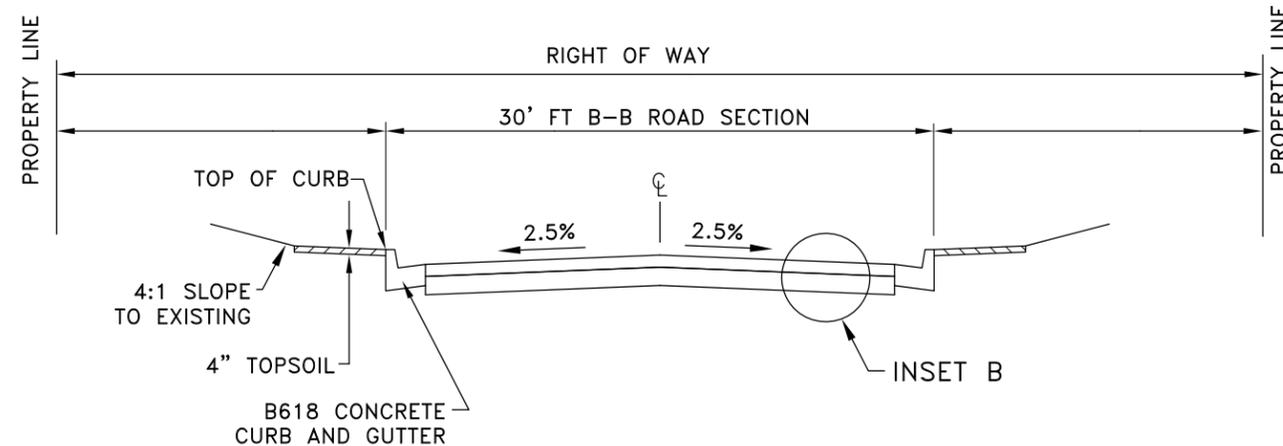
-  STREET RECONSTRUCTION 20 FOOT WIDE
-  STREET RECONSTRUCTION 39 FOOT WIDE
-  ASSESSMENT BOUNDARY



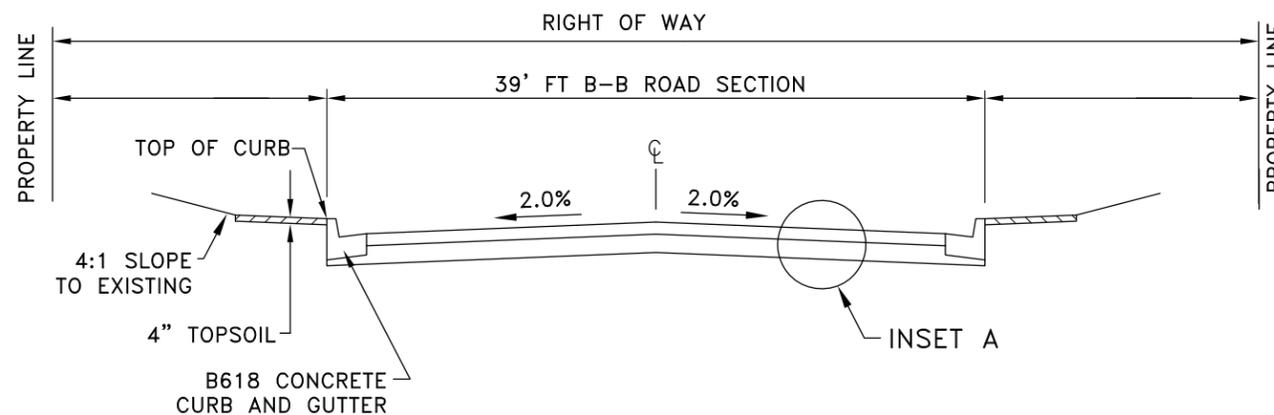
EXHIBIT A
LOCATION MAP
SHEET 2 OF 2
2016 STREET RENEWAL PROJECT



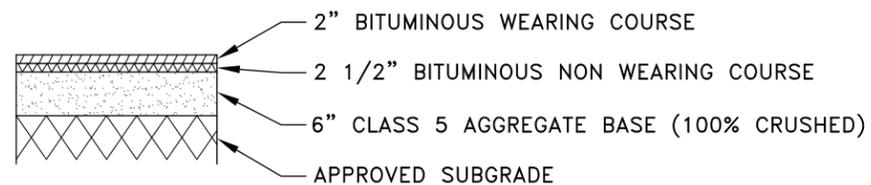
ALLEY



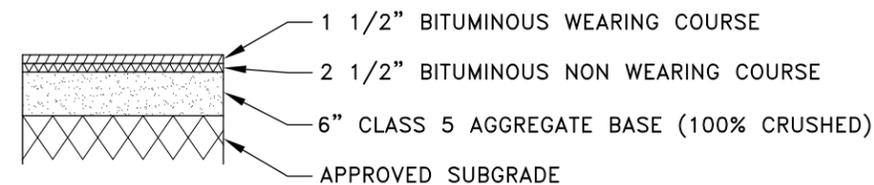
LOCAL STREET



COMMERCIAL STREET WITH PARKING

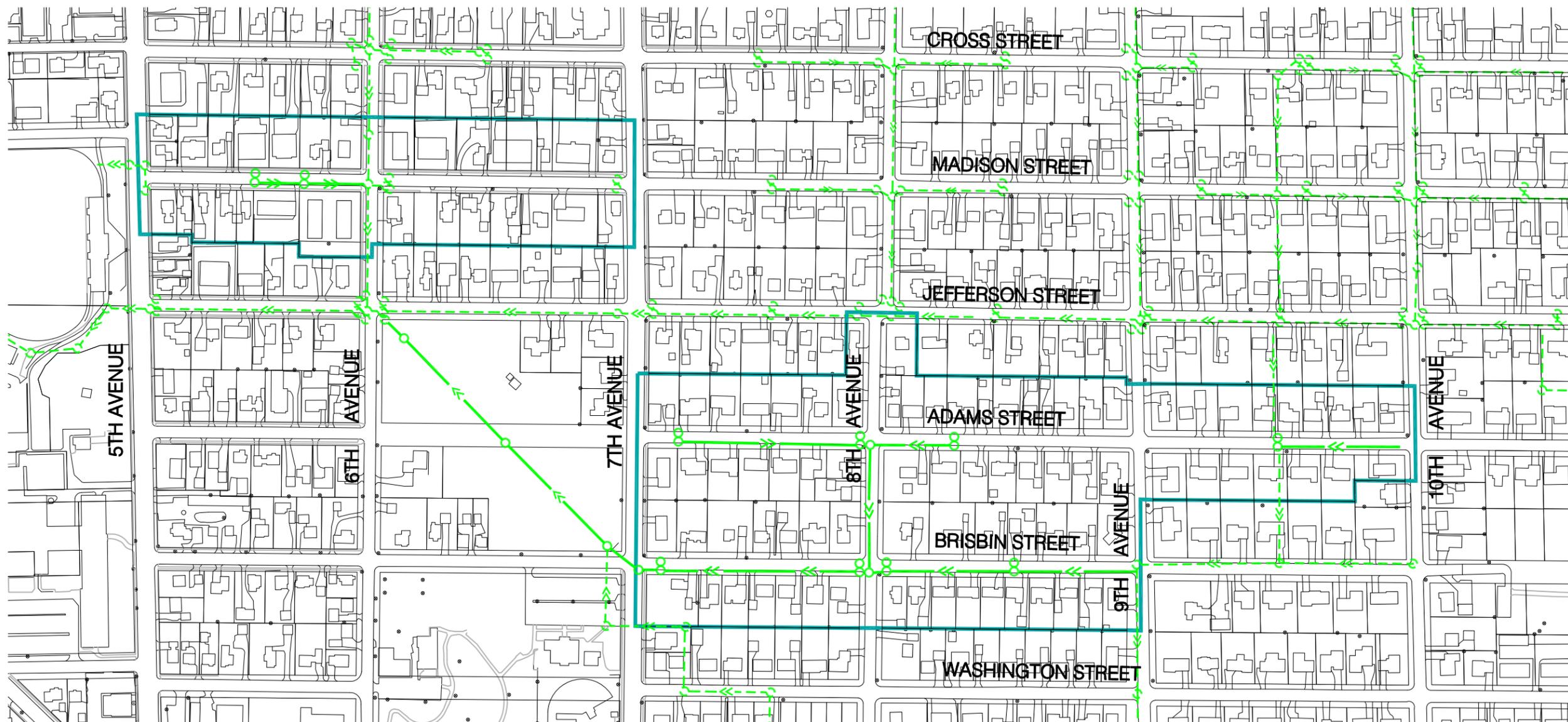


INSET A



INSET B

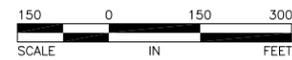
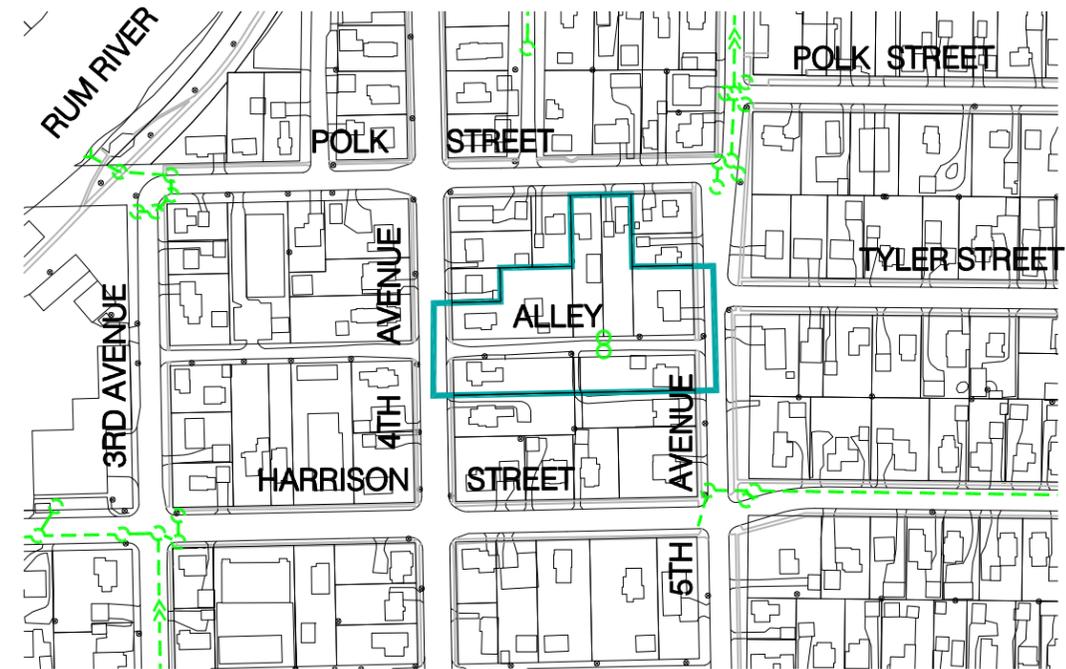
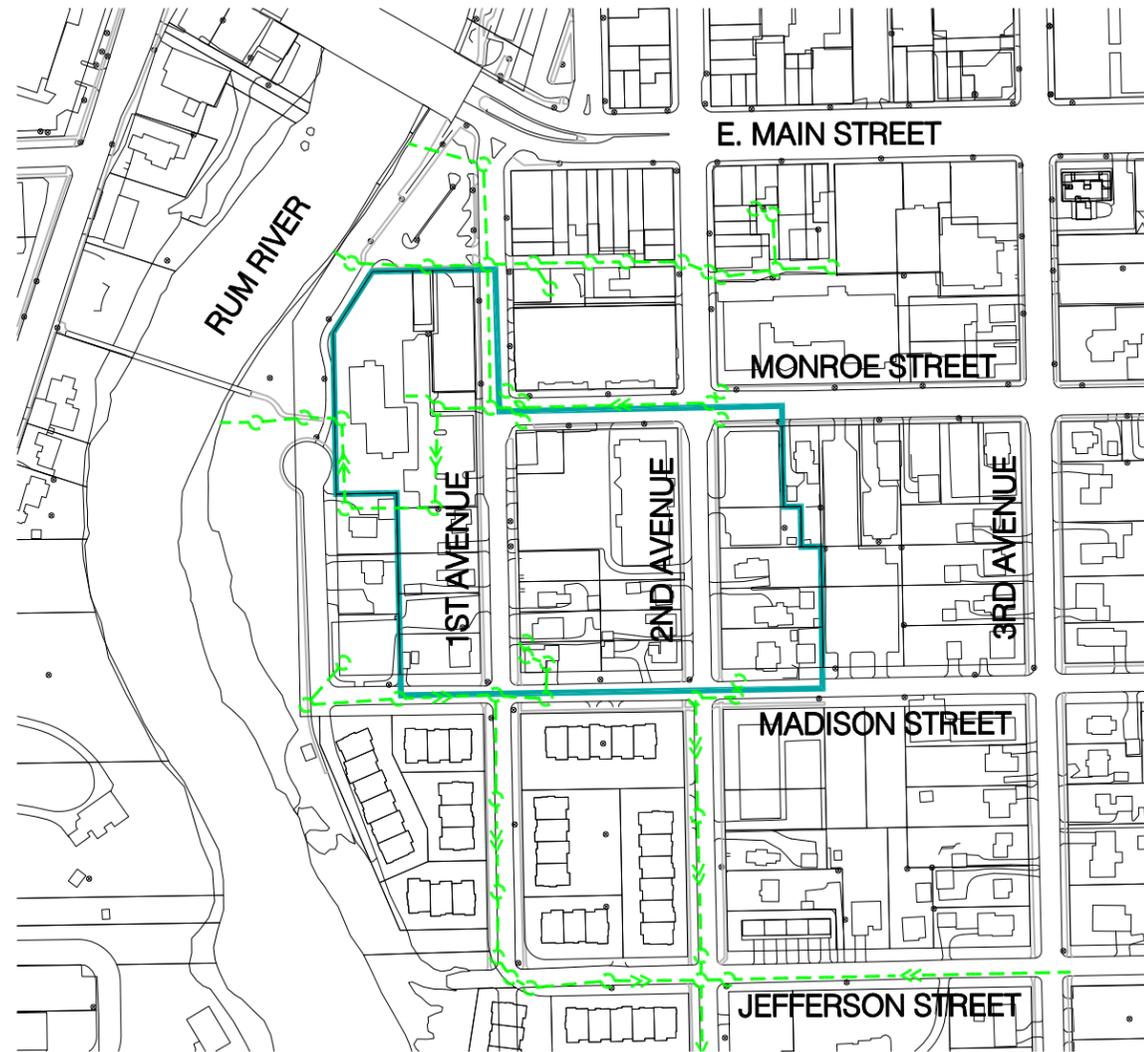
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TYPICAL STREET SECTIONS
2016 STREET RENEWAL PROJECT



LEGEND

- ASSESSMENT BOUNDARY
- - << EXISTING STORM SEWER
- << PROPOSED STORM SEWER

EXHIBIT C
PROPOSED STORM SEWER
SHEET 1 OF 2
2016 STREET RENEWAL PROJECT



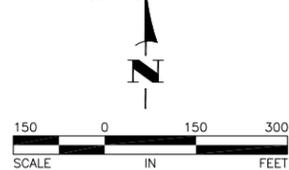
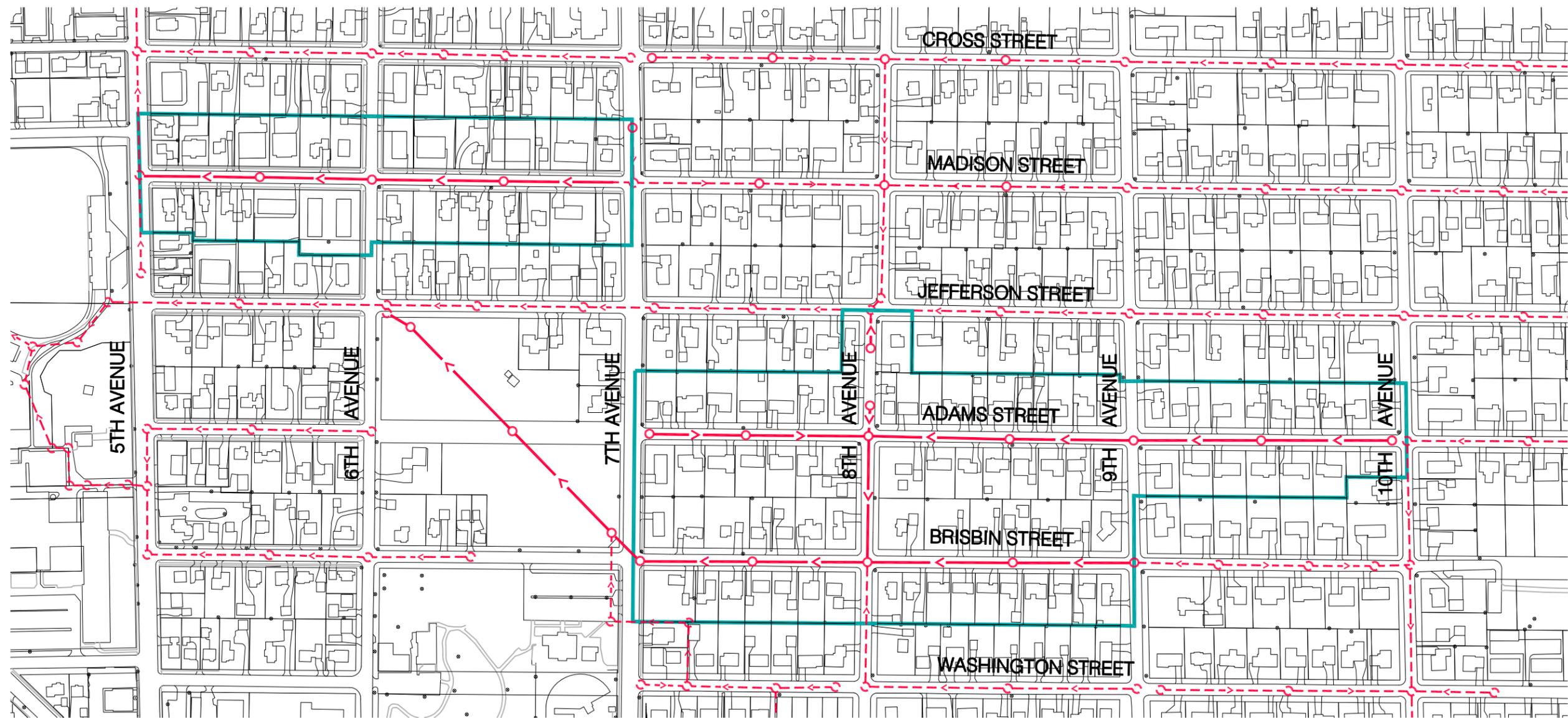
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- << PROPOSED STORM SEWER

EXHIBIT C
PROPOSED STORM SEWER
SHEET 2 OF 2
2016 STREET RENEWAL PROJECT

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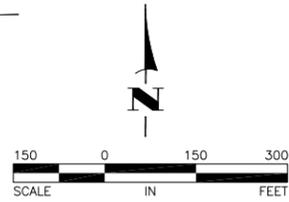
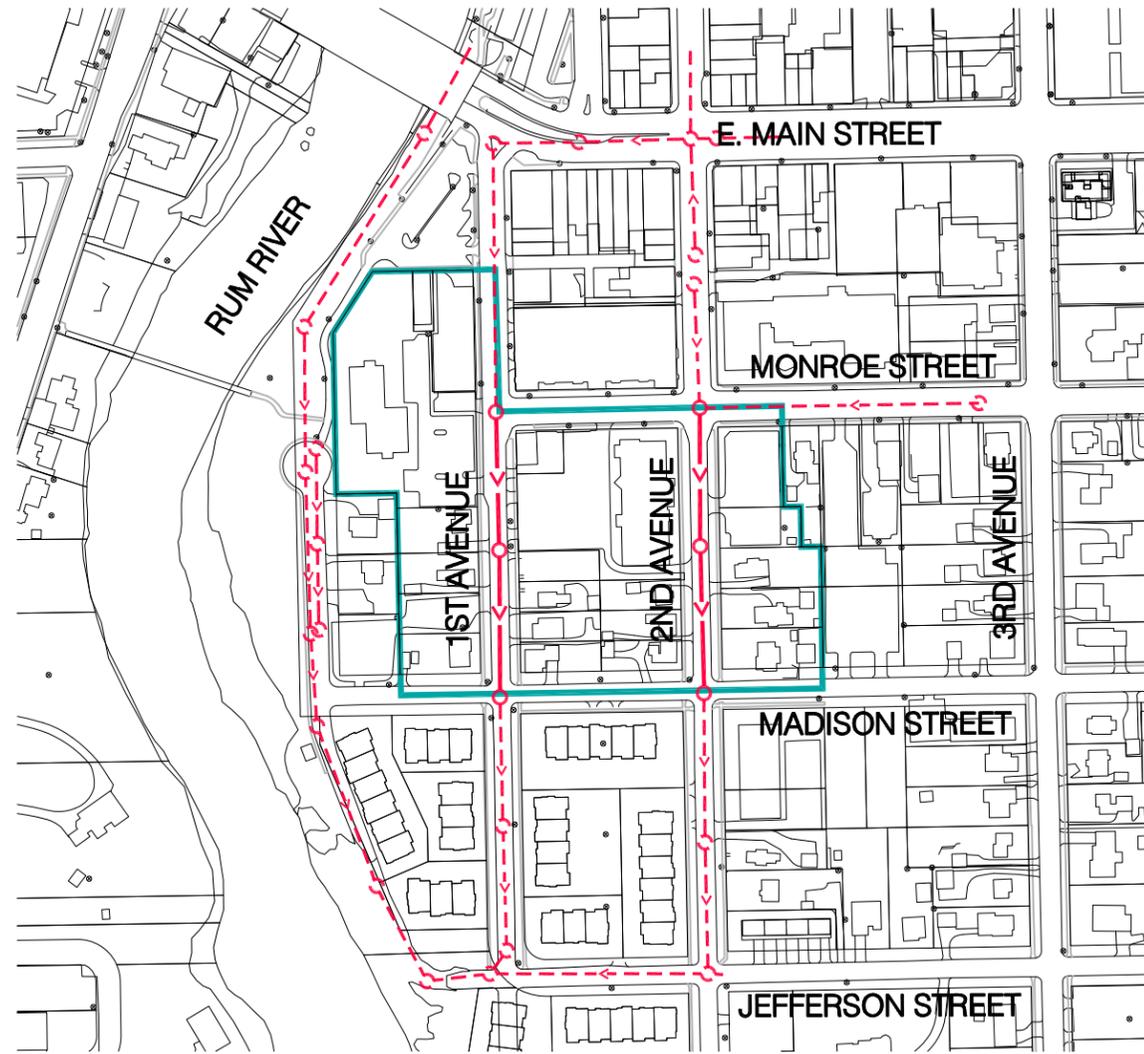


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 SHEET 1 OF 2
 2016 STREET RENEWAL PROJECT

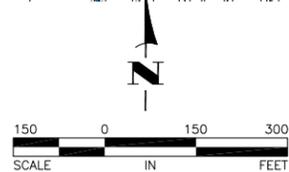
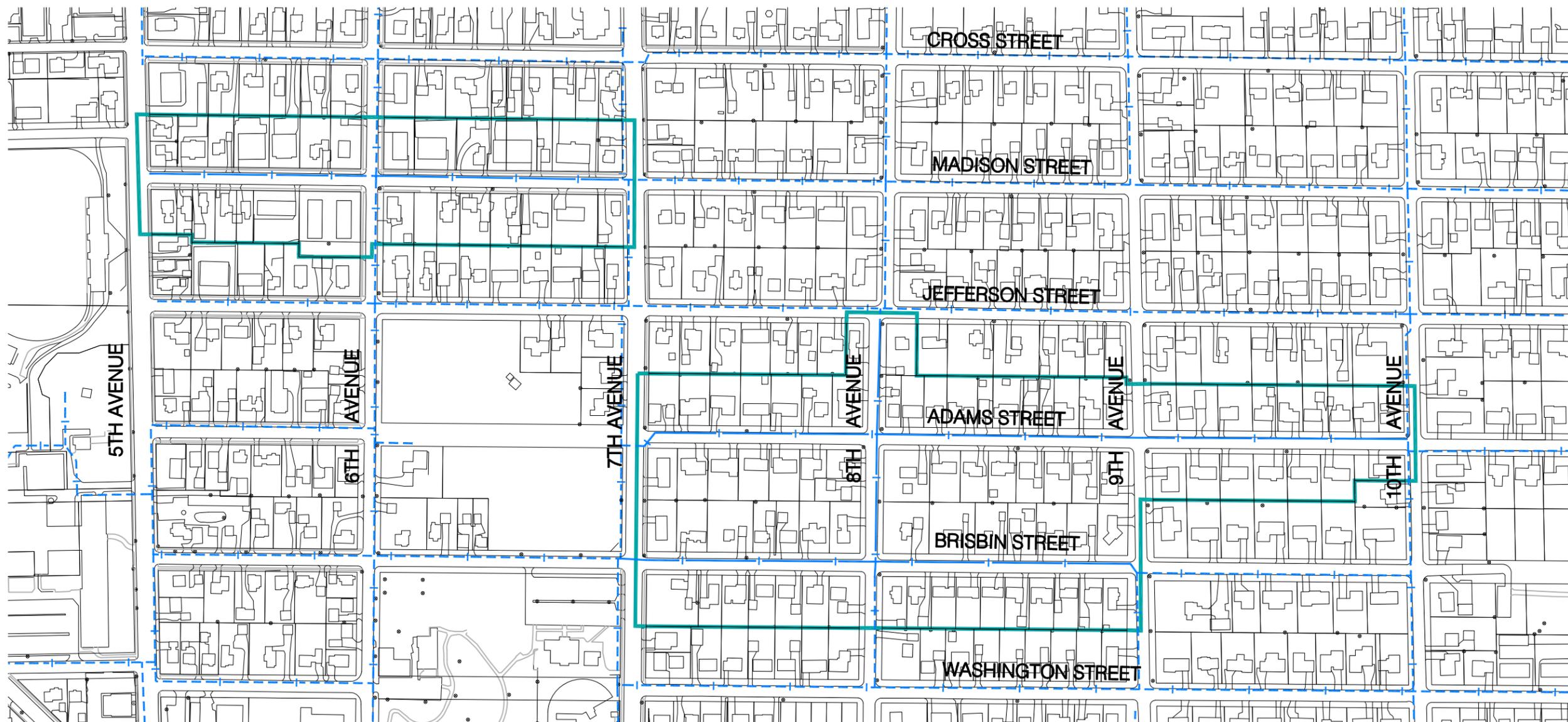
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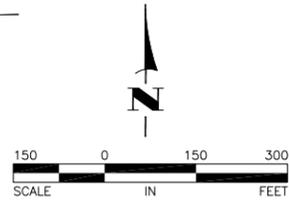
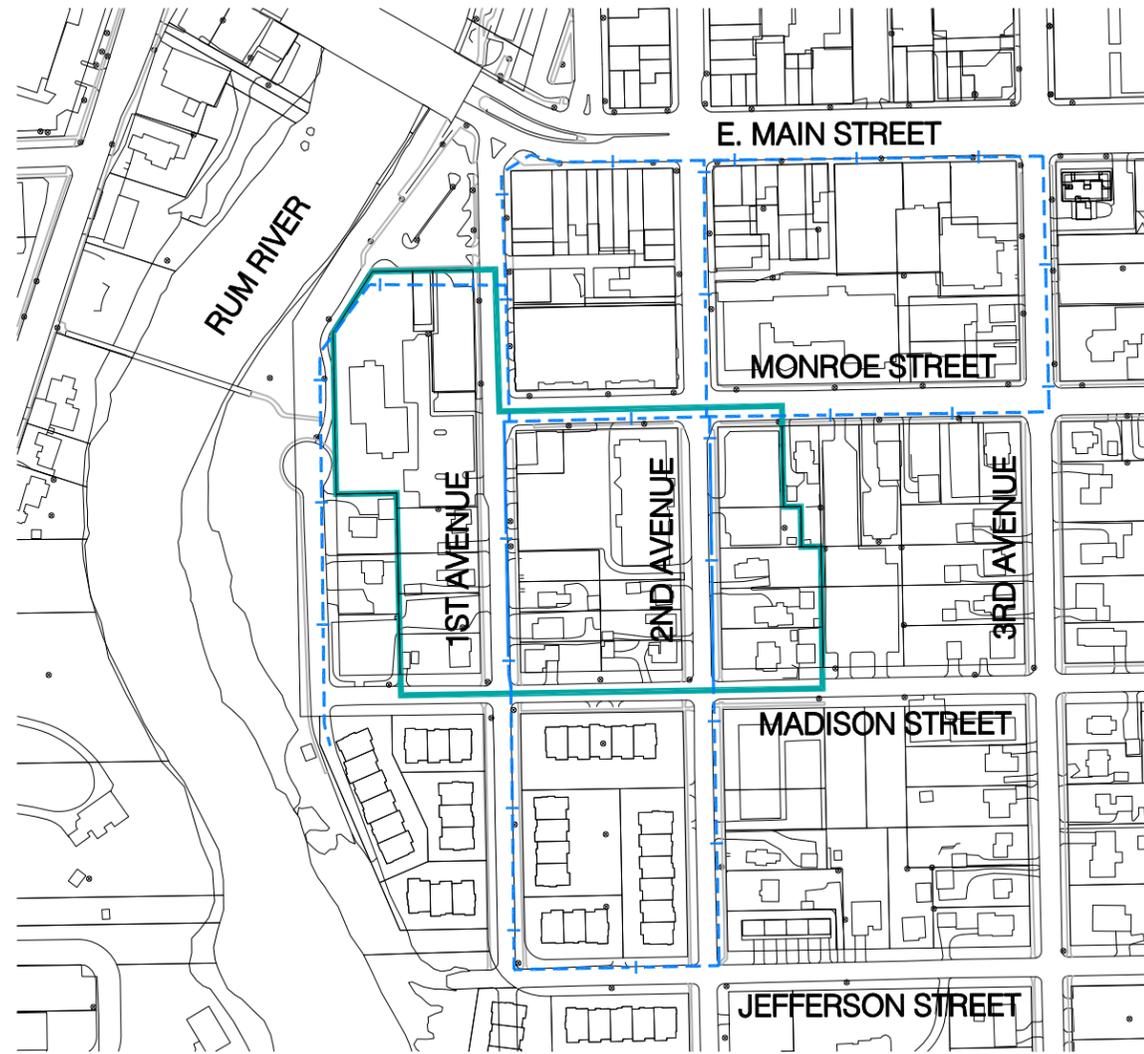
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SHEET 2 OF 2
2016 STREET RENEWAL PROJECT



LEGEND

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- PROPOSED WATERMAIN

EXHIBIT E
PROPOSED WATERMAIN
SHEET 1 OF 2
2016 STREET RENEWAL PROJECT



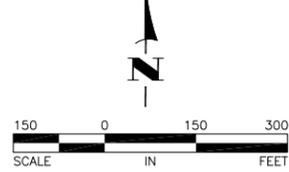
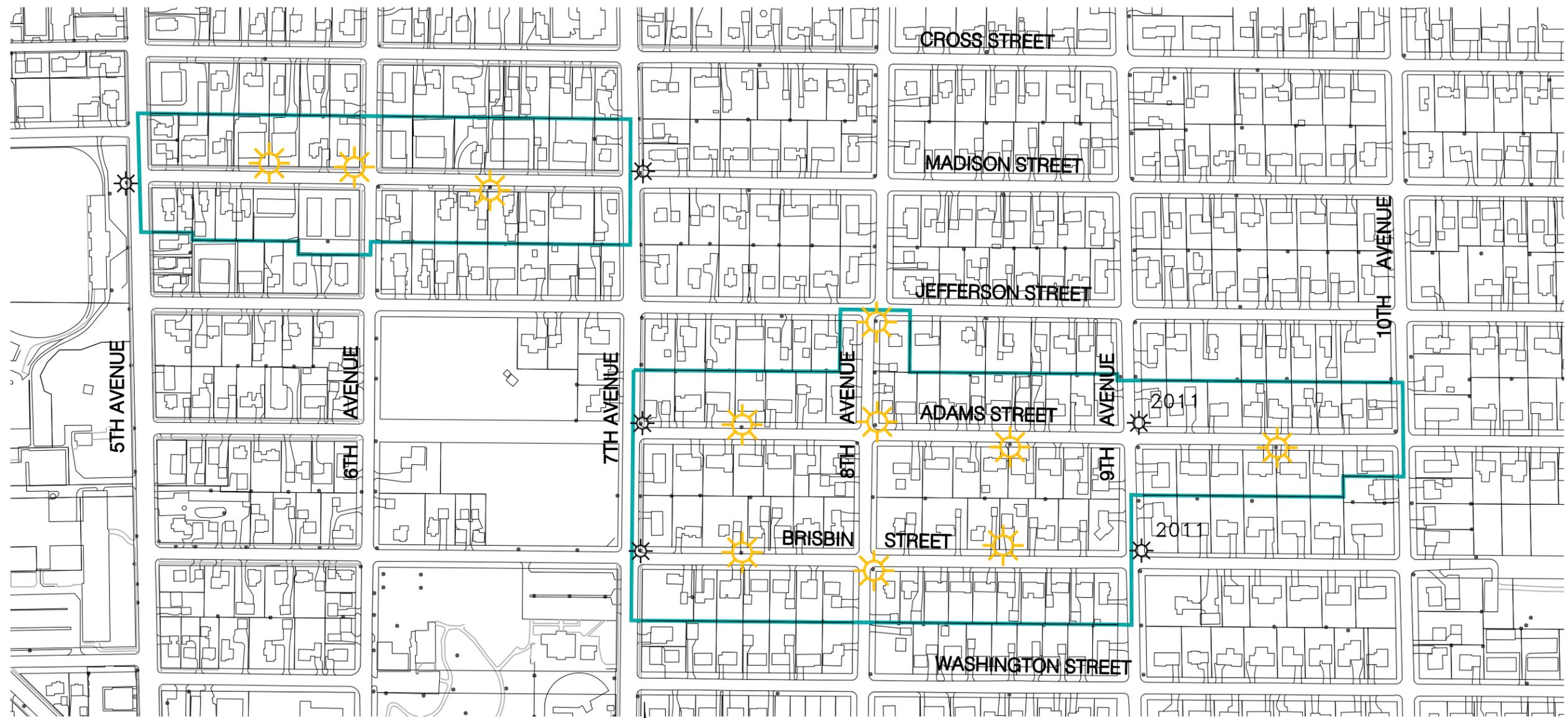
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- PROPOSED WATERMAIN

EXHIBIT E
PROPOSED WATERMAIN
SHEET 2 OF 2
2016 STREET RENEWAL PROJECT

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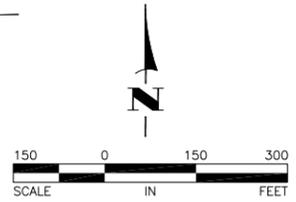
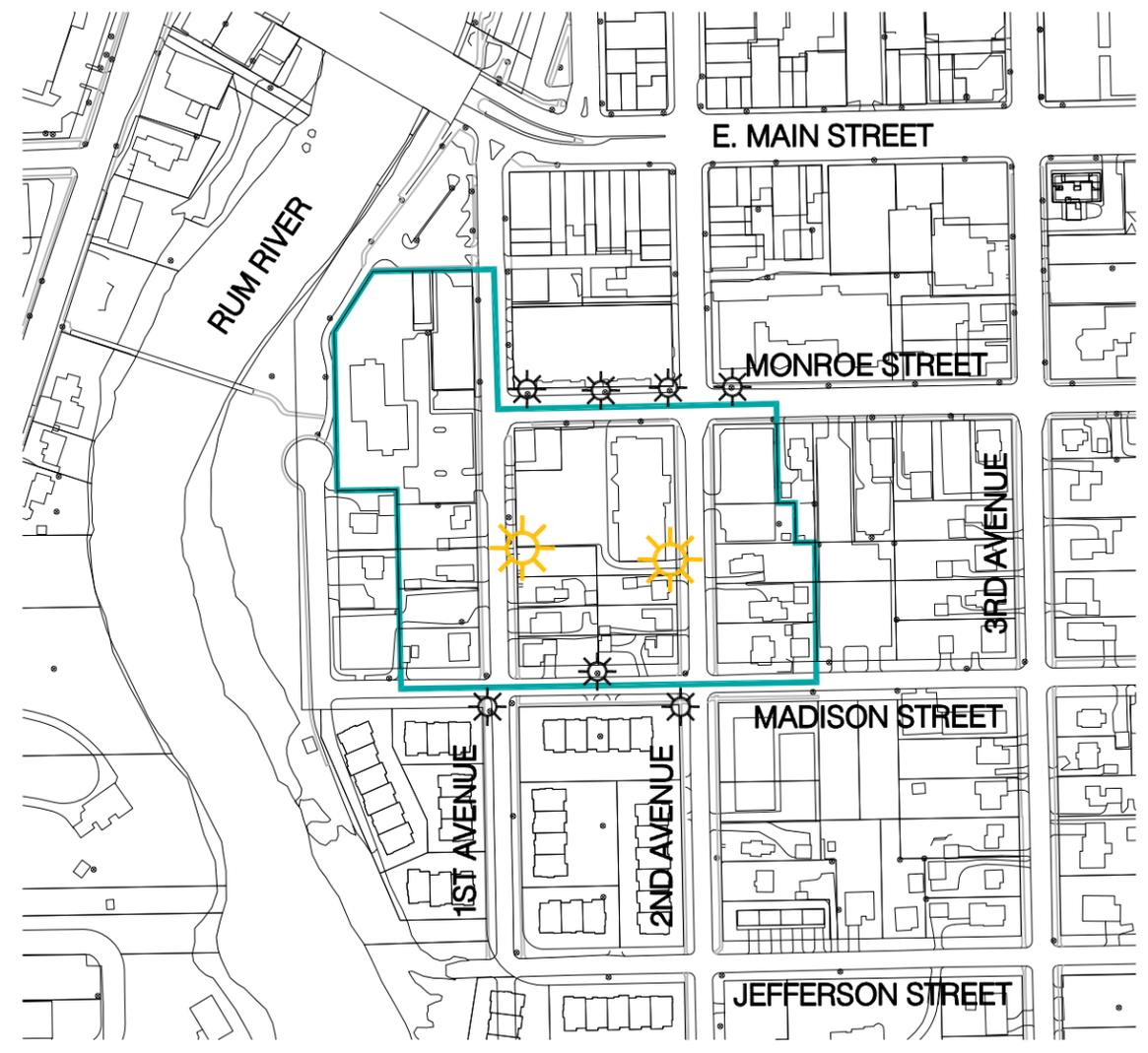


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-  ASSESSMENT BOUNDARY
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-  PROPOSED STREET LIGHT (ACORN STYLE)

EXHIBIT F
PROPOSED STREET
LIGHT LOCATIONS
SHEET 1 OF 2
2016 STREET RENEWAL PROJECT

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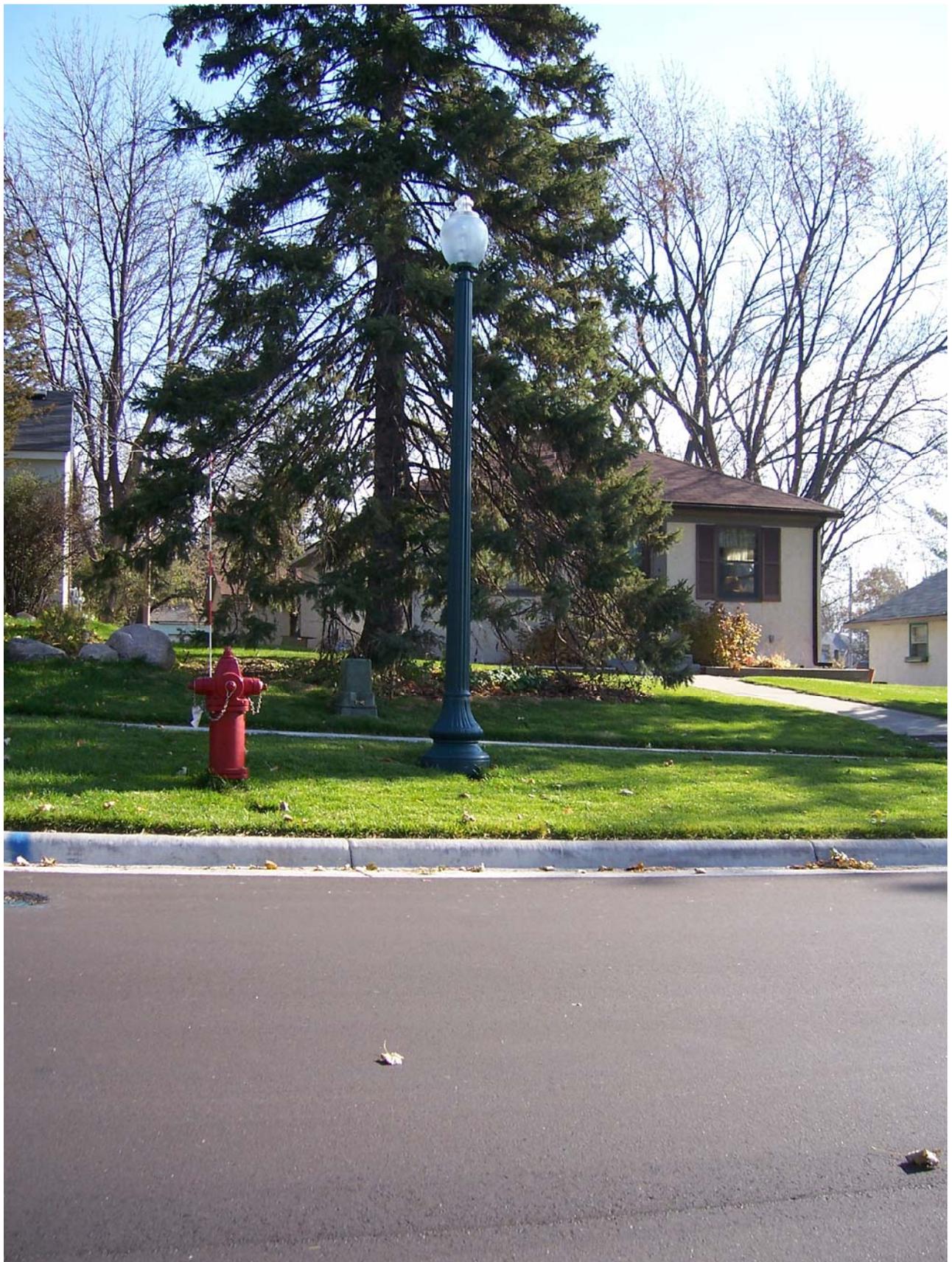


EXHIBIT G
TYPICAL STREET LIGHT
2016 STREET RENEWAL PROJECT

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APPENDIX A

**MUNICIPAL UTILITIES EVALUATION REPORT
FOR THE
7TH AVENUE TURNBACK PROJECT

East River Road to East Main Street**

CITY OF ANOKA, MINNESOTA

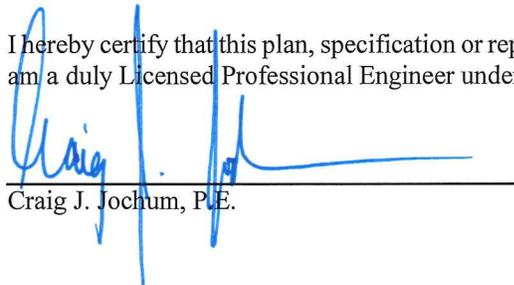
February 15, 2013

Prepared by:



Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303
Telephone: 763-427-5860

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Craig J. Jochum, P.E.

23461

Lic. No.

2/15/13

Date

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TITLE SHEET

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2.0 EXISTING UTILITIES.....	1
3.0 PROPOSED ALTERNATIVES	1
4.0 STORM SEWER OPTIONS	3

PLAN SHEET EXHIBITS

Sheet 1 – Existing Conditions
Sheet 2 – Removals Alternative 1
Sheet 3 – Proposed Utilities Alternative 1
Sheet 4 – Removals Alternative 2
Sheet 5 – Proposed Utilities Alternative 2
Sheet 6 – Storm Sewer Options

APPENDIX

Detailed Cost Estimates

1.0 INTRODUCTION

Anoka County has proposed to turnback the segment of 7th Avenue to the City of Anoka from East River Road to East Main Street. Prior to the turnback Anoka County is proposing to reconstruct the concrete curb and gutter, bituminous surface and storm sewer from East River Road to Cross Street. The street surface from Cross Street to East Main Street was reconstructed in 2012. The purpose of this report is to review alternatives and associated costs for utility improvements including watermain, sanitary sewer and storm sewer. Since the street surface from Cross Street to East Main Street was reconstructed in 2012 utility improvements were not considered for this portion of the street.

2.0 EXISTING UTILITIES

The existing utilities are shown on Sheet 1. Currently 7th Avenue has 6 inch and 10 inch cast iron watermain along the entire length of the street. According to the construction plans this pipe was installed in 1963. There are also two segments of street from Washington Street to Brisbin Street and Jefferson Street to Madison Street that have a parallel 4 inch watermain. The installation date of the 4 inch is not known however it is known that it was in place in 1963 when the 10 inch watermain was installed.

The existing sanitary sewer consists of 8 inch VCP and 12 inch VCP as shown on Sheet 1. According to the construction plans this pipe was constructed in 1953. The 8 inch flows from north to south from South Street to East River Road. The 12 inch pipe collects wastewater from the area east of 7th Avenue. A portion of the 12 inch sewer is routed through several backyards just north of Washington Street and through several parking lots west of 7th Avenue.

The existing storm sewer includes an 18 inch trunk that crosses 7th Avenue just north of Washington Street. This pipe collects stormwater east of 7th Avenue. A portion of this pipe is also routed through backyards and parking lots adjacent to the sanitary sewer as discussed above. This pipe connects to a new storm sewer system at the intersection of 6th Avenue and Jefferson Street, and ultimately drains to the water quality structure at 2nd Avenue and Adams Street. The ultimate design of this system uses Bonnell Fields Park for live storage during larger storm events.

There are also four catch basins and storm sewer laterals at the intersection of Brisbin Street and 7th Avenue that Anoka County will replace as part of the construction.

3.0 PROPOSED ALTERNATIVES

A total of three alternatives were reviewed for replacement of the existing utilities. This section includes a description of the proposed improvements and a summary of the estimated cost of each alternative. Detailed cost estimates are included in the appendix.

The storm sewer sizes and costs presented in Alternatives 1, 2 and 3 assume that the existing stormwater pond which is west of 8th Avenue and north of South Street would remain in place. Several options, which include filling this pond, are discussed in Section 4.0 of this report.

3.1 Alternative 1

Alternative 1 includes the recommended minimum utility improvements. Plan Sheets 2 and 3 show the proposed removals and construction for this alternative. Alternative 1 consists of the following:

- 1) Replace all of the 4 inch CIP and adjacent 10 inch CIP watermains.
- 2) Eliminate the sanitary sewer which is in the backyards and parking lots.
- 3) Eliminate the trunk storm sewer in the parking lot west of 7th Avenue.
- 4) Upsize the storm sewer at the intersection of 7th Avenue and Brisbin Street to accommodate the ultimate drainage area east of 7th Avenue.
- 5) Replace all existing storm sewers and extend the storm sewer south to accommodate street spread requirements.
- 6) Replace the watermain crossings at South Street and Brisbin Street.

A summary of the estimated costs for Alternative 1 are shown below. It should be noted that a portion of the storm sewer costs will be funded by Anoka County as part of the street reconstruction:

Storm Sewer	\$98,857
Sanitary Sewer	\$39,006
Watermain	\$86,544
<hr/> Total Cost	<hr/> \$224,407

These costs do not include the improvements that will be completed as part of the proposed 2013 Street Reconstruction Project. The 2013 SRP improvements include the sewer and water shown at the intersections of Madison Street and Cross Street and the extension of the sanitary sewer north of Madison Street to service the house at 1808 7th Avenue.

At the time of this report the sanitary sewer south of South Street was not televised. It is recommended that the televising be completed to evaluate the condition of this pipe segment.

3.2 Alternative 2

Alternative 2 is the same as Alternative 1 except that all of the watermain would be replaced and the existing 8 inch VCP sewer pipe from South Street to East River Road would be lined. Plan Sheets 4 and 5 show the proposed removals and construction for this alternative. A summary of the estimated costs for Alternative 2 are shown below. It should be noted that a portion of the storm sewer costs will be funded by Anoka County as part of the street reconstruction.

Storm Sewer	\$98,857
Sanitary Sewer	\$83,166
Watermain	\$245,127
Total Cost	\$427,150

3.3 Alternative 3

Alternative 3 is the same as Alternative 2 except that the existing 8 inch VCP sewer pipe and services from South Street to East River Road would be replaced with 8 inch PVC pipe. A summary of the estimated costs for Alternative 3 are shown below. It should be noted that a portion of the storm sewer costs will be funded by Anoka County as part of the street reconstruction.

Storm Sewer	\$98,857
Sanitary Sewer	\$96,896
Watermain	\$245,127
Total Cost	\$440,880

4.0 STORM SEWER OPTIONS

The storm sewer sizes and costs presented in Alternatives 1, 2 and 3 above assume that the existing stormwater pond which is west of 8th Avenue and north of South Street would remain in place. There has been some discussion about possibly filling this pond in the future. In order to fill this pond it would be necessary to increase the size of the storm sewer from the pond to Bonnell Fields Park. A total of three options for the storm sewer were reviewed. Sheet 6 shows the required pipe sizes from MH 1 on South Street to MH 8 which is located in Bonnell Fields Park.

Option 1 assumes that the existing pond will remain in place. As previously discussed the cost summarizes for the three alternatives presented above assume Option 1.

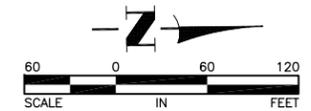
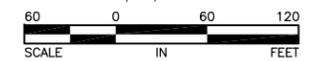
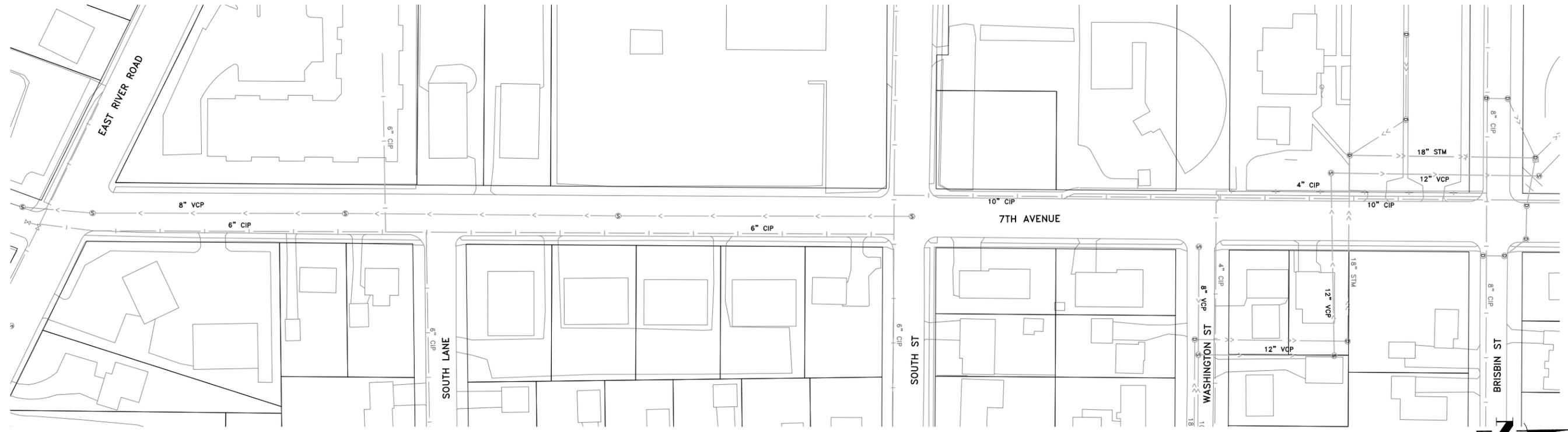
Option 2 assumes that the existing pond will be filled and the storm sewer pipes from MH 1 to MH 8 will be upsized to prevent flood of any houses during the 100 year storm event.

Option 3 also assumes that the existing pond will be filled and a new pond will be constructed in Bonnell Fields Park to reduce the required upstream pipe sizes. The approximate pond foot print is shown Sheet 6. This pond would only be used for flood storage. During most rain events this pond would remain dry.

In order to compare the cost of these options, an estimate was completed that includes the storm sewer that is required for the 7th Avenue project and the cost of the remaining storm sewer from MH 1 to MH 8 as shown on Sheet 6. A summary of the costs for the three options are as follows:

Storm Sewer Segment	Option 1	Option 2	Option 3
7th Avenue	\$98,857	\$164,274	\$128,754
Future Storm Sewer (MH1 to MH 8)	\$177,829	\$353,600	\$241,828
Total Costs	\$276,686	\$517,874	\$370,582

If the City constructs Option 2 or 3, and fills the existing pond, the storm sewer improvements scheduled for the year 2017 will need to be completed prior to filling the pond. The improvements would also need to include the proposed storm sewer through Bonnell Fields Park as shown on Sheet 6.



LEGEND

- STORM SEWER - EXISTING (NEW)
- STORM SEWER - EXISTING
- WATERMAIN - EXISTING (NEW)
- WATERMAIN - EXISTING
- SANITARY SEWER - EXISTING (NEW)
- SANITARY SEWER - EXISTING

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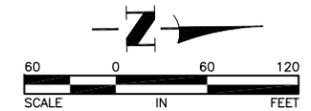
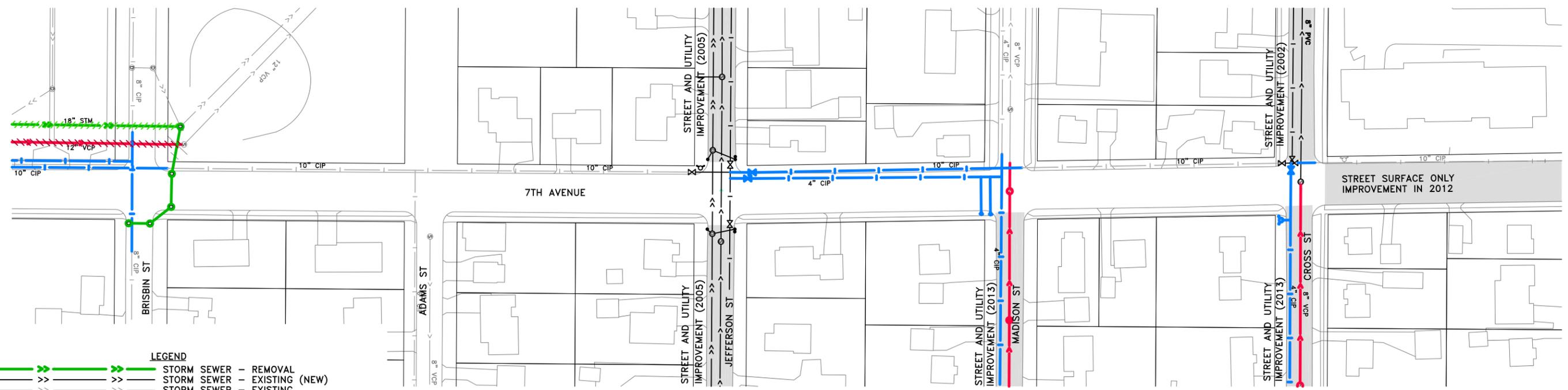
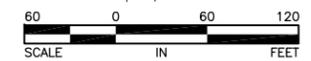
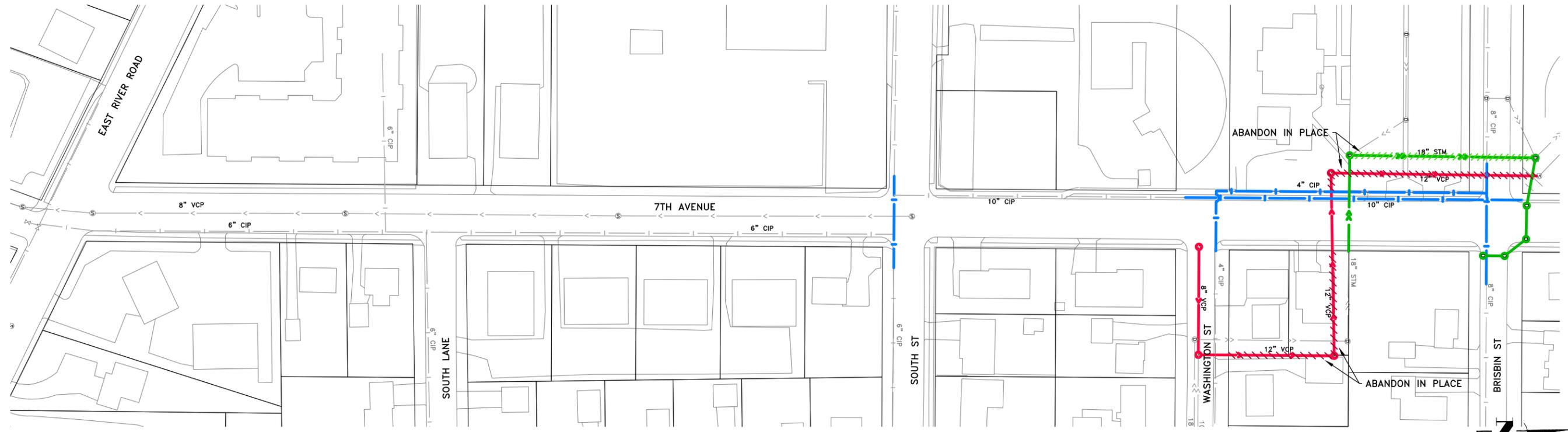
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763-427-5860 FAX 763-427-0520
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EXISTING CONDITIONS
7TH AVENUE UTILITY REPLACEMENT
CITY OF ANOKA, MINNESOTA

SHEET
1
OF
6
SHEETS
AN362

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- LEGEND**
- STORM SEWER - REMOVAL
 - STORM SEWER - EXISTING (NEW)
 - STORM SEWER - EXISTING
 - WATERMAIN - REMOVAL
 - WATERMAIN - EXISTING (NEW)
 - WATERMAIN - EXISTING
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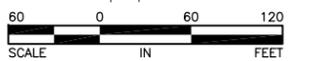
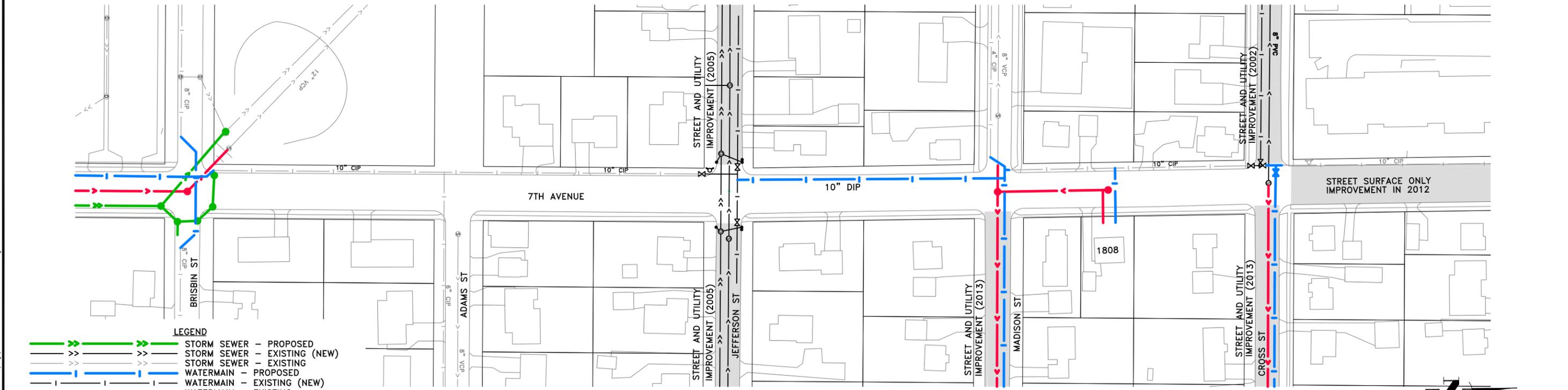
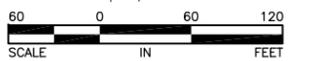
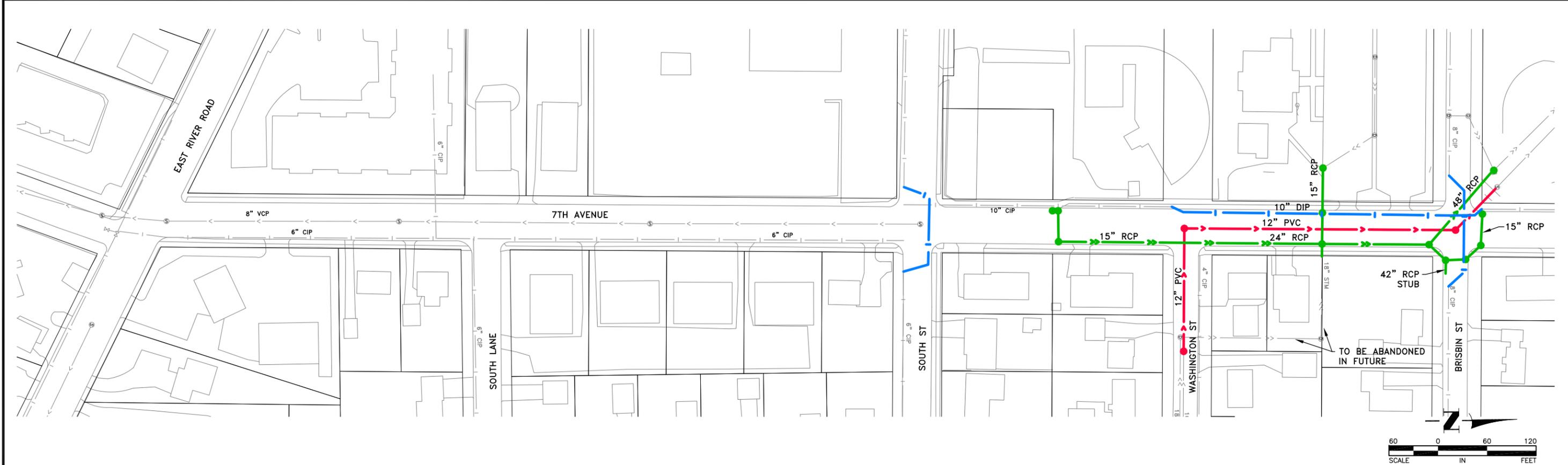
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REMOVALS ALTERNATIVE 1
7TH AVENUE UTILITY REPLACEMENT
CITY OF ANOKA, MINNESOTA

SHEET
2
OF
6
SHEETS

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LEGEND

	STORM SEWER - PROPOSED
	STORM SEWER - EXISTING (NEW)
	STORM SEWER - EXISTING
	WATERMAIN - PROPOSED
	WATERMAIN - EXISTING (NEW)
	WATERMAIN - EXISTING
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	SANITARY SEWER - EXISTING

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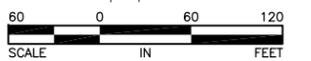
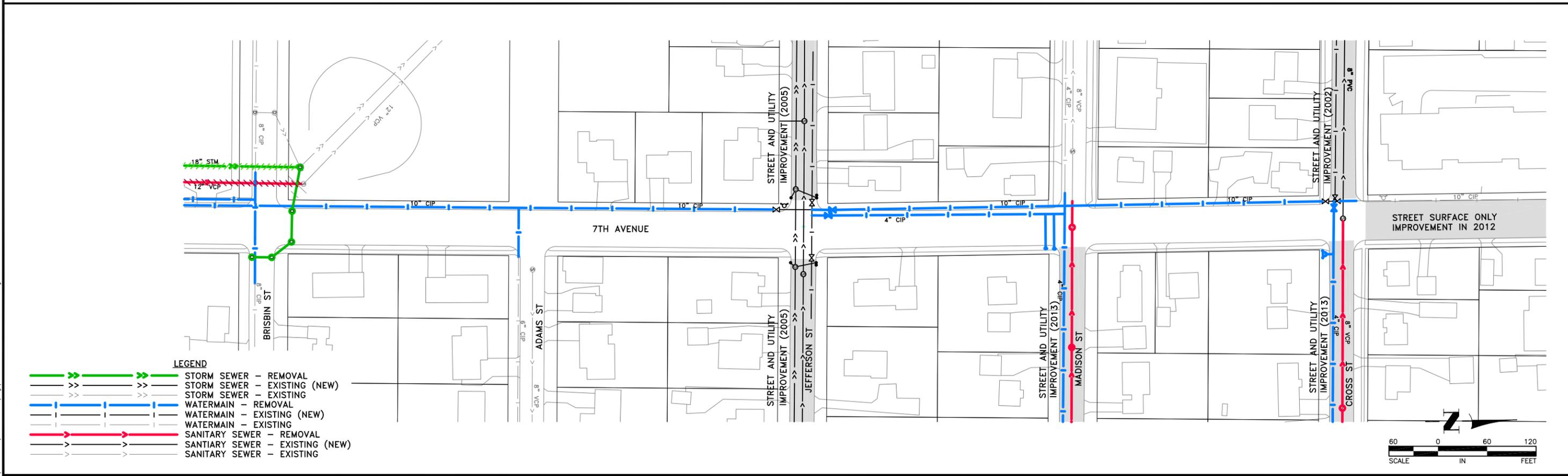
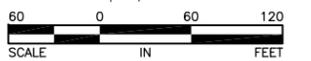
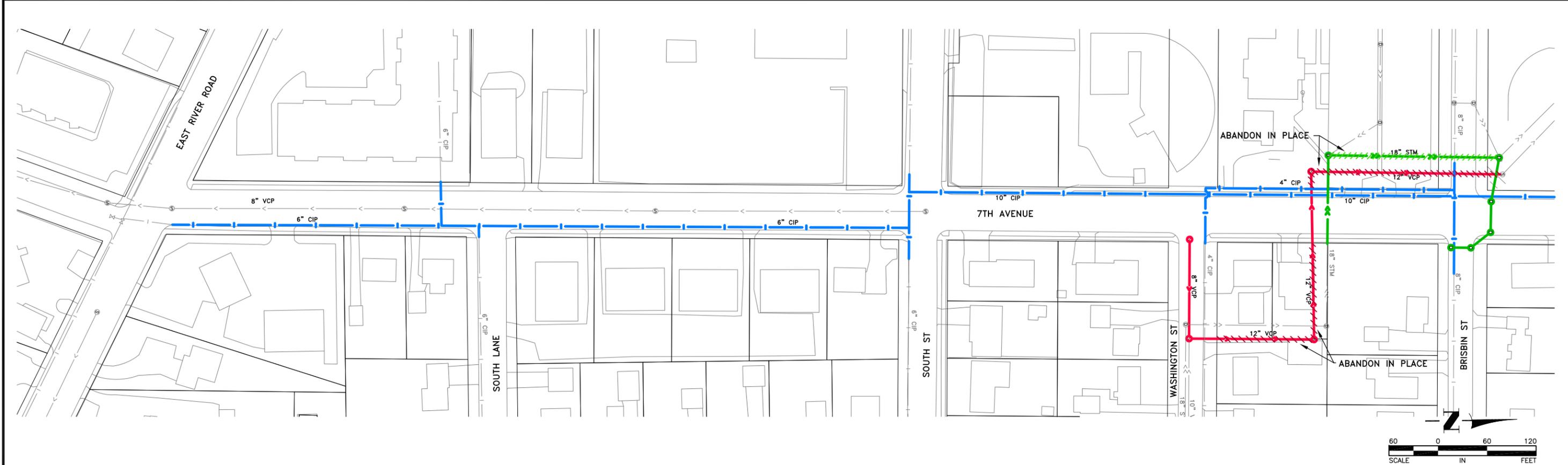


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PROPOSED UTILITIES ALTERNATIVE 1
7TH AVENUE UTILITY REPLACEMENT
CITY OF ANOKA, MINNESOTA

SHEET
3
OF
6
SHEETS



- LEGEND**
- STORM SEWER - REMOVAL
 - STORM SEWER - EXISTING (NEW)
 - STORM SEWER - EXISTING
 - WATERMAIN - REMOVAL
 - WATERMAIN - EXISTING (NEW)
 - WATERMAIN - EXISTING
 - SANITARY SEWER - REMOVAL
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 - SANITARY SEWER - EXISTING

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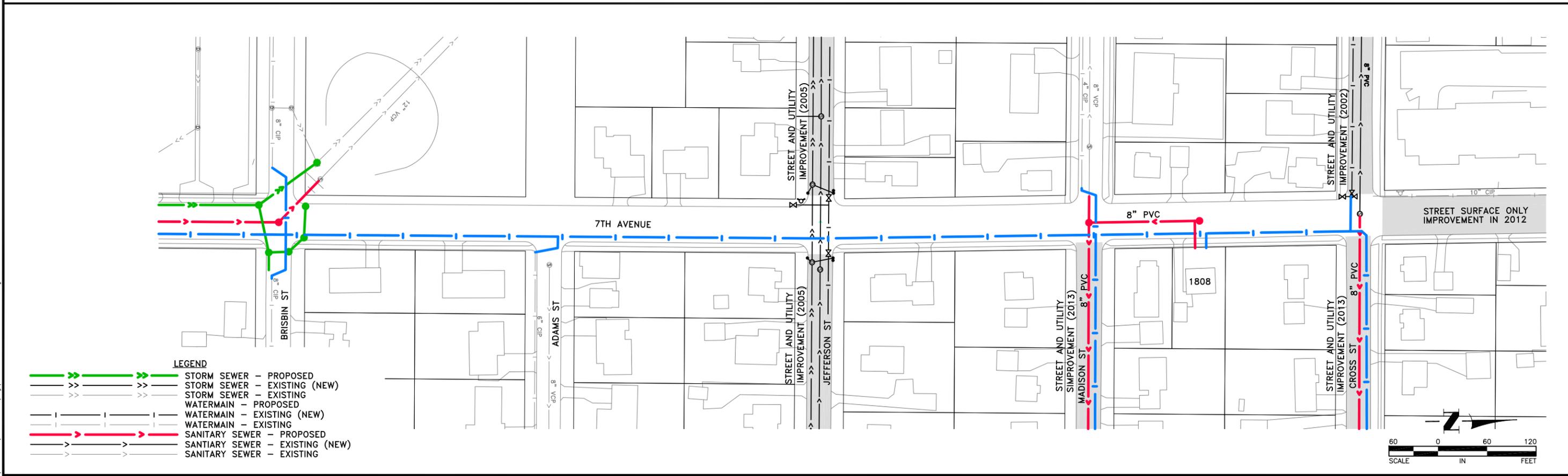
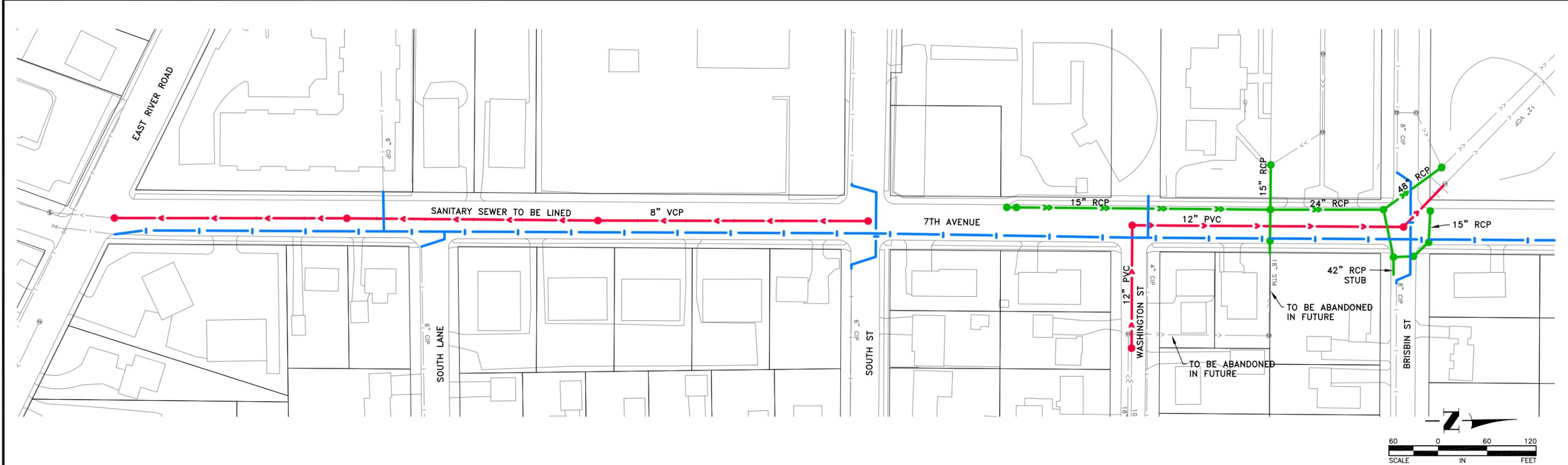


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REMOVALS ALTERNATIVE 2
7TH AVENUE UTILITY REPLACEMENT
CITY OF ANOKA, MINNESOTA

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SHEETS



LEGEND

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	STORM SEWER - EXISTING (NEW)
	STORM SEWER - EXISTING
	WATERMAIN - PROPOSED
	WATERMAIN - EXISTING (NEW)
	WATERMAIN - EXISTING
	SANITARY SEWER - PROPOSED
	SANITARY SEWER - EXISTING (NEW)
	SANITARY SEWER - EXISTING

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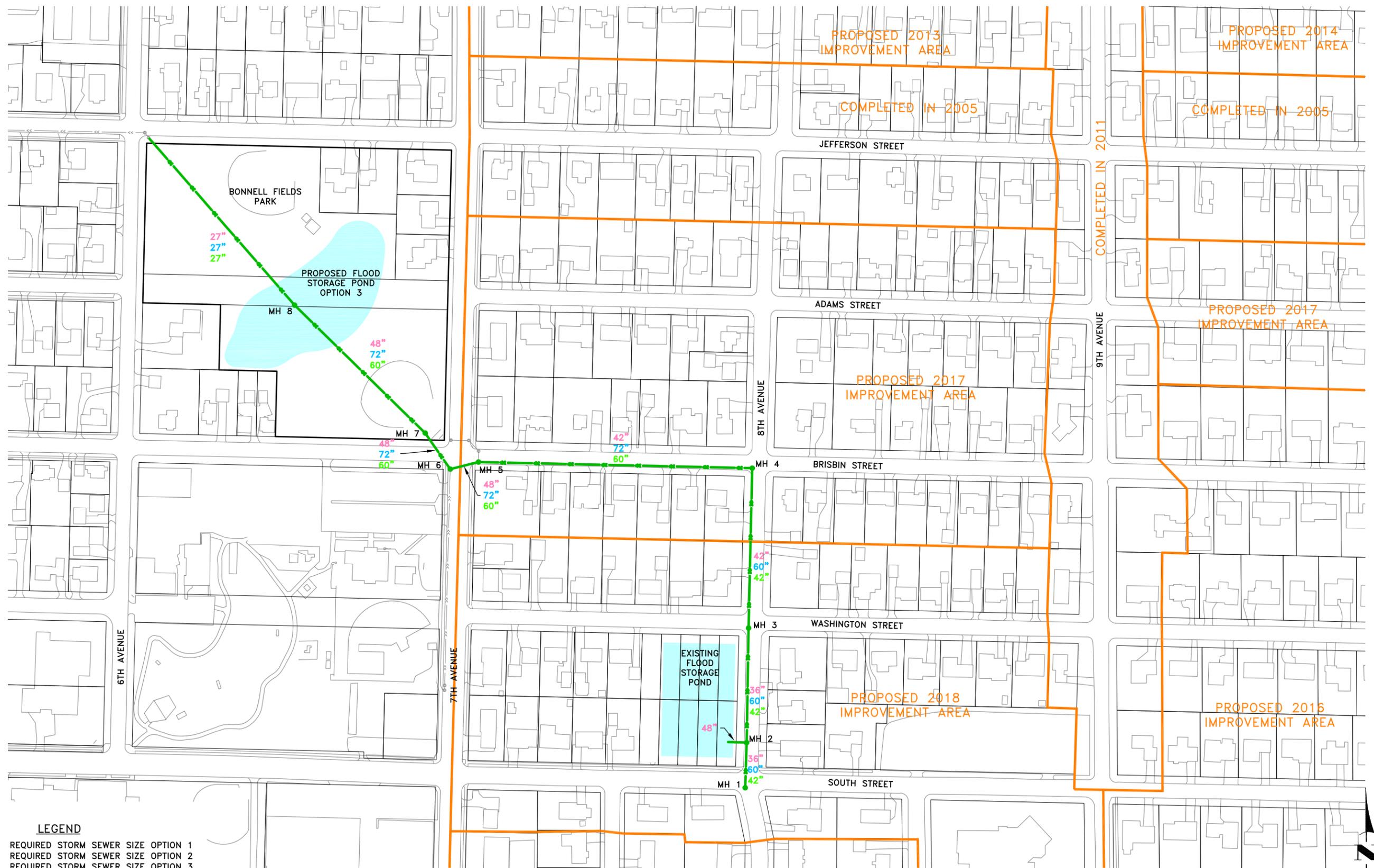
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PROPOSED UTILITIES ALTERNATIVE 2
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CITY OF ANOKA, MINNESOTA

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LEGEND

- XX" REQUIRED STORM SEWER SIZE OPTION 1
- XX" REQUIRED STORM SEWER SIZE OPTION 2
- XX" REQUIRED STORM SEWER SIZE OPTION 3

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STORM SEWER OPTIONS
7TH AVENUE UTILITY REPLACEMENT
CITY OF ANOKA, MINNESOTA

SHEET 6 OF 6
163 of 217 SHEETS
AN362



APPENDIX

ENGINEER'S ESTIMATE - ALTERNATIVE NO. 1

Schedule "A" - Storm Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	38	\$3,283
11	48" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$100.00	150	\$15,000
12	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
13	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	\$4,200.00	1	\$4,200
18	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	\$7,200.00	1	\$7,200
19	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4020	EACH	\$8,500.00	1	\$8,500
20	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$98,857

Schedule "B" - Sanitary Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
19	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$6.00	195	\$1,170
20	REMOVE MANHOLE	EACH	\$900.00	1	\$900
21	ABANDON SEWER PIPE (SANITARY)	LIN FT	\$6.00	500	\$3,000
22	12" PVC PIPE SEWER	LIN FT	\$36.00	555	\$19,980
23	12"X4" PVC WYE	EACH	\$450.00	2	\$900
24	12"X6" PVC WYE	EACH	\$480.00	1	\$480
25	RECONNECT SANITARY SEWER SERVICE	EACH	\$600.00	3	\$1,800
26	CONNECT TO EXISTING SANITARY SEWER	EACH	\$960.00	2	\$1,920
27	4" PVC SANITARY SERVICE PIPE	LIN FT	\$24.00	68	\$1,632
28	6" PVC SANITARY SERVICE PIPE	LIN FT	\$33.60	40	\$1,344
29	CONSTRUCT SANITARY SEWER STRUCTURE	EACH	\$2,040.00	2	\$4,080
30	CASTING ASSEMBLY	EACH	\$900.00	2	\$1,800

Total Schedule "B" \$39,006

Schedule "C" - Watermain

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
31	REMOVE WATERMAIN	LIN FT	\$2.40	1,240	\$2,976
32	ABANDONS WATERMAIN	LIN FT	\$2.40	340	\$816
33	DUCTILE IRON FITTINGS	POUND	\$2.40	3,500	\$8,400
34	4" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$36.00	20	\$720
35	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$32.40	155	\$5,022
36	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$43.20	80	\$3,456
37	10" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$43.20	690	\$29,808
38	TEMPORARY WATER SERVICE	EACH	\$240.00	2	\$480
39	4" GATE VALVE AND BOX	EACH	\$1,080.00	1	\$1,080
40	6" GATE VALVE AND BOX	EACH	\$1,260.00	3	\$3,780
41	8" GATE VALVE AND BOX	EACH	\$1,740.00	2	\$3,480
42	10" GATE VALVE AND BOX	EACH	\$2,640.00	4	\$10,560
43	CONNECT TO EXISTING WATERMAIN	EACH	\$846.00	11	\$9,306
44	TEMPORARY WATERMAIN	LUMP SUM	\$3,600.00	1	\$3,600
45	1" CORPORATION STOP	EACH	\$240.00	1	\$240
46	1" CURB STOP AND BOX	EACH	\$360.00	1	\$360
47	RECONNECT WATER SERVICE	EACH	\$240.00	2	\$480
48	1" TYPE K COPPER PIPE	LIN FT	\$36.00	55	\$1,980

Total Schedule "C" \$86,544

Total Schedule "A" \$98,857

Total Schedule "B" \$39,006

Total Schedule "C" \$86,544

Total Estimated Construction Cost \$224,407

ENGINEER'S ESTIMATE - ALTERNATIVE 2

Schedule "A" - Storm Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	38	\$3,283
11	48" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$100.00	150	\$15,000
12	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
13	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	\$4,200.00	1	\$4,200
18	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	\$7,200.00	1	\$7,200
19	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4020	EACH	\$8,500.00	1	\$8,500
20	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$98,857

Schedule "B" - Sanitary Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
19	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$6.00	195	\$1,170
20	REMOVE MANHOLE	EACH	\$900.00	1	\$900
21	ABANDON SEWER PIPE (SANITARY)	LIN FT	\$6.00	500	\$3,000
22	CLEAN PIPE SEWER	LIN FT	\$12.00	920	\$11,040
23	CIPP LINING 8" SEWER PIPE	LIN FT	\$36.00	920	\$33,120
24	12" PVC PIPE SEWER	LIN FT	\$36.00	555	\$19,980
25	12"X4" PVC WYE	EACH	\$450.00	2	\$900
26	12"X6" PVC WYE	EACH	\$480.00	1	\$480
27	RECONNECT SANITARY SEWER SERVICE	EACH	\$600.00	3	\$1,800
28	CONNECT TO EXISTING SANITARY SEWER	EACH	\$960.00	2	\$1,920
29	4" PVC SANITARY SERVICE PIPE	LIN FT	\$24.00	68	\$1,632
30	6" PVC SANITARY SERVICE PIPE	LIN FT	\$33.60	40	\$1,344
31	CONSTRUCT SANITARY SEWER STRUCTURE	EACH	\$2,040.00	2	\$4,080
32	CASTING ASSEMBLY	EACH	\$900.00	2	\$1,800

Total Schedule "B" \$83,166

Schedule "C" - Watermain

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
33	REMOVE WATERMAIN	LIN FT	\$2.40	3,640	\$8,736
34	REMOVE HYDRANT	EACH	\$300.00	2	\$600
35	ABANDONS WATERMAIN	LIN FT	\$2.40	340	\$816
36	DUCTILE IRON FITTINGS	POUND	\$2.40	4,400	\$10,560
37	4" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$27.60	310	\$8,556
38	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$32.10	370	\$11,877
39	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$38.70	980	\$37,926
40	10" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$42.00	1,965	\$82,530
41	TEMPORARY WATER SERVICE	EACH	\$240.00	17	\$4,080
42	4" GATE VALVE AND BOX	EACH	\$1,080.00	9	\$9,720
43	6" GATE VALVE AND BOX	EACH	\$1,260.00	8	\$10,080
44	8" GATE VALVE AND BOX	EACH	\$1,740.00	4	\$6,960
45	10" GATE VALVE AND BOX	EACH	\$2,640.00	3	\$7,920
46	CONNECT TO EXISTING WATERMAIN	EACH	\$846.00	11	\$9,306
47	HYDRANT	EACH	\$3,720.00	2	\$7,440
48	TEMPORARY WATERMAIN	LUMP SUM	\$12,000.00	1	\$12,000
49	1" CORPORATION STOP	EACH	\$240.00	7	\$1,680
50	1" CURB STOP AND BOX	EACH	\$360.00	7	\$2,520
51	RECONNECT WATER SERVICE	EACH	\$240.00	17	\$4,080
52	1" TYPE K COPPER PIPE	LIN FT	\$36.00	215	\$7,740

Total Schedule "C" \$245,127

Total Schedule "A" \$98,857

Total Schedule "B" \$83,166

Total Schedule "C" \$245,127

Total Estimated Construction Cost \$427,150

ENGINEER'S ESTIMATE - ALTERNATIVE NO. 3

Schedule "A" - Storm Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	38	\$3,283
11	48" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$100.00	150	\$15,000
12	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
13	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	\$4,200.00	1	\$4,200
18	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	\$7,200.00	1	\$7,200
19	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4020	EACH	\$8,500.00	1	\$8,500
20	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$98,857

Schedule "B" - Sanitary Sewer

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
19	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$3.60	1,115	\$4,014
20	REMOVE MANHOLE	EACH	\$600.00	4	\$2,400
21	ABANDON SEWER PIPE (SANITARY)	LIN FT	\$6.00	500	\$3,000
22	8" PVC PIPE SEWER	LIN FT	\$22.80	920	\$20,976
23	12" PVC PIPE SEWER	LIN FT	\$36.00	555	\$19,980
24	8"X4" PVC WYE	EACH	\$300.00	3	\$900
25	8"X6" PVC WYE	EACH	\$330.00	9	\$2,970
26	12"X4" PVC WYE	EACH	\$450.00	2	\$900
27	12"X6" PVC WYE	EACH	\$480.00	1	\$480
28	RECONNECT SANITARY SEWER SERVICE	EACH	\$600.00	15	\$9,000
29	CONNECT TO EXISTING SANITARY SEWER	EACH	\$960.00	3	\$2,880
30	4" PVC SANITARY SERVICE PIPE	LIN FT	\$22.80	173	\$3,944
31	6" PVC SANITARY SERVICE PIPE	LIN FT	\$32.40	355	\$11,502
32	CONSTRUCT SANITARY SEWER STRUCTURE	EACH	\$1,920.00	5	\$9,600
33	CASTING ASSEMBLY	EACH	\$870.00	5	\$4,350

Total Schedule "B" \$96,896

Schedule "C" - Watermain

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
34	REMOVE WATERMAIN	LIN FT	\$2.40	3,640	\$8,736
35	REMOVE HYDRANT	EACH	\$300.00	2	\$600
36	ABANDONS WATERMAIN	LIN FT	\$2.40	340	\$816
49	DUCTILE IRON FITTINGS	POUND	\$2.40	4,400	\$10,560
50	4" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$27.60	310	\$8,556
51	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$32.10	370	\$11,877
52	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$38.70	980	\$37,926
53	10" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$42.00	1,965	\$82,530
54	TEMPORARY WATER SERVICE	EACH	\$240.00	17	\$4,080
55	4" GATE VALVE AND BOX	EACH	\$1,080.00	9	\$9,720
56	6" GATE VALVE AND BOX	EACH	\$1,260.00	8	\$10,080
57	8" GATE VALVE AND BOX	EACH	\$1,740.00	4	\$6,960
58	10" GATE VALVE AND BOX	EACH	\$2,640.00	3	\$7,920
59	CONNECT TO EXISTING WATERMAIN	EACH	\$846.00	11	\$9,306
60	HYDRANT	EACH	\$3,720.00	2	\$7,440
61	TEMPORARY WATERMAIN	LUMP SUM	\$12,000.00	1	\$12,000
62	1" CORPORATION STOP	EACH	\$240.00	7	\$1,680
63	1" CURB STOP AND BOX	EACH	\$360.00	7	\$2,520
64	RECONNECT WATER SERVICE	EACH	\$240.00	17	\$4,080
65	1" TYPE K COPPER PIPE	LIN FT	\$36.00	215	\$7,740

Total Schedule "C" \$245,127

Total Schedule "A" \$98,857

Total Schedule "B" \$96,896

Total Schedule "C" \$245,127

Total Estimated Construction Cost \$440,880

STORM SEWER OPTION 1

Schedule "A" - Storm Sewer - Constructed with 7th Avenue Project

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	38	\$3,283
11	48" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$100.00	150	\$15,000
12	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
13	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	\$4,200.00	1	\$4,200
18	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	\$7,200.00	1	\$7,200
19	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4020	EACH	\$8,500.00	1	\$8,500
20	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$98,857

Schedule "A1" - Storm Sewer - Future Construction

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	36" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$75.00	325	\$24,375
2	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	860	\$74,304
3	48" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$100.00	440	\$44,000
4	48" RC APRON AND TRASH GUARD	EACH	\$1,500.00	1	\$1,500
5	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	2	\$2,400
6	CONSTRUCT DRAINAGE STRUCTURE DESIGN 66-4020	EACH	\$3,400.00	1	\$3,400
7	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	\$4,200.00	2	\$8,400
8	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	\$7,200.00	1	\$7,200
9	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4020	EACH	\$8,500.00	1	\$8,500
10	CASTING ASSEMBLY	EACH	\$750.00	5	\$3,750

Total Schedule "A1" \$177,829

Total Schedule "A" \$98,857

Total Schedule "A1" \$177,829

Total Estimated Construction Cost \$276,686

STORM SEWER OPTION 2

Schedule "A" - Storm Sewer - Constructed with 7th Avenue Project

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	72" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$200.00	188	\$37,600
11	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
12	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
13	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 108-4020	EACH	\$16,000.00	1	\$16,000
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 120-4020	EACH	\$25,000.00	2	\$50,000
18	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$164,274

Schedule "A1" - Storm Sewer - Future Construction

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	60" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$160.00	645	\$103,200
2	72" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$200.00	910	\$182,000
3	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	2	\$2,400
4	CONSTRUCT DRAINAGE STRUCTURE DESIGN 96-4020	EACH	\$11,000.00	2	\$22,000
5	CONSTRUCT DRAINAGE STRUCTURE DESIGN 108-4020	EACH	\$16,000.00	1	\$16,000
6	CONSTRUCT DRAINAGE STRUCTURE DESIGN 120-4020	EACH	\$25,000.00	1	\$25,000
7	CASTING ASSEMBLY	EACH	\$750.00	4	\$3,000

Total Schedule "A1" \$353,600

Total Schedule "A" \$164,274

Total Schedule "A1" \$353,600

Total Estimated Construction Cost \$517,874

STORM SEWER OPTION 3

Schedule "A" - Storm Sewer - Constructed with 7th Avenue Project

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.60	255	\$2,448
2	REMOVE MANHOLE OR CATCH BASIN	EACH	\$300.00	6	\$1,800
3	ABANDON SEWER PIPE (STORM)	LIN FT	\$6.00	210	\$1,260
4	FILL MANHOLE WITH CONCRETE	EACH	\$360.00	1	\$360
5	PARKING LOT RESTORATION	LUMP SUMP	\$5,000.00	1	\$5,000
6	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$60.00	8	\$480
7	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	\$30.00	434	\$13,020
8	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$39.60	30	\$1,188
9	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$42.00	184	\$7,728
10	60" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$160.00	188	\$30,080
11	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	4	\$4,800
12	BULKHEAD STORM SEWER	EACH	\$900.00	1	\$900
13	CONSTRUCT DRAINAGE STRUCTURE DESIGN H (27")	EACH	\$1,200.00	2	\$2,400
14	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	\$1,680.00	5	\$8,400
15	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	\$2,640.00	1	\$2,640
16	CONSTRUCT DRAINAGE STRUCTURE DESIGN 96-4020	EACH	\$11,000.00	2	\$22,000
17	CONSTRUCT DRAINAGE STRUCTURE DESIGN 108-4020	EACH	\$16,000.00	1	\$16,000
18	CASTING ASSEMBLY	EACH	\$750.00	11	\$8,250

Total Schedule "A" \$128,754

Schedule "A1" - Storm Sewer - Future Construction

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATE COST
1	COMMON EXCAVATION	CU YD	\$8.00	5,500	\$44,000
2	42" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$86.40	645	\$55,728
3	60" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	\$160.00	910	\$145,600
4	CONNECT TO EXISTING STORM SEWER	EACH	\$1,200.00	2	\$2,400
5	CONSTRUCT DRAINAGE STRUCTURE DESIGN 66-4020	EACH	\$3,400.00	1	\$3,400
6	CONSTRUCT DRAINAGE STRUCTURE DESIGN 78-4020	EACH	\$5,700.00	1	\$5,700
7	CONSTRUCT DRAINAGE STRUCTURE DESIGN 96 SPECIAL	EACH	\$12,000.00	1	\$12,000
8	CONSTRUCT DRAINAGE STRUCTURE DESIGN 102-4020	EACH	\$13,000.00	1	\$13,000
9	CASTING ASSEMBLY	EACH	\$750.00	4	\$3,000
10	TURF ESTABLISHMENT	LUMP SUM	\$1,000.00	1	\$1,000

Total Schedule "A1" \$241,828

Total Schedule "A" \$128,754

Total Schedule "A1" \$241,828

Total Estimated Construction Cost \$370,582

APPENDIX B

Property List and Assessment Summary

2016 Street Renewal Project

* Corner Lot, Min. 75 feet
 ** Reconstructing Alley Access Only
 *** Two Sewer and Water Services
 C Non Residential Lot
 20XX Year Previously Assessed

Residential Street Unit Assessment \$3,020.00 Each
 Non Residential Street Unit Assessment \$6,040.00 Each
 Residential Street Assessment \$16.00 per foot
 Non Residential Street Assessment \$32.00 per foot
 Residential Water Service Assessment \$1,090.00 Each
 Non Residential Water Service Assessment \$2,180.00 Each
 Sanitary Sewer Service Assessment \$980.00 Each

PID	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	TAX PAYER	PROPERTY FRONTAGE (FEET)	ASSESSED FRONTAGE (FEET)	NOTES	RATE PER FOOT	STREET ASSESSMENT	STREET UNIT ASSESSMENT	WATER SERVICE ASSESSMENT	SEWER SERVICE ASSESSMENT	TOTAL ASSESSMENT
1ST AVENUE: MADISON STREET TO MONROE STREET													
12-31-25-11-0066	1800 1ST AVENUE	EILEEN T. SHEEHY	1800 1ST AVENUE	EILEEN T. SHEEHY	49.5	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
12-31-25-11-0108	1803 1ST AVENUE	JEREMY J. SMITH SHARON UNTEREKER	1803 1ST AVENUE	JEREMY J. SMITH SHARON UNTEREKER	66.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
12-31-25-11-0065	1804 1ST AVENUE	JILL CHATELAIN	5111 LAKESIDE AVENUE N CRYSTAL, MN 55429	JILL CHATELAIN	49.5	49.5		\$16.00	\$792.00	\$3,020.00	\$1,090.00	\$980.00	\$5,882.00
12-31-25-11-0090	1807 1ST AVENUE	CITY OF ANOKA	2015 1ST AVENUE N ANOKA, MN 55303	CITY OF ANOKA	66.0	0.0		\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12-31-25-11-0064	1808 1ST AVENUE	JOEL P. BROWN	1808 1ST AVENUE	JOEL P. BROWN	49.5	49.5		\$16.00	\$792.00	\$3,020.00	\$1,090.00	\$980.00	\$5,882.00
12-31-25-11-0063	1812 1ST AVENUE	BEEHIVE PARTNERS LLC	6314 RIVLYN AVENUE NW RAMSEY, MN 55303	BEEHIVE PARTNERS LLC	49.5	49.5	C	\$32.00	\$1,584.00	\$6,040.00	\$2,180.00	\$980.00	\$10,784.00
12-31-25-11-0091	1813 1ST AVENUE	BEEHIVE PARTNERS LLC	6314 RIVLYN AVENUE NW RAMSEY, MN 55303	BEEHIVE PARTNERS LLC	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
12-31-25-11-0092	1819 1ST AVENUE	BEEHIVE PARTNERS LLC	6314 RIVLYN AVENUE NW RAMSEY, MN 55303	BEEHIVE PARTNERS LLC	74.25	74.25		\$16.00	\$1,188.00	\$3,020.00	\$1,090.00	\$980.00	\$6,278.00
2ND AVENUE: MADISON STREET TO MONROE STREET													
12-31-25-11-0112	1800 2ND AVENUE	HOUSING AND REDEVELOPMENT AUTHORITY	2015 1ST AVENUE N ANOKA, MN 55303	HOUSING AND REDEVELOPMENT AUTHORITY	66.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
12-31-25-11-0056	1801 2ND AVENUE	JEBB D. ANDERSON MICHELE L. ANDERSON	1801 2ND AVENUE	JEBB D. ANDERSON MICHELE L. ANDERSON	49.5	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
12-31-25-11-0057	1805 2ND AVENUE	JEFFREY RANDAL STENSTROM	1805 2ND AVENUE	JEFFREY RANDAL STENSTROM	49.5	49.5		\$16.00	\$792.00	\$3,020.00	\$1,090.00	\$980.00	\$5,882.00
12-31-25-11-0055	1806 2ND AVENUE	BRIAN P.E. & CHRISTINE E. MANNING	6981 137TH AVENUE NW RAMSEY, MN 55303	BRIAN P.E. & CHRISTINE E. MANNING	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
12-31-25-11-0058	1811 2ND AVENUE	THE BANK OF NEW YORK MELLON	55 BEATTIE PLACE, SUITE 100, MS 0 GREENVILLE, SC 29601	THE BANK OF NEW YORK MELLON	49.5	49.5		\$16.00	\$792.00	\$3,020.00	\$1,090.00	\$980.00	\$5,882.00
12-31-25-11-0111	1814 2ND AVENUE	CITY OF ANOKA HOUSING AND REDEVELOPMENT	2015 1ST AVENUE N ANOKA, MN 55303	CITY OF ANOKA HOUSING AND REDEVELOPMENT	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
12-31-25-11-0054	1820 2ND AVENUE	CITY OF ANOKA HRA	2015 1ST AVENUE N ANOKA, MN 55303	CITY OF ANOKA HRA	66.0	66.0	C	\$32.00	\$2,112.00	\$6,040.00	\$2,180.00	\$980.00	\$11,312.00
12-31-25-11-0053	1834 2ND AVENUE	CITY OF ANOKA HRA	2015 1ST AVENUE N ANOKA, MN 55303	CITY OF ANOKA HRA	132.0	132.0	C	\$32.00	\$4,224.00	\$6,040.00	\$2,180.00	\$980.00	\$13,424.00
4TH AVENUE: HARRISON STREET TO POLK STREET													
06-31-24-32-0013	2316 4TH AVENUE	BARRY BORGESON	2316 4TH AVENUE	BARRY BORGESON	66.0	0.0	**	\$16.00	\$0.00	\$3,020.00	\$0.00	\$0.00	\$3,020.00
06-31-24-32-0012	2326 4TH AVENUE	DALE WUCHER SANDRA WUCHER	2326 4TH AVENUE	DALE WUCHER SANDRA WUCHER	60.5	0.0	**	\$16.00	\$0.00	\$3,020.00	\$0.00	\$0.00	\$3,020.00
5TH AVENUE: JEFFERSON STREET TO POLK STREET													
07-31-24-21-0107	1718 5TH AVENUE	ADREW W. KONEN LIRA M. KONEN	1718 5TH AVENUE	ADREW W. KONEN LIRA M. KONEN	68.2	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
07-31-24-21-0093	1802 5TH AVENUE	KATI L. MOEN	1802 5TH AVENUE	KATI L. MOEN	65.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
06-31-24-32-0116	2317 5TH AVENUE	CURTIS & BARBARA JELMELAND	2317 5TH AVENUE	CURTIS & BARBARA JELMELAND	0.0	0.0	**	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06-31-24-32-0117	2317 5TH AVENUE	CURTIS & BARBARA JELMELAND	2317 5TH AVENUE	CURTIS & BARBARA JELMELAND	57.75	0.0	2001	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06-31-24-32-0021	2325 5TH AVENUE	ANDREW S. & TRACEY M. GATLIN	2325 5TH AVENUE	ANDREW S. & TRACEY M. GATLIN	113.0	0.0	2001	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6TH AVENUE: JEFFERSON STREET TO CROSS STREET													
07-31-24-21-0076	1802 6TH AVENUE	ELA JEAN LIDA	6881 137TH LANE NW RAMSEY, MN 55303	ELA JEAN LIDA	100.0	0.0	C-2002 (STREET)	\$32.00	\$0.00	\$0.00	\$2,180.00	\$980.00	\$3,160.00
7TH AVENUE: BRISBIN STREET TO CROSS STREET													
07-31-24-13-0110	1552 7TH AVENUE	RUBY M. ROSE	1552 7TH AVENUE	RUBY M. ROSE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0109	1570 7TH AVENUE	LINDA K. BARTHEL	13240 RIVERVIEW DRIVE ELK RIVER, MN 55330	LINDA K. BARTHEL	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0126	1600 7TH AVENUE	SEAN T. NELSON	13344 GLADIOLA STREET NW COON RAPIDS, MN 55304	SEAN T. NELSON	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0084	1803 7TH AVENUE	BETH L. HEIMERL	1803 7TH AVENUE	BETH L. HEIMERL	70.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00

PID	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	TAX PAYER	PROPERTY FRONTAGE (FEET)	ASSESSED FRONTAGE (FEET)	NOTES	RATE PER FOOT	STREET ASSESSMENT	STREET UNIT ASSESSMENT	WATER SERVICE ASSESSMENT	SEWER SERVICE ASSESSMENT	TOTAL ASSESSMENT
8TH AVENUE: BRISBIN STREET TO JEFFERSON STREET													
07-31-24-13-0010	1520 8TH AVENUE	DANIEL G. MELBERG	1520 8TH AVENUE	DANIEL G. MELBERG	64.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
07-31-24-13-0048	1556 8TH AVENUE	PAUL S. FREDENHALL	1556 8TH AVENUE	PAUL S. FREDENHALL	120.0	120.0	2011 (WATER)	\$16.00	\$1,920.00	\$3,020.00	\$0.00	\$980.00	\$5,920.00
07-31-24-13-0116	1557 8TH AVENUE	ERIC E. & REBECCA J. STENQUIST	1557 8TH AVENUE	ERIC E. & REBECCA J. STENQUIST	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0104	1565 8TH AVENUE	JOEL T. ANDERSON	1565 8TH AVENUE	JOEL T. ANDERSON	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-13-0047	1570 8TH AVENUE	HEATHER EUTENEUER	1570 8TH AVENUE	HEATHER EUTENEUER	120.0	120.0		\$16.00	\$1,920.00	\$3,020.00	\$1,090.00	\$980.00	\$7,010.00
07-31-24-13-0102	1571 8TH AVENUE	JAMES L. MOE	1571 8TH AVENUE	JAMES L. MOE	75.0	75.0		\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
07-31-24-13-0132	1603 8TH AVENUE	CHERYL GROSS RONALD B. GROSS	859 CHARLOTTE DRIVE ANOKA, MN 55303	CHERYL GROSS RONALD B. GROSS	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0028	1604 8TH AVENUE	PAMELA JEAN NORBY	1604 8TH AVENUE	PAMELA JEAN NORBY	40.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
07-31-24-13-0134	1621 8TH AVENUE	JACQUELYN A. RIDINGS	1621 8TH AVENUE	JACQUELYN A. RIDINGS	45.0	0.0	2005	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9TH AVENUE: BRISBIN STREET TO JEFFERSON STREET													
07-31-24-13-0001	1521 9TH AVENUE	AMANDA K. FRISK	1521 9TH AVENUE	AMANDA K. FRISK	64.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
07-31-24-14-0026	1570 9TH AVENUE	CASANDRA L. LATHROBE O'BRIEN LATHROBE	1570 9TH AVENUE	CASANDRA L. LATHROBE O'BRIEN LATHROBE	88.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
07-31-24-13-0040	1571 9TH AVENUE	EDITH M GORHAM	1571 9TH AVENUE	EDITH M GORHAM	75.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
07-31-24-14-0012	1602 9TH AVENUE	KRISTOPHER ANDERSON	1602 9TH AVENUE	KRISTOPHER ANDERSON	66.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
07-31-24-13-0133	1603 9TH AVENUE	STEVE H. & ROSEMARY E. GUHANICK	1603 9TH AVENUE	STEVE H. & ROSEMARY E. GUHANICK	71.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
ADAMS STREET: 7TH AVENUE TO 10TH AVENUE													
07-31-24-13-0108	710 ADAMS STREET	HEATHER LEOPOLD JEFFREY D. LEOPOLD	710 ADAMS STREET	HEATHER LEOPOLD JEFFREY D. LEOPOLD	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0127	711 ADAMS STREET	KRISTINE A. KLITZKE	711 ADAMS STREET	KRISTINE A. KLITZKE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0107	720 ADAMS STREET	HOWARD E. & V.E. HOULE TRUSTEE	720 ADAMS STREET	HOWARD E. & V.E. HOULE TRUSTEE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0128	721 ADAMS STREET	DAVID L. & BRIDGET A. ZIMMERMAN	721 ADAMS STREET	DAVID L. & BRIDGET A. ZIMMERMAN	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0106	728 ADAMS STREET	AUGUSTO C. GOMEZ SUSAN SPEAKMAN-GOMEZ	12165 OLIVE STREET NW COON RAPIDS, MN 55448	AUGUSTO C. GOMEZ SUSAN SPEAKMAN-GOMEZ	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0129	729 ADAMS STREET	TROY T. HARNETT	729 ADAMS STREET	TROY T. HARNETT	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0105	736 ADAMS STREET	CARLOS E. & ADRIANA H. CUMATZ	736 ADAMS STREET	CARLOS E. & ADRIANA H. CUMATZ	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0130	737 ADAMS STREET	MARK & TERESA BECHTOLD	737 ADAMS STREET	MARK & TERESA BECHTOLD	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0103	742 ADAMS STREET	JESSICA A. STOKES JOHNATHAN DAVID NEUMANN	742 ADAMS STREET	JESSICA A. STOKES JOHNATHAN DAVID NEUMANN	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0131	745 ADAMS STREET	PAULA A. STAHN-JOHNSON RONALD E. JOHNSON	745 ADAMS STREET	PAULA A. STAHN-JOHNSON RONALD E. JOHNSON	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0029	807 ADAMS STREET	GARY DOUGLAS GAMM	807 ADAMS STREET	GARY DOUGLAS GAMM	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-13-0030	813 ADAMS STREET	CATHERINE M. PETERSON	813 ADAMS STREET	CATHERINE M. PETERSON	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-13-0046	816 ADAMS STREET	MICHAEL KLUTHE	816 ADAMS STREET	MICHAEL KLUTHE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0031	821 ADAMS STREET	JACQUELINE K. VANDYKE	821 ADAMS STREET	JACQUELINE K. VANDYKE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0045	822 ADAMS STREET	VALORIE L. BURKE	822 ADAMS STREET	VALORIE L. BURKE	73.0	73.0		\$16.00	\$1,168.00	\$3,020.00	\$1,090.00	\$980.00	\$6,258.00
07-31-24-13-0032	827 ADAMS STREET	EARL D. & J.E. MESSNER	827 ADAMS STREET	EARL D. & J.E. MESSNER	40.0	40.0		\$16.00	\$640.00	\$3,020.00	\$1,090.00	\$980.00	\$5,730.00
07-31-24-13-0044	830 ADAMS STREET	JUSTIN D. IVERSON	830 ADAMS STREET	JUSTIN D. IVERSON	73.0	73.0		\$16.00	\$1,168.00	\$3,020.00	\$1,090.00	\$980.00	\$6,258.00
07-31-24-13-0033	833 ADAMS STREET	WILLIAM H. & A.R. HOOGESTRAAT	833 ADAMS STREET	WILLIAM H. & A.R. HOOGESTRAAT	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0034	837 ADAMS STREET	ETHEL M. LOCKMAN	837 ADAMS STREET	ETHEL M. LOCKMAN	50.0	50.0		\$16.00	\$800.00	\$3,020.00	\$1,090.00	\$980.00	\$5,890.00
07-31-24-13-0043	838 ADAMS STREET	ARLENE Y. PEARSON	838 ADAMS STREET	ARLENE Y. PEARSON	73.0	73.0		\$16.00	\$1,168.00	\$3,020.00	\$1,090.00	\$980.00	\$6,258.00
07-31-24-13-0035	841 ADAMS STREET	JOHN D. & MARGARET S. SCHAEZNER	841 ADAMS STREET	JOHN D. & MARGARET S. SCHAEZNER	40.0	40.0		\$16.00	\$640.00	\$3,020.00	\$1,090.00	\$980.00	\$5,730.00
07-31-24-13-0042	844 ADAMS STREET	CHESTER R. TOLLEFSON	844 ADAMS STREET	CHESTER R. TOLLEFSON	73.0	73.0		\$16.00	\$1,168.00	\$3,020.00	\$1,090.00	\$980.00	\$6,258.00
07-31-24-13-0036	847 ADAMS STREET	ERIC G. ROHLOFF	847 ADAMS STREET	ERIC G. ROHLOFF	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
07-31-24-13-0037	849 ADAMS STREET	MARILYN M. & ROGER T. SAWYER	849 ADAMS STREET	MARILYN M. & ROGER T. SAWYER	63.0	63.0		\$16.00	\$1,008.00	\$3,020.00	\$1,090.00	\$980.00	\$6,098.00
07-31-24-13-0041	852 ADAMS STREET	MONA J. HIGH	852 ADAMS STREET	MONA J. HIGH	73.0	73.0		\$16.00	\$1,168.00	\$3,020.00	\$1,090.00	\$980.00	\$6,258.00
07-31-24-14-0025	908 ADAMS STREET	DANIEL J. & ELIZABETH VOSS	908 ADAMS STREET	DANIEL J. & ELIZABETH VOSS	88.0	88.0		\$16.00	\$1,408.00	\$3,020.00	\$1,090.00	\$980.00	\$6,498.00
07-31-24-14-0009	909 ADAMS STREET	DAVID & JULIA TEMBREULL	909 ADAMS STREET	DAVID & JULIA TEMBREULL	108.0	108.0		\$16.00	\$1,728.00	\$3,020.00	\$1,090.00	\$980.00	\$6,818.00
07-31-24-14-0024	916 ADAMS STREET	LEAH NACK	916 ADAMS STREET	LEAH NACK	88.0	88.0		\$16.00	\$1,408.00	\$3,020.00	\$1,090.00	\$980.00	\$6,498.00
07-31-24-14-0008	917 ADAMS STREET	CHRISTOPHER WHEATLEY NICOLE WHEATLEY	917 ADAMS STREET	CHRISTOPHER WHEATLEY NICOLE WHEATLEY	90.0	90.0		\$16.00	\$1,440.00	\$3,020.00	\$1,090.00	\$980.00	\$6,530.00
07-31-24-14-0023	922 ADAMS STREET	KPJ PROPERTIES LLC	2205 LILAC DRIVE N GOLDEN VALLEY, MN 55422	KPJ PROPERTIES LLC	88.0	88.0		\$16.00	\$1,408.00	\$3,020.00	\$1,090.00	\$980.00	\$6,498.00
07-31-24-14-0013	923 ADAMS STREET	DUANE W. SCHULTE MARGARET L. SCHULTE	923 ADAMS STREET	DUANE W. SCHULTE MARGARET L. SCHULTE	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00

PID	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	TAX PAYER	PROPERTY FRONTAGE (FEET)	ASSESSED FRONTAGE (FEET)	NOTES	RATE PER FOOT	STREET ASSESSMENT	STREET UNIT ASSESSMENT	WATER SERVICE ASSESSMENT	SEWER SERVICE ASSESSMENT	TOTAL ASSESSMENT
ADAMS STREET: 7TH AVENUE TO 10TH AVENUE (CONTINUED)													
07-31-24-14-0014	929 ADAMS STREET	BRYAN R. KALLSTROM MARGRET M KALLSTROM	929 ADAMS STREET	BRYAN R. KALLSTROM MARGRET M KALLSTROM	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
07-31-24-14-0022	930 ADAMS STREET	WILLIAM T. ZULKOSKY	9491 KIRKWOOD WAY N MAPLE GROVE, MN 55369	WILLIAM T. ZULKOSKY	88.0	88.0		\$16.00	\$1,408.00	\$3,020.00	\$1,090.00	\$980.00	\$6,498.00
07-31-24-14-0015	935 ADAMS STREET	CAROLYN MARIE COOK	935 ADAMS STREET	CAROLYN MARIE COOK	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
07-31-24-14-0021	938 ADAMS STREET	TCF NATIONAL BANK	801 MARQUETTE AVENUE MINNEAPOLIS, MN 55402	TCF NATIONAL BANK	88.0	88.0		\$16.00	\$1,408.00	\$3,020.00	\$1,090.00	\$980.00	\$6,498.00
07-31-24-14-0016	941 ADAMS STREET	LLIA KUEHN THOMAS JUEHN	941 ADAMS STREET	LLIA KUEHN THOMAS JUEHN	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
07-31-24-14-0017	949 ADAMS STREET	CAROLE J. GRABINSKE	949 ADAMS STREET	CAROLE J. GRABINSKE	66.0	66.0		\$16.00	\$1,056.00	\$3,020.00	\$1,090.00	\$980.00	\$6,146.00
07-31-24-14-0019	952 ADAMS STREET	JAMES E. III & B.J. LEE	952 ADAMS STREET	JAMES E. III & B.J. LEE	69.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
07-31-24-14-0018	955 ADAMS STREET	DONNA & ALLEN E. DOMM	955 ADAMS STREET	DONNA & ALLEN E. DOMM	66.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
BRIDGE SQUARE													
12-31-25-11-0137	2 BRIDGE SQUARE	S.L. BRIDGE SQUARE, LLC	175 7TH AVENUE S WAITE PARK, MN 56387	S.L. BRIDGE SQUARE, LLC	156.75	156.75	C	\$32.00	\$5,016.00	\$6,040.00	\$2,180.00	\$980.00	\$14,216.00
BRISBIN STREET: 7TH AVENUE TO 9TH AVENUE													
07-31-24-13-0093	700 BRISBIN STREET	JESSE K. JOHNSON MICKEY A. JOHNSON	700 BRISBIN STREET	JESSE K. JOHNSON MICKEY A. JOHNSON	135.0	135.0		\$16.00	\$2,160.00	\$3,020.00	\$1,090.00	\$980.00	\$7,250.00
07-31-24-13-0092	704 BRISBIN STREET	TINKOUTIEBE DOUTI TIGUE DOUTI	1241 109TH LANE NW COON RAPIDS, MN 55433	TINKOUTIEBE DOUTI TIGUE DOUTI	61.0	61.0		\$16.00	\$976.00	\$3,020.00	\$1,090.00	\$980.00	\$6,066.00
07-31-24-13-0111	713 BRISBIN STREET	DELORIS I. VARHOLDT	713 BRISBIN STREET	DELORIS I. VARHOLDT	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0091	722 BRISBIN STREET	BONITA R. MELTING	722 BRISBIN STREET	BONITA R. MELTING	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0112	729 BRISBIN STREET	MARSHAL RAMLOW	729 BRISBIN STREET	MARSHAL RAMLOW	120.0	120.0		\$16.00	\$1,920.00	\$3,020.00	\$1,090.00	\$980.00	\$7,010.00
07-31-24-13-0090	730 BRISBIN STREET	JENNIFER A. NOVY	730 BRISBIN STREET	JENNIFER A. NOVY	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0113	731 BRISBIN STREET	JOHN E. HARLAN	731 BRISBIN STREET	JOHN E. HARLAN	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-13-0089	736 BRISBIN STREET	LARAE C. HILGERS	736 BRISBIN STREET	LARAE C. HILGERS	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0114	737 BRISBIN STREET	DARRIN EARL CROSS PAMALA K. CROSS	737 BRISBIN STREET	DARRIN EARL CROSS PAMALA K. CROSS	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-13-0115	743 BRISBIN STREET	GLENN T. VIRGIN	743 BRISBIN STREET	GLENN T. VIRGIN	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0088	744 BRISBIN STREET	JESSICA L. CHRISTIANSEN NATHAN CHRISTIANSEN	744 BRISBIN STREET	JESSICA L. CHRISTIANSEN NATHAN CHRISTIANSEN	70.0	70.0		\$16.00	\$1,120.00	\$3,020.00	\$1,090.00	\$980.00	\$6,210.00
07-31-24-13-0087	752 BRISBIN STREET	ANGELLA GRAVES COREY GRAVES	752 BRISBIN STREET	ANGELLA GRAVES COREY GRAVES	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0009	808 BRISBIN STREET	STEVEN A. CHESTER	808 BRISBIN STREET	STEVEN A. CHESTER	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0008	816 BRISBIN STREET	BRENDA D. SMITH	816 BRISBIN STREET	BRENDA D. SMITH	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0049	817 BRISBIN STREET	SIENNA M. ANDERSOHN	817 BRISBIN STREET	SIENNA M. ANDERSOHN	120.0	120.0	2011 (WATER)	\$16.00	\$1,920.00	\$3,020.00	\$0.00	\$980.00	\$5,920.00
07-31-24-13-0007	822 BRISBIN STREET	SHERMAN D. JOHNSON	822 BRISBIN STREET	SHERMAN D. JOHNSON	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0050	825 BRISBIN STREET	GREGORY J. & BETH V. VOTRUBA	825 BRISBIN STREET	GREGORY J. & BETH V. VOTRUBA	85.0	85.0	2011 (WATER)	\$16.00	\$1,360.00	\$3,020.00	\$0.00	\$980.00	\$5,360.00
07-31-24-13-0006	828 BRISBIN STREET	JESSICA BLACKLEDGE	828 BRISBIN STREET	JESSICA BLACKLEDGE	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0005	834 BRISBIN STREET	TAMMY R. SIEDSCHLAG DONNA L. MUEHLBAUER	12920 YUKON STREET NW COON RAPIDS, MN 55448	TAMMY R. SIEDSCHLAG DONNA L. MUEHLBAUER	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0051	837 BRISBIN STREET	JENNIFER R. ANDERSON	300 LADY SLIPPER AVENUE NE NEW PRAGUE, MN 56071	JENNIFER R. ANDERSON	75.0	75.0	2012 (SEWER)	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$0.00	\$5,310.00
07-31-24-13-0004	840 BRISBIN STREET	SHARON J. WELCH	840 BRISBIN STREET	SHARON J. WELCH	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0052	845 BRISBIN STREET	HEATHER HOLLINGSWORTH JOSEPH BRISTLIN	845 BRISBIN STREET	HEATHER HOLLINGSWORTH JOSEPH BRISTLIN	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0003	848 BRISBIN STREET	DANIEL D. & MARISTELLA M. PLAUTZ	848 BRISBIN STREET	DANIEL D. & MARISTELLA M. PLAUTZ	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0053	851 BRISBIN STREET	KATHY M. BORMES	851 BRISBIN STREET	KATHY M. BORMES	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-13-0002	854 BRISBIN STREET	SHERRILL L. BETLACH	854 BRISBIN STREET	SHERRILL L. BETLACH	64.0	64.0		\$16.00	\$1,024.00	\$3,020.00	\$1,090.00	\$980.00	\$6,114.00
07-31-24-13-0054	859 BRISBIN STREET	REBECCA L. HOLM	859 BRISBIN STREET	REBECCA L. HOLM	80.0	0.0	2011 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
JEFFERSON STREET: 7TH AVENUE TO 9TH AVENUE													
07-31-24-13-0027	800 JEFFERSON STREET	HANNAH GALL	800 JEFFERSON STREET	HANNAH GALL	80.0	0.0	2005	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

PID	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	TAX PAYER	PROPERTY FRONTAGE (FEET)	ASSESSED FRONTAGE (FEET)	NOTES	RATE PER FOOT	STREET ASSESSMENT	STREET UNIT ASSESSMENT	WATER SERVICE ASSESSMENT	SEWER SERVICE ASSESSMENT	TOTAL ASSESSMENT
MADISON STREET: 5TH AVENUE TO 7TH AVENUE													
07-31-24-21-0106	506 MADISON STREET	SCOTT C. MARTIN	506 MADISON STREET	SCOTT C. MARTIN	40.0	40.0		\$16.00	\$640.00	\$3,020.00	\$1,090.00	\$980.00	\$5,730.00
07-31-24-21-0095	511 MADISON STREET	ELA J. LIDA	6881 137TH LANE NW RAMSEY, MN 55303	ELA J. LIDA	80.0	80.0	C	\$32.00	\$2,560.00	\$6,040.00	\$2,180.00	\$980.00	\$11,760.00
07-31-24-21-0105	512 MADISON STREET	AMANDA ZASTROW	512 MADISON STREET	AMANDA ZASTROW	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-21-0096	517 MADISON STREET	MARY LU SEMAN	517 MADISON STREET	MARY LU SEMAN	67.0	67.0		\$16.00	\$1,072.00	\$3,020.00	\$1,090.00	\$980.00	\$6,162.00
07-31-24-21-0104	518 MADISON STREET	TODD OLSON	14726 YANCY STREET NE HAM LAKE, MN 55304	TODD OLSON	56.0	56.0		\$16.00	\$896.00	\$3,020.00	\$1,090.00	\$980.00	\$5,986.00
07-31-24-21-0103	524 MADISON STREET	JASON J. BLACKSTONE KRISTINE A. BLACKSTONE	524 MADISON STREET	JASON J. BLACKSTONE KRISTINE A. BLACKSTONE	44.0	44.0		\$16.00	\$704.00	\$3,020.00	\$1,090.00	\$980.00	\$5,794.00
07-31-24-21-0097	529 MADISON STREET	JAMES E. & PAMELA A. KELLEY	P.O. BOX 434 CHAMPLIN, MN 55316	JAMES E. & PAMELA A. KELLEY	93.0	93.0	C	\$32.00	\$2,976.00	\$6,040.00	\$2,180.00	\$980.00	\$12,176.00
07-31-24-21-0102	530 MADISON STREET	MADISON STREET APARTMENTS LLC	7 FENLEA CIRCLE DELLWOOD, MN 55110	MADISON STREET APARTMENTS LLC	120.0	120.0	C	\$32.00	\$3,840.00	\$6,040.00	\$2,180.00	\$980.00	\$13,040.00
07-31-24-21-0098	535 MADISON STREET	JAMES E. & PAMELA A. KELLEY	P.O. BOX 434 CHAMPLIN, MN 55316	JAMES E. & PAMELA A. KELLEY	80.0	80.0	C	\$32.00	\$2,560.00	\$6,040.00	\$2,180.00	\$980.00	\$11,760.00
07-31-24-21-0099	541 MADISON STREET	WILBUR F. & E.R. BOETTCHER	541 MADISON STREET	WILBUR F. & E.R. BOETTCHER	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0100	547 MADISON STREET	ROBERT DANIEL BEXELL	547 MADISON STREET	ROBERT DANIEL BEXELL	80.0	0.0	2002 (STREET)	\$16.00	\$0.00	\$0.00	\$1,090.00	\$980.00	\$2,070.00
07-31-24-21-0101 ***	550 MADISON STREET	WEAVER BROTHERS COMPANY	320 EAST MAIN STREET ANOKA, MN 55303	WEAVER BROTHERS COMPANY	160.0	160.0	C	\$32.00	\$5,120.00	\$6,040.00	\$4,360.00	\$1,960.00	\$17,480.00
07-31-24-21-0123	600 MADISON STREET	AGNES A. SHERLOCK	600 MADISON STREET	AGNES A. SHERLOCK	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0122	610 MADISON STREET	AGNES A. SHERLOCK	600 MADISON STREET ANOKA, MN 55303	AGNES A. SHERLOCK	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-21-0077	615 MADISON STREET	IGNACIO AND LAURA ANN PIZZARO (CONTRACT PURCHASERS)	608 230TH STREET WOODVILLE, WI 54028	IGNACIO AND LAURA ANN PIZZARO (CONTRACT PURCHASERS)	110.0	110.0	C	\$32.00	\$3,520.00	\$6,040.00	\$2,180.00	\$980.00	\$12,720.00
		IRVIN E. BERGSAGEL TRUSTEE MURIEL K. BERGSAGEL TRUSTEE (FEE OWNERS)	2828 BRECKENRIDGE ROAD MINNETONKA, MN 55305	IRVIN E. BERGSAGEL TRUSTEE MURIEL K. BERGSAGEL TRUSTEE (FEE OWNERS)									
07-31-24-21-0121	618 MADISON STREET	TERRY L. & CAROL CHAMBERLAIN	618 MADISON STREET	TERRY L. & CAROL CHAMBERLAIN	60.0	60.0		\$16.00	\$960.00	\$3,020.00	\$1,090.00	\$980.00	\$6,050.00
07-31-24-21-0120	620 MADISON STREET	MARGARET H. REESE	620 MADISON STREET	MARGARET H. REESE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0132	625 MADISON STREET	ROLLAND N. HOOSLINE PATRICIA L. HOOSLINE	625 MADISON STREET	ROLLAND N. HOOSLINE PATRICIA L. HOOSLINE	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0119	632 MADISON STREET	DONALD R. CHRISTENSEN II	632 MADISON STREET	DONALD R. CHRISTENSEN II	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0139	635 MADISON STREET	JAMES E. & PAMELA A. KELLEY	P.O. BOX 434 CHAMPLIN, MN 55316	JAMES E. & PAMELA A. KELLEY	130.0	130.0	C	\$32.00	\$4,160.00	\$6,040.00	\$2,180.00	\$980.00	\$13,360.00
07-31-24-21-0118	640 MADISON STREET	ELISE KENNEDY	640 MADISON STREET	ELISE KENNEDY	80.0	80.0		\$16.00	\$1,280.00	\$3,020.00	\$1,090.00	\$980.00	\$6,370.00
07-31-24-21-0082	641 MADISON STREET	JOSEPH R. COLLIER	641 MADISON STREET	JOSEPH R. COLLIER	40.0	40.0		\$16.00	\$640.00	\$3,020.00	\$1,090.00	\$980.00	\$5,730.00
07-31-24-21-0083	649 MADISON STREET	LADONNA R. CHAPMAN TRUSTEE	13141 LILY STREET NW COON RAPIDS, MN 55448	LADONNA R. CHAPMAN TRUSTEE	120.0	120.0	C	\$32.00	\$3,840.00	\$6,040.00	\$2,180.00	\$980.00	\$13,040.00
07-31-24-21-0117	650 MADISON STREET	JAMES D. PAULSON	650 MADISON STREET	JAMES D. PAULSON	120.0	120.0		\$16.00	\$1,920.00	\$3,020.00	\$1,090.00	\$980.00	\$7,010.00
07-31-24-21-0116	656 MADISON STREET	DENNIS G. AUGUSTSON	9016 COLLINS DRIVE NW RAMSEY, MN 55303	DENNIS G. AUGUSTSON	70.0	75.0	*	\$16.00	\$1,200.00	\$3,020.00	\$1,090.00	\$980.00	\$6,290.00
MONROE STREET: 1ST AVENUE TO 2ND AVENUE													
12-31-25-11-0175	100 MONROE STREET	WALKER METHODIST PLAZA GARDENS LLC	3737 BRYANT AVENUE S MINNEAPOLIS, MN 55409	WALKER METHODIST PLAZA GARDENS LLC	709.5	445.5	C	\$32.00	\$14,256.00	\$6,040.00	\$2,180.00	\$980.00	\$23,456.00
POLK STREET: 4TH AVENUE TO 5TH AVENUE													
06-31-24-32-0007	420 POLK STREET	TRAVIS BUSCH	420 POLK STREET	TRAVIS BUSCH	49.5	0.0	2001	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06-31-24-32-0006	428 POLK STREET	SHEILA M. OLSON	428 POLK STREET	SHEILA M. OLSON	49.5	0.0	2001	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

10805.3	9555.0	\$180,764.00	\$404,680.00	\$152,600.00	\$124,460.00	\$862,504.00
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COUNCIL MEMO FORM

9.5

Meeting Date	December 21 st , 2015
Agenda Section	Ordinances & Resolutions
Item Description	ORD/Dumpster Lease Agreement; 10K Brewing, LLC (1 st reading)
Submitted By	Darin Berger, Housing Manager

BACKGROUND INFORMATION

Over the past couple years; the City of Anoka has been entering into lease agreements with private businesses needing to use city property for various things such as parking, dumpster storage, etc. Most recently, 10K Brewing, LLC opened its doors and found they had a need to store a 96-gallon garbage container somewhere outside their business. Staff discussed possibilities with them and determined per our Master Fee schedule, the cost to them for storing container on City property would be \$45+ applicable sales tax for a one year period. This lease would automatically renew every year with lease payment due January 1st. The lease may be terminated by the city upon giving thirty (30) days written notice to the tenant. Additionally, it may be terminated if either party notifies the other of its intention not to renew at least thirty (30) days prior to commencement of the succeeding renewal term.

A draft of the lease was shared with 10K Brewing, LLC on December 15th, 2015 and they agreed to the terms outlined for them.

FINANCIAL IMPACT

Compensation of \$52.65 which includes the lease amount + applicable sales tax.

COUNCIL ACTION REQUESTED

Approve the first reading of an ordinance entering into a lease agreement with 10K Brewing, LLC.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
ORDINANCE**

ORD-2015-XXXX

**AN ORDINANCE AUTHORIZING THE CONVEYANCE
OF A REAL PROPERTY LEASE**

THE COUNCIL OF THE CITY OF ANOKA ORDAINS:

WHEREAS, the City of Anoka owns real property shown as part of Exhibit A;

WHEREAS, the City of Anoka and 10K Brewing, LLC desire to enter into an agreement for lease of a portion of the above described property; and

WHEREAS, the Council has determined in accordance with Section 13.05 of the City Charter that it would be in the best interest of the City of Anoka to lease this space identified in and pursuant to the terms of the lease agreement (Exhibit A).

NOW, THEREFORE, the Council of the City of Anoka, Minnesota, ordains:

1. The City Council approves the lease with 10K Brewing, LLC pursuant to the above-described lease agreement (Exhibit A)
2. The City Council authorizes and directs the Mayor and City Clerk to execute an agreement and all of the documents necessary to complete the lease.
3. This ordinance shall be in full force and effective seven (7) days after publication.

ATTEST:

	Introduced:	_____
	Adopted:	_____
	Published:	_____
_____ Phil Rice, Mayor	Effective:	_____

	Aye	Nay	Abstain	Absent
Rice	_____	_____	_____	_____
Anderson	_____	_____	_____	_____
Freeburg	_____	_____	_____	_____
Schmidt	_____	_____	_____	_____
Weaver	_____	_____	_____	_____

Amy T. Oehlers, City Clerk

**LEASE AGREEMENT
CITY OF ANOKA / 10K BREWING, LLC**

THIS AGREEMENT, is made and entered into this ___ day of _____, 2015, by and between the City of Anoka, a municipal corporation, located at 2015 First Avenue North, Anoka, Minnesota 55303 (“Landlord”), 10K Brewing, LLC with its principal place of business located at 2005 2nd Ave., Anoka, MN 55303 (hereinafter referred to as “Tenant”).

1. **PREMISES DEMISED.** That in consideration of the covenants and agreements hereinafter mentioned to be performed by the respective parties hereto, and in payment of rental hereinafter designated to be made by Tenant in accordance with the provisions under this Agreement, Landlord has by these presents let, leased, rented and demised unto Tenant, their successors and assigns, and Tenant take and hire from Landlord, space located on properties owned by the City of Anoka generally located north of City Hall (Property Nos. 01-31-25-44-0119 and 01-31-25-44-0104), as more fully identified in the map attached hereto and made a part hereof ("Premises").

2. **TERM.** The term of this Agreement shall commence on January 1, 2016 (“Commencement Date”), and continue through December 31, 2016 ("Term") unless otherwise terminated as provided herein. This Agreement shall automatically be extended beyond its termination date (“Renewal Terms”) on the same terms and conditions as set forth herein, with the exception of the rental amount for the Premises, which shall be adjusted annually in accordance with Section 5 below, unless either party notifies the other of its intention not to renew at least thirty (30) days prior to commencement of the succeeding Renewal Term.

3. **USE OF THE PREMISES.** Tenant agrees that the Premises shall be used only for the placement of one (1) – 96 Gallon garbage/recycling dumpsters for the mutual use and benefit of Tenant. The dumpsters must be approved by Landlord prior to their placement on the Premises. Tenant shall be responsible for assuring that the dumpsters and areas surrounding the dumpsters are kept in a neat, clean and otherwise orderly condition. All trash and garbage shall be placed inside the dumpsters with the tops closed. No trash or garbage shall be allowed to accumulate outside the dumpsters. The accumulation of trash or garbage outside the dumpsters shall constitute a default under the terms of this Agreement. Tenant shall abide by all applicable state, local laws and ordinances.

4. **PROHIBITED USES OF THE PREMISES.** Tenant shall not have the right to use the Premises for any other purposes without the express written consent of the Landlord. Use of the premises for any other purpose shall constitute a default under the terms of this Agreement.

5. **RENT AND REIMBURSEMENTS.** As and for rent for the Premises, Tenant shall pay Landlord, in accordance with Landlord's Master Fee Schedule, as amended from time to time, the sum of which for the original term shall be Fifty Two and 65/100 Dollars (\$52.65) per

year, with payment for the original term due on the Commencement Date. Rental payments associated with any Renewal Term shall be due on or before the beginning of said Renewal Term. In addition to the rent, Tenant shall be responsible for the repair of all damages caused by Tenants use of the Premises.

6. **POSSESSION.** Except as herein provided, Landlord shall deliver possession of the Premises in the condition required by this Agreement on the Commencement Date, subject to unavoidable delays beyond Landlord's control, but delivery shall not affect the expiration date of this Agreement.

7. **CONDITION OF PREMISES.** Landlord makes no guarantees or warranties as to the condition of the Premises or that the Premises are fit for Tenants intended purposes. Tenant has had an opportunity to inspect the Premises and make their own conclusions as to the fitness of the Premises for Tenants intended use. Tenant take the property in its "AS IS" condition and the taking of possession of the Premises by Tenant shall be conclusive evidence as against Tenant that the Premises are in acceptable condition.

8. **MAINTENANCE AND UPKEEP.** Tenant shall have the sole responsibility to keep the Premises in a neat and clean condition. Landlord shall have the responsibility to and may perform periodic maintenance on the parking lot(s) that may require Tenant to temporarily vacate the site. These maintenance activities may include, but not be limited to, reconstruction, mill and overlay, seal coating and striping. In the event Landlord determines, in its sole discretion, that such maintenance is necessary, Landlord shall provide Tenant with a written notice of said activities at least ten (10) days prior to the start of said maintenance.

9. **NUISANCE.** Tenant shall not cause or maintain any nuisance in or about the Premises, and shall keep the Premises free of debris, rodents, vermin, insects, and anything of a dangerous, noxious, or offensive nature or which could create a fire hazard.

10. **HAZARDOUS WASTES.** Tenant covenant that they shall not, at any time during the Term of this Agreement, or any renewal or extension thereof, place, store, install upon, discharge, release or generate on, in or under the Premises, or allow to escape from the Premises, any pollutants or other toxic or hazardous substances, or containers or storage or processing facilities thereof (hereinafter collectively referred to as the "Hazardous Wastes").

11. **IMPROVEMENTS, ALTERATIONS, REMODELING, AND SIGNAGE.** Tenant will not make or permit anyone to make any alterations, decorations, additions or improvements, structural or otherwise, in or to the Premises, without the prior written consent of Landlord. Any such alterations, decorations, additions or improvements approved by Landlord shall be exclusively at Tenants expense. Landlord reserves the right to review and either accept or

reject Tenants alteration or improvement plans, in its sole discretion.

12. **SALES TAXES.** In addition to the payment of rent, Tenant shall be responsible for and pay all applicable state sales tax assigned to this lease. Payment for said sales tax shall be made to Landlord, with payment therefore being made at the same time as Tenants payment of rent.

13. **ASSIGNMENT AND SUBLETTING.** Tenant will not assign, transfer, mortgage or encumber this Agreement or sublet or rent or permit occupancy or use of the Premises, or any part thereof by any third party, without obtaining the prior written consent of Landlord; nor shall any assignment or transfer of this Agreement be effectuated by operation of law or otherwise without the prior written consent of Landlord. The consent by Landlord to any assignment or subletting shall not be construed as a waiver or release of Tenant from the terms of any covenant or obligation under this Agreement, nor shall the collection or acceptance of rent from any such assignee, subtenant or occupant constitute a waiver or release of Tenant of any covenant or obligation contained in this Agreement, nor shall any such assignment or subletting be construed to relieve Tenant from obtaining the consent in writing of Landlord to any further assignment or subletting. Landlord's rights to assign this Agreement are and shall remain unqualified. No assignment by Landlord shall release Tenant of any of their obligations under this Agreement.

14. **FIRE AND OTHER CASUALTY DAMAGES.** If fire or other casualty shall render the Premises unusable, this Agreement shall terminate, and any prepayments of rent shall be refunded by Landlord pro rata.

15. **TENANT INSURANCE.** Tenant agrees to purchase and to carry in full force the following insurance liability covering all acts of Tenant and its employees:

A. Liability insurance covering all acts of Tenant, their employees, agents, representatives and guests upon or within the Premises in a single limit amount of not less than \$1,000,000.

B. Property damage liability insurance in an amount of not less than \$100,000.

C. All such insurance shall name Landlord as an additional insured, and shall not be cancelable on less than thirty (30) days written notice to Landlord by the insurer. Certificates of all such insurance shall be delivered to Landlord prior to occupancy of the Premises by Tenant and at least thirty (30) days prior to the termination date of any existing policy.

16. **SURRENDER.** On the last day of the Term of this Agreement, or on the sooner termination thereof, Tenant shall peaceably surrender the Premises in good condition and repair, reasonable wear and tear excepted. On or before the last day of the Term of this Agreement, or

the sooner termination thereof, Tenant shall, at their own expense, remove all of its property from the Premises, and any property not removed shall be deemed abandoned. The provisions of this section shall survive the termination of this Agreement.

17. **DEFAULT.** If Tenant shall fail to pay rent as herein provided, although no legal or formal demand has been made therefore, or shall violate or fail to perform any of the other conditions, covenants or agreements herein made by Tenant, or shall violate or fail to obey any reasonable rules from time to time promulgated by Landlord, Landlord may, ten (10) days after written notice thereof to Tenant by Landlord, at the option of Landlord, terminate this Agreement and said notice shall operate as a notice to Tenant to quit (any further notice to quit, or of Landlord's intention to re-enter being hereby expressly waived) and Landlord may proceed to recover possession under and by virtue of the provisions of the laws of the State of Minnesota, or by such other proceedings, including an unqualified right of re-entry and possession, as may be applicable.

18. **NON-WAIVER.** The failure of the Landlord to insist, in any one or more instances, upon a strict performance of any of the terms, covenants and conditions of this Agreement, shall not be construed as a waiver, or a relinquishment for the future, of such term, covenant or condition, but the same shall continue and remain in full force and effect. The receipt by the Landlord of rent with knowledge of a breach in any of the terms, covenants or conditions of this Agreement to be kept or performed by the Tenant shall not be deemed a waiver of such breach and the Landlord shall not be deemed to have waived any provision of this Agreement unless expressed in writing and signed by the Landlord.

19. **LIABILITY & INDEMNITY.** It is expressly understood and agreed that, as to Tenant, each shall be jointly and severally liable to Landlord for any breach of the terms and conditions of this Agreement. Furthermore, Tenant agrees to save, hold harmless, defend and indemnify Landlord (including its employees and representatives) against any liability for damages to any person or property on or about the Premises. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers, or invitees for any personal injury, death, or damage to property occurring in, on or about the Premises.

20. **WAIVER OF SUBROGATION.** Landlord and Tenant hereby mutually waive, as against each other, any claim or cause of action for any loss, cost, damage, or expense as a result of the occurrence of perils covered by any applicable insurance policy then in effect and covering the Premises, and extended coverage endorsements.

21. **MECHANIC'S LIENS.** Tenant agrees to pay promptly for any authorized improvements made by Tenant to the Premises. Tenant hereby covenant and agree that Tenant will not permit or allow any mechanic's or materialman's liens to be placed on the Premises. Notwithstanding the previous sentence, however, in the event any such lien shall be so placed on

the Premise, Tenant shall take all steps necessary to see that it is removed within thirty (30) days of its being filed.

22. **NO PARTNERSHIP, JOINT VENTURE, OR FIDUCIARY RELATIONSHIP CREATED HEREBY.** Nothing contained in this Agreement shall be interpreted as creating a partnership, joint venture, or relationship of principal and agent between Landlord and Tenant, it being understood that the sole relationship created hereby is one of landlord and tenant.

23. **NOTICES.** All communications, demands, notices, or objections permitted or required to be given or served under this Agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Agreement, to the address set forth at the beginning of this Agreement, or if to a person not a party to this Agreement, to the address designated by a party to this Agreement in the foregoing manner. Any party may change their address by giving notice in writing, stating their new address, to any other party as provided in the foregoing manner. Commencing on the tenth (10th) day after the giving of notice, the newly designated address shall be that party's address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this Agreement.

24. **HEADINGS.** Headings or title of the paragraphs and subparagraphs are inserted solely for the convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect. Words of any gender used in this Agreement shall be held to include any other gender and words in the singular number shall be held to include the plural when the sense requires.

25. **BINDING ON SUCCESSORS AND ASSIGNS.** It is further expressly agreed and understood that all covenants and agreements herein made shall extend to and be binding upon the heirs, devisees, executors, administrators, successors in interest, and assigns of the Landlord, and of the Tenant, as permitted above.

26. **AMENDMENT, MODIFICATION OR WAIVER.** No amendment, modification, or waiver of any condition, provision, or term of this Agreement shall be valid or of any effect unless made in writing, signed by the party or parties to be bound or by its duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by any party of any default of another party shall not affect or impair any right arising from any subsequent default.

27. **APPLICABLE LAW.** This Agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.

28. **AUTHORITY.** Landlord and Tenant each acknowledge and represent that they are duly organized, validly existing and in good standing and have all rights, power and authority to enter into this Agreement and bind themselves hereto through the party set forth as signatory for the party below. If requested by Landlord, Tenant agree to provide a signed and notarized Acknowledgment of Authorized Signature as a part of this Agreement, indicating that the person signing the Agreement is authorized to bind said entity to this Agreement.

29. **TERMINATION.** This Agreement may be terminated by Landlord upon giving thirty (30) days written notice to Tenant.

30. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding of the parties hereto with respect to the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter. No representations, warranties, undertakings, or promises, whether oral, implied, written, or otherwise, have been made by either party hereto to the other unless expressly stated in this Agreement or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

This Agreement may be executed in counterparts, each of which shall be an original and all of which counterparts taken together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

LANDLORD:
CITY OF ANOKA

Date: _____

By: _____
Mayor

Date: _____

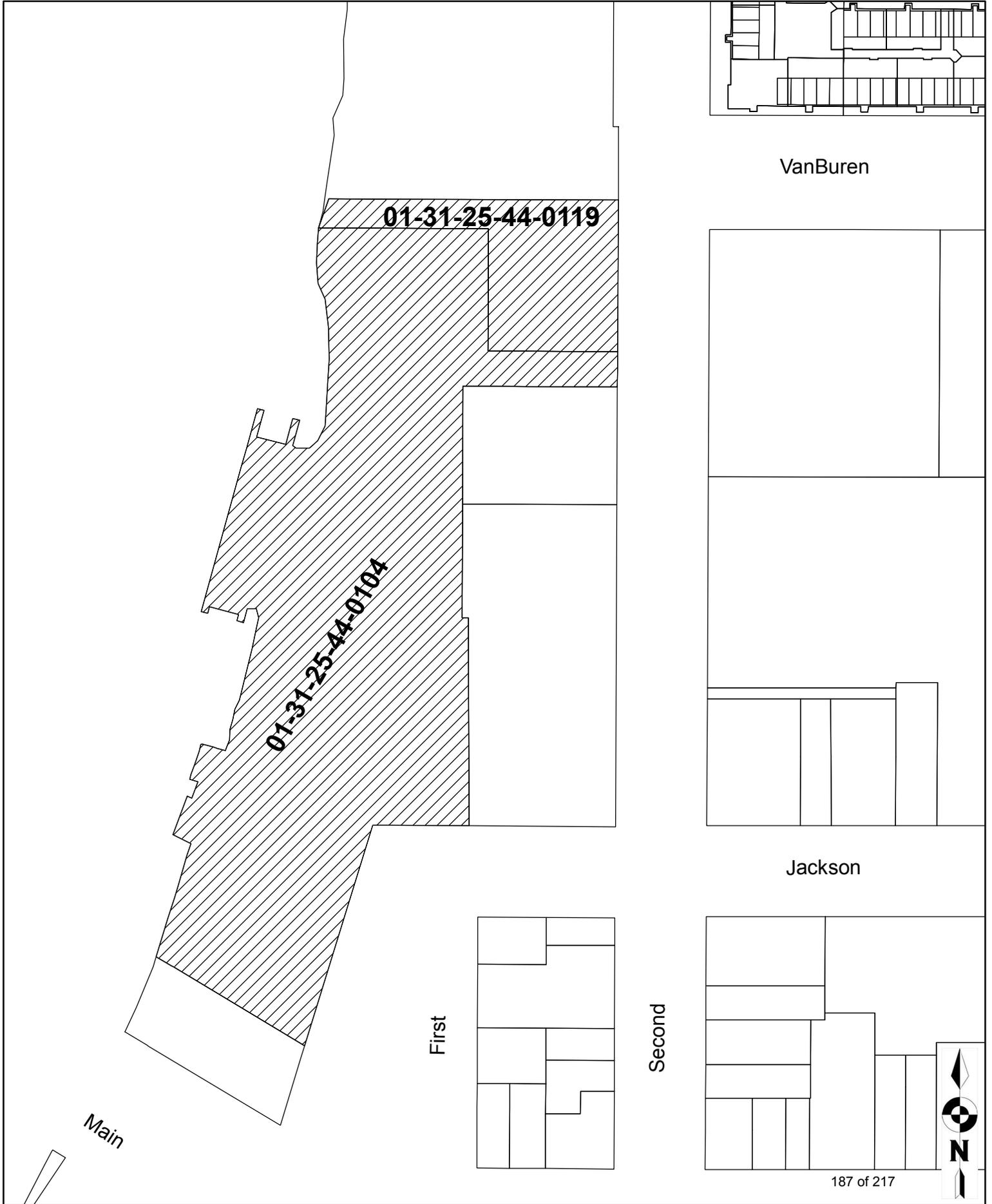
By: _____
City Clerk

TENANT:
10K BREWING, LLC

Date: _____

By: _____
Its: _____

Exhibit A



COUNCIL MEMO FORM

9.6

Meeting Date	December 21, 2015
Agenda Section	Ordinances and Resolutions
Item Description	Acquisition of Tax Forfeited Property
Submitted By	Lori Yager, Finance

BACKGROUND INFORMATION:

The attached resolution approves the acquisition of tax forfeited property identified as parcel #01-31-25-23-0009, which the City of Anoka currently has an easement for roadway purposes.

The City will not actually pay a cost for this property, but will be required to pay other costs as explained in the Financial Impact section of this memo.

FINANCIAL IMPACT

Application fee of \$250, out of contingency budget, plus recording costs of:

Recording fee: \$46.00

Ag fee: \$5.00

State Deed Tax: \$1.65

COUNCIL ACTION REQUESTED

Approve the resolution to acquire tax forfeited parcel.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

**ACQUISITION OF TAX FOREITED LAND IN THE
CITY OF ANOKA, ANOKA COUNTY, MINNESOTA**

WHEREAS; the Board of Commissioners of the County of Anoka have by Anoka County Resolution No. 2015-123, dated October 13, 2015, classified certain forfeit properties as public street and approved for sale, the following parcel of land which lies within the City of Anoka:

PIN 01 31 25 23 0009; all that part of Fairoak Avenue LYG, within Lot 6,
Revised Auditor's Subdivision No. 66, REV

WHEREAS; the County of Anoka has requested that the City of Anoka approve said classification; and

WHEREAS; the City of Anoka desires to acquire said parcel by procedures authorized by Minnesota Statutes, Section 282.01; and

WHEREAS; the acquisition cost is \$302.65, which includes a \$250.00 Application fee, due and payable to the State of Minnesota, and \$52.65 of recording fees payable to Anoka County.

NOW, THEREFORE BE IT RESOLVED, that the City Manager and Mayor are authorized and directed to file a written application with the Anoka County Board of Commissioners and to sign and execute such necessary documents to acquire the parcel for a public right of way purpose, as provided by Minnesota Statute 282.01.

Adopted by the Anoka City Council this the 21st December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

Supplemental Information for a Conditional Use Deed

ALL applications (State Deed Application Form) for a conditional use deed **must** be accompanied by a completed Conditional Use Deed Supplement form.

Property

Property identification number(s) (PIN) for requested property (attach additional sheets if necessary)
 01-31-25-23-0009

Market value of requested property Total acreage of requested property
 \$100.00 0.80

Describe current condition of the parcel (identify any improvements and natural features)
 Public street

Forfeiture

Date of recording of auditor's certificate of forfeiture with the county recorder (if applicable) Recorder's Document number (if applicable)
 07/25/14 2086837.004

Date of recording of auditor's certificate of forfeiture with the county registrar of titles (if applicable) Registrar's Document number (if applicable)
 07/25/14 524637.004

Public Use

Authorized Public Use
 M.S. 282.01, subd. 1a, par. (e) limits the authorized public uses for conditional use deeds to the following list. Please check the appropriate box below:

Road or right-of-way for a road Park
 Trails Will the park be available to and accessible by the public? Yes No
 Transit facilities Will there be signage indicating to the public this is a park? Yes No
 Public beach or boat launch Will the park contain amenities maintained for active utilization by the public? Yes No
 Public parking Type of amenities: _____
 Civic recreation or conference facilities Will the park primarily be open space? Yes No
 Public service facilities Type of facility: _____

Describe in detail the intended public use of the property:
 The City of Anoka currently has an easement for roadway purposes across this parcel as it is currently being used as a public street. Given its current use it makes sense for the City to purchase this parcel and dedicate it as a public right of way.

Do you anticipate establishing the proposed use within 3-years? Yes No
 If "no", when do you anticipate the use being established? _____

Enclosures

Fee Required
 Minn. Stat. § 282.01, subd. 1g requires a fee of \$250 to be submitted to the Commissioner of Revenue along with this application. If this application is denied, the Commissioner shall refund \$150 of the application fee.
 The required fee is enclosed.

Supporting Documentation
 Indicate the supporting documentation that you have included for consideration during the review of your application. Please note that some forms of documentation are required. Check all that apply:
 Photos (required) Resolution authorizing application by the governmental subdivision (required)
 Maps (required) Plans documenting the intended use
 Other: City Correspondance, Quit Claim Deed #504351 showing existing easement

Office Use only

This application it is hereby: rejected _____ granted _____

By _____

Commissioner of Revenue

Fee Paid: _____
 Refund: _____

504351

This Indenture, Made this 22 day of June, 1978, between Colonial Properties

a partnership under the laws of the State of Minnesota, City of Anoka, a municipal subdivision, party of the first part, and incorporation under the laws of the State of Minnesota, party of the second part,

Witnesseth, That the said party of the first part, in consideration of the sum of One dollar and other good and valuable consideration DOLLARS, to it in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, does hereby Grant, Bargain, Quitclaim, and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of Anoka and State of Minnesota, described as follows, to-wit:

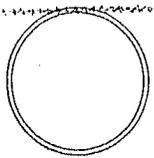
An easement for public road and utility purposes over the following described property:

All that part of Lot 6, Revised Auditor's Subdivision No. 66, according to the map or plat thereof on file and of record in the office of the County Recorder in and for Anoka County, Minnesota, described as follows:

Commencing at the Southwest corner of said Lot 6; thence North 89 degrees 40 minutes 11 seconds East along the South line of said Lot 6 a distance of 584.49 feet to its intersection with the West line of Fair oak Avenue; thence North 0 degrees 20 minutes 20 seconds East along said West line of Fair oak Avenue a distance of 89.42 feet; thence North 18 degrees 22 minutes 44 seconds East continuing along the West line of Fair oak Avenue a distance of 72.93 feet; thence Southwesterly on a tangential curve concave to the Northwest, having a radius of 145.0 feet, a delta angle of 71 degrees 17 minutes 27 seconds and being tangent to the West line of said Fair oak Avenue for a distance of 180.42 feet; thence South 89 degrees 40 minutes 11 seconds West and parallel with the South line of said Lot 6 a distance of 471.24 feet to the West line of said Lot 6; thence due South along the West line of said Lot 6 a distance of 60 feet to the point of commencement.

STATE DEED TAX DUE HEREON: \$ None - Exempt

To Have and to Hold the Same, Together with all the hereditaments and appurtenances thereunto in anywise appertaining, to the said party of the second part, its successors and assigns,



In Testimony Whereof, The said first party has caused these presents to be executed in its corporate name by two of its partners, who have subscribed the day and year first above written.

COLONIAL PROPERTIES

By Winslow R. Chamberlain, a partner, and Vernon R. Plaisance, President

Witness my hand and seal this 22th day of June 1978.

January 6, 2015

Anoka Property Records and Taxation
2100 3rd Avenue North
Anoka, Minnesota 55303

To Whom It May Concern:

On December 4th, 2014 the City of Anoka received information regarding tax forfeit parcels in the City of Anoka. Per MN Statute 282.01, Subd. 1a, the City of Anoka would like to formally express their interest in purchase of parcel 01-31-25-23-0009. The City of Anoka currently has an easement for roadway purposes across this parcel as it is currently being used as a public street. Given its current use it makes sense for the City to purchase this parcel and dedicate it as public right-of-way.

Please keep me informed of the process as things proceed. My contact information is ethorvig@ci.anoka.mn.us or my direct dial is 763-576-2723.

Sincerely,



Erik J. Thorvig
Economic Development Manager



VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF ANOKA

PIN# 01-31-25-23-0009

DATE OF FORFEITURE: 07/25/2014

Before Forfeiture Amount ∅

After Forfeiture Amount ∅

Special Assessments Not Previously Certified ∅

Watershed District LRRWMO

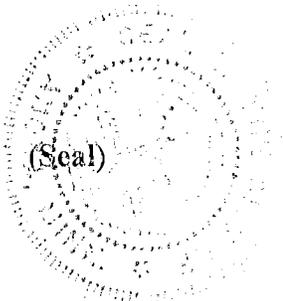
We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

If you need to verify the amounts, please contact Hilary Dischinger @ (763) 323 - 5468 in the Property Records and Taxation Division.

If your municipality or township has not previously certified special assessments on a forfeit property, you should now certify them to the PROPERTY RECORDS AND TAXATION DIVISION, and enter them on the line, 'Special Assessments Not Previously Certified'.

Improvements before forfeiture should include principal and interest up to the date of forfeiture and all deferred installments of principal.

Improvements after forfeiture should include ONLY THE TOTAL PRINCIPAL AMOUNT. MS 282.01, Subd. 3 requires improvements made after forfeiture to be considered by the County Board in setting the appraised value for sale purposes. The apportionment of proceeds after sale is done in accordance with MS 282.08.



Amy Oehlert
Clerk of Township, Municipality or
Watershed District

12-10-2014
Date

PIN# 01-31-25-23-0009

Please complete the following information by answering all applicable questions.

1. Is this parcel buildable? *No*
 - a) Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.) *Yes*
 - b) Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? *No - Does not meet minimum lot size and currently is a road.*
If it does not comply, please list reason(s) for non-compliance
2. Do you recommend combining this parcel with an abutting forfeit parcel, if there is one? *NO*
3. If your answer to #2 is yes, indicate which parcel on the list.
4. Do you recommend selling this parcel to the abutting landowner? *NO*
5. What is the current zoning of the forfeit parcel? *B-1 Highway Business*
6. Are there any buildings on the parcel? *No, there is a street*
7. Does the city/township want an easement over the parcel? *one already exists.*

Any other information you feel would be useful:

Name of person completing this questionnaire: *Crystal Paumen*

Title of person completing this questionnaire: *City Planner.*

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

STAFF REPORT

APPLICATION NO. A78-1
REZONING VACANT PROPERTY WEST FAIROAK AVE.
NORTH FOREST HILL CEMETERY
1-3-78

Mr. Vernon Plaisance of Colonial Properties is requesting a rezoning of the vacant property north of Forest Hill Cemetery and west of Fairoak Avenue from the present R-F District to a B-1 District. See Maps I and II for location.

During the City Commission review of the rezoning request east of Fairoak Avenue, Mr. Plaisance and Mr. Chamberlain informed the City Commission that a developer was interested in establishing a bowling center on this property. Plans call for 24 lanes and a restaurant at the present time with expansion space for an additional 12 lanes. Of course in a rezoning issue the City is never guaranteed that the proposed development will take place. However, in this particular situation, the City does have some safeguards. 1) The proposed development would use the entire acreage making further subdivision unnecessary. Any other type of smaller commercial use would have to subdivide the property before building permits were issued. At that time, future development could be reviewed in order to determine whether to approve the subdivision. 2) Rezoning this parcel to B-1 prohibits any development on the site until a conditional use permit is issued. Since the one large lot abutts an R-1 zone on two sides a conditional use permit is required for any permitted use of the property. Therefore, if a bowling center is not developed the City would have to approve any other proposed development.

Staff feels this would be a perfect location for a bowling center. The residential areas to the south and west would be protected from noise, use and site encroachment by the difference in elevation. The required parking for a restaurant and bowling center requires a large tract of land such as this for any development of this type. Many other permitted business uses in a B-1 zone would have the potential of attracting potential development out of the downtown area. A bowling center is not considered to be good use of CBD land.

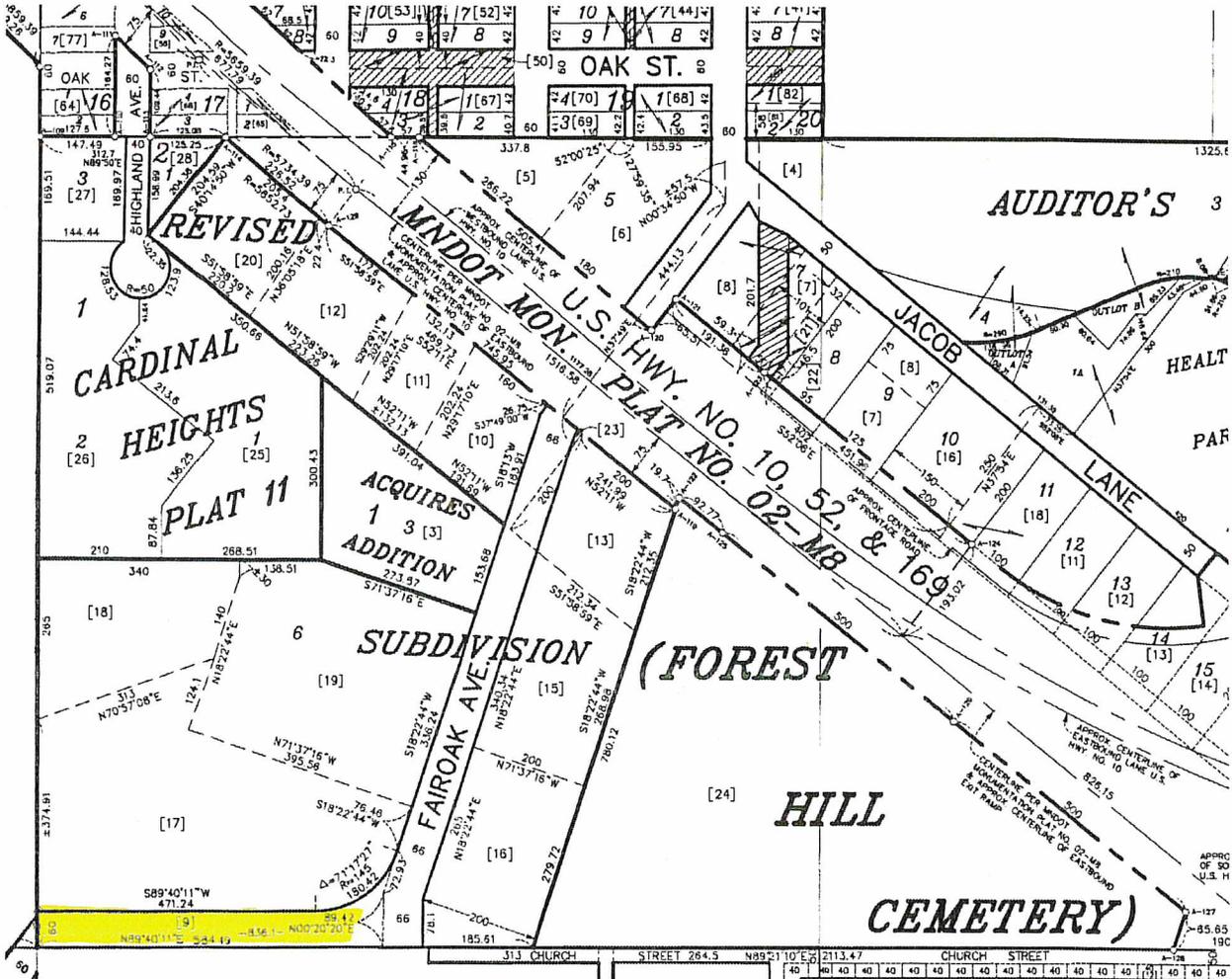
Before final rezoning takes place there are a number of items which staff feels should be discussed and agreed upon between the City and the developer since the proposal calls for no further subdivision of the property. First, drainage and utility easements should be obtained along the north and west property lines. A drainage easement is needed over land in the northwest corner - 250 ft. west side, 330 ft. south side, 130 ft. east side, 300 ft. north side. Second, as was mentioned in the Holker's Addition Staff Report earlier in 1977, Church Street does not exist between Porter Avenue and Fairoak Avenue. 60 ft. wide right-of-way should be obtained for Church Street at this time. The proposed easements and right-of-way are shown on Attachment I.

After the Church Street right-of-way is acquired the question is raised as to the design and construction of the permanent street. We feel that now is the time for the Planning Commission to discuss the traffic pattern in this area of town and determine whether Church Street should be upgraded for through traffic from Park St. to Highway 10 or whether Church Street should not be improved and culdesacs be constructed at the north end of Porter Avenue and the south end of Fairoak Avenue. Any permanent street construction would probably take place in 1979 following the construction of the cab interceptor. Water, sanitary and storm sewers now are in place on Fairoak Avenue. Any development

01-31-25-23-0009

Anoka

Road



STAFF REPORT

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COUNCIL MEMO FORM

9.7 & 9.8

Meeting Date	December 21, 2015
Agenda Section	Ordinances & Resolutions
Item Description	RES/Adopting 2016 City Tax Levy & Budget
Submitted By	Lori Yager, Finance Director

BACKGROUND INFORMATION:

The 2016 budget process began in June and is based on Council directives and the 2015 goal session. The Council has reviewed the 2016 budget, as proposed by the City Manager, at several meetings in August and October. The City Council held a public hearing on December 7, 2015 to hear from the public regarding the proposed 2016 budget and levy. The **total budget for all funds excluding the HRA** component unit is **\$64,839,355**, which is a 6.9% increase from 2015. The increase is primarily attributed to an increase in projected Tax Increment improvement projects and land purchases. There is also a large increase in transfers out to capital, debt and internal service funds. The 2015/2016 levy is to be set at **\$6,453,475**. This includes a debt service levy in the amount of \$155,900 and a transfer from the general fund of \$379,650 to cover debt in 2016. The total **levy** was decreased by (\$100,000) in October and is not reflected in the November TNT statements property owners received from the county. Over all, the levy increased by 12.98% as compared to 2015. Although City Council did increase the levy, the average taxpayer will see a **decrease in city property taxes** as a result of decertification of the largest tax increment district in the city. The city purposely held taxes flat for six years with the knowledge that this district would allow an increase in levy without the repercussions of increased taxes.

City Council has budgeted to use (\$1,596,040) of fund balance to help cover capital investments throughout the city and transfers to debt service funds.

The State of Minnesota **did not** impose levy limits upon local governments in 2016. The City of Anoka's levy limit **for 2014** was \$5,899,105. The new levy is only \$398,470 higher than the levy limits set by the state in 2014. The approved budget is available on the City's web site at www.ci.anoka.mn.us or you may view one at city hall.

FINANCIAL IMPACT:

Total Revenues	\$63,397,210
Total Expenditures	\$64,839,355

The annual effect of the City levy on a home valued at **\$180,120** is a decrease in city taxes of approximately **(\$13) or 2%**, for a total city tax of approximately **\$661**. **In 2006**, this same property was paying \$660 for city services, only \$1 less than 2016.

COUNCIL ACTION REQUESTED:

Approve resolutions adopting the tax levy for 2016 and adopting the 2016 budget.

This memo addresses both items 9.7 & 9.8. There are 2 resolutions for adoption, which should be voted on separately.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-XX

A RESOLUTION ADOPTING A LEVY FOR THE YEAR 2015, COLLECTIBLE IN 2016

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ANOKA, MINNESOTA, that the following sums of money be levied for the current year collectible in 2016 upon the taxable property in said City of Anoka, for the following purposes.

<u>PURPOSE</u>	<u>AMOUNT</u>
General Fund	\$6,297,575
Debt Service	<u>155,900</u>
TOTAL	<u>\$6,453,475</u>

This levy is made based on current law and the 2016 General Fund Budget of \$13,205,895.

Provision has been made for the payment of the City's contributory share to the Public Employees Retirement Association.

Provision has also been made for the payment of principal and interest on the following bond issues:

G.O. Public Facility Refunding Bonds 12-27-2010, G.O. Public Facility Bonds 3-13-2008,
G.O. Tax Increment bonds 8-14-2014, G.O. Water Revenue Refunding Bonds 3-13-09

1. A certified copy of this resolution shall be transmitted to the Anoka County Auditor.

Adopted by the City Council of the City of Anoka this 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

COMPONENT UNIT

HRA	\$ 267,225
HRA Tax Increment Districts	\$ 332,455
SUBTOTAL.....	<u>\$ 599,710</u>
 TOTAL	 <u>\$65,439,065</u>

2. Estimated 2016 gross revenues, as more fully detailed in the City Manager’s official copy of the 2016 budget, are hereby found to be equal to or in excess of appropriations as required by the Anoka City Charter.
3. A certified copy of this resolution shall be transmitted to the Anoka County Auditor.

Adopted by the City Council of the City of Anoka this 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

COUNCIL MEMO FORM

9.9

Meeting Date	December 21, 2015
Agenda Section	Ordinances & Resolutions
Item Description	RES/Appointing Election Judges for 2016 Special Election
Submitted By	Amy Oehlers, City Clerk

BACKGROUND INFORMATION

Minnesota Statute 204B.21 requires the City Council to approve the appointment of Election Judges.

Included in your packet is a Resolution for adoption which approves the appointment of Election Judges for the 2016 Special Election for Senate District 35.

As you will see, this is a much smaller list that we usually have for Election Judges. Many of our usual judges are not available to work in January/February (several relocate out of the area during the winter). Some of the precincts are at the State Minimum for amount of judges. I am somewhat concerned about that, in case a judge is ill and unable to work. If you know of anyone that would be interested in serving as an Election for the January 12th and February 9th election dates, please have them contact as soon as possible.

FINANCIAL IMPACT

Adoption of a resolution will have no financial impact on the City.

FYI: Wages for the election judges will be paid out of the 2016 Election Budget. Salaries for the judges are as follows:

Election Judge: \$9.80 hr

Assistant Head Judge: \$10.00 hr

Head Judge: \$10.40 hr

Election Assistant: \$11.75 hr – we have 4 Election Assistants, who also serve as precinct Head Judges.

These Election Assistants conduct the Nursing Home and Residential Treatment Facility voting and also provide assistance with equipment testing.

I was not able to identify in the resolution which individuals are serving as the Assistant Head Judge, because I am still trying to designate those positions. With the shortage of judges for these elections, it's become difficult designating judges to precincts and positions while adhering to the State Law regarding party balances in the precincts.

COUNCIL ACTION REQUESTED

Adopt the resolution.



2015 First Avenue, Anoka, MN 55303
Phone: (763) 576-2700 Website: www.ci.anoka.mn.us

**CITY OF ANOKA, MINNESOTA
RESOLUTION**

RES-2015-

**A RESOLUTION OF ADOPTION OF ELECTION JUDGES
FOR 2016 SPECIAL ELECTIONS FOR SENATE DISTRICT 35**

WHEREAS, The City Council of the City of Anoka is required by Minnesota Statutes Section 204B.21, Sec. 2, to officially approve the appointment of election judges; and

WHEREAS, the Anoka City Council hereby adopts the judges listed on Exhibit A, hereto attached, as the official judges for the 2016 Special Elections, with the understanding that amendments to the appointments may be necessary in order to fill vacancies and meet party balances.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Anoka that the names listed on Exhibit A, hereto attached, are the official Election Judges for the City of Anoka, 2016 Special Elections:

- Primary Election: January 12, 2016
- Special Election: February 9, 2016.

Adopted by the Anoka City Council this the 21st day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor

Judge Board Report, 2016 Special Elections

Marijo Hain, Head Judge
Lynette Pavin
Donna Thibodeau
Diane Rose
Joan Aykens

Mary Lou Evans, Election Assistant/Head Judge
Cynthia Hurner
Jim Carter
Virgil Rose
Mary Westerberg

Anne Casey, Head Judge
Ron Chamberlain
Cess Carter
Charles Thibodeau
Norah Wyman
Linda Johnson

Gerry Friday, Election Assistant/Head Judge
Mygreta Sundeen
Richard Ryberg
Diane Kircher
Pamela Ludwig
Craig Slavik

Roxanne Hanson, Head Judge
Maria Michlin
James Gavlis
Betty Urban
Tom Wyman
Nancy Hotchkiss

Ellen Ward, Election Assistant/Head Judge
Carol Vevea
Clarence Genz
Alfred Scott
Lillian Voges

Sheila Dehn, Head Judge
Ruby Wilson
Seigfried Brewer
Carol Turnquist (part-time)
Jody Anderson
Elizabeth Voss
Kathleen Genz

Gregory Bortnem, Head Judge
Cole Oehlers
Richard Bergling
Larry Pieri
Harriet Koebensky, Election Judge
Eileen Rathbun, Election Judge

Precinct Information

Anoka P-1; Green Haven Golf Course & Event Center,
2800 Greenhaven Rd, Anoka

Anoka P-2; Green Haven Golf Course & Event Center,
2800 Greenhaven Rd, Anoka

Anoka P-3; Green Haven Golf Course & Event Center,
2800 Greenhaven Rd, Anoka

Anoka P-4; Zion Lutheran Church, 1601 4th Ave, Anoka

Anoka P-5; Lincoln School, 540 South St, Anoka

Anoka P-6; Anoka City Hall, 2015 1st Ave, Anoka

Anoka P-7; Anoka Covenant Church, 752 Grant St, Anoka

Anoka P-8; Wilson Elementary School, 1025 Sunny Ln, Anoka

COUNCIL MEMO FORM

11.1

Meeting Date	December 21, 2015
Agenda Section	New Business
Item Description	Approval of Non-Union Health Insurance City Contribution
Submitted By	Deb Erar, HR Director

BACKGROUND INFORMATION

Request approval for City Health Insurance Contributions for premiums as follows: Single Coverage \$556 per month, Employee + Spouse \$675 per month, Employee + Child(ren) \$635 per month, Family \$950 per month. Contributions to the HSA: Single Coverage \$970 per year, Employee + Spouse \$1,100 per year, Employee + Child(ren) \$1,100 per year, Family \$1,300 per year. The HSA funds would be credited in two deposits. The first payment would be the first pay period in January 2016. The second payment would be made the first pay period of July 2016.

FINANCIAL IMPACT

The overall cost for 2016 health insurance is projected to decrease from 2015.

REQUESTED COUNCIL ACTION

Approve the request for listed City Contributions for 2016.

COUNCIL MEMO FORM

11.2

Meeting Date	December 21, 2015
Agenda Section	New Business
Item Description	Approval of Dental Insurance Policy
Submitted By	Deb Erar, HR Director

BACKGROUND INFORMATION

Request approval for renewal of the Delta Dental policy for 2016. There was a 4% increase for the plan in 2016. The employees pay 100% of the cost.

FINANCIAL IMPACT

There is no financial impact on the City.

REQUESTED COUNCIL ACTION

Approve the request for Delta Dental policy for 2016.

COUNCIL MEMO FORM

11.3

Meeting Date	December 21, 2015
Agenda Section	New Business
Item Description	Approval of Non-Union Wage Adjustments.
Submitted By	Deb Erar, HR Director

BACKGROUND INFORMATION

Request approval for Non-Union wage increase of 3% effective January 1, 2016.

FINANCIAL IMPACT

The increase is included in the 2016 budget.

REQUESTED COUNCIL ACTION

Approve the Non-Union wage adjustments for 2016.

COUNCIL MEMO FORM

11.4

Meeting Date	December 21, 2015
Agenda Section	New Business
Item Description	Approval of Amendment to Police, Police Sergeant, Sewer/Water, Public Services, Streets & Parks, and Electric Labor Contracts
Submitted By	Deb Erar, HR Director

BACKGROUND INFORMATION

Request approval for amendment to labor contracts listed above for the deposit of Health Care Savings Account. Current contract language states that the HSA accounts will be credited quarterly. Amend the contracts to read: Half of the amount will be deposited on the first payroll after January 1, 2016 and half on the first payroll following July 1, 2016.

FINANCIAL IMPACT

The dollar amounts have already been approved by the Council.

REQUESTED COUNCIL ACTION

Approve the amendment for the contracts listed above for 2016.

COUNCIL MEMO FORM

12.1

Meeting Date	December 21, 2015
Agenda Section	Updates & Reports
Item Description	Tentative Agendas
Submitted By	Amy Oehlers, City Clerk

BACKGROUND INFORMATION

Attached are the tentative agenda(s) for future meeting(s).

FINANCIAL IMPACT

None.

COUNCIL ACTION REQUESTED

Request Council review and discuss upcoming agenda(s).



City Council - Regular Meeting
Monday, January 4, 2016 - 7:00 p.m.
Council Chambers

(meeting will be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
 - 3.1 December 21, 2015 Regular Mtg.
4. **OPEN FORUM** **The open forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers must be adhered to.*
 - 4.1
5. **PUBLIC HEARING(S)**
 - 5.1
6. **CONSENT AGENDA**
 - 6.1 Verified Bills.
 - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
 - 7.1 Planning Commission:
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
 - 9.1 RES/Annual Designations.
 - 9.2 RES/Annual Appointments to Various Committees.
 - 9.3 ORD/Dumpster Lease Agreement; 10K Brewing, 2005 2nd Ave. (2nd Reading)
 - 9.4 RES/Purchase of Connexus Tower Site.
10. **UNFINISHED BUSINESSES**
11. **NEW BUSINESS**
12. **UPDATES & REPORTS**
 - 12.1 Tentative Agendas.

ADJOURNMENT



City Council - Regular Meeting
Tuesday, January 19, 2016 - 7:00 p.m.
Council Chambers

(meeting will be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
 - 3.1 January 4, 2016 Regular Mtg.
4. **OPEN FORUM** **The open forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers must be adhered to.*
5. **PUBLIC HEARING(S)**
 - 5.1 Assessment Hearing; 2016 SRP.
RES/Adopting Assessment Roll for the 2016 SRP.

Public Improvement Hearing; 2016 SRP.
RES/Ordering Project & Authorizing the Preparation of Final Engineering Plans & Specifications for the 2016 SRP.
6. **CONSENT AGENDA**
 - 6.1 Verified Bills.
 - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
 - 7.1 Planning Commission:
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
 - 9.1 RES/Adopting Assessment Roll for the 2016 SRP. (Acted upon after public hearing)
 - 9.2 RES/Ordering Project & Authorizing the Preparation of Final Engineering Plans & Specifications for the 2016 SRP. (Acted upon after public hearing)
 - 9.3 RES/Recommended Approval of an LG216 Gambling Premise Permit; CRHS Booster Club @ QBitez, 3507 Round Lk Blvd.

10. **UNFINISHED BUSINESSES**

11. **NEW BUSINESS**

11.1 Approval of Special Events License; Alexandra House/Nystrom Counseling. Event: Walk a Mile in Her Shoes.

12. **UPDATES & REPORTS**

12.1 4th Quarter Financial Report.

12.2 Tentative Agendas.

ADJOURNMENT



City Council - Worksession
Monday, January 25, 2016 - 5:00 p.m.
Council Worksession Room
(meeting will not be cablecast)

1. CALL TO ORDER
2. ROLL CALL
3. COUNCIL BUSINESS and/or DISCUSSION ITEMS
3.1
4. ADJOURNMENT



City Council - Regular Meeting
Monday, February 1, 2016 - 7:00 p.m.
Council Chambers

(meeting will be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
 - 3.1 January 19, 2016 Regular Mtg.
 - January 25, 2015 Worksession.
4. **OPEN FORUM** **The open forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers must be adhered to.*
5. **PUBLIC HEARING(S)**
 - 5.1
6. **CONSENT AGENDA**
 - 6.1 Verified Bills.
 - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
 - 7.1 Planning Commission:
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
 - 9.1 RES/2016 SRP; Approve Plans & Specifications, Authorize Advertisement for Bids, Set Bid Date.
10. **UNFINISHED BUSINESSES**
11. **NEW BUSINESS**
12. **UPDATES & REPORTS**
 - 12.1 Tentative Agendas.

ADJOURNMENT



City Council - Regular Meeting
Tuesday, February 16, 2016 - 7:00 p.m.
Council Chambers

(meeting will be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
 - 3.1 February 1, 2016 Regular Mtg.
4. **OPEN FORUM** **The open forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers must be adhered to.*
5. **PUBLIC HEARING(S)**
 - 5.1
6. **CONSENT AGENDA**
 - 6.1 Verified Bills.
 - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
 - 7.1 Planning Commission:
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
 - 9.1
10. **UNFINISHED BUSINESSES**
11. **NEW BUSINESS**
12. **UPDATES & REPORTS**
 - 12.1 Tentative Agendas.

ADJOURNMENT



City Council - Worksession
Monday, February 22, 2016 - 5:00 p.m.
Council Worksession Room
(meeting will not be cablecast)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL BUSINESS and/or DISCUSSION ITEMS**
 - 3.1 Discussion; Regulations related to chairs left on parade routes.
Discussion; Riverplace.
4. **ADJOURNMENT**