



# City Council - Regular Meeting

## Monday, July 18, 2016 - 7:00 p.m.

### Council Chambers

*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 June 27, 2016 Worksession.
  - July 5, 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.*
  - 4.1 Eagle Scout; Dominic Tverberg.
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; Ackerman Acupuncture, 207 E Main St.
  - 6.4 Issuance of Massage Therapist License; Andrew Schara.
  - 6.5 Recommended Approval of an LG220 Gambling Permit for Walker Methodist Foundation.
  - 6.6 Issuance of a Temporary On-Sale Malt Liquor License; Anoka Lions Club @ Anoka County Fair.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
  - 7.1 Planning Items:
    - 7.1.A ORD/Amending Chpt 74; Article V, Division 1; Planned Unit Developments. (1<sup>st</sup> reading)
    - 7.1.B ORD/Amending Chpt 74, Article IX, Division 1; Accessory Buildings. (1<sup>st</sup> reading)
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
  - 9.1 RES/Sale of Bonds, \$1,850,000 G.O. Utility Revenue Bonds, Series 2016B for 2016 & 2017 Stormwater Utility Projects.
  - 9.2 ORD/Establishing Chpt 1, Article III; Opting-Out of the Requirements of Minnesota Statutes Section 462.3593. (2<sup>nd</sup> reading)
  - 9.3 RES/Bond Reimbursement; Greenhaven Parkway.
  - 9.4 ORD/Approving Lease Agreement & First Amendment with Dennis & Beverly Medved; Riverplace Duplexes. (2<sup>nd</sup> reading)
  - 9.5 ORD/Establishing Chpt 46, Article VII, Offenses Related to Drug Paraphernalia. (1<sup>st</sup> reading)

10. **UNFINISHED BUSINESSES**

11. **NEW BUSINESS**

- 11.1 Revision to City Policies: 2013-01 Park Facility Rentals & Reservations & 2013-02 Park Facility Rental for Performance Arts Events.

12. **UPDATES & REPORTS**

- 12.1 Quarterly Financial Report.
- 12.2 Tentative Agendas.

**ADJOURNMENT**

# COUNCIL MEMO FORM

3.1

Meeting Date	07-18-2016
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.

**WORKSESSION OF THE ANOKA CITY COUNCIL  
ANOKA CITY HALL  
CITY COUNCIL WORKSESSION ROOM  
JUNE 27, 2016**

**1. CALL TO ORDER**

Mayor Rice called the worksession meeting to order at 5:05 p.m.

**2. ROLL CALL**

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

Absent: None.

Staff present: City Manager Greg Lee; Deputy Community Development Director Doug Borglund; Public Services Administrator Lisa LaCasse; Communications Coordinator Pam Bowman; Public Works Streets Supervisor John Holmes; Recording Secretary Cathy Sorensen.

**3. COUNCIL BUSINESS and/or DISCUSSION ITEMS**

**3.1 Discussion; Trunk Highway 10 Anoka Solution Implementation Plan.**

City Manager Greg Lee shared the staff report stating the Trunk Highway 10 Access Planning Study was completed in September 2014. He reviewed steps since that time and said staff has been working with our engineering consultant, Bolton-Menk, to develop an overall implementation plan for the Trunk Highway 10 Anoka Solution. This implementation plan has also been incorporated in to the City of Anoka's Capital Improvement Program. Staff is seeking direction if the Council wants the City to take the lead and start applying for funding for the Fairoak/West Main Street Project on Highway 10.

Eric Johnson and Joe Rhein of Bolton-Menk explained the process to date, stating the trend going away with 18 interchange projects at \$320 million, 28% City, 28% MnDOT, and the rest County funding which relies on local funding to fix. They explained they are limited in ways to assemble complete funding packages as it takes time and over 60% had funding from regional solicitation through the Metropolitan Council with money available, the majority of which is for roadway improvements. Mr. Johnson said this process will start the clock for 2020/2021 funding and if not can always turn the award back, adding this is likely the only way improvements on Highway 10 will occur in the current climate.

Mr. Lee said he is recommending that the City not contribute anything more than \$2 million of the entire \$32 million project, which is 6% of the total project cost and the same as the City of Ramsey contributed.

Councilmember Schmidt said he is good with the \$2 million portion but asked what we need for the first \$7.8 million and how much more will it cost with Bolton-Menk for staffing, etc.

Councilmember Weaver said the project needs to be shovel ready and noted there is no engineering work to date. Mr. Johnson said the work is good for all funding sources and if regional solicitation dollars are received the first step would be for MnDOT staff to approve the layout. He said it will take two years to be shovel ready.

Councilmember Weaver asked who is responsible for the dollars if not complete. Mr. Johnson said it would fall back to the lead agency to complete.

Councilmember Freeburg asked if anything is slated for Ramsey that would take priority over Anoka. Mr. Lee said this project is the highest priority over Ramsey Boulevard or other projects, however, Ramsey is going to be aggressive to seek funding sources.

Mayor Rice asked if Ramsey is not supportive of this track. Mr. Lee said Ramsey is continuing to solicit funding as well and if no one takes the lead the funding will just stay in place.

Councilmember Weaver asked what happens if not funded as our residents will be paying for much more versus larger cities. Mr. Lee said Anoka County will provide assistance and that this makes sense instead of the County as they apply and get only so many and Anoka has better chance as a small city. He reiterated the \$2 million is our only contribution to this project.

Councilmember Anderson said that is true but noted if the project does not happen it will not go anywhere.

Councilmember Schmidt asked about the costs to apply besides the \$2 million. Mr. Lee said the application for \$5,000-\$7,500 will start the clock.

Mr. Johnson said MnDOT has done the final design in the past as well as others and could donate staff/labor.

Councilmember Weaver said MnDOT is maintaining what they currently have only.

Mayor Rice said Highway 10 warrants attention but is affordable with the assistance for other programs and they have to start assembling to get this on the radar.

Councilmember Freeburg asked if there is a chance it could cost more. Mr. Lee said there is always a chance which is the reason he included the \$2 million cap.

Mayor Rice asked how many cars drive Highway 10 each day. Mr. Lee say 60,000 cars per day drive Highway 10.

Councilmember Weaver inquired about the funding. Mr. Lee said the funding has been included as part of the Capital Improvement Program (CIP).

Council consensus was to take the lead on the Trunk Highway 10 Anoka Solution Implementation Plan project and submit the federal application which is due July 15, 2016.

Mr. Rein said they should find out in January 2016 if the project is selected.

Councilmember Schmidt said there is congressional interest at this level. Mr. Johnson said the biggest advocate will be MnDOT support for this funding source. He said they have detailed this out including scoring and comparisons and are confident that the use and safety benefits are very large so they should score well.

Mr. Lee said the next step is to send out a press release to get the word out to other agencies, mainly MnDOT as this is a high priority for them too.

Councilmember Schmidt said they should share the intent to include Bolton-Menk throughout this process too.

### 3.2 Discussion; Amendments to City Code Related to Use of Sidewalks and Public Spaces.

Deputy Community Development Director Doug Borglund shared the staff report stating that now that summer has arrived, the use of public sidewalks and spaces in the downtown has become more active. The activity includes the use of public sidewalks and spaces in the downtown for the placement of tables and chairs, planters, benches, displays of products, and temporary signage. The standards that have been applied to regulate the use of public sidewalks and spaces in the downtown were highlighted and focus on the placement of merchandise for sale only. The City Code does not currently allow the use of the public sidewalks for placement of private/business owned outdoor tables and chairs, planters, benches, etc. Staff has treated the above mentioned items like merchandise in the past because the ordinance did not address the issue.

Councilmember Freeburg asked how this issue come to be. Mr. Borglund said the ordinance does not align with what is actually happening.

Councilmember Freeburg said we made sidewalks as wide as possible to allow for tables and that he would like to see this happen along the building side at least as he wants seating for people enjoying the outdoors.

Councilmember Anderson said he is surprised this even came up as he does not see merchandise but parts of old town charm and changing it would be a disservice but agreed can do an ordinance clean-up.

Mayor Rice said we can encourage certain activity but need to control this occurrence.

Councilmember Weaver this happened because of different interpretations by different administrations and said we need to define this better, adding this started with an agreement the City had with a patio on City property and alcohol being consumed and that we should try to figure this out.

Mayor Rice said having obstacles on both sides causes obstructions for pedestrians and creates a winding path and that he likes the right-of-way and having to be independent of the pedestrian corridor.

Councilmember Anderson said the City has made an investment in trees and light poles and they are out by curb so maybe everything to the curb line is best.

Councilmember Weaver said he feels obstructions adds to the charm.

Councilmember Freeburg disagreed as they slow bicyclists.

Rick Ritter, Two Scoops, said he purchased benches 24" wide to be less obstructive, stating these are needed as they have a small seating area inside. He said they remove the benches for the parade and do not put them out until May 1 for possible snow removal and sweeping and that he would like to see a compromise.

Councilmember Weaver said the Legion patio and Beer Belly's patio is on City property and that we want to figure this out with a timeline of when to be removed.

Councilmember Freeburg said tables along the building should work.

Mr. Lee said staff is not proposing changes but said McGillicuddy's and 10K Brewing want to have outdoor seating. He said Beer Belly's lease expired in 2010 but is continued to be used, adding there are concerns with liquor liability insurance.

Councilmember Schmidt referred to the percentage of the sidewalk allowed to be constricted and said that is a reasonable proposal.

Council consensus was to expand sidewalk areas to those who do not have outside seating and to allow for more seating on sidewalks if possible with allowances for alcohol.

Public Works Supervisor John Holmes said permanent fencing cannot be allowed.

Mayor Rice said he would like to see a clearly defined area.

Sheri Ritter, Two Scoops, said they anchor their benches as an option.

Mr. Borglund suggested wrought iron temporary fencing could be utilized.

Councilmember Schmidt inquired if fencing is required for alcohol service. Mr. Lee said most likely fencing is required.

Mayor Rice said fencing would likely be a more substantial barrier. Mr. Borglund said the Police Chief wants to see defined containment areas.

(?) Garzia (**individual did not sign in**) with Chamliia Publo, said they are located on Main Street next to Truffles and Tortes and thanked Council for allowing this seating.

### 3.3 Discussion: City Sponsored Special Events – Future Vision.

Mr. Lee shared the staff report stating Anoka hosts several annual community events and supports various community activities by providing behind the scenes assistance, such as, set up/take down, garbage/recycling, street and lot signage/barricades associated with closures, printing/advertising, administrative tasks, police services, etc. In addition, each year there is the potential for additional new events that the city may agree to sponsor, permit or assist with such as *Walk a Mile in Her Shoes* and the *First Day of Issue Stamp Release*. In addition, staff is regularly receiving requests for new events that often require assistance that is not covered by the event fee or billed back to the sponsoring agency. Staff would like to discuss the Council's desired outcome and vision for Winterfest and the Ice Cream Social, and whether a dedicated special event budget should be created so that expenses for all events can be better managed and tracked.

Communications Coordinator Pam Bowman said they tend to focus on Anoka businesses and end up double-dipping for repeated requests, stating our businesses are very generous but that we should set budgets to help alleviate these requests.

Councilmember Freeburg noted Winterfest was created to showcase Green Haven golf course.

Ms. Bowman said Lancer Catering always sees a large turnout for brunch during Winterfest.

Councilmember Weaver said this will evolve and will take funds so we should not be afraid to get rid of less popular events. He said Winterfest puts people in Green Haven and will get people to return.

Mayor Rice said the exposure is to highlight opportunities at Green Haven.

Councilmember Anderson said using streets is important just like these events and whether we budget or not the City ends up paying for these costs and that Council should give staff direction.

Public Services Administrator Lisa LaCasse said staff will still work for sponsorships but if not the event keeps going.

Mr. Holmes noted Anoka Halloween costs approximately \$50,000 from the Parks budget.

Mayor Rice said we should know what we are doing.

Ms. LaCasse said they have tracking software that will help identify key activities of all tasks so they have a pretty good handle on Parks staff and costs.

Ms. Bowman said the stamp release event this fall will include Public Works staff time and cost but will be easy to track.

Councilmember Anderson asked if we will have any reimbursement for this event. Ms. Bowman said she did not think so outside of publicity.

Mayor Rice said there is an important distinction for a one-time event like the stamp release versus an annual event such as the ice cream social that should be budgeted for.

Councilmember Weaver said the City is paying for overtime now but it is not being tracked. He said he likes the ice cream social but it may be getting stagnant and we should consider partnering and doing during a baseball game as it is a great tradition.

Ms. LaCasse said the high winds affected the concert last evening at George Green Park and said people were expecting the concert at the pavilion in the same location but that River Park was not ready.

Councilmember Schmidt asked how many people attend the concerts. Ms. LaCasse said they typically get 200-250 per show with 1,200 attending the ice cream social.

Councilmember Schmidt noted the water fowl event is very specific but added he did not want to see it go. Ms. LaCasse said they have attendees outside of Anoka and that this is a new event which incurs time and is not on the radar yet.

Councilmember Schmidt said they spent \$250,000 for all events, including overtime and that this is an important reason for working hard on the downtown area.

Councilmember Weaver said staff does great but the hardest part is getting new volunteers. Ms. LaCasse agreed, especially getting returning folks as they are invested.

Mayor Rice said we have to place a value on what we do and decide if it is appropriate.

Councilmember Weaver said the businesses must see a large increase during these events that could result in trickle-down effect.

Councilmember Schmidt inquired about the fireworks costs. Ms. Bowman said they cost \$12,000 but they received reimbursements of \$8,800 in 2012 which are now around \$4,000.

Councilmember Anderson said he appreciates the knowledge and enthusiasm of staff regarding special events.

Council consensus was to continue to see a complete list of events we sponsor as a City and the associated costs and provide budget funding for these events while staying with the current event list and working with Finance to start special event funding and a calendar of events as well as creating chargebacks where possible.

#### 3.4 Discussion; City Communications.

Ms. Bowman shared the staff report stating that a 2016 goal of the City Council was to enhance City communications by utilizing the latest tools and resources to relate to all generations. To enhance these current tools and methods used, staff would like Council input on new tools, methods, formats, and technologies you feel would be valuable in enhancing our communication efforts.

Ms. Bowman highlighted proposed additions, including Sharepoint for employee communications, website redesign, and employee biographies.

Councilmember Anderson said he believes staff is doing a fine job already, adding by doing you find out what is available.

Ms. Bowman said she would like to create a communications plan which would be good to use as a guideline for internal direction.

Councilmember Weaver said he liked the quirky stuff and special events as it goes over well but asked how that could be written into a policy as he does not want to see that part hindered.

Councilmember Anderson asked if the City sends Ms. Bowman to training. Ms. Bowman said no but added she would like to attend training as this field changes constantly

Councilmember Anderson agreed, stating it would be very worthwhile.

Ms. Bowman reviewed the news brief that was distributed years ago to all City staff and said that is one piece she would like to implement again.

Councilmember Weaver said he really enjoyed the department head updates and housing updates. Mr. Lee said he currently has been including a department snapshot each week.

Ms. Bowman said staff intends to utilize the reader board more and would like to attend seminars to develop methods of measurement on who is utilizing Facebook and other social media avenues through some type of quarterly report.

Councilmember Weaver suggested when staff has successes that they be shared with the Council. Ms. Bowman agreed, noting the Facebook post regarding the horses in the downtown area reached 1.5K hits which is one example of a successful post.

Council consensus was that staff was doing a great job with City communications.

### 3.5 Discussion; Temporary Family Healthcare Dwellings, Opt-Out Ordinance.

Mr. Borglund shared the staff report stating on May 12, 2016, the Governor signed into law the creation and regulation of temporary family health care dwellings which permits and regulates temporary family health care dwellings. Subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations. The law provides the following definition: "Temporary family health care dwelling" means a mobile residential dwelling providing an environment facilitating a caregiver's provision of care for a mentally or physically impaired person that meets certain requirements, including square footage, temporary utility service and a timeframe of up to one year.

Staff is seeking input from Council if the City should adopt an opt-out ordinance and not allow these temporary family healthcare dwellings. The deadline to do so is October 1. Mr. Borglund shared that the Planning Commission supports the opt-out ordinance and noted it is not really a zoning item but can be done as City Council directive.

Councilmember Anderson said that due to the lot sizes in Anoka this temporary family healthcare dwellings would be a real detriment to the community.

Mayor Rice noted this could result in only a couple requests a year.

Councilmember Freeburg agreed but said once we allow this it will be difficult to rescind.

Councilmember Weaver said he prefer to opt-out to see how other cities handle the effects and then decide.

Mayor Rice said the aging population could allow some of these opportunities.

Mr. Borglund said there are a number of communities that allow this type of housing prior to this law but noted they have much larger lots with septic systems in place and that it is different in an urban environment.

Council consensus was to bring forward an ordinance to opt-out of temporary family healthcare dwellings.

#### **4. OTHER BUSINESS**

##### **4.1 Staff Update.**

None.

#### **5. COUNCILMEMBERS COMMENTS**

Councilmember Weaver asked for an update regarding a situation that occurred early Saturday morning of people sleeping in City parks. Mr. Lee said he spoke with Police Chief Phil Johansen regarding photographs taken of people sleeping in areas within the City and how adjustments are needed to prevent this from occurring. He said the Chief will have security patrol earlier beginning at 6:00 a.m. and possibly even at 5:00 a.m. as individuals found in parks at that time would then be in violation of City ordinance. Mr. Lee said the increased patrol on weekends will increase identifying individuals in order to check for outstanding warrants. He said Anoka County currently offers \$110 per person per month through a food allowance program which may be one reason individuals come to Anoka but said the stipend requires participating in job location services which are offered in Blaine and is a disconnect that needs to be reviewed.

Councilmember Anderson suggested the stipend payment be made at the facility in Blaine.

Councilmember Weaver said he wants reassurance that the Police Department is addressing this 24/7 and that there needs to be consequences.

Mayor Rice said Police have determined that there are 6-12 “regular” homeless individuals in Anoka that result in approximately 1-15 interactions but said these interactions need to be assertive and direct that this behavior is not tolerated in our community. He said the City has homeless shelters but those choosing to be homeless in our community is a problem that has to be addressed.

Councilmember Weaver said he has heard from residents that will not use the parks and trails because of this activity and that the City is paying for security and a full-time officer and that this needs to be addressed.

Mayor Rice said we need to find those things that are chargeable crimes and charge the individuals.

Councilmember Weaver said have created many tools and if the police need more tools let us know but then those tools need to be used.

Mayor Rice said some individuals choose homelessness over shelters and with the amount of resources we have Anoka is doing way more than our share but said that does not mean it is acceptable to have this behavior in the City. He said we have to support the business community as well.

Mr. Lee shared a statistic that Anoka has one shelter bed for every 280 residents in Anoka which far outweighs surrounding cities, such as one for 7,000 residents in Coon Rapids. He said we are going above and beyond and supporting other communities.

Councilmember Freeburg said the City’s obligation is to the taxpayer.

Councilmember Weaver asked Mr. Lee to share this zero tolerance policy with Chief Johansen.

Mayor Rice agreed, stating the police need to be informative and directive but not friendly with these individuals.

Doug Jacob, Anoka, commented on the need for security patrol to get out of their cars and search areas where this activity is occurring.

## **6. ADJOURNMENT**

Mayor Rice adjourned the Regular Worksession meeting at 7:30 p.m.

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

Approval Attestation:

Amy T. Oehlers, City Clerk

DRAFT

**REGULAR MEETING OF THE ANOKA CITY COUNCIL  
ANOKA CITY HALL  
CITY COUNCIL CHAMBERS  
JULY 5, 2016**

**1. CALL TO ORDER**

Mayor Rice called the meeting to order at 7:08 p.m., followed by the Pledge of Allegiance.

**2. ROLL CALL**

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

Staff present: City Manager Greg Lee; Deputy Community Development Director Doug Borglund; Police Chief Phil Johanson; Associate Planner Chuck Darnell.

Absent at roll call: Councilmember Anderson.

Councilmember Weaver requested an update on the evening's storm and power outages. City Manager Greg Lee said the Champlin substation is down due to the storm and City crews are switching feeds to different areas to restore power as well as backfeeding power from different sources as they work to get the substation back up and running.

Councilmember Weaver asked who residents can contact should their power still be out. Police Chief Phil Johanson shared the City's non-emergency number of 763-576-2860.

Mayor Rice said this is such a large power outage because of the substation so if someone does not have power restored within a couple hours to please contact dispatch.

Councilmember Schmidt shared that the Mayor's annual Ice Cream Social had over 1,500 attendees with music and a fundraiser for the ACBC Food Shelf.

**3. COUNCIL MINUTES**

3.1 Minutes of June 20, 2016, Regular Meeting.

Motion by Councilmember Freeburg, seconded by Councilmember Weaver, to waive the reading and approve the June 20, 2016, Regular Meeting minutes.

Vote taken. All ayes. Motion carried.

**4. OPEN FORUM**

No one appeared.

**5. PUBLIC HEARING(S)**

None.

**6. CONSENT AGENDA**

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

6.1 Approved Verified Bills.

6.2 Revising and Setting Council Calendars.

6.3 Recommended Approval of an LG240B Bingo Permit; Anoka Halloween at Anoka Legion October 17 and 24, 2016.

6.4 Issuance of a Tree Care License; Living Waters Tree Service.

Vote taken. All ayes. Motion carried.

**7. REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

None.

**8. PETITIONS, REQUESTS AND COMMUNICATION**

None.

**9. ORDINANCES AND RESOLUTIONS**

9.1 RES/Appointing Election Judges for 2016 General Election.  
**RESOLUTION**

Mr. Lee shared a staff report with background information to the Council stating Minnesota Statute 204B.21 requires the City Council to approve the appointment of Election Judges. He noted that while there is not a “City” primary, we still do conduct a Primary Election (August 9, 2016), as there are other offices (State, Federal, etc.) that are voted upon in a primary election.

Mr. Lee outlined the proposed wages for the election judges as Election Judge \$9.80/hr; Assistant Head Judge \$10.00/hr; Head Judge \$10.40 hr; and Election Assistant \$11.75/hr who conduct the nursing home and residential treatment facility voting and provide assistance with equipment testing.

Councilmember Schmidt asked who sets the pay rate. Mr. Lee said he is unsure how the rates are established.

Councilmember Schmidt said election judges work a very long day and thanked them for their service.

Mayor Rice agreed, stating this is not an easy task and thanked those who serve as well. He said anyone else interested in serving should contact the City Clerk.

Motion by Councilmember Freeburg, seconded by Councilmember Schmidt, to adopt a resolution for adoption of election judges for the 2016 elections.

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

9.2 ORD/Amending Chapter 48; Article II, Rental Licensing. (2<sup>nd</sup> Reading)

**ORDINANCE**

RES/Summary Resolution; Chapter 48, Article II, Rental Licensing.

**RESOLUTION**

Associate Planner Chuck Darnell shared a staff report with background information to the Council stating this item was discussed at the April 25, 2016 worksession, and also held a first reading on the proposed amendments at their June 20, 2016 regular meeting. He referred to one change to the proposed ordinance amendment since the first reading, based on conversation at the June 20, 2016 City Council meeting regarding a provision that allows for the rebate of license fees, upon request by the property owner, if a property ceases to operate as a rental dwelling prior to the end of the license period. With the change to a three-year renewal period, this would allow for property owners to recuperate fees if there is a change in use of the rental property before the three-year license period expires. The rebate would be completed on a prorated basis from the date of the request. This would also provide some incentive for property owners to notify the City when there is a change in ownership or use of a rental property. A summary of the changes to the rental licensing ordinance is as follows:

Councilmember Schmidt said this is crime-free residential housing and is a response to repeated police calls to certain properties and to those residing in a property that can create a hostile environment.

Councilmember Weaver said that 10 years ago rental licensing was self-reporting and that we have come a long way. He noted this program was modeled after Coon Rapids and that Officer Paul Schley has been magnificent and that this ordinance gives the tools to allow code enforcement staff to work with Police to remove poor landlords. Councilmember Weaver said poorly managed rental properties weigh on property values and is unfair to neighborhoods.

Chief Johanson said staff is also working through their liaisons to communicate better with downtown businesses which has been much improved. He noted that the majority of property owners and managers want to do better and use these tools to help address difficult tenants so the training and education helps as well. He said by targeting problem properties we will reduce crime in the long run.

Mayor Rice said this is one solution to problem areas and gives us a tool to motivate those property owners who do not care as much.

Councilmember Freeburg said there are licenses for many other activities in the City and that rental licensing is needed too because there are many issues in this industry and that this program is doing great. He said he appreciated staff's efforts in this matter as he wants to see healthy housing in Anoka.

Motion by Councilmember Weaver, seconded by Councilmember Schmidt, to hold first reading of an ordinance amending Chapter 48; Article II. Rental Licensing of the Code of the City of Anoka, Minnesota.

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

Motion by Councilmember Weaver, seconded by Councilmember Schmidt, to adopt a resolution approving the summary resolution for Chapter 47, Article II, Rental Licensing.

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

9.3 ORD/Amending 2016 Master Fee Schedule; Rental Licensing. (2<sup>nd</sup> Reading)  
**ORDINANCE**

Mr. Darnell shared a staff report with background information to the Council stating as part of the updates to the rental licensing ordinance, staff is proposing some minor changes to the City's 2016 Master Fee Schedule. The changes that are being proposed resolve some discrepancies between the rental licensing ordinance and the actual fee schedule. This is the second reading of proposed changes to the City's 2016 Master Fee Schedule. The City Council discussed this item at their April 25, 2016 worksession, and also held a first reading on the proposed changes at their June 20, 2016 regular meeting. There have been no changes to the proposed fee schedule changes since the first reading.

Motion by Councilmember Freeburg, seconded by Councilmember Schmidt, to hold second reading and adopt an ordinance amending the 2016 master fee schedule of the City of Anoka, Minnesota.

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

9.4 ORD/Granting an Easement to City of Champlin for Champlin Substation.  
(2<sup>nd</sup> Reading)

**ORDINANCE**

Mr. Lee shared a staff report with background information to the Council stating the City of Champlin is requesting an easement to construct a cul-de-sac on 128th Lane. Approximately 50 feet lies within the southwest portion of the Champlin substation property. The City of Champlin will be responsible maintenance, repair and snow removal of the cul-de-sac. The easement has been reviewed by the City Attorney.

Motion by Councilmember Schmidt, seconded by Councilmember Freeburg, to hold second reading and adopt an ordinance granting an easement to the City of Champlin for constructing a cul-de-sac.

Mayor Rice said there will be 120 feet left to get to the first fence so there will be plenty of room for this to occur.

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

9.5 ORD/Opt-Out, Temporary Healthcare Housing. (1<sup>st</sup> Reading)

Deputy Community Development Director Doug Borglund shared a staff report with background information to the Council stating on May 12, 2016, the Governor signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings. Subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations. The law allows landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling up to 300 square feet in size with temporary utility service. These types of units are considered exempt from certain elements of local zoning regulations by law and allows these types of units through a permitting process and grants a timeline of 6 months for the use of the unit and allows an extension of 6 additional months to the permit, if requested.

Councilmember Weaver said it is interesting how the author of the bill is from Lakeville who just opted out of the ordinance, adding he will support opting out.

Mayor Rice said most people who have a family member in need of this option have an extra bedroom and that this law was for those who do not have that option. He said this is more difficult in fully-developed cities such as Anoka and that while we will see how it all evolves Anoka will be opting out for now.

Motion by Councilmember Weaver, seconded by Councilmember Freeburg, to hold first reading of an ordinance to opt out of the temporary healthcare housing statute.

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

9.6 ORD/Approving Lease Agreement and First Amendment with Dennis and Beverly Medved; Riverplace Duplexes. (1<sup>st</sup> Reading)

**ORDINANCE**

Mr. Borglund shared a staff report with background information to the Council stating at your meetings in May the Council adopted multiple resolutions approving the Purchase Agreement, Property Exchange & Development Agreement with Dennis & Beverly Medved. Along with those approvals, authorization was given to sign all other necessary documents related to this transaction. One of those documents included a Lease Agreement between the City and Dennis & Beverly Medved for the duplexes on Fremont Street. Our Charter requires that leases be approved by Ordinance. The First Amendment makes corrections to and redefines the legal description of the premises.

Councilmember Schmidt asked if we plan to market the duplex soon. Mr. Borglund said staff is currently replacing the siding on the front façade and installing new locks on both units after which the property will be marketed by the City's realtor Nathan Gunn.

Motion by Councilmember Freeburg, seconded by Councilmember Schmidt, to hold first reading of an ordinance approving a lease agreement and first amendment to the lease agreement between the City of Anoka and Dennis and Beverly Medved.

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

9.7 RES/Approving 2016 Budget Amendment; Downtown Security Officers.  
**RESOLUTION**

Mr. Lee shared a staff report with background information to the Council stating in 2016 the City of Anoka hired one full-time sworn officer and two full-time security officers to address issues in the downtown area, parks, and public spaces. Currently, there are gaps in the coverage for patrolling the downtown and parks areas, mainly from 10pm to 6am each night, and on weekends. When this program was developed it was understood that there would be gaps and that perhaps 24/7 coverage would not be necessary. However, based on the activities in the downtown and parks areas this summer, and the feedback staff and Council

is getting from citizens, it is becoming evident that 24/7 security patrols coverage during the summer months warrants investigation and consideration.

Mr. Lee said the cost per full-time security officer is \$51,000; \$33,280 in salary and \$17,720 in benefits, a total of \$102,000 per year for the two additional security officers. However, the actual budget increase would be less than \$102,000 as any proposed additional security officers would only be assigned to downtown /park patrol during the summer months and to the AMRTC or other assignments where we are being reimbursed for their service during the remainder of the year. Staff calculates the additional budget expenditure for the two additional full-time security officers to be \$61,040. (\$35,440 in benefits and \$25,600 in salary; based on approximately 20 weeks in the summer at \$16 per hour).

Mr. Lee said in speaking with Finance Director Lori Yager earlier today she is recommending that based on current projections expenditures are \$300,000 less than expected and is recommending waiting until year-end as we may have sufficient funding available without the budget adjustment. He said reasons for the surplus is due to timing of hiring positions such as the Deputy Community Development Director, Public Services Director, and Streets Maintenance which is currently \$100,000 under budget.

Councilmember Weaver said by not adopting the resolution Council can still give the approval to hire the officers but is just waiting on budget adjustments. Mr. Lee confirmed staff can begin the hiring process immediately.

Councilmember Weaver said he cannot think of anything more important than hiring additional police patrol when you can see the impact officers have had on the cancer that has grabbed ahold of the downtown area with people hanging out downtown. He said this activity needs to be addressed aggressively as some of the incidents that have occurred are bad and that the police have done a great job.

Chief Johanson said having park patrol on the trails and in utility vehicles has resulted in very positive feedback and while some activities are more serious while others are just for people sleeping in the parks it has made people feel unsafe and noted the crime rate has not really grown. He said the overnights beginning at 5am and 6am show we are already out there and thanked Council for the tools already in place as well as this, adding while he is not sure what the draw to Anoka really is he has seen much more foot traffic in the City than ever before. He said with this as well as the camping ordinance and aggressive pan-handling ordinance this is one more tool to stay on top of these problems.

Councilmember Freeburg said predicted this summer was going to be a challenge as Anoka is conducive to this type of activity and said there is no confusion as to where the problem is coming from as it stems from Hope 4 Youth. He said the organization caters to people who come from miles away and provides food and

supplies, including backpacks and tents, and that we should not be afraid to recognize this.

Mayor Rice said the problem is more than that as we are a charming community and what we are proud of draws people to us because we are friendly, giving, and have rivers, parks, and walkways and are prime for someone who chooses to be homeless. He said while there are programs for homelessness the reason for being more aggressive or assertive is that we work hard to create a welcoming community which can make it easy for an obvious homeless person to destroy much of the charm and safe feeling. Mayor Rice said if we could handle this without alienating other good people that would be fine and while people have a right to choose how to live when it alienates residents and businesses we have to address the problem.

Councilmember Freeburg said we do a lot as a community for the homeless but added his job is to the taxpayer and businesses of Anoka to protect their investment as they pay the bills.

Councilmember Schmidt said they have had budgetary discussions on wants and needs and said this will be a need and as the budgeting process begins in August instead of depending on the success of this increased coverage and relying on a windfall we need to budget for this regularly.

Councilmember Weaver when you look at the businesses in downtown Anoka this money is a drop in the bucket if we start losing any of them and asked what else staff needs from Council.

Mr. Lee said he just needs Council direction on hiring the additional officers.

Mayor Rice noted the 24-hour day coverage does not mean three persons for eight-hour shifts and while we are still trying to increase coverage we will not have staff 24/7 but are just increasing in areas.

Chief Johanson said that is exactly right but noted this will get us much closer to 24/7, especially during the summer months.

Mayor Rice said five years ago we did not need this but times have changed and will likely change again and as we continue to be assertive we will continue to find solutions, such as addressing car cruising in the past. He said he recently was on a walk and saw a homeless individual who he knew to have a police record and encouraged people to contact law enforcement are these people are not welcome. He said while he recognizes this sounds harsh a response is necessary.

Councilmember Schmidt said this is a much bigger problem than homelessness and that the City will soon be considering a drug paraphernalia ordinance as another tool as a whole wave of people come off the buses here to do illicit things

and this needs to be addressed as well. H said Anoka holds the County seat where people can receive maintenance payments but with no way to get to the job training center they stay in Anoka and that we have to control that which we can.

Mr. Borglund updated the Council about the proposed drug paraphernalia ordinance, stating staff has notified tobacco license holders and plans to have the first reading held on July 18. He noted staff has also held conversations with the two other property owners who may be impacted.

Mr. Lee stated the proposed ordinance would prohibit the sale of certain potential drug paraphernalia items within Anoka.

Mayor Rice asked if the ordinance will result in non-conforming business or will not be allowed. Mr. Borglund said the ordinance would prohibit certain items to no longer be able to be possessed or sold certain items.

Mayor Rice noted there is an argument for some of these items to be used for activities other than drug paraphernalia.

Mr. Lee said this is a new ordinance that other cities have successfully adopted.

Motion by Councilmember Schmidt, seconded by Councilmember Freeburg, to direct staff to begin hiring process for proposed downtown security officers but not adopt proposed resolution authorizing revision of 2016 budget to allow funding for downtown security officers in order to wait until year end to review if current budget allows for funding.

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

Mr. Lee said staff can bring forward a budget adjustment later in the year as well as the 2017 budget adjustment and will begin moving forward immediately to hire the security officers as proposed.

Mayor Rice said he would like to see this as a budget decrease if possible. Mr. Lee said Ms. Yager will be tracking downtown overtime over the final months of 2016 and hopes to bring forward solutions.

Councilmember Freeburg suggested a worksession to review going back to the source and potentially charging back for these services, similar to rental licensing.

## **10. UNFINISHED BUSINESS**

None.

## **11. NEW BUSINESS**

None.

## **12. UPDATES AND REPORTS**

### **12.1 Tentative Agenda(s).**

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

### **12.2 Staff and Council Input.**

Councilmember Weaver reminded the community to attend the annual Riverfest Craft Fair event on Saturday, July 9, adding this is the first time the event has sold out. He also encouraged people to attend the Historical Society Home and Garden Tour on Sunday, July 10.

Mayor Rice said the Home and Garden Tour is a fundraising event for the Historical Society.

Councilmember Schmidt noted the tour has been sold out for the several years and is a good event.

## **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: 8:05 p.m.

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

Approval Attestation:  
Amy T. Oehlers, City Clerk

# COUNCIL MEMO FORM

4.1

Meeting Date	07-18-2016
Agenda Section	Open Forum
Item Description	Eagle Scout; Dominic Tverberg
Submitted By	Mark Anderson

## **BACKGROUND INFORMATION**

Each year the City of Anoka receives requests from Life Scouts (Boy Scouts of America) who wish to complete an Eagle Scout Leadership Projects in the City of Anoka. These Eagle Scout Projects are a requirement that must be completed for a Scout to reach the level of "Eagle Scout". The process requires that the candidate develop a project and plan, get the necessary approvals, carry out the project, and then report on the completion of the project to the Eagle Scout board of review for approval. Eagle Scouts are recognized as a group of men who are outstanding in all that Scouting represents.

The various projects vary in scope and size but always provide benefits to the City. The project proposed by Dominic Tverberg, a Life Scout and Anoka Resident, was to remove Invasive species (Buckthorn & vines), dead-fall and pruning of other trees along the east bank of the Rum River in Akin Riverside Park. Dominic recruited and coordinated 15 people to help him complete this project on June 11, 2016 and it was a great success! This project was on the Public Services "To-do List" for a long time and is now complete. Thank you Dominic!

I wanted to take this opportunity to inform the Council of these activities and publicly thank Dominic and his volunteers for their much appreciated work on this project! I look forward to completing more Eagle Scout Leadership Projects in the City of Anoka.

## **FINANCIAL IMPACT**

Their volunteer labor has saved the City money by taking on this important task.

## **COUNCIL ACTION REQUESTED**

I am requesting that the Council recognize Dominic Tverberg in his goal to attain his Eagle Scout rank and thank him for his considerable effort and accomplishment at Akin Riverside Park.

# COUNCIL MEMO FORM

6.1

Meeting Date	07-18-2016
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 July 18, 2016**

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137064	CenturyLink	7633236665 Jun	Communications	101	General Fund \$90.10
137065	Cintas	470766724	Mats	101	General Fund \$139.02
137065	Cintas	470766726	Mats	101	General Fund \$41.80
137066	Cottens Automotive	202704	Supplies	101	General Fund \$61.44
137066	Cottens Automotive	202704	Cottens Automotive	101	General Fund (\$61.44)
137068	Fastenal Company	MNTC8141876	Parts / Supplies	101	General Fund \$201.78
137071	Green Valley Greenhouse	284676	Annuals	101	General Fund \$15.25
137071	Green Valley Greenhouse	283781	Annuals	101	General Fund \$128.80
137071	Green Valley Greenhouse	700192-01	Baskets	101	General Fund \$8,300.35
137072	Interstate Power Systems, I	R001114655	Service Batteries/Cable	101	General Fund \$649.00
137073	Jeff Brooks	07/10/2016	2016 Concerts in the Park	101	General Fund \$300.00
137077	Menard Cashway Lumber	19860	Parts / Supplies	101	General Fund \$86.78
137085	Rocket Turf & Nursery	2377	Turf Rolls	101	General Fund \$35.00
137087	Sun Badge Company	368280	Repair Badge	101	General Fund \$53.00
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	101	General Fund \$1,210.36
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	101	General Fund \$1,222.16
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$3.27
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.34
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.78
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.53
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.19
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.10
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$2.89
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.82
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund (\$3.40)
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund (\$0.55)
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$2.38
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.77
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$5.49
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.65
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$321.22
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.77
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.86

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.92
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$1.15
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.12
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.04
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$1.54
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$23.91
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$3.27
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.26
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.92
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$1.54
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$0.77
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$2.37
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$1.10
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.92
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.85
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.77
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$5.09
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.31
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$1.50
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.19
137091	Sun Life Financial	LIFPP12 2016	Life Ins	101	General Fund \$326.06
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.04
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.92
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$1.08
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$2.69
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.82
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.12
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$1.10
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$24.01
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.64
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.18
137091	Sun Life Financial	LIFPP13 2016	Life Ins	101	General Fund \$0.19
137258	CenturyLink	7635769728 Jul 1	Communications	101	General Fund \$30.45

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
137259	Cintas	470766721	Uniforms	101	General Fund	\$9.22
137259	Cintas	470766721	Uniforms	101	General Fund	\$102.44
137262	Comcast	0231037 Jul 2016	Internet	101	General Fund	\$16.82
137262	Comcast	0231037 Jul 2016	Internet	101	General Fund	\$16.82
137264	Diamond Vogel Paint	802167598	Traffic Paint	101	General Fund	\$1,333.40
137265	LRRWMO - Permit	16-13	Permit Fee	101	General Fund	\$2,375.00
137267	Percolators Band	07/17/2016	2016 Concerts in the Park	101	General Fund	\$400.00
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$53.37
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$67.28
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$40.01
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$40.01
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$53.37
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$40.01
137269	Verizon Wireless	9767385254	Communications	101	General Fund	\$67.28
<b>Fund Total</b>						\$17,861.38
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	225	Cemetery	\$8.56
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	225	Cemetery	\$10.18
137091	Sun Life Financial	LIFPP13 2016	Life Ins	225	Cemetery	\$0.28
137091	Sun Life Financial	LIFPP13 2016	Life Ins	225	Cemetery	\$1.44
137091	Sun Life Financial	LIFPP12 2016	Life Ins	225	Cemetery	\$0.25
137091	Sun Life Financial	LIFPP12 2016	Life Ins	225	Cemetery	\$1.44
<b>Fund Total</b>						\$22.15
137091	Sun Life Financial	LIFPP12 2016	Life Ins	250	Ramp	\$0.09
137091	Sun Life Financial	LIFPP13 2016	Life Ins	250	Ramp	\$0.05
<b>Fund Total</b>						\$0.14
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	260	Parking	\$13.26
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	260	Parking	\$13.26
137091	Sun Life Financial	LIFPP12 2016	Life Ins	260	Parking	\$0.63
137091	Sun Life Financial	LIFPP13 2016	Life Ins	260	Parking	\$0.64
<b>Fund Total</b>						\$27.79
137260	City of Blaine	07/12/2016	Lodging Fees	290	Lodging Tax	\$942.01
<b>Fund Total</b>						\$942.01
137266	Master Technology Group	508582	Install Cables to Front Desk	405	Building Improve	\$285.00

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
<b>Fund Total</b>					\$285.00
137070	Graybar Electric Inc	985780692	COUPLING,FEMALE 5" CA	600	Electric \$258.11
137070	Graybar Electric Inc	985780692	3M 2229 compound tape	600	Electric \$240.30
137074	Jordan Drilling Solutions, L	5569	Directional Bores	600	Electric \$6,155.00
137074	Jordan Drilling Solutions, L	5566	Directional Bores	600	Electric \$9,494.00
137084	Resco	647799-00	WIRE, GUY, 3/8"	600	Electric \$173.94
137084	Resco	647799-00	WIRE,#2, TRIPLEX 600V	600	Electric \$293.91
137084	Resco	647799-00	INSULATORS, RL-15	600	Electric \$579.53
137089	Wesco	839353	DEADENDS,PREFORM 3/	600	Electric \$122.50
137089	Wesco	837816	DEADENDS,PREFORM 1/	600	Electric \$198.00
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	600	Electric \$268.42
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	600	Electric \$260.36
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$4.14
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$0.77
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$0.29
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$0.77
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$0.08
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$0.43
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$2.69
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$0.37
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$37.20
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric (\$1.65)
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$37.20
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$3.80
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$0.16
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$2.77
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$1.73
137091	Sun Life Financial	LIFPP13 2016	Life Ins	600	Electric \$2.58
137091	Sun Life Financial	LIFPP12 2016	Life Ins	600	Electric \$3.49
137261	City of Champlin	07/13/2016	Vacation / Sick Conversion	600	Electric \$4,801.36
137262	Comcast	0231037 Jul 2016	Internet	600	Electric \$16.82
<b>Fund Total</b>					\$22,959.07
137065	Cintas	470766723	Uniforms	601	Water \$111.30

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
137066	Cottens Automotive	202704	Cottens Automotive	601	Water	(\$61.44)
137066	Cottens Automotive	202704	Trailer Paint	601	Water	\$61.44
137067	Dakota Supply Group	C188992	Parts / Supplies	601	Water	\$81.00
137069	Gopher State One-Call	6040153	Locating Service	601	Water	\$437.17
137075	LANO EQUIPMENT	02-366670	Recycler Kit	601	Water	\$168.99
137077	Menard Cashway Lumber	19680	Supplies	601	Water	\$8.92
137078	Mid America Meter, Inc.	016-2267	Rebuild Meter	601	Water	\$500.00
137079	Minnesota Equipment	P10113	Parts / Supplies	601	Water	\$85.26
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	601	Water	\$17.24
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	601	Water	\$20.96
137091	Sun Life Financial	LIFPP13 2016	Life Ins	601	Water	\$2.66
137091	Sun Life Financial	LIFPP12 2016	Life Ins	601	Water	\$7.61
137091	Sun Life Financial	LIFPP12 2016	Life Ins	601	Water	\$2.56
137091	Sun Life Financial	LIFPP13 2016	Life Ins	601	Water	\$7.61
137262	Comcast	0231037 Jul 2016	Internet	601	Water	\$16.82
137263	Cottens Automotive	202704 A	Supplies	601	Water	\$61.44
137269	Verizon Wireless	9767385254	Communications	601	Water	\$25.00
137269	Verizon Wireless	9767385254	Communications	601	Water	\$53.37
137269	Verizon Wireless	9767385254	Communications	601	Water	\$53.37
137269	Verizon Wireless	9767385254	Communications	601	Water	\$53.37
			<b>Fund Total</b>			\$1,714.65
137069	Gopher State One-Call	6040153	Locating Service	602	Sewer Treatment	\$437.18
137080	Pioneer Rim & Wheel	1-339219	Service Trailer	602	Sewer Treatment	\$632.88
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	602	Sewer Treatment	\$17.24
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	602	Sewer Treatment	\$17.24
137091	Sun Life Financial	LIFPP13 2016	Life Ins	602	Sewer Treatment	\$2.31
137091	Sun Life Financial	LIFPP12 2016	Life Ins	602	Sewer Treatment	\$7.61
137091	Sun Life Financial	LIFPP13 2016	Life Ins	602	Sewer Treatment	\$7.61
137091	Sun Life Financial	LIFPP12 2016	Life Ins	602	Sewer Treatment	\$2.43
137262	Comcast	0231037 Jul 2016	Internet	602	Sewer Treatment	\$16.82
137269	Verizon Wireless	9767385254	Communications	602	Sewer Treatment	\$63.77
137269	Verizon Wireless	9767385254	Communications	602	Sewer Treatment	\$25.00
137269	Verizon Wireless	9767385254	Communications	602	Sewer Treatment	\$62.77

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
					\$1,292.86
<b><i>Fund Total</i></b>					
137063	Better Values Liquor	07/06/2016	Petty Cash	609	Liquor Stores \$8.98
137063	Better Values Liquor	07/06/2016	Petty Cash	609	Liquor Stores \$54.49
137063	Better Values Liquor	07/06/2016	Petty Cash	609	Liquor Stores \$57.25
137063	Better Values Liquor	07/06/2016	Petty Cash	609	Liquor Stores \$133.00
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	609	Liquor Stores \$159.70
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	609	Liquor Stores \$159.70
137091	Sun Life Financial	LIFPP12 2016	Life Ins	609	Liquor Stores \$1.53
137091	Sun Life Financial	LIFPP13 2016	Life Ins	609	Liquor Stores \$1.55
137091	Sun Life Financial	LIFPP12 2016	Life Ins	609	Liquor Stores \$1.55
137091	Sun Life Financial	LIFPP13 2016	Life Ins	609	Liquor Stores \$1.53
<b><i>Fund Total</i></b>					\$579.28
137081	Reinders, Inc.	3039130-00	Parts / Supplies	614	Golf \$132.15
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	614	Golf \$17.64
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	614	Golf \$23.48
137091	Sun Life Financial	LIFPP13 2016	Life Ins	614	Golf \$0.19
137091	Sun Life Financial	LIFPP12 2016	Life Ins	614	Golf \$33.43
137091	Sun Life Financial	LIFPP12 2016	Life Ins	614	Golf \$2.30
137091	Sun Life Financial	LIFPP12 2016	Life Ins	614	Golf \$0.19
137091	Sun Life Financial	LIFPP13 2016	Life Ins	614	Golf \$38.27
137091	Sun Life Financial	LIFPP13 2016	Life Ins	614	Golf \$2.61
137257	Bioverse, Inc	68630	AquaSphere Pro	614	Golf \$339.90
137258	CenturyLink	7635769728 Jul 1	Communications	614	Golf \$30.44
137269	Verizon Wireless	9767385254	Communications	614	Golf \$57.77
137269	Verizon Wireless	9767385254	Communications	614	Golf \$44.18
<b><i>Fund Total</i></b>					\$722.55
137062	Ace Solid Waste	June 2016	June 2016 Garbage Svc	616	Refuse \$4,984.40
137083	Republic Services #899	8998000127 Jun	June 2016 Garbage Svc	616	Refuse \$3,418.44
<b><i>Fund Total</i></b>					\$8,402.84
137082	Republic Services #899	0899-002872954	July 2016 Recycling	617	Recycling \$17,528.54
137091	Sun Life Financial	LIFPP13 2016	Life Ins	617	Recycling \$3.44
137091	Sun Life Financial	LIFPP12 2016	Life Ins	617	Recycling \$0.27
137091	Sun Life Financial	LIFPP13 2016	Life Ins	617	Recycling \$0.27

**Paid Bill List for Ratification  
Bill List for July 18, 2016**

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
137091	Sun Life Financial	LIFPP12 2016	Life Ins	617	Recycling	\$3.44
						\$17,535.96
<b><i>Fund Total</i></b>						
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	701	Vehicle Maintenance	\$25.37
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	701	Vehicle Maintenance	\$25.37
137091	Sun Life Financial	LIFPP12 2016	Life Ins	701	Vehicle Maintenance	\$1.13
137091	Sun Life Financial	LIFPP12 2016	Life Ins	701	Vehicle Maintenance	\$10.86
137091	Sun Life Financial	LIFPP13 2016	Life Ins	701	Vehicle Maintenance	\$1.12
137091	Sun Life Financial	LIFPP13 2016	Life Ins	701	Vehicle Maintenance	\$10.86
137262	Comcast	0231037 Jul 2016	Internet	701	Vehicle Maintenance	\$16.82
137270	Zarnoth Brush Works	0160664-IN	Brooms	701	Vehicle Maintenance	\$1,419.00
						\$1,510.53
<b><i>Fund Total</i></b>						
137086	SHI International Corp	B05113790	Windows Office	702	IT	\$243.00
137088	Tyler Technologies, Inc.	025-158311	Zebra Printer	702	IT	\$762.00
137262	Comcast	0231847 July 201	Internet	702	IT	\$67.97
137268	Tyler Technologies, Inc.	025-155828	Report Writer Maint	702	IT	\$3,551.13
						\$4,624.10
<b><i>Fund Total</i></b>						
137076	League of MN Cities Insura	C0025141	Claim Payment	715	Insurance	\$3,053.53
						\$3,053.53
<b><i>Fund Total</i></b>						
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	830	HRA	\$46.70
137090	Delta Dental	DEFPP12 2016	Dental Premium- Flex	830	HRA	\$46.70
137091	Sun Life Financial	LIFPP12 2016	Life Ins	830	HRA	\$0.77
137091	Sun Life Financial	LIFPP12 2016	Life Ins	830	HRA	\$5.40
137091	Sun Life Financial	LIFPP13 2016	Life Ins	830	HRA	\$0.77
137091	Sun Life Financial	LIFPP13 2016	Life Ins	830	HRA	\$5.40
						\$105.74
<b><i>Fund Total</i></b>						
137090	Delta Dental	DEFPP13 2016	Dental Premium- Flex	980	Payroll Clearing	\$313.90
137091	Sun Life Financial	LIFPP12 2016	Life Ins	980	Payroll Clearing	\$1.78
						\$315.68
<b><i>Fund Total</i></b>						
137066	Cottens Automotive	202704	Cottens Automotive	999	Pooled Cash	\$61.44
137066	Cottens Automotive	202704	Cottens Automotive	999	Pooled Cash	\$61.44
						\$122.88
<b><i>Fund Total</i></b>						
<b><i>Grand Total</i></b>						\$82,078.14

**PAYROLL**

PP 14

BILL LIST DATE

07/18/16

GROSS PAYROLL - REG

\$369,143.21

LESS EMPLOYEE SHARE OF BENEFITS

(\$2,225.00)

\$366,918.21

EMPLOYER SHARE HEALTH INSURANCE

\$54,472.00

EMPLOYER SHARE FICA & MEDICARE

\$21,673.83

EMPLOYER SHARE PERA

\$30,412.60

\$106,558.43

TOTAL PAYROLL

\$473,476.64

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	101	General Fund \$2,498.28
137107	ACBC Food Shelf	07/05/2016	Ice Cream Social Donations	101	General Fund \$390.81
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$259.22
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$893.11
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$221.62
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$51.57
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$52.21
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$192.48
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$99.91
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$66.49
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$35.18
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	101	General Fund \$203.93
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$35.18
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$203.93
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$52.21
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$51.57
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$221.62
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$693.94
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$99.91
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$208.67
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$66.49
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	101	General Fund \$136.86
137110	Ace Solid Waste	1902515	Jun/Jul 2016 Castle Field	101	General Fund \$397.22
137111	Alan Cunningham	07/01/2016	Refund Pool Pass	101	General Fund \$214.25
137117	Anoka Area Chamber Co	016780	Golf Tournament	101	General Fund \$600.00
137118	Anoka Co Central Comm	2016-265	May 2016 Wireless Internet	101	General Fund \$559.21
137119	Anoka Co Sheriffs Office	07/04/2016	Gun Range Use	101	General Fund \$125.00
137120	Anoka Hennepin School	July 2016	Community Ed Support	101	General Fund \$5,340.00
137121	Anoka Independent Grai	103483	Supplies	101	General Fund \$181.95
137124	Aspen Mills	182837	Uniform - M Whitaker	101	General Fund \$105.70
137124	Aspen Mills	183155	Uniform - B Stopka	101	General Fund \$166.45
137124	Aspen Mills	183154	Uniform - J Bounsavath	101	General Fund \$85.70
137124	Aspen Mills	183153	Uniform - E Peterson	101	General Fund \$33.70
137124	Aspen Mills	182844	Uniform - H Novak	101	General Fund \$412.55
137124	Aspen Mills	182838	Uniform - P Schley	101	General Fund \$231.95

## Bill List for July 18, 2016

<i>Check # Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137124 Aspen Mills	182840	Uniform - E Algiers	101 General Fund	\$28.95
137124 Aspen Mills	182839	Uniform - A Youngquist	101 General Fund	\$28.95
137124 Aspen Mills	183152	Uniform - B Stopka	101 General Fund	\$189.00
137130 Bureau of Crim. Apprehe	293668	CJDN Connect	101 General Fund	\$780.00
137131 Car Wash Partners	62562	Car Washes	101 General Fund	\$840.00
137134 Central Irrigation Supply	6049930-00	Supplies	101 General Fund	\$88.06
137135 Cintas	470773960	Mats / Misc	101 General Fund	\$129.51
137135 Cintas	470766731	Uniforms	101 General Fund	\$28.03
137135 Cintas	470769942	Uniforms	101 General Fund	\$57.40
137135 Cintas	470769942	Uniforms	101 General Fund	\$9.22
137135 Cintas	470769944	Mats	101 General Fund	\$139.02
137135 Cintas	470769946	Mats	101 General Fund	\$41.80
137135 Cintas	470770773	Mats	101 General Fund	\$129.51
137135 Cintas	470769951	Uniforms	101 General Fund	\$28.03
137136 City of Andover	07/05/2016	Jun 16 Traffic Signal Lights	101 General Fund	\$72.89
137138 City of Champlin	60302 3rd Qtr	2016 3rd Qtr Fire Dept Alloc	101 General Fund	\$147,982.75
137141 Classic Construction	17912	Service	101 General Fund	\$1,611.00
137141 Classic Construction	17912	Service	101 General Fund	\$1,773.00
137141 Classic Construction	17912	Service	101 General Fund	\$600.40
137141 Classic Construction	17912	Service	101 General Fund	\$3,399.00
137141 Classic Construction	17912	Service	101 General Fund	\$1,585.00
137145 Commercial Asphalt Co	160630	Dura Drive	101 General Fund	\$1,285.56
137146 Commers The Water Co	66916	Solar Salt	101 General Fund	\$45.50
137147 Cottens Automotive	208526	Supplies	101 General Fund	\$7.53
137147 Cottens Automotive	209516	Battery	101 General Fund	\$82.23
137147 Cottens Automotive	207778	Hose Clamp	101 General Fund	\$14.10
137147 Cottens Automotive	207699	Supplies	101 General Fund	\$40.06
137149 Culligan	114X58761905	Bottle Water	101 General Fund	\$363.49
137151 D. Ervasti Sales Co.	13392	Supplies	101 General Fund	\$2,273.69
137153 Dakota Supply Group	C264713	Flagpole Lights	101 General Fund	\$194.00
137153 Dakota Supply Group	C264713	Flagpole Lights	101 General Fund	\$194.00
137154 Daughters of the Americ	07/08/2016	Refund Key Deposit	101 General Fund	\$125.00
137155 DCC Inc.	07/07/2016	Demolition Deposit	101 General Fund	\$500.00
137160 Dziejdzic Caulking, Inc.	101600	Re-caulk Pool	101 General Fund	\$6,670.00
137162 ECM Publishers	369880	2015 Financial Report	101 General Fund	\$607.38

**Bill List for July 18, 2016**

<i>Check # Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137162 ECM Publishers	369879	2015 Financial Report	101 General Fund	\$634.25
137162 ECM Publishers	373106	Personnel - Streets	101 General Fund	\$172.80
137163 Electric Motor Repair	429919	Parts	101 General Fund	\$403.17
137164 Electric Systems of Anok	MO478	Circuit Breakers for Cart	101 General Fund	\$79.28
137165 Fastenal Company	MNTC8142048	Parts / Supplies	101 General Fund	\$119.99
137166 Finance & Commerce	D6FSCR 08/31/16	Subscription	101 General Fund	\$199.00
137167 FINKEN WATER CENT	37678TF	Artesian Water	101 General Fund	\$94.35
137167 FINKEN WATER CENT	39453TF	Artesian Water	101 General Fund	\$87.15
137170 Frattallone's Hardware St	026821/J	Parts / Supplies	101 General Fund	\$49.32
137172 Graco Minnesota Inc.	07/15/2016	1/2 Annual Tax Abatement	101 General Fund	\$10,000.00
137174 Great Northern Landscap	11362	Replace Trees - Rum River W	101 General Fund	\$2,245.00
137175 Hakanson Anderson	36344	AN376 2015 Parking Lot/Alle	101 General Fund	\$133.67
137175 Hakanson Anderson	36351	AN901 2016 Gen Engineerin	101 General Fund	\$1,305.75
137178 Hawkins Water Treatme	3907225	Pool Chemicals	101 General Fund	\$1,539.10
137179 HD Supply Waterworks,	F741026	Supplies	101 General Fund	\$97.76
137180 HealthPartners	900029289	Drug Screens / Pre Plcmt	101 General Fund	\$114.00
137180 HealthPartners	900029289	Drug Screens / Pre Plcmt	101 General Fund	\$196.00
137180 HealthPartners	900029289	Drug Screens / Pre Plcmt	101 General Fund	\$342.00
137182 Helena Chemical Compa	134729626	Supplies	101 General Fund	\$128.25
137182 Helena Chemical Compa	134729627	Supplies	101 General Fund	\$2,845.44
137183 Hicken, Scott & Howard	9001-02M 6/30/16	Legal Svcs - Criminal	101 General Fund	\$10,056.45
137185 Identisys Inc.	303898	Cards / Ribbons	101 General Fund	\$907.77
137185 Identisys Inc.	303234	Service Contract	101 General Fund	\$611.00
137186 IIMC	7608 6/22/16	Membership	101 General Fund	\$180.00
137187 Innovative Office Solutio	IN1228154	Supplies	101 General Fund	\$10.96
137187 Innovative Office Solutio	IN1235577	Supplies	101 General Fund	\$8.83
137187 Innovative Office Solutio	IN1235577	Supplies	101 General Fund	\$12.84
137187 Innovative Office Solutio	IN1228835	Supplies	101 General Fund	\$572.75
137187 Innovative Office Solutio	IN1234638	Supplies	101 General Fund	\$202.55
137187 Innovative Office Solutio	SCN-047577	Supplies	101 General Fund	(\$28.82)
137188 Interstate Disposal	7518	Hauling	101 General Fund	\$385.36
137190 IPS	1258-65795	Mount Camera on Pole	101 General Fund	\$2,645.94
137200 MAC TOOLS	D 576	Work Light	101 General Fund	\$119.99
137201 Main Floral LTD	017534	Peace Lily - Talbot	101 General Fund	\$83.00
137201 Main Floral LTD	017533	Peace Lily - Ohmdahl	101 General Fund	\$83.50

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137203	Menard Cashway Lumbe	20982	Supplies	101 General Fund	\$50.64
137203	Menard Cashway Lumbe	20645	Extension Cord	101 General Fund	\$19.90
137203	Menard Cashway Lumbe	20983	Supplies	101 General Fund	\$37.76
137203	Menard Cashway Lumbe	21285	Parts / Supplies	101 General Fund	\$87.18
137203	Menard Cashway Lumbe	20404	Parts / Supplies	101 General Fund	\$29.98
137203	Menard Cashway Lumbe	21106	Supplies	101 General Fund	\$31.52
137204	MG Painting & Service L	1929	Paint Doors / Frames	101 General Fund	\$797.00
137204	MG Painting & Service L	1929	Wash / Paint Rails/Doors	101 General Fund	\$2,689.28
137206	Minnesota Equipment	P11002	Parts / Supplies	101 General Fund	\$222.41
137207	Minnesota Sheriffs' Asso	116610	License / Force Instructor	101 General Fund	\$990.00
137209	MN Department of Labor	25036003005	2016 2nd Qtr State Surcharge	101 General Fund	(\$372.05)
137209	MN Department of Labor	25036003005	2016 2nd Qtr State Surcharge	101 General Fund	\$9,301.16
137210	MTI Distributing Compan	1074607-00	Parts / Supplies	101 General Fund	\$37.39
137213	Natural Endeavors	1354	Clubhouse Plan	101 General Fund	\$4,090.75
137214	North Metro Irrigation	49	Mowing of City Lots	101 General Fund	\$4,800.00
137215	Northern Sanitary Supply	181199	Supplies	101 General Fund	\$778.85
137216	Orkin Exterminating Inc	123142259	Pest Control	101 General Fund	\$84.71
137216	Orkin Exterminating Inc	123142258	Pest Control Senior Center	101 General Fund	\$68.10
137216	Orkin Exterminating Inc	123142253	Pest Control	101 General Fund	\$76.61
137216	Orkin Exterminating Inc	123142252	Pest Control	101 General Fund	\$48.66
137220	Presto Graphics	56076	Riverfest No Parking	101 General Fund	\$162.71
137220	Presto Graphics	56002	Schedule Board Magnets	101 General Fund	\$47.16
137220	Presto Graphics	55989	Stamp Event Posters	101 General Fund	\$34.92
137221	Psych Recovery Inc	71004-00 6/29/16	Professional Svcs	101 General Fund	\$750.00
137222	Purchasing Power	106080-1	Envelopes	101 General Fund	\$239.10
137224	Reinders, Inc.	3039487-00	RoundUp QuickPro	101 General Fund	\$200.00
137224	Reinders, Inc.	3039461-00	RoundUp QuickPro	101 General Fund	\$200.00
137226	RI-TEC	0001024-IN	Supplies	101 General Fund	\$1,621.00
137228	RMS Surgical Inc	06/29/16	Park Cancellation	101 General Fund	\$75.00
137228	RMS Surgical Inc	07/01/2016	Bi Annual Tax Abatement	101 General Fund	\$1,918.42
137230	Scott Huboda	06/28/16	Demolition Deposit Refund	101 General Fund	\$500.00
137233	Solid Rock Free Luthera	07/01/2016	Demolition Deposit	101 General Fund	\$500.00
137236	Ted Hagfors	1608	Electrical Inspections	101 General Fund	\$1,787.20
137239	TimeSaver Off Site Sec.	M22205	6/20/16 Council Meeting	101 General Fund	\$326.28
137239	TimeSaver Off Site Sec.	M22203	6/9/16 Econ Dev Meeting	101 General Fund	\$136.00

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137241	Todd McMorran	17348	June 2016 Greenhaven	101	General Fund \$1,000.00
137243	Twin Cities Flag Source,	29490	Flags	101	General Fund \$156.00
137245	U.S. Bank	June 2016	Lifeguard Stores	101	General Fund \$189.00
137245	U.S. Bank	June 2016	ThinRed Blue LIne	101	General Fund \$56.00
137245	U.S. Bank	June 2016	Wal-Mart	101	General Fund \$2.48
137245	U.S. Bank	June 2016	Home Depot	101	General Fund \$319.23
137245	U.S. Bank	June 2016	Paramount Arts	101	General Fund \$300.00
137245	U.S. Bank	June 2016	Conney Safety	101	General Fund \$369.47
137245	U.S. Bank	June 2016	Science Museum	101	General Fund \$90.00
137245	U.S. Bank	June 2016	St Croix Boat	101	General Fund \$297.05
137245	U.S. Bank	June 2016	Price Chopper	101	General Fund \$100.00
137245	U.S. Bank	June 2016	ARC Svcs	101	General Fund \$540.00
137245	U.S. Bank	June 2016	Pay Pal	101	General Fund (\$15.50)
137245	U.S. Bank	June 2016	CVS	101	General Fund \$21.98
137245	U.S. Bank	June 2016	Show Me Cables	101	General Fund \$105.22
137245	U.S. Bank	June 2016	Bloomington Theatre	101	General Fund \$180.00
137245	U.S. Bank	June 2016	Lifeguard Stores	101	General Fund \$194.40
137245	U.S. Bank	June 2016	Lyric Arts	101	General Fund \$193.80
137245	U.S. Bank	June 2016	Galls	101	General Fund \$75.92
137245	U.S. Bank	June 2016	Brownells	101	General Fund \$92.94
137245	U.S. Bank	June 2016	Pay Pal	101	General Fund \$379.50
137245	U.S. Bank	June 2016	Office Max	101	General Fund \$97.93
137245	U.S. Bank	June 2016	Greenhaven	101	General Fund \$152.34
137245	U.S. Bank	June 2016	Home Depot	101	General Fund \$82.95
137245	U.S. Bank	June 2016	Home Depot	101	General Fund \$1.59
137245	U.S. Bank	June 2016	Amazon	101	General Fund \$33.85
137245	U.S. Bank	June 2016	Wild Mountain	101	General Fund \$359.85
137245	U.S. Bank	June 2016	Arc Svcs	101	General Fund \$175.00
137246	United Laboratories	INV158476	Disinfectant for Pound	101	General Fund \$472.26
137247	United Refrigeration, Inc.	51887034-00	Parts / Supplies	101	General Fund \$126.01
137252	WIPFLI LLP	1021253	2015 Financial Audit	101	General Fund (\$165.00)
137252	WIPFLI LLP	1021253	2015 Financial Audit	101	General Fund (\$165.00)
137253	Wruck Sewer and Portab	895	Portable Toilet Rental	101	General Fund \$1,026.28
137253	Wruck Sewer and Portab	896	ADA Rental	101	General Fund \$99.63
137253	Wruck Sewer and Portab	912	Portable Toilet Cleaning	101	General Fund \$2,654.59

## Bill List for July 18, 2016

Check #	Vendor Alpha Name	Invoice #	Description	Fund	Amount
137256	Zahl Equipment Compan	0217863-IN	Full Function Test	101	General Fund \$236.50
					<b>Fund Total</b>
					\$265,975.24
137252	WIPFLI LLP	1021253	2015 Financial Audit	202	Urban Redevel (\$5.00)
					<b>Fund Total</b>
					(\$5.00)
137252	WIPFLI LLP	1021253	2015 Financial Audit	225	Cemetery (\$5.00)
					<b>Fund Total</b>
					(\$5.00)
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	250	Ramp \$88.66
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	250	Ramp \$88.66
137252	WIPFLI LLP	1021253	2015 Financial Audit	250	Ramp \$10.00
					<b>Fund Total</b>
					\$187.32
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	260	Parking \$2,886.83
137252	WIPFLI LLP	1021253	2015 Financial Audit	260	Parking (\$10.00)
					<b>Fund Total</b>
					\$2,876.83
137252	WIPFLI LLP	1021253	2015 Financial Audit	290	Lodging Tax \$10.00
					<b>Fund Total</b>
					\$10.00
137252	WIPFLI LLP	1021253	2015 Financial Audit	405	Building Impro \$125.00
					<b>Fund Total</b>
					\$125.00
137150	D & T Landscaping	29276	Svc 529/535 Madison	415	Road Improve \$215.00
137150	D & T Landscaping	29275	Svc 807 Adams	415	Road Improve \$135.00
137174	Great Northern Landscap	11363	Maple Trees - Slabtown	415	Road Improve \$598.00
137175	Hakanson Anderson	36342	AN367 Slab Town	415	Road Improve \$2,342.98
137175	Hakanson Anderson	36345	AN377 2016 Street Renewal	415	Road Improve \$52,791.28
137175	Hakanson Anderson	36341	AN365 CSAH 116/Castle Fiel	415	Road Improve \$1,278.35
137175	Hakanson Anderson	36338	AN360 2013 Street Renewal	415	Road Improve \$46.75
137175	Hakanson Anderson	36343	AN375 2015 Street Renewal	415	Road Improve \$94.40
137175	Hakanson Anderson	36336	AN213 Rum River Shores	415	Road Improve \$282.13
137195	Kuechle Underground, In	Pay Est 3 7/1/16	2016 Street Renewal	415	Road Improve \$510,548.94
137252	WIPFLI LLP	1021253	2015 Financial Audit	415	Road Improve (\$220.00)
					<b>Fund Total</b>
					\$568,112.83
137175	Hakanson Anderson	36350	AN717 4th Ave Trail	450	Park Projects \$2,805.95
137175	Hakanson Anderson	36344	AN376 2015 Parking Lot/Alle	450	Park Projects \$127.09
137252	WIPFLI LLP	1021253	2015 Financial Audit	450	Park Projects \$145.00
					<b>Fund Total</b>
					\$3,078.04
137252	WIPFLI LLP	1021253	2015 Financial Audit	460	Park Improve \$780.00
					<b>Fund Total</b>
					\$780.00

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<i>Check # Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137252 WIPFLI LLP	1021253	2015 Financial Audit	470 Pool Improve	\$120.00
				\$120.00
<b>Fund Total</b>				
137175 Hakanson Anderson	36340	AN364 Garfield Substation	481 Redevelopmen	\$1,786.90
137252 WIPFLI LLP	1021253	2015 Financial Audit	481 Redevelopmen	\$30.00
				\$1,816.90
<b>Fund Total</b>				
588 City of Anoka	07/18/2016	City Utilities - Jun 2016	485 Enterprise Par	\$1,018.16
137159 Douglas-Kerr Undergrou	Pay Est 1 7/8/16	Fellowship PI Utility Extensio	485 Enterprise Par	\$144,413.87
137175 Hakanson Anderson	36349	AN624 Riverplace Utility	485 Enterprise Par	\$24,633.43
137175 Hakanson Anderson	36337	AN215 Riverplace Devel	485 Enterprise Par	\$7,608.25
137175 Hakanson Anderson	36347	AN379 City Hall Parking Lot	485 Enterprise Par	\$3,853.50
137175 Hakanson Anderson	36346	AN378 3rd Add Utility Ext	485 Enterprise Par	\$79.28
137175 Hakanson Anderson	36344	AN376 2015 Parking Lot/Alle	485 Enterprise Par	\$208.24
137177 Hardrives, Inc.	Pmt #3 7/11/16	North Parking Lot	485 Enterprise Par	\$81,108.48
137252 WIPFLI LLP	1021253	2015 Financial Audit	485 Enterprise Par	(\$15.00)
				\$262,908.21
<b>Fund Total</b>				
137252 WIPFLI LLP	1021253	2015 Financial Audit	486 Historic Run Ri	\$210.00
				\$210.00
<b>Fund Total</b>				
137252 WIPFLI LLP	1021253	2015 Financial Audit	487 South Ferry	\$10.00
				\$10.00
<b>Fund Total</b>				
587 MMPA	2533	Purchased Power June 2016	600 Electric	,033,702.59
588 City of Anoka	07/18/2016	City Utilities - Jun 2016	600 Electric	\$19,170.13
588 City of Anoka	07/18/2016	City Utilities - Jun 2016	600 Electric	\$3,315.08
137092 Misc Vendor	000201607116437	01-014360-01	600 Electric	\$23.00
137093 Misc Vendor	000201607116438	01-173840-07	600 Electric	\$108.25
137094 Misc Vendor	000201607116439	01-177000-02	600 Electric	\$148.05
137095 Misc Vendor	000201607116440	01-528470-05	600 Electric	\$45.00
137096 Misc Vendor	000201607116441	01-532020-03	600 Electric	\$113.71
137097 Misc Vendor	000201607116442	01-533630-09	600 Electric	\$9.00
137098 Misc Vendor	000201607116443	01-567880-10	600 Electric	\$125.78
137099 Misc Vendor	000201607116444	02-241200-01	600 Electric	\$1,041.58
137100 Misc Vendor	000201607116445	04-093100-03	600 Electric	\$20.70
137101 Misc Vendor	000201607116446	13-073460-02	600 Electric	\$57.54
137102 Misc Vendor	000201607116447	13-150790-02	600 Electric	\$29.29
137103 Misc Vendor	000201607116448	21-327660-10	600 Electric	\$128.38
137104 Misc Vendor	000201607116449	21-344900-00	600 Electric	\$42.12

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137105	Misc Vendor	000201607116450	21-347560-09	600 Electric	\$36.81
137106	Misc Vendor	000201607116451	21-626770-06	600 Electric	\$70.73
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	600 Electric	\$51.57
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	600 Electric	\$51.57
137112	Altec Industries Inc	10586907	Winch Shaft	600 Electric	\$425.65
137113	Always Bright Lights	548	Repair - 12400 Gettysburgh	600 Electric	\$360.00
137135	Cintas	470769941	Uniforms	600 Electric	\$139.73
137137	City of Champlin	10311860001-07/16	Stormwater/Street Lights	600 Electric	\$92.55
137139	City of Champlin	June 2016	June 2016 Tax	600 Electric	\$11,293.50
137140	City of Coon Rapids	June 2016	June 2016 Tax	600 Electric	\$2,351.50
137169	First-Shred	188080	Executive Bin	600 Electric	\$69.80
137180	HealthPartners	900029289	Drug Screens / Pre Plcmt	600 Electric	\$57.00
137180	HealthPartners	900029289	Drug Screens / Pre Plcmt	600 Electric	\$714.00
137187	Innovative Office Solutio	IN1228154	Supplies	600 Electric	\$60.85
137194	Jordan Drilling Solutions,	5583	Directional Bores	600 Electric	\$5,691.25
137203	Menard Cashway Lumbe	20474	Parts / Supplies	600 Electric	\$30.40
137203	Menard Cashway Lumbe	20855	Parts / Supplies	600 Electric	\$60.02
137222	Purchasing Power	106080-1	Envelopes	600 Electric	\$589.93
137232	SHORTSTOP ELECTRI	S-3875	Boring/Raceway Install	600 Electric	\$4,264.00
137245	U.S. Bank	June 2016	Northwest Lneman	600 Electric	\$560.00
137245	U.S. Bank	June 2016	Gordon Elec	600 Electric	\$144.48
137245	U.S. Bank	June 2016	ToolUp	600 Electric	\$1,338.88
137245	U.S. Bank	June 2016	US Bank Visa	600 Electric	\$142.28
137245	U.S. Bank	June 2016	MN Electric	600 Electric	\$97.35
137252	WIPFLI LLP	1021253	2015 Financial Audit	600 Electric	(\$3,820.00)
137254	Xcel Energy	3265 July 2016	Facilities Agreement	600 Electric	\$5,250.00
<b>Fund Total</b>					\$2,088,204.05
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	601 Water	\$2,551.44
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	601 Water	\$13,553.61
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	601 Water	\$51.57
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	601 Water	\$51.57
137135	Cintas	470769943	Uniforms	601 Water	\$106.20
137147	Cottens Automotive	208261	Trailer Parts	601 Water	\$3.57
137147	Cottens Automotive	208298	Adapter	601 Water	\$1.31
137147	Cottens Automotive	208992	Trailer Parts	601 Water	\$22.97

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Fund</i>	<i>Amount</i>
137153	Dakota Supply Group	C196778	Parts / Supplies	601	Water	\$19,125.00
137175	Hakanson Anderson	36339	AN362 7th Ave Utility	601	Water	\$211.25
137178	Hawkins Water Treatme	3907228	Chemicals	601	Water	\$4,326.59
137203	Menard Cashway Lumbe	21076	Parts / Supplies	601	Water	\$23.07
137205	Mid America Meter, Inc.	016-2289	Supplies	601	Water	\$267.00
137208	MN Department of Healt	06/17/2016	Certification Fee - Neumann	601	Water	\$23.00
137242	Tonka Water	1003128-IN	Solenoid	601	Water	\$877.83
137250	Water Laboratories Inc	12118	Coliform Only	601	Water	\$64.00
137252	WIPFLI LLP	1021253	2015 Financial Audit	601	Water	\$830.00
<b>Fund Total</b>						\$42,089.98
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	602	Sewer Treatm	\$507.28
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	602	Sewer Treatm	\$2,425.90
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	602	Sewer Treatm	\$51.57
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	602	Sewer Treatm	\$51.57
137147	Cottens Automotive	208298	Adapter	602	Sewer Treatm	\$1.30
137147	Cottens Automotive	208992	Trailer Parts	602	Sewer Treatm	\$22.96
137147	Cottens Automotive	208261	Trailer Parts	602	Sewer Treatm	\$3.57
137245	U.S. Bank	June 2016	OfficeMax	602	Sewer Treatm	\$69.65
137245	U.S. Bank	June 2016	Lowe's	602	Sewer Treatm	\$23.01
137245	U.S. Bank	June 2016	OfficeMax	602	Sewer Treatm	\$97.39
137252	WIPFLI LLP	1021253	2015 Financial Audit	602	Sewer Treatm	\$1,210.00
<b>Fund Total</b>						\$4,464.20
137175	Hakanson Anderson	36348	AN407 2016 MS4 & SWPPP	603	Storm Water	\$1,493.50
137252	WIPFLI LLP	1021253	2015 Financial Audit	603	Storm Water	\$115.00
<b>Fund Total</b>						\$1,608.50
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	609	Liquor Stores	\$1,475.01
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	609	Liquor Stores	\$1,236.06
137114	American Bottling Comp	7421236220 CR	Merchandise for Resale	609	Liquor Stores	(\$12.00)
137114	American Bottling Comp	7421236219	Merchandise for Resale	609	Liquor Stores	\$271.54
137122	Aramark	1718498256	Mats / Misc	609	Liquor Stores	\$53.99
137122	Aramark	1718498648	Mats / Misc	609	Liquor Stores	\$50.90
137125	Bellboy Corporation	54223600	Merchandise for Resale	609	Liquor Stores	\$407.90
137125	Bellboy Corporation	54119600	Merchandise for Resale	609	Liquor Stores	\$62.30
137125	Bellboy Corporation	54223400	Merchandise for Resale	609	Liquor Stores	\$392.40
137125	Bellboy Corporation	94164400	Merchandise for Resale	609	Liquor Stores	\$17.94

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137125	Bellboy Corporation	54223400	Merchandise for Resale	609	Liquor Stores \$6.20
137125	Bellboy Corporation	94164400	Merchandise for Resale	609	Liquor Stores \$56.02
137125	Bellboy Corporation	54223600	Merchandise for Resale	609	Liquor Stores \$4.65
137125	Bellboy Corporation	54228000	Merchandise for Resale	609	Liquor Stores \$20.95
137125	Bellboy Corporation	54119600	Merchandise for Resale	609	Liquor Stores \$1.55
137125	Bellboy Corporation	94204400	Merchandise for Resale	609	Liquor Stores \$34.25
137125	Bellboy Corporation	54324800	Merchandise for Resale	609	Liquor Stores \$480.17
137125	Bellboy Corporation	54228000	Merchandise for Resale	609	Liquor Stores \$96.00
137125	Bellboy Corporation	54228000	Merchandise for Resale	609	Liquor Stores \$3.10
137125	Bellboy Corporation	54288600	Merchandise for Resale	609	Liquor Stores \$560.00
137125	Bellboy Corporation	54288700	Merchandise for Resale	609	Liquor Stores \$560.00
137125	Bellboy Corporation	54322900	Merchandise for Resale	609	Liquor Stores \$126.00
137125	Bellboy Corporation	54322900	Merchandise for Resale	609	Liquor Stores \$3.10
137125	Bellboy Corporation	94204400	Merchandise for Resale	609	Liquor Stores \$39.00
137125	Bellboy Corporation	54323000	Merchandise for Resale	609	Liquor Stores \$1.55
137125	Bellboy Corporation	54340400	Merchandise for Resale	609	Liquor Stores \$4.65
137125	Bellboy Corporation	54324800	Merchandise for Resale	609	Liquor Stores \$6.20
137125	Bellboy Corporation	54324900	Merchandise for Resale	609	Liquor Stores \$458.80
137125	Bellboy Corporation	54324900	Merchandise for Resale	609	Liquor Stores \$6.20
137125	Bellboy Corporation	54340300-1	Merchandise for Resale	609	Liquor Stores \$221.00
137125	Bellboy Corporation	54340300-1	Merchandise for Resale	609	Liquor Stores \$3.10
137125	Bellboy Corporation	54340400	Merchandise for Resale	609	Liquor Stores \$384.95
137125	Bellboy Corporation	54323000	Merchandise for Resale	609	Liquor Stores \$126.00
137127	Bernick's	304156	Merchandise for Resale	609	Liquor Stores \$1,082.25
137127	Bernick's	304155	Merchandise for Resale	609	Liquor Stores \$36.40
137127	Bernick's	306698	Merchandise for Resale	609	Liquor Stores \$76.40
137127	Bernick's	305485	Merchandise for Resale	609	Liquor Stores \$397.75
137127	Bernick's	305484	Merchandise for Resale	609	Liquor Stores \$60.80
137127	Bernick's	306699	Merchandise for Resale	609	Liquor Stores \$201.42
137129	Breakthru Beverage Min	1080492010	Merchandise for Resale	609	Liquor Stores \$9,615.20
137129	Breakthru Beverage Min	1080492669	Merchandise for Resale	609	Liquor Stores \$88.37
137129	Breakthru Beverage Min	1080492537	Merchandise for Resale	609	Liquor Stores \$5,707.74
137129	Breakthru Beverage Min	1080489894	Merchandise for Resale	609	Liquor Stores \$1,403.76
137129	Breakthru Beverage Min	1080492011	Merchandise for Resale	609	Liquor Stores \$88.37
137129	Breakthru Beverage Min	1080489853	Merchandise for Resale	609	Liquor Stores \$4,534.24

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<i>Check # Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137129 Breakthru Beverage Min	1080490010	Merchandise for Resale	609 Liquor Stores	\$1,972.26
137129 Breakthru Beverage Min	1080490009	Merchandise for Resale	609 Liquor Stores	\$5,145.82
137129 Breakthru Beverage Min	1080490008	Merchandise for Resale	609 Liquor Stores	\$27.70
137143 Coca-Cola Bottling Comp	0108213028	Merchandise for Resale	609 Liquor Stores	\$408.60
137143 Coca-Cola Bottling Comp	0108207323	Merchandise for Resale	609 Liquor Stores	\$488.52
137144 Comcast	0048092 June 2016	Internet / Cable	609 Liquor Stores	\$100.75
137152 Dahlheimer Beverage, L	1205155 CM	Merchandise for Resale	609 Liquor Stores	(\$50.40)
137152 Dahlheimer Beverage, L	1205166 CR	Merchandise for Resale	609 Liquor Stores	(\$24.60)
137152 Dahlheimer Beverage, L	1205154	Merchandise for Resale	609 Liquor Stores	\$9,591.40
137152 Dahlheimer Beverage, L	1205113	Merchandise for Resale	609 Liquor Stores	\$8,375.35
137152 Dahlheimer Beverage, L	1205165	Merchandise for Resale	609 Liquor Stores	\$10,435.10
137152 Dahlheimer Beverage, L	128307	Merchandise for Resale	609 Liquor Stores	\$3,483.85
137152 Dahlheimer Beverage, L	128254 CM	Merchandise for Resale	609 Liquor Stores	(\$112.60)
137152 Dahlheimer Beverage, L	128308 CR	Merchandise for Resale	609 Liquor Stores	(\$68.00)
137162 ECM Publishers	375370	Online Advts	609 Liquor Stores	\$15.00
137162 ECM Publishers	372451	Online Advts	609 Liquor Stores	\$15.00
137162 ECM Publishers	372451	Online Advts	609 Liquor Stores	\$15.00
137162 ECM Publishers	375370	Online Advts	609 Liquor Stores	\$15.00
137162 ECM Publishers	375442	Better Value Flyers	609 Liquor Stores	\$9.62
137162 ECM Publishers	375442	Better Value Flyers	609 Liquor Stores	\$9.62
137173 Granite City Jobbing Co.	12984	Merchandise for Resale	609 Liquor Stores	\$103.72
137173 Granite City Jobbing Co.	13945	Merchandise for Resale	609 Liquor Stores	\$26.60
137173 Granite City Jobbing Co.	12307 CM	Merchandise for Resale	609 Liquor Stores	(\$75.49)
137173 Granite City Jobbing Co.	13945	Merchandise for Resale	609 Liquor Stores	\$721.51
137173 Granite City Jobbing Co.	12149	Merchandise for Resale	609 Liquor Stores	\$10.92
137173 Granite City Jobbing Co.	12149	Merchandise for Resale	609 Liquor Stores	\$1,839.92
137173 Granite City Jobbing Co.	12984	Merchandise for Resale	609 Liquor Stores	\$1,924.14
137173 Granite City Jobbing Co.	12149	Merchandise for Resale	609 Liquor Stores	\$77.37
137173 Granite City Jobbing Co.	12984	Merchandise for Resale	609 Liquor Stores	\$86.69
137180 HealthPartners	900029289	Drug Screens / Pre Plcmt	609 Liquor Stores	\$157.00
137187 Innovative Office Solutio	IN1235577	Supplies	609 Liquor Stores	\$103.58
137191 J.J. Taylor Distributing C	2532379	Merchandise for Resale	609 Liquor Stores	\$2,544.45
137191 J.J. Taylor Distributing C	2532380	Merchandise for Resale	609 Liquor Stores	\$661.35
137191 J.J. Taylor Distributing C	2532347	Merchandise for Resale	609 Liquor Stores	\$1,818.10
137191 J.J. Taylor Distributing C	2532348	Merchandise for Resale	609 Liquor Stores	\$2,026.35

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137192	Johnson Bros Liquor Co	5477512	Merchandise for Resale	609	Liquor Stores \$273.00
137192	Johnson Bros Liquor Co	5479090	Merchandise for Resale	609	Liquor Stores \$30.00
137192	Johnson Bros Liquor Co	5479089	Merchandise for Resale	609	Liquor Stores \$5,377.90
137192	Johnson Bros Liquor Co	5472963	Merchandise for Resale	609	Liquor Stores \$3,684.50
137192	Johnson Bros Liquor Co	5477513	Merchandise for Resale	609	Liquor Stores \$273.00
137192	Johnson Bros Liquor Co	579594 CM	Merchandise for Resale	609	Liquor Stores (\$31.98)
137192	Johnson Bros Liquor Co	5479090	Merchandise for Resale	609	Liquor Stores \$87.96
137192	Johnson Bros Liquor Co	5479090	Merchandise for Resale	609	Liquor Stores \$162.00
137192	Johnson Bros Liquor Co	5472969	Merchandise for Resale	609	Liquor Stores \$21.99
137192	Johnson Bros Liquor Co	5472964	Merchandise for Resale	609	Liquor Stores \$3,461.00
137192	Johnson Bros Liquor Co	5472962	Merchandise for Resale	609	Liquor Stores \$720.00
137192	Johnson Bros Liquor Co	5472967	Merchandise for Resale	609	Liquor Stores \$4,366.90
137192	Johnson Bros Liquor Co	5479088	Merchandise for Resale	609	Liquor Stores \$2,551.75
137192	Johnson Bros Liquor Co	5472966	Merchandise for Resale	609	Liquor Stores \$756.00
137192	Johnson Bros Liquor Co	5472965	Merchandise for Resale	609	Liquor Stores \$43.98
137192	Johnson Bros Liquor Co	5479096	Merchandise for Resale	609	Liquor Stores \$32.25
137192	Johnson Bros Liquor Co	5479095	Merchandise for Resale	609	Liquor Stores \$21.99
137192	Johnson Bros Liquor Co	5479095	Merchandise for Resale	609	Liquor Stores \$108.00
137192	Johnson Bros Liquor Co	5479094	Merchandise for Resale	609	Liquor Stores \$3,265.75
137192	Johnson Bros Liquor Co	5479093	Merchandise for Resale	609	Liquor Stores \$3,708.50
137192	Johnson Bros Liquor Co	5479091	Merchandise for Resale	609	Liquor Stores \$64.50
137192	Johnson Bros Liquor Co	5472968	Merchandise for Resale	609	Liquor Stores \$2,532.00
137192	Johnson Bros Liquor Co	579596 CM	Merchandise for Resale	609	Liquor Stores (\$49.16)
137192	Johnson Bros Liquor Co	5472569	Merchandise for Resale	609	Liquor Stores \$142.08
137192	Johnson Bros Liquor Co	579595 CM	Merchandise for Resale	609	Liquor Stores (\$22.15)
137199	M. Amundson LLP	219230	Merchandise for Resale	609	Liquor Stores \$56.55
137199	M. Amundson LLP	219230	Merchandise for Resale	609	Liquor Stores \$72.89
137199	M. Amundson LLP	219230	Merchandise for Resale	609	Liquor Stores \$693.46
137211	Muzak	52490855	Jul 2016 Music - East	609	Liquor Stores \$65.44
137211	Muzak	52490104	Jul 2016 Music - West	609	Liquor Stores \$79.81
137212	My Alarm Center	7436772	2016 3rd Qtr - BV West	609	Liquor Stores \$286.77
137215	Northern Sanitary Supply	181289	Supplies	609	Liquor Stores \$44.85
137217	Paustis & Sons	8553462-IN	Merchandise for Resale	609	Liquor Stores \$575.00
137217	Paustis & Sons	8552626-IN	Merchandise for Resale	609	Liquor Stores \$7.00
137217	Paustis & Sons	8553896-IN	Merchandise for Resale	609	Liquor Stores \$208.00

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<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137217	Paustis & Sons	8553452-IN	Merchandise for Resale	609	Liquor Stores \$12.50
137217	Paustis & Sons	8553896-IN	Merchandise for Resale	609	Liquor Stores \$4.50
137217	Paustis & Sons	8553462-IN	Merchandise for Resale	609	Liquor Stores \$8.75
137217	Paustis & Sons	8552626-IN	Merchandise for Resale	609	Liquor Stores \$108.50
137217	Paustis & Sons	8552625-IN	Merchandise for Resale	609	Liquor Stores \$228.50
137217	Paustis & Sons	8552625-IN	Merchandise for Resale	609	Liquor Stores \$7.00
137217	Paustis & Sons	8553452-IN	Merchandise for Resale	609	Liquor Stores \$1,287.47
137218	Phillips Wine & Spirits	2001752	Merchandise for Resale	609	Liquor Stores \$2,182.95
137218	Phillips Wine & Spirits	2001751	Merchandise for Resale	609	Liquor Stores \$529.69
137218	Phillips Wine & Spirits	240390 CM	Merchandise for Resale	609	Liquor Stores (\$52.00)
137218	Phillips Wine & Spirits	2001753	Merchandise for Resale	609	Liquor Stores \$665.64
137218	Phillips Wine & Spirits	2997786	Merchandise for Resale	609	Liquor Stores \$232.91
137218	Phillips Wine & Spirits	2997785	Merchandise for Resale	609	Liquor Stores \$1,714.05
137218	Phillips Wine & Spirits	2001755	Merchandise for Resale	609	Liquor Stores \$1,135.90
137218	Phillips Wine & Spirits	2001754	Merchandise for Resale	609	Liquor Stores \$225.50
137218	Phillips Wine & Spirits	2997784	Merchandise for Resale	609	Liquor Stores \$293.91
137218	Phillips Wine & Spirits	2997783	Merchandise for Resale	609	Liquor Stores \$1,567.70
137223	Red Bull Distribution Co	13531-345	Merchandise for Resale	609	Liquor Stores \$261.50
137223	Red Bull Distribution Co	K-17451978	Merchandise for Resale	609	Liquor Stores \$72.00
137225	Republic Services #899	0899-002881139	July 2016 BV West	609	Liquor Stores \$387.82
137227	RJM Distributing Inc.	IND010979	Merchandise for Resale	609	Liquor Stores \$33.50
137227	RJM Distributing Inc.	IND011084	Merchandise for Resale	609	Liquor Stores \$24.00
137227	RJM Distributing Inc.	IND010992	Merchandise for Resale	609	Liquor Stores \$42.75
137227	RJM Distributing Inc.	IND010979	Merchandise for Resale	609	Liquor Stores \$48.00
137229	Scenic Sign Corp	SC4376	Repair Light	609	Liquor Stores \$554.92
137231	Shamrock Group, Inc	2020954	Merchandise for Resale	609	Liquor Stores \$2.00
137231	Shamrock Group, Inc	2016553	Merchandise for Resale	609	Liquor Stores \$2.00
137231	Shamrock Group, Inc	2020788	Merchandise for Resale	609	Liquor Stores \$153.20
137231	Shamrock Group, Inc	2020954	Merchandise for Resale	609	Liquor Stores \$182.40
137231	Shamrock Group, Inc	2018474	Merchandise for Resale	609	Liquor Stores \$129.20
137231	Shamrock Group, Inc	2016553	Merchandise for Resale	609	Liquor Stores \$112.00
137231	Shamrock Group, Inc	2018818	Merchandise for Resale	609	Liquor Stores \$153.40
137231	Shamrock Group, Inc	2018726	Merchandise for Resale	609	Liquor Stores \$59.40
137235	Southern Wine & Spirits	1426448	Merchandise for Resale	609	Liquor Stores \$2,749.75
137235	Southern Wine & Spirits	1426446	Merchandise for Resale	609	Liquor Stores \$1,464.97

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>
137235	Southern Wine & Spirits	1423498	Merchandise for Resale	609	Liquor Stores \$314.00
137235	Southern Wine & Spirits	1426451	Merchandise for Resale	609	Liquor Stores \$1,524.00
137235	Southern Wine & Spirits	1426447	Merchandise for Resale	609	Liquor Stores \$260.00
137235	Southern Wine & Spirits	1423497	Merchandise for Resale	609	Liquor Stores \$1,418.41
137235	Southern Wine & Spirits	1426449	Merchandise for Resale	609	Liquor Stores \$1,158.90
137235	Southern Wine & Spirits	1423499	Merchandise for Resale	609	Liquor Stores \$1,710.92
137235	Southern Wine & Spirits	1426450	Merchandise for Resale	609	Liquor Stores \$1,554.75
137235	Southern Wine & Spirits	1423500	Merchandise for Resale	609	Liquor Stores \$80.00
137237	The Wine Company	429129-00	Merchandise for Resale	609	Liquor Stores \$320.00
137237	The Wine Company	429129-00	Merchandise for Resale	609	Liquor Stores \$8.25
137238	Thorpe Dist. Company	1102200	Merchandise for Resale	609	Liquor Stores \$7,247.40
137238	Thorpe Dist. Company	1102201	Merchandise for Resale	609	Liquor Stores \$4,042.35
137238	Thorpe Dist. Company	1108781	Merchandise for Resale	609	Liquor Stores \$6,537.05
137245	U.S. Bank	June 2016	DBZ E-Venture	609	Liquor Stores \$160.02
137245	U.S. Bank	June 2016	DBZ E-Venture	609	Liquor Stores \$106.68
137248	Varner Transportation	06/30/16 - East	Jun 2016 Freight - East	609	Liquor Stores \$555.50
137248	Varner Transportation	06/30/16 - West	Jun 2016 Freight - West	609	Liquor Stores \$642.40
137252	WIPFLI LLP	1021253	2015 Financial Audit	609	Liquor Stores \$1,090.00
137252	WIPFLI LLP	1021253	2015 Financial Audit	609	Liquor Stores \$1,020.00
<b><i>Fund Total</i></b>					\$162,339.82
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	614	Golf \$1,805.36
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	614	Golf \$624.57
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	614	Golf \$155.13
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	614	Golf \$33.97
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	614	Golf \$155.13
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	614	Golf \$36.82
137135	Cintas	470766731	Uniforms	614	Golf \$28.03
137135	Cintas	470769951	Uniforms	614	Golf \$28.03
137142	Club Car, Inc	618699	Parts	614	Golf \$202.60
137147	Cottens Automotive	208990	Battery / Cable	614	Golf \$99.81
137171	Gempler's, Inc.	SI02668563	Supplies	614	Golf \$781.95
137180	HealthPartners	900029289	Drug Screens / Pre Plcmt	614	Golf \$57.00
137184	Hornung's Golf Products,	391032	Poly Bags	614	Golf \$51.79
137184	Hornung's Golf Products,	391351	Merchandise for Resale	614	Golf \$96.04
137206	Minnesota Equipment	P11584	Parts / Supplies	614	Golf \$905.09

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>		<i>Amount</i>
137206	Minnesota Equipment	P11002	Parts / Supplies	614	Golf	\$222.40
137210	MTI Distributing Compan	1075487-00	Parts / Supplies	614	Golf	\$36.37
137234	South Bay Design	070116	Monthly Site Updates	614	Golf	\$420.00
137240	Titleist	902778591	Merchandise for Resale	614	Golf	\$166.24
137240	Titleist	902772436	Merchandise for Resale	614	Golf	\$205.96
137240	Titleist	902628167	Merchandise for Resale	614	Golf	\$116.00
137245	U.S. Bank	June 2016	Menards	614	Golf	\$59.17
137251	Winfield Solutions, LLC	60996180	Aquicare	614	Golf	\$980.58
137252	WIPFLI LLP	1021253	2015 Financial Audit	614	Golf	\$810.00
137253	Wruck Sewer and Portab	911	Portable Toilet Cleaning	614	Golf	\$253.89
						\$8,331.93
<b><i>Fund Total</i></b>						
137252	WIPFLI LLP	1021253	2015 Financial Audit	616	Refuse	\$120.00
						\$120.00
<b><i>Fund Total</i></b>						
137245	U.S. Bank	June 2016	Biogreen Choice	617	Recycling	\$198.56
137252	WIPFLI LLP	1021253	2015 Financial Audit	617	Recycling	\$155.00
						\$353.56
<b><i>Fund Total</i></b>						
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	701	Vehicle Mainte	\$217.10
137108	Ace Solid Waste	1752120	May 2016 Garbage Svc	701	Vehicle Mainte	\$51.57
137109	Ace Solid Waste	1890527	July 2016 Garbage Svc	701	Vehicle Mainte	\$51.57
137115	American Tire Distributor	S077303761	Tire Unit 408	701	Vehicle Mainte	\$119.80
137116	Andy's Service Auto Rep	104858	Svc Unit 134	701	Vehicle Mainte	\$271.10
137123	Aspen Equipment Comp	10164719	Parts	701	Vehicle Mainte	\$881.19
137128	Boyer Truck Parts	472163	DOT Inspection	701	Vehicle Mainte	\$103.50
137132	CCP Industries Inc.	IN01712531	Supplies	701	Vehicle Mainte	\$307.90
137135	Cintas	470769945	Mats / Misc	701	Vehicle Mainte	\$82.54
137147	Cottens Automotive	208216	Parts / Supplies	701	Vehicle Mainte	(\$7.04)
137147	Cottens Automotive	208107	Parts / Supplies	701	Vehicle Mainte	\$87.70
137147	Cottens Automotive	208114 CM	Core Deposit	701	Vehicle Mainte	(\$55.60)
137147	Cottens Automotive	208104	Parts / Supplies	701	Vehicle Mainte	\$127.84
137147	Cottens Automotive	209018	Brake Parts	701	Vehicle Mainte	\$197.54
137147	Cottens Automotive	208491	Wheel Bearings	701	Vehicle Mainte	\$223.18
137157	Dehn Oil Company Inc	25087061	Gasohol / Diesel	701	Vehicle Mainte	\$7,879.84
137161	East Main Auto & Tire	33803	Blinker Bulb Unit 412	701	Vehicle Mainte	\$16.00
137161	East Main Auto & Tire	33899	Svc Unit 417	701	Vehicle Mainte	\$450.16
137161	East Main Auto & Tire	33839	Svc Unit 496	701	Vehicle Mainte	\$366.29

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Amount</i>	
137161	East Main Auto & Tire	33759	Svc Unit 416	701	Vehicle Mainte \$290.24	
137161	East Main Auto & Tire	33922	Oil Change Unit 418	701	Vehicle Mainte \$34.00	
137161	East Main Auto & Tire	33923	Oil Change Unit 412	701	Vehicle Mainte \$35.95	
137161	East Main Auto & Tire	33898	Svc Unit 408	701	Vehicle Mainte \$36.00	
137165	Fastenal Company	MNTC8142007	Parts / Supplies	701	Vehicle Mainte \$19.49	
137165	Fastenal Company	MNTC8142090	Parts / Supplies	701	Vehicle Mainte \$178.44	
137189	Interstate Power System	R001114690-01	Service Generator	701	Vehicle Mainte \$3,005.70	
137196	Larson Companies	F-261820142	Parts / Supplies	701	Vehicle Mainte \$384.76	
137200	MAC TOOLS	D 575	Parts / Supplies	701	Vehicle Mainte \$533.95	
137200	MAC TOOLS	D 441	Parts / Supplies	701	Vehicle Mainte \$224.94	
137202	Main Motors Sales	318674	Parts	701	Vehicle Mainte \$29.57	
137202	Main Motors Sales	318589	Parts / Supplies	701	Vehicle Mainte \$36.15	
137245	U.S. Bank	June 2016	Rosedale Chevy	701	Vehicle Mainte \$33.79	
137252	WIPFLI LLP	1021253	2015 Financial Audit	701	Vehicle Mainte \$345.00	
					<b>Fund Total</b>	\$16,560.16
137244	Tyler Technologies, Inc.	025-159348	Annual Financial Suite	702	IT \$5,826.45	
137252	WIPFLI LLP	1021253	2015 Financial Audit	702	IT \$150.00	
					<b>Fund Total</b>	\$5,976.45
137181	HealthPartners INS	66822360	Health Insurance - Aug 2016	715	Insurance \$57,224.13	
137197	League of MN Cities Insu	C0021043	Claim Payment	715	Insurance \$3,053.53	
137198	League of MN Cities Insu	C0025948	Claim Payment	715	Insurance \$3,053.53	
137252	WIPFLI LLP	1021253	2015 Financial Audit	715	Insurance \$270.00	
					<b>Fund Total</b>	\$63,601.19
137252	WIPFLI LLP	1021253	2015 Financial Audit	730	Employee Ben \$15.00	
					<b>Fund Total</b>	\$15.00
588	City of Anoka	07/18/2016	City Utilities - Jun 2016	801	Youth First \$40.56	
137133	Center Point Energy	7876503-9 July 20	Youth First Utilities	801	Youth First \$13.97	
137149	Culligan	114099724568-07/16	Youth First	801	Youth First \$37.44	
137156	Definitive Technology Sol	307871749	Youth First Copier	801	Youth First \$162.96	
137168	First Student	751-C-053047	Transportation	801	Youth First \$722.01	
137219	POPP.com, Inc.	10009601-Jul 2016	Youth First - Ramsey	801	Youth First \$171.32	
137219	POPP.com, Inc.	10009601-Jul 2016	Youth First - Anoka	801	Youth First \$58.50	
137249	Walmart Community	07/01/16	Youth First Supplies	801	Youth First \$44.14	
137255	Youth First	07/11/2106	YF - Food	801	Youth First \$5.97	
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First \$7.48	

**Bill List for July 18, 2016**

<i>Check #</i>	<i>Vendor Alpha Name</i>	<i>Invoice #</i>	<i>Description</i>	<i>Fund</i>	<i>Fund</i>	<i>Amount</i>
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$117.54
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$175.00
137255	Youth First	07/11/2106	YF - Social Event Supplies	801	Youth First	\$111.32
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$176.00
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$48.77
137255	Youth First	07/11/2106	YF - Food	801	Youth First	\$7.68
137255	Youth First	07/11/2106	YF - Social Event Supplies	801	Youth First	\$89.92
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$28.92
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$70.52
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$33.67
137255	Youth First	07/11/2106	YF - Supplies Summer	801	Youth First	\$376.06
137255	Youth First	07/11/2106	YF - Food	801	Youth First	\$57.01
						\$2,556.76
						<b><i>Fund Total</i></b>
137158	Dingman Custom Homes	07/01/2016	Escrow 436 Riverside Cir	804	Escrow Funds	\$2,000.00
137204	MG Painting & Service L	1928	Hanging Plaques	804	Escrow Funds	\$180.00
137220	Presto Graphics	56101	Riverfest Banner	804	Escrow Funds	\$139.70
						\$2,319.70
						<b><i>Fund Total</i></b>
137214	North Metro Irrigation	48	HRA Mowing	830	HRA	\$2,210.00
137239	TimeSaver Off Site Sec.	M22204	6/13/16 HRA Meeting	830	HRA	\$136.00
137252	WIPFLI LLP	1021253	2015 Financial Audit	830	HRA	\$250.00
						\$2,596.00
						<b><i>Fund Total</i></b>
137252	WIPFLI LLP	1021253	2015 Financial Audit	840	Central Busine	\$465.00
						\$465.00
						<b><i>Fund Total</i></b>
137252	WIPFLI LLP	1021253	2015 Financial Audit	845	Business Core	\$10.00
						\$10.00
						<b><i>Fund Total</i></b>
						<b><i>Grand Total</i></b>
						\$3,507,812.67

# COUNCIL MEMO FORM

6.2

Meeting Date	07-18-2016
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



Sunday	03*	Anoka Alumni Baseball Game	Castle Field, 600 Castle Field Blvd	5:30 p.m.
Sunday	03*	City Fireworks	Castle Field, 600 Castle Field Blvd	Dusk
Monday	04*	City Ice Cream Social	George Green Park, 1498 6 <sup>th</sup> Ave S	Noon until 3:00 p.m.
Monday	04	City Hall Closed for Holiday	City Offices	All Day
Tuesday	05	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Saturday	09	Riverfest & Craft Fair	Downtown Anoka	9:00 a.m. – 5:00 p.m.
Monday	18	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Tuesday	19*	LRRWMO Mtg/Pontoon Rum River	Peninsula Point Rivers Park, 1460 S Ferry Parkway, Anoka	8:30 a.m.
Thursday – Saturday	21– 23*	Anoka Sidewalk Sale Days	Downtown Anoka	Starts at 9:00 a.m.
Friday	22*	Historical Markers Dedication Event with Anoka Heritage Preservation Committee	Woodbury House, 1632 Ferry St	3:00 p.m.
Monday	25	City Council Worksession	City Hall Council Worksession Room	5:00 p.m.
Tuesday*	26	MMPA Annual Meeting & Dinner	Green Haven Golf Course & Event Center, 2800 Greenhaven Rd	5:30 p.m.
Tuesday – Sunday	26– 31	Anoka County Fair	Anoka County Fairgrounds, 3200 St Francis Blvd	10:00 a.m. – 10:00 p.m.
Thursday	28*	Ribbon Cutting; Destination Transport	203 Jackson St, Su 204, Anoka (located on 2 <sup>nd</sup> floor above the 201 Tavern)	4:00 p.m.



# ANOKA CITY COUNCIL CALENDAR

## AUGUST

Monday	01	Annual Budget Presentation	City Hall Council Chambers	6:00 p.m.
Monday	01	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Tuesday	02*	Nite to Unite Events	Various Locations through the City, contact City Hall for current list	Varied times
Monday	08	City Council (Budget Presentation)	City Hall Council Worksession Rm	5:00 p.m.
Tuesday	09*	Primary Election	City of Anoka Election Precincts	7:00 a.m. - 8:00 p.m.
Monday	15	City Council Worksession (Budget)	City Hall Council Worksession Rm	5:00 p.m.
Monday	15	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Monday	29	City Council Worksession (Budget)	City Hall Council Worksession Rm	5:00 p.m.

# COUNCIL MEMO FORM

6.3

Meeting Date	07-18-2016
Agenda Section	Consent Agenda
Item Description	Issuance of a Massage Business License; Ackerman Acupuncture, 207 E Main 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

Michael Ackerman of Ackerman Acupuncture, 207 E Main St, has submitted an application for a Massage Business License so that they may offer Massage Therapy services to their clients.

The application and payment have been received by the City and application data routed to the appropriate departments for review, investigation and inspections. Certain department are still in the process of reviewing the information.

## FINANCIAL IMPACT

Investigation Fee \$25.00, Annual License Fee \$500.00.

## COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean the approval of this agenda item, contingent upon approval of the Planning Department and Building Official. All other appropriate departments have approved its' issuance.

# COUNCIL MEMO FORM

6.4

Meeting Date	07-18-2016
Agenda Section	Consent Agenda
Item Description	Issuance of Massage Therapist License; Andrew Schara @ Q-Salon, & Spa, 3507 Round Lk Blvd
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

Andrew Schara of Blaine, MN has submitted an application for a Massage Therapist License to provide massage therapy services at Q-Salon & Spa, 3507 Round Lk Blvd.

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

6.5

Meeting Date	07-18-2016
Agenda Section	Consent Agenda
Item Description	Recommended Approval of an LG220 Gambling Permit; Walker Methodist Foundation.
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

An application has been submitted by Walker Methodist Foundation for a State issued LG220 Gambling Exempt Permit to allow them to conduct a raffle and bingo at an event they are planning to have (Polka Street Dance) on September 10, 2016.

This is a State issued license, but requires the approval of the municipality in which the event will take place.

Staff has reviewed the application and no concerns or objections have been expressed.

**FYI:** Staff met with representatives from Walker Plaza this week regarding their proposed Polka Street Dance. This event falls into the Special Events Licensing requirements. Staff is working with them on their application and plan to have the Special Events License Application on your August 1<sup>st</sup> meeting agenda for your consideration.

## FINANCIAL IMPACT

The City does not charge a fee for our review on an LG220 Permit.

## COUNCIL ACTION REQUESTED

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

# COUNCIL MEMO FORM

6.6

Meeting Date	07-18-2016
Agenda Section	Consent Agenda
Item Description	Issuance of a Temporary On-Sale 3.2 Malt Liquor License; Anoka Lions Club, Anoka County Fair
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

Anoka Lions Club has submitted an their annual application for a Temporary On-Sale Malt Liquor License for the following event to be held at Anoka County Fairgrounds:

Anoka County Fair, July 26 through July 31, 2016

Staff has reviewed the application and no concerns or objections were expressed.

## FINANCIAL IMPACT

License is \$75, plus a \$25 investigation fee.

## COUNCIL ACTION REQUESTED

Approval of the Consent Agenda will mean the approval of the issuance of this license.

# COUNCIL MEMO FORM

7.1.A

Meeting Date	July 18, 2016
Agenda Section	Planning Items
Item Description	ORD/Amending Chpt 74; Article V, Division 1; Planned Unit Developments. (1 <sup>st</sup> Reading)
Submitted By	Chuck Darnell, Associate Planner

## **BACKGROUND INFORMATION**

Over the past few months, the City has been considering drafting an ordinance amendment regarding the minimum size required for planned unit development districts. The current zoning ordinance requires that the minimum district area be not less than five acres. This intent of including this size requirement was likely to meet the purpose and intent of the planned unit developments and to take advantage of large-scale site planning. However, the five acre minimum size no longer accurately reflects the types of development and redevelopment sites that are available in the City of Anoka. Also, size is only one of the factors that should be considered when evaluating the overall qualities of any proposed planned unit development, as the purpose and intent of a planned unit development, as defined by Anoka City Code, includes a number of other factors such as encouraging unified planning, allowing a diversification of land uses, and promoting economical and efficient use of land.

As a community that is almost fully developed, much of the development and redevelopment that will occur in the City of Anoka will be at a scale smaller than five acres. The City has compiled marketing information for a number of city-owned and private sites currently available for development, and many of the development sites are much smaller than five acres. Of the 24 sites that are currently available for development, 18 are smaller than five acres and would not be eligible for a planned unit development.

Staff believes that the minimum district area could be reduced to better reflect the development opportunities that exist in the City of Anoka, and is proposing that the minimum district area be reduced to two acres in size. If the minimum size was reduced to two acres, 14 of the 24 development sites mentioned above would be eligible for a planned unit development district.

Staff is also proposing that the zoning ordinance allow for flexibility in allowing planned unit development districts at smaller sizes if certain criteria are met, such as demonstrating that a project of superior design can be achieved or that greater compliance with comprehensive plan goals and policies or adopted master plans can be attained through the creation of a planned unit development.

The Planning Commission discussed this item at their July 6, 2016 regular meeting, and recommended approval of the ordinance amendments proposed by staff, with a few minor revisions. The ordinance language attached includes the revisions that were included by the Planning Commission.

## **FINANCIAL IMPACT**

Publication costs.

## **COUNCIL ACTION REQUESTED**

Approve the first reading of an ordinance to amend Chapter 74; Article V, Division 1; Planned Unit Developments.



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

**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2016-XXXX**

**AN ORDINANCE AMENDING CHAPTER 74; ARTICLE V, DIVISION 1,  
PLANNED UNIT DEVELOPMENTS OF THE CODE  
OF THE CITY OF ANOKA, MINNESOTA**

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, amendments of Chapter 74, Article V, Division 1, Planned Unit Developments, are hereby established and inserted into the City Code of the City of Anoka, by an affirmative vote of a majority of the Anoka City Councilmembers present, to read as Exhibit A, hereto attached.

**Section 2:** This Ordinance shall be in full force and effective upon passage and seven (7) days after publication.

ATTEST:

\_\_\_\_\_  
Phil Rice, Mayor

Introduced: July 18, 2016  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

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

## CHAPTER 74. ZONING

### ARTICLE V. District Regulations

#### DIVISION 1. Generally

##### **Section 74-191. Uses and activities restricted to specific districts.**

Notwithstanding any other provisions of this chapter:

- (a) *Charitable gaming.* Establishments ~~on~~in which charitable gambling **has been** licensed by the state pursuant to Minnesota Statutes Chapter 349 shall not be located ~~only~~ in a residential district.

##### **Section 74-192. Planned unit developments.**

- (a) *Application and short name.*

- (1) *Application.* This section shall apply to planned unit development zoning districts.

- (2) *Short name.* The term "planned unit development" may be referred to as PUD in this Code.

- (b) *Purpose and intent.* Planned unit development districts are designed to achieve the following purposes:

- (1) To provide for various types and combinations of land uses that take advantage of large-scale site planning.

- (2) To allow diversification of land uses as they relate to each other in a physical and environmental arrangement, while insuring compliance with the provision of this Code.

- (3) To encourage and permit unified planning to achieve a compatible mixture and variety of land uses within the planned unit development district and with the existing and anticipated development in the surrounding area.

- (4) To promote economical and efficient land use, an improved level of amenities, appropriate and harmonious variety, creative design and sensitivity to the natural environment. Planned unit development districts may be established where tracts suitable in location, area, and character will be planned and developed on a unified basis. Suitability of tracts for the development proposed shall be determined with reference to the existing and prospective character of surrounding development.

- (5) The procedures established in this section are intended as a substitute for strict application of the underlying zoning district standards in recognition of the fact that traditional density, bulk, spacing and use regulations, may impose inappropriate and unduly rigid restrictions upon the development or redevelopment of parcels which lend themselves to an individual, planned approach. In addition, a development plan should be designed to ensure that the following general goals will be achieved:

- a. The design of the proposed development promotes achievement of the stated purposes of the City community plan (comprehensive plan);
- b. The proposed development efficiently utilizes the available land while protecting and preserving the natural features;
- c. The proposed development provides for harmonious and coherent site and building design that creates a sense of place;
- d. The proposed development provides greater densities and variety in the type of environments available to City residents; and
- e. The proposed development provides transitions in land use in keeping with the character of adjacent land uses.

(c) *Definitions.* The following definitions shall apply to planned unit developments:

*Density* means the number of residential dwelling units per acre.

*Dwelling unit* means one or more rooms in a dwelling designed for occupancy by one family for living purposes and having its own permanently installed cooking and sanitary facilities.

*Dwelling, attached (group, row or townhouse)* means a dwelling joined to one or more other dwellings by a party wall or walls.

*Dwelling, detached* means a dwelling unit entirely surrounded by open space.

*Integrated design* means a harmonious selection of uses in groupings of buildings, services, parking areas, traffic and pedestrian circulation and open spaces, all planned and designed as an integrated unit.

*Intensity* means the extent of development considering such factors as land coverage by buildings, the number of stories, the floor area ratio, the bulk of the buildings, the proximity of buildings on a site in relation to each other, etc.

*Planned commercial development (PCD)* means a planned development to accommodate retail, service, commercial, or office uses, or a combination of such uses, and appurtenant common areas and accessory uses incidental to the predominant uses.

*Planned development* means an area of a minimum contiguous size, as specified by ordinance, to be planned, developed, operated, and maintained according to plan as a single entity and containing one or more structures with appurtenant common areas.

*Planned industrial development (PID)* means a planned development consisting of primarily of industrial uses, but may include retail service uses as well as recreational facilities to accommodate the work force.

*Planned residential development (PRD)* means a planned development containing one or more residential structures or planned unit residential clusters; appropriate commercial, public, or quasi-public uses may be included if such uses are primarily for the benefit of the residential development.

*Planned transit-oriented development (PTOD)* means a planned development containing one or more residential clusters and one or more areas of retail, service and office uses or industrial uses or a combination of such uses designed to accommodate area mass transit services and including appurtenant common areas and accessory uses incidental to the predominant uses.

*Planned unit development (PUD)* means an area of minimum contiguous size, as specified by ordinance, to be planned, developed, operated, and maintained as a single entity and containing one or more residential clusters or planned unit residential developments or one or more public, quasi-public, commercial, or industrial areas in such ranges or ratios of nonresidential uses to residential uses as specified in the ordinance.

*Open space, common* means land within or related to a development, not individually owned or dedicated for public use, that is designed and intended for the common use or enjoyment of the residents and their guests and may include such complementary structures and improvements as are necessary and appropriate.

*Open space, private* means common open space, the use of which is normally limited to the occupants of a single dwelling or building or property.

*Open space, public* means open space dedicated to the City and maintained by it for the use and enjoyment of the general public.

*Original district* means the zoning district from which land is proposed to be rezoned to a planned unit development.

*Street, private* means a street on the interior of a development which is jointly owned, constructed and maintained by the developer or homeowner's association, is designed and constructed in conformance with the specifications determined by the City engineer, and is not an essential part of the circulation plan of the City.

*Street, public* means a street which is dedicated to and maintained by the City.

*Unified control* means property in single ownership or under the management and supervision of a central authority, or otherwise subject to such long-term leases or other ownership controls as the Council deems necessary.

(d) *General regulations.*

- (1) *Effect of planned unit development district approval.* Approval of a planned unit development district shall constitute an amendment to the ~~zoning ordinance and~~ zoning map. PUD approval affecting lands within the Mississippi River Critical Area Corridor or the Rum River Management District is contingent upon approval by the Department of Natural Resources in accordance with legal procedures. Designation of a property as one of the types of planned unit development districts in accordance with an approved development plan shall supersede all existing overlay districts such as the Mississippi River Critical Area

Corridor, the Rum River management District, the Floodplain Management District, or the Shoreland Management District. Such property shall, for zoning purposes, be identified by the letters for the appropriate planned unit development district, followed by an identifying number.

- (2) *Departure from original zoning district regulations.* Except for lands within the Mississippi River Critical Area Corridor, the Rum River Management District, the Floodplain Management District, or a Shoreland Management District, the various zoning regulations and requirements (e.g. use, building setback, height, etc.) which may apply to the original zoning district may be considered as guidelines only and may be departed from in the approval of a planned unit development. More restrictive zoning regulations and requirements for the lands within the Mississippi River Critical Area Corridor, the Rum River Management District, the Floodplain Management District, or the Shoreland Management District shall apply, except as approved by the Department of Natural Resources.
- (3) *Design and unified control.* All planned unit developments shall include integrated design and shall be developed under unified control.
- (4) *Coordination with subdivision regulations.* Subdivision review of this Code shall be carried out simultaneously with review of a proposed planned unit development.
- (5) *Minimum district area.* ~~The minimum total district area shall be not less than five acres.~~ Planned unit development districts (PCD, PID, PRD, PTOD), which may consist of a parcel or contiguous parcels of land, will be not less than two acres in size. Tracts of less than two acres shall be approved only if the Applicant can demonstrate that a project of superior design can be achieved or that greater compliance with comprehensive plan goals and policies or adopted master plans can be attained through the creation of a PUD district.
- (6) *Uses and densities permitted.* The development plan shall specify, both for the project as a whole and/or for subareas within the project, those principal and accessory uses and development densities that are to be permitted. The City Council may include or exclude uses from the development plan or include uses with attached conditions as determined appropriate to achieve the intent of this section. In making the determination of the uses and development densities to be permitted within the planned unit development district, the Council shall consider the compatibility and relationship of uses within the project, the compatibility and relationship of permitted uses adjoining or in proximity to the planned unit development district, the appropriateness of permitted uses for the area in general and their overall impact on the community, and the consistency of the permitted uses with the City community plan and other adopted plans and policies.

(e) *Planned unit development districts and allowable uses.*

- (1) *Establishment of planned unit development districts.* The following table denotes the types of planned unit development districts, the abbreviations for such planned unit development districts, and the allowable uses within each planned unit development district:

PUD Districts	Abbreviations	Allowable Uses
Planned Commercial District	PCD	Retail uses listed in the B-1, B-2, B-3, and B-4 district standards
Planned Industrial District	PID	Industrial uses listed in the M-1 district standards.
Planned Residential District	PRD	Single-family attached or detached dwellings, duplexes, townhomes, condos, apartments, and assisted and independent living facilities.
Planned Transit Oriented District	PTOD	Small lot, single-family attached or detached dwellings; townhomes, duplexes, condos, and apartments; assisted or independent living facilities and child daycare service; and local retail, civic uses, offices with high employee/acre ratio, park and ride facilities, public gathering spaces, on-street transit stops, and sheltered bus stops.

- (2) *Mixed land uses.* Uses other than the allowable uses listed in subsection (e)(1) of this section are permitted in a planned unit development district, provided that:

- a. The use is one that is authorized in one of the four types of planned unit development districts; and
  - b. Such additional use shall not occupy more than one-third of the area within the planned unit development.
  
- (f) *Planned unit development concept proposal statement.* Any person requesting to establish a planned unit development district shall first submit a planned unit development concept statement to the planning director. The purpose of the planned unit development concept proposal statement is to afford such person an opportunity to have the general feasibility of a planned unit development proposal informally reviewed by the City, without incurring substantial expense.
  - (1) *Required information.* A planned unit development concept proposal statement shall provide the following information:
    - a. Name and address of persons requesting establishment of the planned unit development district;
    - b. An original and six copies of the sketch plan which identifies the location and delineates the boundary line of the proposed planned unit development district;
    - c. A detailed written description of the proposed planned unit development, which includes project funding and the planning objectives to be achieved;
    - d. Conceptual schematic drawings of the proposed planned unit development;
    - e. Anticipated development timing for each stage of development; and
    - f. Any additional information that would help the City determine the feasibility of the proposed planned unit development.
  - (2) *Response to the planned unit development concept proposal statement.* Within 20 days after receiving a completed planned unit development concept proposal statement, the **planning** director shall produce a written response to such statement which may include comments and/or recommendations. A planned unit development application may proceed only after a response has been submitted to the applicant. Acceptance of, or response to, the planned unit development concept proposal by the **planning** director, shall not constitute, ~~or in the future require,~~ approval of the planned unit development application, planned unit development rezoning, final development plan, or related approvals.
  
- (g) *Planned unit development application.*
  - (1) *Required materials.* Upon completion of the required actions in subsection (f) of this section, the applicant for a planned unit development shall submit an original and six copies of the application materials outlined in this subdivision.

- a. *Materials related to rezoning.* Consistent with this chapter, the applicant shall submit an application and all related materials to support a rezoning from the original district to one of the four types of planned unit development districts.
- b. *Subdivision materials.* If the land within a planned unit development is to be platted, replatted, or subdivided, the applicant shall submit an application and all related materials for review of a subdivision consistent with chapter 54 of this Code.
- c. *Ownership.* A tract of land to be developed as a planned unit development shall be under the control of:
  1. A single owner; or
  2. A group of landowners where each owner agrees in advance to be bound by the conditions and regulations which will be effective within the district and to record such covenants, easements and other provisions with the county recorder/registrar of ~~deeds~~ titles.
- d. *Project identification materials.* The following information shall be submitted in regard to project identification:
  1. A list identifying all current owners, legal and equitable, of land or improvements within the proposed planned unit development;
  2. A list identifying all proposed owners, legal and equitable, of land or improvements within the proposed planned unit development;
  3. A list identifying all developers and parties involved in the development; and
  4. Additional information as identified by the planning director.
- e. *Preliminary plan submission materials.* The following materials shall be submitted:
  1. A site plan indicating the following:
    - i. The boundaries, dimensions, and area of the proposed planned unit development district;
    - ii. The location, dimensions, and gross floor area of proposed structures;
    - iii. The proposed land uses for each parcel and each building, the amount of floor area devoted for each use, and all areas to be designated for mixed land uses;

- iv. The location, arrangement, and number of parking spaces, loading facilities, and mass transit facilities including bus turnouts and shelters;
  - v. The location and dimension of all curb cuts and driveways, and their relationship to all existing and proposed public streets; and
  - vi. The proposed location, design, and dimension of pedestrian and bicycle facilities, walks, skyways, plazas, courts or other related areas.
2. Preliminary building plans, elevations, and general specifications of materials, and unusual structural systems, prepared by an architect registered in the state;
  3. A preliminary land/building use profile including computations of gross and leasable square footage, housing unit breakdown to square footage, bedrooms, persons per unit, and parking requirements;
  4. A preliminary storm water management plan and site grading plan including an analysis of the adequacy of surface drainage, storm sewer and catch basin drainage, storm water retention, and erosion control;
  5. A preliminary plan depicting natural features, including those to be preserved, as well as existing vegetation with detailed locations of trees 12 inches or larger in diameter;
  6. A preliminary utility plan showing easements, sewer, water, and power services of all proposed uses;
  7. A preliminary plan showing utilities and utility easements to remain, to be installed, to be relocated, and to be removed or vacated;
  8. A preliminary landscape plan showing the proposed location and dimensions of all walls, fences, and landscape plantings;
  9. A plan showing the proposed location and dimensions of all signs and lighting fixtures, including the illumination characteristics of all lighting;
  10. A soils map that depicts surface and subsurface conditions that may affect construction; and
  11. Additional information as required by the planning director.

f. *Legal instruments.* As part of the planned unit development application, the applicant shall submit proposed declarations of covenants, conditions and restrictions, articles of owners, associations and all other such documents as the City may deem necessary to ensure that adequate property control is provided to protect the individual owner's rights and property values, to establish responsibility for maintenance and upkeep, and to ensure continuing compliance with the planned unit development as approved. The City shall require that such declarations of covenants, conditions and restrictions, or other documents provide that, in the event any association or corporation fails to maintain properties in accordance with the applicable ordinances and regulations of the City, fails to pay taxes or assessments on properties as they become due or, in the event the City incurs any expenses in enforcing its ordinances or rules or regulations, the City shall have the right to assess each property its pro rata share of such expenses. These assessments, together with interest thereon and costs of collection, shall be a lien on each property against which each such assessment is made.

(h) *Review of planned unit development application.*

(1) *Procedure.* Upon receipt of a completed planned unit development application and the fee established by the City Council, the following review procedure shall be followed:

a. *Planning commission review.* The Planning Commission shall conduct a public hearing on the planned unit development application according to the procedures set forth in Minn. Stats. § 462.357, subd. 3. After the public hearing, the Planning Commission shall submit its recommendation to the City Council. The Planning Commission may recommend approval of the proposal with or without modifications, or may recommend denial of the planned unit development.

b. *City Council consideration.* Following action by the Planning Commission, the City Council shall consider rezoning the area described in the plan. If the planned unit development plan is approved, the area shall be rezoned as one of the four types of planned unit development districts. Pursuant to Minn. Stats. § 15.99, an application for a planned unit development approval shall be approved or denied within 60 days from the date of its official and complete submission unless notice of extension is provided by the City or a time waiver is granted by the applicant. If applicable, processing of the application through required state or federal agencies shall extend the review and decision-making period an additional 60 days unless this limitation is waived by the applicant. Approval of a planned unit development shall require a two-thirds vote of the City Council.

c. *Required findings.* The findings necessary for approval of a planned unit development application shall be as follows:

1. The proposed development conforms with the goals and objective's of the City's community plan and any applicable redevelopment plans;
2. The proposed development is in substantial conformity with the purpose and intent of the original district, and departures from the original district regulations are justified by the design of the development;
3. The proposed development is designed in such a manner as to form a desirable and unified environment within its own boundaries;
4. The development will not create an excessive burden on parks, schools, streets, or other public facilities and utilities which serve or are proposed to serve the development;
5. The development will not have undue adverse impacts on neighboring properties; and
6. The terms and conditions proposed to maintain the integrity of the plan are sufficient to protect the public interests.

(i) *Final development plan.* Upon approval of the first reading of the planned unit development rezoning, but prior to commencement of any construction or development of land, the applicant shall submit a final development plan which is consistent with the planned unit development application and any recommended changes made during the preliminary plan review. Approval of such final development plan requires a second reading of the ordinance to establish the planned unit development zoning.

(1) *Contents of the final plan.* A final development plan shall consist of the following:

- a. If required, a final plat of the land to be developed;
- b. All materials required under subsection (g)(1)e, in "final" form; and
- c. Additional information as required by the planning director or City Council.

(2) *Legal instruments.* As part of the final development plan, the applicant shall submit "final" declarations of covenants, conditions and restrictions, articles of owners, associations and all other such documents as the City may deem necessary pursuant to subsection (g)(1)e of this section.

(j) *Compliance with the planned unit development plan and final development plan.*

(1) *Changes.* The development of a planned unit development district shall be in substantial compliance with the approved planned unit

development plan and final development plan. Compliance shall not be considered substantial if there is:

- a. More than ten percent change in floor area in any one structure;
  - b. More than a ten percent change in the approved separation of buildings;
  - c. Any change in the original approved setbacks from the property line;
  - d. More than five percent change in the ground area covered by the building; and
  - e. Any change in the ratio of off-street parking and loading space to gross floor area.
- (2) If it is determined that the final development plan is not in substantial compliance, the final development plan will be referred to the Planning Commission for review prior to approval by the City Council.
- (3) *Building permits.* A building permit may not be issued for a structure within the planned unit development district until the planning director certifies that the structure conforms to the provisions and conditions of the planned unit development plan and final development plan. Upon approval by the planning director, the building permit application, along with the appropriate information required for building permits, shall be submitted to the building inspector who shall process the building permit in conformance with the building code.
- (4) *Certificate of occupancy.* Certificates of occupancy shall not be issued for a structure within the planned unit development district until the planning director certifies that the structure conforms to the provisions and conditions of the planned unit development plan and final development plan. Upon approval by the planning director, the building inspector shall issue the certificate of occupancy.
- (k) *Cash escrow.* The City Council may require an applicant to provide the City with a cash escrow or letter of credit or bond prior to the issuance of any building permits within a planned unit development. Such escrow amount shall be in an amount of 1.25 times the approved estimated cost of labor and materials for site improvements and shall be submitted to the planning director. Upon satisfactory completion of all construction within the planned unit development, the escrow shall be released by the planning director.
- (l) *Plan amendments.* The Planning Commission shall hold a public hearing on a proposal to amend a final development plan as it may consider necessary, but at least one public hearing shall be held. The Planning Commission shall recommend to the City Council approval with or without modifications, or may recommend denial of the amendment to the planned unit development. The Planning Commission and City Council may consider all factors considered in connection with rezoning the planned unit development district as well as any other factors relevant to the public health, safety, and welfare. Any planned unit development amendment that changes the classification of the planned unit development district shall require a two-thirds vote of the City Council.

- (m) *Fees.* The application fee for a planned unit development or amendment thereto shall be established by resolution of the City Council. In addition, legal fees, consultant fees, and other reasonable costs incurred by the City in its review and consideration of the planned unit development application shall be paid by the applicant. The application fee shall be paid at the time of the submission of the planned unit development application.
- (n) *Enforcement.* If no construction has begun in the planned unit development within 12 months from the date of approval of the planned unit development, such approval shall lapse and be of no further effect. The Planning Commission, upon showing of good cause by the developer, may extend the time for beginning construction for periods of 12 months.

**Section 74-193.**

**Adult Establishment District.**

- (a) District Established.
  - (1) This article establishes the Adult Establishment District which overlies a portion of the M-1 District. All provisions of the M-1 Light Industrial District. All provisions of the M-1 Light Industrial District of this Code apply to all uses within the Adult Establishments Districts.
  - (2) Adult Establishment District. The Adult Establishment District is the area described as follows:

The south half of the Northeast quarter of Section 35, Township 32, Range 25, and the Southwest quarter of the Northwest quarter of Section 36, Township 32, Range 25, Anoka County, Minnesota.

**Sections 74-194**

**Raising of Crops.**

The raising of crops, including community gardens, is permitted on vacant parcels within the City, subject to the following:

- (a) Accessory structures, fencing and other miscellaneous improvements are subject of the standards of this ordinance.
- (b) Dead plants and produce not to be used for composting or other garden functions shall be removed from the site in a timely manner.
- (c) Garbage and other trash shall be removed from the site in a timely manner.
- (d) Plantings shall not obstruct any site triangle.
- (e) Chemicals, fertilizers or other toxic materials may not drain onto adjacent properties, into waterways, or onto public rights of way. Chemicals and flammable materials must be disposed of in accordance with Federal and State requirements. If stored on site, they must be kept in a locked structure when unattended.

**Section 74-195 through 74-210.**

**Reserved.**

# COUNCIL MEMO FORM

7.1.B

Meeting Date	July 18, 2016
Agenda Section	Planning Items
Item Description	ORD/Amending Chpt 74; Article IX, Division 1; Accessory Structure Administrative Site Plan Approval. (1 <sup>st</sup> Reading)
Submitted By	Chuck Darnell, Associate Planner

## **BACKGROUND INFORMATION**

Recently, the Minnesota State Building Code was amended to allow for buildings of 200 square feet or less to be constructed without a building permit. Previously, buildings of 120 square feet or less did not require a building permit, and the City of Anoka had not previously reviewed or permitted buildings smaller than 120 square feet in size.

With the change in the State Building Code, the City can no longer require that a building permit be obtained for accessory buildings smaller than 200 square feet in size. Therefore, the City has no way to monitor the placement of these types of buildings for compliance with zoning code requirements. Proposed buildings larger than 120 square feet were previously reviewed by staff to ensure that they complied with height, setback, impervious surface coverage, and size/number of accessory structure requirements.

Staff is proposing that a review and approval process be added to the Anoka City Code for accessory buildings smaller than 200 square feet. The review and approval of these types of buildings is being proposed to be completed in the same manner that an administrative site plan approval would be completed. This would not require an actual permit, but would require written approval by the zoning administrator. An applicant would be required to submit a site plan showing the proposed location of the accessory building, a narrative describing how the structure will be used, a signed statement by the applicant stating that they are aware that Anoka City Code prohibits residential occupancy and home occupations in accessory structures, and any other information requested by staff in order to review the application.

Staff is also proposing that the fee for requesting the accessory structure administrative approval be \$25, which is the same as the fee required to apply for a fence or sign permit. This lower cost would not be burdensome for applicants and would be equivalent to the amount of staff time required to review and investigate any applications.

The Planning Commission discussed this item at their July 6, 2016 regular meeting, and recommended approval of the ordinance amendments proposed by staff, with a few minor revisions. The ordinance language attached includes the revisions that were included by the Planning Commission.

## **FINANCIAL IMPACT**

Publication costs.

## **COUNCIL ACTION REQUESTED**

Approve the first reading of an ordinance to amend Chapter 74; Article IX, Division 1; Accessory Structure Administrative Site Plan Approval.



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**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2016-XXXX**

**AN ORDINANCE AMENDING CHAPTER 74; ARTICLE IX, DIVISION 1,  
ACCESSORY STRUCTURE ADMINISTRATIVE SITE PLAN APPROVAL  
OF THE CODE OF THE CITY OF ANOKA, MINNESOTA**

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, amendments of Chapter 74, Article IX, Division 1, Accessory Structure Administrative Site Plan Approval, are hereby established and inserted into the City Code of the City of Anoka, by an affirmative vote of a majority of the Anoka City Councilmembers present, to read as Exhibit A, hereto attached.

**Section 2:** This Ordinance shall be in full force and effective upon passage and seven (7) days after publication.

ATTEST:

\_\_\_\_\_  
Phil Rice, Mayor

Introduced: July 18, 2016  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

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

**ARTICLE IX. Supplemental Regulations**

**DIVISION 1. Generally**

**Section 74-481. Accessory Uses.**

The following accessory uses, in addition to those specified elsewhere in this chapter, shall be permitted in any residential district, if the accessory uses do not alter the character of the premises in respect to their use for the purposes permitted in the district:

- (a) The operation of necessary facilities and equipment in connection with schools, colleges, universities, hospitals and other institutions permitted in the district.
- (b) Recreation, refreshment and service buildings in public parks and playgrounds.

**Section 74-482. Accessory Buildings.**

- (a) Any accessory building in excess of ~~420~~200 square feet must meet minimal requirements of the State Building Code.
- (b) In case an accessory building is attached to the main building, it shall be made structurally part of the main building and shall comply in all respects with the requirements of this chapter applicable to the main building.
- (c) An accessory building, unless attached to and made a part of the main building, shall not be closer than five (5) feet to the main building, except as otherwise provided in this section.
- (d) A detached accessory building shall not exceed fifteen (15) feet in height for a building with a shed or flat roof, eighteen (18) feet in height for a gable, hip, gambrel, mansard, arch or round roof, or the height of the principal building, whichever is less.
- (e) The wall height of a detached accessory building shall not exceed twelve (12) feet.
- (f) A detached accessory building shall not be located in any required front yard or within five (5) feet of any side or rear lot line.
- (g) In any residential zoning district the style, color, and facing material of a garage shall be compatible with the principal building. No garage shall have a facing material that consists of factory fabricated or pre-engineered steel and/or finished metal panels or other similar material.
- (h) No accessory building in a business or mixed use zoning district shall have a facing material that consists of metal, aluminum or other similar materials.
- (i) In residential districts, temporary accessory buildings and/or containers used for construction purposes are permitted for a period of up to six (6) months after the initial issuance of a building permit. Temporary buildings used for this purpose may be of any material.

**Section 74-483. Height Regulations.**

- (a) Where the average slope of a lot is greater than one foot rise or fall in seven feet of horizontal distance from the established street elevation at the property line,

one story in addition to the number permitted in the district in which the lot is situated shall be permitted on the downhill side of any building.

- (b) In any district with a height limit of less than 50 feet, public and semipublic buildings, schools and churches, hospitals and other institutions permitted in the district may be erected to a height not exceeding 50 feet. The front, rear and side yards shall be increased one foot for each one foot by which the building exceeds the height limit established in this chapter for such district.
- (c) Height limitations set forth elsewhere in this chapter may be increased by 100 percent when applied to the following:
  - (1) Monuments.
  - (2) Flag poles.
  - (3) Cooling towers.
  - (4) Elevator penthouses.
- (d) Height limitations as set forth elsewhere in this chapter may be increased with no limitation when applied to the following; provided, that a conditional use permit is issued to increase height:
  - (1) Church domes, spires, belfries and roof ridges.
  - (2) Schools, colleges and university buildings.
  - (3) Chimneys or smokestacks.
  - (4) Television and radio broadcasting antennae.
- (e) Height limitations set forth in the R-3, R-4, B-2 and B-3 districts may be increased to six stories or 65 feet of height where the lot is not adjacent to, or closer than, 200 feet to any lot in any R-F, R-1 or R-2 district, and provided a conditional use permit is issued for such height increase, as required by this chapter.

**Section 74-484.**

**Area Regulations.**

No lot shall be so reduced that the area of the lot or dimensions of the open spaces shall be smaller than prescribed in this chapter.

**Section 74-485.**

**Yard Regulations.**

Measurements shall be taken from the nearest point of the wall of the building to the lot line in question, subject to the following qualifications:

- (a) Cornices, canopies or eaves may extend into the required front yard a distance not exceeding four feet, six inches.
- (b) Fire escapes may extend into the required front yard a distance not exceeding four feet, six inches.
- (c) A landing place or uncovered porch may extend into the required front yard a distance not exceeding six feet, if the landing place or porch has its floor no

higher than the entrance floor of the building. An open railing no higher than three feet may be placed around such place.

- (d) The architectural features enumerated in subsections (4a) through (3c) of this section may also extend into any side or rear yard to the same extent, except that no porch, terrace or outside stairway shall project into the required side yard distance, and except on existing lots that are 50 feet or less in width, in such instance, allowable architectural features may project into the required side yard a distance of two feet.
- (e) On double frontage lots, the required front yard shall be provided on both streets.
- (f) In the districts where filling stations are allowed, pumps and pump islands may be located within a required yard; provided that they are not less than 15 feet from any street right-of-way lines.
- (g) The required minimum side yard for churches shall be 25 feet from any residence lot line.
- (h) The required front yard of a corner lot shall not contain any wall, fence or other structure, tree, shrub or other growth which may cause danger to traffic on a street or public road by obscuring the view.
- (i) The required front yard of a corner lot shall be unobstructed above a height of two feet and below a height of seven feet above top of curb line in a triangular area, two sides of which are the lines running along the sides of the streets or the curb lines from the point of intersection of the two street lines as extended and a point 25 feet from such intersection and along each street line the third side of the triangle being the line between the latter two points. Also, boulevards between curb lines and right-of-way lines shall be unobstructed above a height of two feet and below a height of seven feet above the top of the curb line.
- (j) In determining the depth of rear yard for any building where the rear yard opens into the alley, one-half the width of the alley, but not exceeding ten feet, may be considered a portion of the rear yard, subject to the following qualifications:
  - (1) The depth of any rear yard shall not be reduced to less than ten feet by the application of this exception.
  - (2) If the door of any building or improvement, except a fence, opens toward an alley, it shall not be erected or established closer than a distance of 15 feet from the property line.

**Section 74-486.**

**Garages.**

No single-family or two-family dwelling shall be erected in any zoning district unless a garage, detached or attached and covering an area of at least 400 square feet, is also erected in the same parcel at the same time. A certificate of occupancy shall not be issued by the building inspector until all the work for which the building permit was issued has been completed.

**Section 74-487.**

**Trucks in Residential Districts.**

- (a) For the purposes of this section, the following definitions shall apply:

- (1) Definitions in Minn. Stat. § 168.014~~001~~<sup>002</sup>, as amended, shall be adopted by reference.
  - (2) *Midsized vehicle* means any motorized vehicle or trailer more than eight (8) feet and up to nine (9) feet in height, or more than twenty-two (22) feet and up to twenty-five (25) feet in length, or more than 12,000 pounds and up to 15,000 pounds gross vehicles weight.
  - (3) *Oversize vehicle* means any motorized vehicle or trailer more than nine (9) feet in height, or more than twenty-five (25) feet in length, or more than 15,000 pounds gross vehicle weight.
  - (4) *Height* is measured from the ground to the highest point on the vehicle at recommended tire pressure. All accessories, attachments, and materials carried on the vehicle are considered part of the vehicle.
  - (5) *Length* is measured at the longest point of the vehicle or, if the vehicle is a trailer, the horizontal distance between the front and rear edges of the trailer bed. All accessories, attachments and materials carried on the vehicle are considered part of the vehicle.
- (b) One (1) midsize vehicle or trailer may be parked or stored on a residential property in accordance with off-street parking and loading regulations as regulated by Chapter 74, Article IX, Division 2.
  - (c) One (1) oversize recreational vehicle/recreational equipment that is owned by the occupant of the premises may be parked or stored outside in a residence district in accordance with off-street parking and loading regulations as regulated by Chapter 74, Article IX, Division 2.
  - (d) Farm trucks, semi-trailers, special mobile equipment, truck tractors, farm implements or tractors, trucks carrying or designed to carry explosive or flammable materials, buses operated for hire or for commercial purposes, and earth-moving equipment are prohibited from parking in residential zoning districts, regardless of the length, height or gross vehicle weight.
  - (e) This section shall not prohibit vehicles or trailers, as described in subsection (b) through (d) of this section, from short-term parking of vehicles when loading, unloading, or rendering a service.
  - (f) No auxiliary motors or engines on any vehicle or equipment shall be allowed to operate except when actively loading, unloading or performing a service.
  - (g) The Zoning Administrator or his/her designee may grant an administrative waiver, in writing, to a resident to allow:
    - (1) A resident to temporarily park or store an oversized vehicle outside at their place of residence once per year for a period of up to seven (7) days.

**Section 74-488.**

**Walls, fences, and hedges.**

- (a) A fence is defined, for the purpose of this section, as any partition, structure, wall, or gate erected as a divider marker, barrier or enclosure and located along the boundary, or within the required yard. For the purpose of this section, a fence shall not include naturally growing shrubs, trees or other foliage.

- (b) No fence shall be erected or substantially altered in the city without securing a permit from the building inspector. All such permits shall be issued upon a written application which shall set forth the type of fence to be constructed, the material to be used, height, and exact location of the fence. A fee as determined by the City Council shall be paid with each application.
- (c) Fences, when constructed to enclose any lot or tract of land, shall be located in such a way that the entire fence shall be on the property of the owner. Posts and framework shall be placed within the property lines of the owner and the actual fencing material, such as chain link, lumber, pickets, etc., shall be placed on the side of the fence which faces the street or adjacent property.
- (d) No fence shall be allowed or constructed on street rights-of-way. Fences may, by permit, be placed on public utility easements so long as the structures do not interfere in any way with existing underground or over ground utilities. The City or any utility company have authority to use such easements, shall be not be liable for repair or replacement of such fences in the event they are moved, damaged or destroyed by virtue of the lawful use of such easement.
- (e) In single and two-family residential districts, no fence may exceed four feet in height above the ground level, in front of the front line of the residential structure, along any street or highway right-of-way, or in the front yard as defined by this chapter. In these two districts, fences along the side lines to the rear line, including rear lines abutting street or highway right-of-way, may not exceed six feet in height above the ground level.
- (f) The required front yard of a corner lot shall not contain any fence which may cause danger to traffic on a street or public road, by obscuring driver's view. On corner lots, no fence shall be permitted within the intersection sight distance triangle.
- (g) Off-street parking and loading zones and landscaped areas for nonresidential and for multiple-family residential development adjoining one- or two-family residence districts shall be screened by a minimum of six-foot high fence and/or a planting buffer screen. Plans of such screen or fence shall be submitted for approval as part of the site plan review by the Planning Commission and the City Council. Such plans shall be part of the application for a building permit and such fence or landscaping shall be installed as part of the initial construction and be maintained in a sightly condition, compatible with the surrounding area.
- (h) Every fence shall be constructed in a workmanlike manner and of substantial material reasonably suited to the purpose for which the fence is to be used. Cloth or canvas fences shall not be allowed. Barbed wire is not allowed in any residence district but may be installed in commercial or industrial districts with approval by the building inspector. Every fence shall be maintained in a condition of good repair and shall not be allowed to become and remain in a condition which would constitute a public nuisance or a dangerous condition. The building inspector is authorized to notify the owner or owners of the condition and allow owner or owners 60 days in which to repair or demolish the fence.
- (i) Fences shall be constructed in conformity with the wind, stress, foundation, structural and other requirements of the state building code when applicable.

**Section 74-489.**

**Tree Preservation.**

- (a) Standards of Preservation During Construction or Grading
- (1) Intent. Developments, structures, utilities, and all other site activities must be designed, installed, and constructed so that the maximum numbers of trees are preserved on all lots or parcels.
  - (2) For the purpose of this section, a significant tree shall be defined as any live, healthy tree measuring eight (8) inches in diameter or greater, measured at 4.5 feet above the ground.
  - (3) Tree Preservation Plan Required. To minimize tree loss and to mitigate tree removal on wooded lots or parcels with trees, a tree preservation plan must be submitted for approval along with any land disturbance permit, grading permit, site plan, or plat approval. All site activity associated with the proposed permit or plat must be in compliance with the approved tree preservation plan.
  - (4) Tree Preservation Plan. A registered architect, landscape architect, forester, or engineer must prepare the tree preservation plan. The plan must include a scaled drawing or survey including the following information:
    - a. A tree inventory indicating the amount, species, location and condition of all existing significant trees and clumps of non-significant trees within the limits of the proposed activity.
    - b. Identification of significant trees to be protected, preserved, undisturbed or to be removed.
    - c. Location of existing and proposed structures, improvements, utilities and existing and proposed contours.
    - d. Protection techniques that will be utilized to minimize disturbance to all trees remaining on site. Trees must be protected from direct and indirect root damage and trunk and crown disturbance. The following preservation standards apply:
      1. Construction activities including parking, material storage, dirt stockpiling, concrete washout and other similar activities must be done as to not damage or destroy a significant tree.
      2. Protective fencing must be installed around trees that are not being removed. Such fences must be at least four feet high and must consist of polyethylene safety fencing. Fencing must remain in place until construction is completed or other landscaping has been installed and the City Forester has approved the removal of the fencing.
    - e. A tree replacement plan indicating size, species, location, and planting specifications of all street and replacement trees.
  - (5) Tree Replacement.

- a. Each significant tree removed or damaged through construction or grading, or found to have been damaged within one (1) year after completion of construction, must be replaced on-site at a ratio of 1:1 except for:
    - 1. Non Residentially Zoned Property: In no case need the tree replacement density exceed eight (8) trees per acre in non-residentially zoned districts.
    - 2. Residential Zoned Property: In no case need the tree replacement density exceed eight (8) trees per acre on lots one (1) acre or more or subdivisions that occur on unplatted land over one (1) acre. On residentially zoned lots less than one acre, a one to one (1:1) replacement of all trees will be required for the first seven (7) trees removed from the lot.
    - 3. Significant trees removed that the City Forester determines to be undesirable, invasive, or diseased shall not need to be replaced.
  - b. Street trees shall not be counted towards the number of replacement trees required on a site.
  - c. Replacement trees shall be a minimum 2 1/2 inches in diameter if deciduous, or six (6) feet in height if coniferous, measured at 4.5 feet above ground, and shall be a species similar to those which were destroyed unless otherwise required by the City Forester. Replacement trees shall be balled and burlap.
  - d. Mississippi River Control Corridor/Rum River Corridor. Any lands within the Mississippi River Control Corridor/Rum River Corridor shall meet tree replacement/preservation regulations set forth in Article VI, Division I, Section 74-287 of this chapter.
- (6) Tree Replacement Fee. If the developer is unable to replace the required amount of trees due to physical circumstances unique to the site, a tree replacement fee in an amount established by the City Council shall be paid in lieu of tree replacement.
  - (7) Trees on Public Property. Trees on public property shall be regulated by Chapter 70, Article IV, Trees On Public Property.
  - (8) Inspection and Enforcement. Prior to commencement of site grading or excavation, the site shall be staked and fenced for tree protection per the approved tree preservation plan. Construction activities shall cease until compliance with the tree preservation plan has been achieved. Violations of this section shall be considered a misdemeanor.

**Sections 74-490**

**Metal Roof.**

- (a) Prefinished metal roofs are permitted in all districts provided:

- (1) The metal roof shall not have exposed fasteners, semi-concealed fasteners, or any fastener system that does not adhere directly to the support system.
  - (2) Any metal roof that is not a high-quality commercial thickness/weight according to the Building Code is prohibited.
  - (3) Any metal roof that has not been treated with a factory applied color-coating system is prohibited.
  - (4) Must have a color retention guarantee minimum of 20 years.
  - (5) There shall be no open ended rivets or seams where the roofline meets the fascia.
- (b) Single family homes, townhomes and rowhomes shall be allowed to use slate, shingle, shake, tile, or similar design pre-finished metal roofs. Standing seam metal roof design is not allowed on single family homes, townhomes, and rowhomes, **with the exception of copper accents or trim.**



**Section 74-491. Temporary Accessory Buildings.**

- (a) Definitions.

*Temporary accessory building.* A building used for a temporary purpose which has a roof but is without a foundation or footings, is designed to be removable, and is not designed to be permanently attached to the ground, to another structure, or to any utility system. Such buildings are typically constructed of a canvas or other fabric over a PVC, metal or wood frame.

- (b) One temporary accessory building is permitted on each parcel in all residential districts, subject to the following standards:
- (1) A temporary accessory building permit must be obtained.
  - (2) The area of the temporary accessory building will be included in the impervious surface calculations for the property.
  - (3) The size of the temporary accessory building shall not exceed 12' x 26'.
  - (4) The temporary accessory building shall be securely anchored to withstand the weather and prevent against collapsing.

- (5) The temporary accessory building shall be placed in the rear yard, a minimum of five feet (5') from either the side or rear lot line. For riparian lots, the temporary building must be placed on the river side of the property and must meet the structure setback requirements from the river or placed no closer than that of the existing primary structure if the primary structure does not meet setback requirements. In the case of a corner lot, a temporary accessory building may be located in a side yard.
- (6) The temporary accessory building can be placed on the site for a period of no more than six (6) months per calendar year. In cases where weather prevents timely removal, one 30-day extension may be granted administratively. Such extension shall require an extension permit.
- (7) The temporary accessory building must be constructed of durable, fire retardant materials.
- (8) The temporary accessory building shall not exceed the height of any other accessory structures on the site or 15', whichever is less.
- (9) For purposes of this Section, tents and canopies erected for events, weddings, family gatherings, etc. are not required to get a temporary building permit if erected for a period of two weeks or less.
- (10) All applicable requirements of the State Building Code and the State Fire Code shall be met.
- (11) Materials stored in the temporary accessory building must meet the standards of the State Fire Code.
- (12) The temporary accessory building must remain in good repair throughout the time it is erected on the site. Frames without a covering are not permitted.
- (13) A temporary accessory building erected on a site shall be counted toward the maximum number of accessory buildings allowed by this Ordinance.
- (14) A pre-existing temporary accessory building that existed prior to August 21, 2015, and that is in compliance with this Section is permitted until November 1, 2016 and is not subject to Section 74-491(b)(6) until said date, at which point any pre-existing temporary accessory building must meet all regulations set forth in this Section. Any temporary accessory building installed after August 21, 2015 must meet all regulations set forth in this Section.

**Sections 74-492.**

**Accessory Structure Administrative Site Plan Approval**

- (a) For the purpose of enforcing this Chapter, an accessory structure site plan approval shall be required of all persons intending to erect, alter, or place any building or structure that is otherwise exempt from needing a building permit under MN Statute 1300.0120, Subp. 4, A.(1).
- (b) The accessory structure site plan review shall be approved by the zoning administrator or their designee upon a written finding that the proposal meets the requirements of the applicable zoning district and is in compliance with the relevant ordinance standards.
- (c) Administrative site plan approval shall be processed according to the procedures and criteria set forth in City Code Chapter 74, Section 74-38 (g).

(d) Application materials. The person seeking site plan approval must fill out and submit to the zoning administrator a completed application. The review fee shall be established by the City Council and recorded in the Anoka Fee Schedule. The applicant shall submit the following information as part of the application:

(1) A site plan showing the following information:

- a. Location and dimensions of lot lines, buildings, driveways, off-street parking spaces, sidewalks, patios, and other forms of impervious lot coverage as determined by the zoning administrator.
- b. Distances between buildings.
- c. Front, side, and rear lot lines with dimensions.
- d. Location of any easements or underground utilities.
- e. Other information deemed necessary to determine compliance with City Code.

(2) A narrative describing how the structure will be used.

(3) A signed statement by the applicant stating that they are aware that Anoka City Code prohibits residential occupancy and home occupations in accessory structures.

(4) Any other information requested by the zoning administrator in order to allow a reasonable review of the requested proposal.

**Sections 74-493 - 74-505. Reserved.**

# COUNCIL MEMO FORM

9.1

Meeting Date	July 18, 2016
Agenda Section	Ordinances & Resolutions
Item Description	RES/Sale of Bonds, \$1,850,000 G.O. Utility Revenue Bonds, Series 2016B for 2016 & 2017 Stormwater Utility Projects.
Submitted By	Lori Yager, Finance Director

## **BACKGROUND INFORMATION**

At the June 20, 2016 meeting, Council approved calling for the sale of 2016B Storm Water Utility Revenue Bonds. Shelly Eldridge with Ehlers and Associates is prepared to walk you through the details of the sale results for the G.O. Utility Revenue Storm Water Bonds, Series 2016B.

The 2016B G.O. Utility Revenue Storm Water Bond proceeds will pay for the 2016 and 2017 storm water utility projects.

## **FINANCIAL IMPACT**

Provide approximately \$1,850,000 for storm water project funding.

## **COUNCIL ACTION REQUESTED**

Listen to results of the sale, approve the resolution authorizing the sale of up to \$1,850,000 of General Obligation Storm Water Utility Revenue Bonds, Series 2016B.

After due consideration of the proposals, Councilmember \_\_\_\_\_ then introduced the following resolution and moved its adoption:

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDING THE SALE OF \$\_\_\_\_\_ GENERAL  
OBLIGATION UTILITY REVENUE BONDS,  
SERIES 2016B; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR  
EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT

BE IT RESOLVED By the City Council of the City of Anoka, Minnesota (City) as follows:

Section 1. Findings; Sale of Bonds.

1.01. By Resolution No. 2016-049 adopted June 20, 2016, the City has determined to issue its General Obligation Utility Revenue Bonds, Series 2016B (Bonds) for the purpose of financing various storm water improvement projects identified therein.

1.02. The City has submitted an application to participate in the Credit Enhancement Program of the State of Minnesota, and has entered into a Credit Enhancement Program Agreement related to the Bonds with the Minnesota Public Facilities Authority.

1.03. The proposal of \_\_\_\_\_ (Purchaser) to purchase the Bonds of the City is hereby accepted, the proposal being to purchase the Bonds at a price of \$\_\_\_\_\_, for Bonds bearing interest as follows:

<u>Year of</u> <u>Maturity</u>	<u>Interest</u> <u>Rate</u>
-----------------------------------	--------------------------------

True interest rate: \_\_\_\_\_%.

1.04. The amount proposed by the Purchaser in excess of the minimum bid is credited to the Debt Service Account hereinafter created. The City Finance Director is directed to deposit the good faith check of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith checks of the unsuccessful proposers forthwith. The Mayor and the City Clerk are directed to execute a contract with the Purchaser on behalf of the City.

1.05. The City will forthwith issue and sell the Bonds in the total principal amount of \$\_\_\_\_\_ originally dated as of their date of delivery, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as above set forth, and which mature serially, on February 1 in the years and amounts as follows:

<u>Year of Maturity</u>	<u>Amount</u>
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1.05. All Bonds maturing on or after February 1, 2026, are subject to redemption and prior payment in whole or in part in such order as the City may determine and by lot within a maturity at the option of the City on February 1, 2025, and any date thereafter at par and accrued interest. In the event of redemption by lot of Bonds of like maturity, the Bond Registrar shall assign to each Bond of such maturity then outstanding a distinctive number for each \$5,000 of the principal amount of such Bonds and shall select by lot in the manner it determines the order of numbers, at \$5,000 for each number, for all outstanding Bonds of like maturity. The order of selection of Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected, but only so much of the principal amount of each Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected.

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case such Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case such Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing February 1, 2017, to the owner of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day.

2.03. Registration. The City will appoint, and will maintain, a bond registrar, transfer agent, authenticating agent and paying agent (Registrar). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon any transfer or exchange will be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For a transfer or exchange of Bonds, the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like

amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be canceled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) not more than 60 and not less than 30 days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of any proceeding for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints U.S. Bank National Association, Minneapolis, Minnesota, as the initial Registrar. The Mayor and the City Clerk are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, such corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before three business days prior to each principal or interest due date, without further order of this Council, the Finance Director must transmit to the Registrar moneys sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Finance Director and executed on behalf of the City by the signatures of the Mayor and the City Clerk, provided that all signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of any Bond, such signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding

such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on each Bond is conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been so prepared, executed and authenticated, the City Finance Director will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

2.06. Temporary Bonds. The City may elect to deliver in lieu of printed definitive Bonds one or more typewritten temporary Bonds in substantially the form set forth in Section 3 with such changes as may be necessary to reflect more than one maturity in a single temporary bond. Upon the execution and delivery of definitive Bonds the temporary Bonds will be exchanged therefor and canceled.

Section 3. Form of Bond.

3.01. The Bonds will be printed in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
COUNTY OF ANOKA  
CITY OF ANOKA

GENERAL OBLIGATION UTILITY REVENUE BOND, SERIES 2016B

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	February 1, _____	August __, 2016	

No. R-\_\_\_\_\_ \$\_\_\_\_\_

Registered Owner: Cede & Co.

Principal Sum:

The City of Anoka, Anoka County, Minnesota, a duly organized and existing municipal corporation of the State of Minnesota (City), acknowledges itself to be indebted and for value received promises to pay to the registered owner specified above, or registered assigns, the principal sum set forth above on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above, payable February 1 and August 1 in each year, commencing February 1, 2017, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank National Association, Minneapolis, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of \$\_\_\_\_\_ all of like original issue date and tenor, except as to number, maturity date, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the City Council on April 6, 2016 (the Resolution), for the purpose of providing money to finance the construction of various storm water utility improvement projects, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Section 444.075 and Chapter 475. The principal and interest hereon is payable primarily from net revenues of the water and sewer plant and system of the City, as set forth in the Resolution to

which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy ad valorem taxes on all taxable property in the City in the event of any deficiency in net revenues pledged, which taxes may be levied without limitation as to rate or amount. In addition, the City has entered into a credit enhancement agreement with the Minnesota Public Facilities Authority under Minnesota Statutes, Section 446A.086, which provides for payments by the State of Minnesota in the event of default by the City.

The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities. As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner's attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The Bonds of this series maturing on or after February 1, 2026, are subject to redemption at the option of the City, in whole or in part in such order as the City may determine and by lot within a maturity, on February 1, 2025, and any date thereafter at par and accrued interest.

The issue of Bonds of which this Bond forms a part has been designated as "qualified tax exempt obligations" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the Code) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.



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

---

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: \_\_\_\_\_

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

Signature Guaranteed:

\_\_\_\_\_

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges.

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

\_\_\_\_\_

3.02. The City Clerk is authorized and directed to obtain a copy of the proposed approving legal opinion of Faegre Baker Daniels LLP, Minneapolis, Minnesota, which is to be complete except as to dating thereof and cause the opinion to be attached to each Bond.

Section 4. Payment; Security; Pledges and Covenants; Refunding of Refunded Bonds.

4.01. The City will create and continue to operate its Water and Sewer Fund to which will be credited all gross revenues of the water and sewer plant and system and out of which will be paid all normal and reasonable expenses of current operations of the water and sewer plant and system. Any balance therein are deemed net revenues and will be transferred, from time to time, to a General Obligation Utility Revenue Bonds, Series 2016B Debt Service Fund (Debt Service Fund) hereby created in the Water and Sewer Fund, which fund will be used only to pay principal of and interest on the Bonds and any other bonds similarly authorized. There will always be retained in the Debt Service Fund a sufficient amount to pay principal of and interest on all the Bonds, and the Finance Officer must report any current or anticipated deficiency in the Debt Service Fund to the City Council. There is appropriated to the Debt Service Fund all capitalized interest financed from Bond proceeds, if any, any amount over the minimum purchase price of the Bonds paid by the Purchaser and all accrued interest paid by the Purchaser upon closing and delivery of the Bonds.

4.02. The City Council covenants and agrees with the holders of the Bonds that so long as any of the Bonds remain outstanding and unpaid, it will keep and enforce the following covenants and agreements:

(a) The City will continue to maintain and efficiently operate the water and sewer plant and system as public utilities and conveniences free from competition of other like utilities and will cause all revenues therefrom to be deposited in bank accounts and credited to the water and sewer system accounts as hereinabove provided, and will make no expenditures from those accounts except for a duly authorized purpose and in accordance with this resolution.

(b) The City will also maintain the Debt Service Fund as a separate account in the Water and Sewer Fund and will cause money to be credited thereto from time to time, out of net revenues from the water and sewer plant and system in sums sufficient to pay principal of and interest on the Bonds when due.

(c) The City will keep and maintain proper and adequate books of records and accounts separate from all other records of the City in which will be complete and correct entries as to all transactions relating to the water and sewer plant and system and which will be open to inspection and copying by any bond holder, or the holder's agent or attorney, at any reasonable time, and it will furnish certified transcripts therefrom upon request and upon payment of a reasonable fee therefor, and said account will be audited at least annually by a qualified public accountant and statements of such audit and report will be furnished to all bondholders upon request.

(d) The City Council will cause persons handling revenues of the water and sewer plant and system to be bonded in reasonable amounts for the protection of the City and the bondholders and will cause the funds collected on account of the operations

of the water and sewer plant and system to be deposited in a bank whose deposits are guaranteed under the Federal Deposit Insurance Law.

(e) The Council will keep the water and sewer plant and system insured at all times against loss by fire, tornado and other risks customarily insured against with an insurer or insurers in good standing, in such amounts as are customary for like plants, to protect the holders, from time to time, of the Bonds and the City from any loss due to any such casualty and will apply the proceeds of such insurance to make good any such loss.

(f) The City and each and all of its officers will punctually perform all duties with reference to the water and sewer plant and system as required by law.

(g) The City will impose and collect charges of the nature authorized by Minnesota Statutes, Section 444.075 at the times and in the amounts required to produce, net revenues adequate to pay all principal and interest when due on the Bonds and to create and maintain such reserves securing said payments as may be provided in this resolution.

(h) The City Council will levy general ad valorem taxes on all taxable property in the City, when required to meet any deficiency in net revenues.

4.03. It is hereby determined that the estimated collection of net revenues for the payment of principal and interest on the Bonds will produce at least five percent in excess of the amount needed to meet, when due, the principal and interest payments on the Bonds and that no tax levy is needed at this time.

4.04. The City Clerk is authorized and directed to file a certified copy of this resolution with the County Auditor and to obtain the certificate required by Minnesota Statutes, Section 475.63.

4.05. The City has entered into an agreement with the Minnesota Public Facilities Authority for participation in its Credit Enhancement Program. The City shall do all things which may be necessary to perform the obligations undertaken under said agreement, including, without limitation, transfer to the Paying Agent three business days before each date that payment is due on the Bonds an amount sufficient to make that payment as required by Section 2.04 of this Resolution.

## Section 5. Defeasance.

5.01. Defeasance. When all Bonds and all interest thereon, have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by

depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also at any time discharge and defease the Bonds in their entirety by complying with the provisions of Minnesota Statutes, Section 475.67, except that the funds deposited in escrow in accordance with said provisions may (to the extent permitted by law) but need not be, in whole or in part, proceeds of bonds as therein provided without the consent of any Bondholders.

Section 6. Authentication of Transcript.

6.01. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds and such instruments, including any heretofore furnished, will be deemed representations of the City as to the facts stated therein.

6.02. The Mayor, City Clerk and City Finance Director are hereby authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

6.03. The Mayor, City Clerk and City Finance Director are authorized to execute the Continuing Disclosure Undertaking substantially in the form on file with the City on the date hereof.

Section 7. Tax Covenant.

7.01. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the Code), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

7.02. The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for

investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States.

7.03. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

7.04. In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;

(b) the City designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2016 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2016 have been designated for purposes of Section 265(b)(3) of the Code.

#### Section 8. Book-Entry System; Limited Obligation of City.

8.01. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.03 hereof. Upon initial issuance, the ownership of each such Bond will be registered in the registration books kept by the Bond Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (DTC). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Bond Registrar in the name of Cede & Co., as nominee of DTC.

8.02. With respect to Bonds registered in the registration books kept by the Bond Registrar in the name of Cede & Co., as nominee of DTC, the City, the Bond Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the Participants) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person other than a registered owner of Bonds, as shown by the registration books kept by the Bond Registrar, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds,

or any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Bond Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Bond Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Bond Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Bond Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Finance Director of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and the words "Cede & Co.," will refer to such new nominee of DTC; and upon receipt of such a notice, the City Finance Director will promptly deliver a copy of the same to the Bond Registrar and Paying Agent, if the Bond Registrar or Paying Agent is other than the City Finance Director.

8.03. Representation Letter. The City has previously executed and submitted to DTC a representation letter (Representation Letter). Any Paying Agent or Bond Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Bond Registrar and Paying Agent, respectively, to at all times to complied with.

8.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interest in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Bond Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

8.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Bond and all notices with respect to such Bond will be made and given, respectively in the manner provided in the Representation Letter.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

CITY OF ANOKA     )  
COUNTY OF ANOKA)

I, the undersigned, being the duly qualified and acting Clerk of the City of Anoka, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on July 18, 2016, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of \$\_\_\_\_\_ General Obligation Utility Revenue Bonds, Series 2016B of the City.

WITNESS My hand officially as such Clerk and the corporate seal of the City of Anoka this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk  
City of Anoka, Minnesota

(SEAL)

US.107171888.01

Extract of Minutes of Meeting  
of the City Council of the City of Anoka, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Anoka, Minnesota, was held in the City offices, on Monday, July 18, 2016, commencing at 7:00 p.m.

The following Councilmembers were present:

and the following were absent:

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The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's \$\_\_\_\_\_ General Obligation Utility Revenue Bonds, Series 2016B. The proposals were as follows:

# COUNCIL MEMO FORM

9.2

Meeting Date	July 18, 2016
Agenda Section	Ordinances and Resolution
Item Description	ORD/Establishing Chpt I, Article III; Opting-Out of the Requirements of Minn. Stat. § Section 462.3593 (2 <sup>nd</sup> reading)
Submitted By	Doug Borglund, Deputy Community Development Director

## **BACKGROUND INFORMATION:**

This is the 2<sup>nd</sup> reading of the proposed Chapter 1, Article 111, of the City Code Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593, which defines and regulates Temporary Family Health Care Dwellings. There has been no changes or addition since the 1<sup>st</sup> reading.

On May 12, 2016, the Governor signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings. Subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations.

The law provides the following definition: "Temporary family health care dwelling" means a mobile residential dwelling providing an environment facilitating a caregiver's provision of care for a mentally or physically impaired person that meets the requirements below.

The law allows landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling up to 300 square feet in size with temporary utility service. People who may call this type of unit home on a temporary basis must be a mentally and/or physically impaired person requiring assistance with two or more instrumental activities of daily living and documentation signed by a physician, a physician assistant, or an advanced practice registered nurse licensed to practice in this state. These types of units are considered exempt from certain elements of local zoning regulations by law. The law allows these types of units through a permitting process and grants a timeline of 6 months for the use of the unit and allows an extension of 6 additional months to the permit, if requested.

The recommendation at this time is to exercise the opt-out provision. Some requirements of the law are unclear as to implementation and in some aspects will be difficult to administer. Further, the City of Anoka is a fully urbanized community with smaller lot sizes which will make it difficult to locate these types of units without overuse of most residential real estate.

## **FINANCIAL IMPACT:**

Publication of the ordinance.

## **COUNCIL REQUESTED ACTION:**

Hold the second reading and adopt the Ordinance establishing Chapter 1, Article III, City Code opting-out of the requirements of Minnesota Statutes, Section 462.3593, which defines and regulates Temporary Family Health Care Dwellings.



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

**CITY OF ANOKA, MINNESOTA**

**ORDINANCE**

**ORD-2016-XXX**

**AN ORDINANCE  
TO THE CODE OF THE CITY OF ANOKA**

**THE COUNCIL OF THE CITY OF ANOKA ORDAINS:**

Section 1. Pursuant to Minnesota Law, the Anoka City Charter and the Anoka City Code, Chapter 1, Article III. Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593, is hereby established into the City Code of the City of Anoka, by an affirmative vote of a majority of the Anoka City Councilmembers present, to read as Exhibit A, hereto attached.

Section 2: This Ordinance shall be in full force and effective upon passage and seven (7) days after publication.

ATTEST:

\_\_\_\_\_  
Phil Rice, Mayor

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

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

**CHAPTER 1. GENERAL PROVISIONS**

**ARTICLE III. Opting-Out of the Requirements of Minnesota Statutes Section 462.3593**

**Section 1-1. Opt-out of Minnesota Statutes, Section 462.3593.**

Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Anoka opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

# COUNCIL MEMO FORM

9.3

Meeting Date	07-18-2016
Agenda Section	Ordinances & Resolutions
Item Description	RES; Bond Reimbursement; Greenhaven Parkway
Submitted By	Lori Yager, Finance Director

## **BACKGROUND INFORMATION**

The City of Anoka is currently working on the Greenhaven Parkway project in the Greens of Anoka TIF district. Staff is recommending that the City issue G.O. Tax Increment Revenue bonds to provide funding for the Greenhaven Parkway project in 2017. In order to reimburse itself for expenditures occurred from May 18, 2016 through the bond issue date in 2017, City Council must pass a resolution declaring the intent to reimburse itself for expenditures incurred and to be incurred for the Greenhaven project it will issue bonds for in the future.

Approval of this resolution is essential for funding the Greenhaven Parkway project which is already getting underway in the Greens of Anoka TIF district.

## **FINANCIAL IMPACT**

The city anticipates issuing debt for about \$3 million in addition to the grant of \$700,000 it will receive from the state for the Greenhaven parkway project.

## **COUNCIL ACTION REQUESTED**

Approve the resolution declaring the official intent to reimburse expenditures from bond proceeds.



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

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2016-XX**

DECLARING THE OFFICIAL INTENT OF THE CITY OF ANOKA TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures which may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a bond;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ANOKA (THE "CITY") AS FOLLOWS:

1. The City intends to build Greenhaven Parkway in 2017 in the Greens of Anoka Tax Increment Financing District.
2. The City reasonably intends to make expenditures for the Project, and reasonably intends to reimburse itself for such expenditures from the proceeds of debt to be issued by the City in the maximum principal aggregate amount of approximately \$3,000,000.
3. This resolution is intended to constitute a declaration of official intent for purposes of Treas. Reg. § 1.150-2 and any successor law, regulation or ruling.

Adopted by the Anoka City Council this the 18<sup>th</sup> day of July 2016.

ATTEST:

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Amy T. Oehlers, City Clerk

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Phil Rice, Mayor

# COUNCIL MEMO FORM

9.4

Meeting Date	07-18-2016
Agenda Section	Ordinances & Resolutions
Item Description	ORD/Approving Lease Agreement & First Amendment with Dennis & Beverly Medved; Riverplace Duplexes (1 <sup>st</sup> Reading)
Submitted By	Doug Borglund, Deputy Community Development Director

## **BACKGROUND INFORMATION**

At your meetings in May the Council adopted multiple resolutions approving the Purchase Agreement, Property Exchange & Development Agreement with Dennis & Beverly Medved.

Along with those approvals authorization given to sign all other necessary documents related to this transaction. One of those documents included a Lease Agreement between the City and Dennis & Beverly Medved for the duplexes on Fremont Street. Our Charter requires that leases be approved by Ordinance.

Included in your packet is the original Lease Agreement and a First Amendment to the lease agreement.

The First Reading of this ordinance was hold at your July 5<sup>th</sup> meeting. There have been no changes made since then.

## **FINANCIAL IMPACT**

N/A. Addressed in Section 2.5 of the Property Exchange Agreement which was already approved.

## **COUNCIL ACTION REQUESTED**

Hold the Second Reading and adopt an ordinance approving the Lease Agreement & First Amendment.



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

**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2016-**

**AN ORDINANCE APPROVING A LEASE AGREEMENT & FIRST AMENDMENT  
TO THE LEASE AGREEMENT BETWEEN THE  
CITY OF ANOKA AND DENNIS & BEVERLY MEDVED**

THE COUNCIL OF THE CITY OF ANOKA ORDAINS:

**WHEREAS**, the City of Anoka owns real property as redefined premises shown in Exhibit A of the First Amendment to Lease Agreement; and

**WHEREAS**, the City of Anoka and Dennis & Beverly Medved desire to enter into a Lease Agreement and a First Amendment to the Lease Agreement; 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 the property identified in and pursuant to the terms of the Lease Agreement the First Amendment to the Lease Agreement.

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

1. The City Council approves the Lease Agreement and First Amendment to the Lease Agreement, hereto attached.
2. The City Council authorizes and directs the Mayor and City Clerk to execute an agreement and all of the documents necessary to complete this transaction.
3. This ordinance shall be in full force and effective seven (7) days after publication.

ATTEST:

\_\_\_\_\_  
Phil Rice, Mayor

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

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

## LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease") dated May 23, 2016 (the "Effective Date") by and between THE CITY OF ANOKA, a Minnesota municipal corporation (the "Landlord"), and DENNIS E. MEDVED and BEVERLY A. MEDVED (the "Tenant") (Landlord and Tenant are each a "Party" and sometimes collectively referred in this Lease as the "Parties").

### RECITALS

- A. As of the date of this Lease, Landlord acquired from Tenant real property located in Anoka County, Minnesota and described on attached Exhibit A (the "Premises") which is improved with several buildings ("Building") and other improvements operated by Riverplace Counseling Center, Inc. ("Riverplace") as a tenant of Tenant, pursuant to that certain Real Property Exchange Agreement dated May 23, 2016 (the "Exchange Agreement").
- B. Pursuant to the Exchange Agreement, Tenant acquired from Landlord other real property in the City of Anoka on which Tenant will construct new improvements into which Riverplace will relocate (the "Relocation Property").
- C. In accordance with sections 2.3.4 and 2.5 of the Exchange Agreement, Tenant desires to lease the Premises from Landlord and Landlord desires to lease such premises to Tenant, to allow Riverplace to continue to operate in the Premises until the Relocation Property is available, all pursuant to the terms and conditions of this Lease.

NOW THEREFORE, the Parties agree as follows:

### ARTICLE 1. PREMISES.

- A. Leased Premises. Landlord hereby leases and demises to Tenant, and Tenant hereby leases from Landlord the exclusive right of use of the Riverplace Property including any and all buildings and improvements on the land (the "Premises").
- B. Acceptance of Premises. By executing this Lease, Tenant agrees that, except as otherwise provided in this Lease, (i) Tenant is accepting the Premises in its existing condition "as-is," (ii) Landlord has made and makes no representation or warranty of any kind about the condition of the Premises or its fitness for any use, and (iii) Landlord has no obligation under this Lease to make repairs or replacements of all or any part of the Premises.
- C. Leasehold Improvements. Landlord is not required to make any leasehold improvements.

### ARTICLE 2. TERM.

- A. Term. The Term of this Lease shall commence on the Closing Date of the Exchange Agreement ("Commencement Date") and shall continue for sixty (60) days after the date in which Tenant receives a certificate of occupancy from the City of Anoka and any other government approvals necessary or desirable for the conduct of business by Riverplace at the Relocation Property (the "Expiration Date"). The period of time from the Commencement Date

until the Expiration Date shall be referred to as the "Term." If Landlord and Tenant do not close on the Exchange Agreement, this Lease shall be void.

B. Early Termination. Tenant may terminate this Lease early at any point by providing Landlord written notice, at which point the termination shall be effective on any date as stated by Tenant in such notice.

C. Holdover. If Tenant does not vacate the Premises on or before the Expiration Date, Tenant shall be a tenant at will for the holdover period and all the terms and provisions of this Lease shall be applicable during that period, except Tenant shall pay Landlord as Monthly Rent (defined below) for the period of such holdover. Tenant shall indemnify, defend and hold harmless Landlord for any claim, damage, loss or expense arising in connection with Tenant's failure to vacate without the consent of the Landlord. Tenant agrees to vacate and deliver the Premises to Landlord within ten (10) days from written notice from Landlord to vacate at any time following the Expiration Date. No holding over by Tenant, whether with or without consent of Landlord, shall operate to extend the term of this Lease.

D. Early Possession. As of the Effective Date, Tenant is in possession of the Premises and Tenant will have continuous possession of the Premises until the expiration of the Term.

**ARTICLE 3. RENT.** As partial consideration in the Exchange Agreement and as evidenced in the Section 2.5 of the Exchange Agreement, the Parties agree that during the Term, Tenant shall not have to pay Landlord monthly rent for use of the Premises.

**ARTICLE 4. SECURITY DEPOSIT.** Tenant shall not be required to provide a security deposit with Landlord.

**ARTICLE 5. USE.** Tenant shall use the Premises for any legal purpose, and the Parties agree that Tenant has the right to allow Riverplace to continue its operations within the Premises as a subtenant of Tenant during the duration of this Lease.

**ARTICLE 6. UTILITIES AND TAXES.** Tenant shall pay when due during the Lease Term (i) all charges for utilities used on the Premises; (ii) all real estate taxes imposed on the Premises and annual installments of special assessments prorated for the period in which Tenant has possession of the Premises; (iii) all sales and use taxes imposed as a result of the business conducted on the Premises; and (iv) all personal property taxes assessed against personal property situated thereon prorated for the period in which Tenant has possession of the Premises. Landlord and Tenant acknowledge and agree that this Lease shall be "net" to Landlord, with all expenses incurred for occupancy of the Premises during the term of the Lease payable by Tenant.

**ARTICLE 7. OBLIGATIONS OF TENANT.** Tenant agrees that it shall:

A. Compliance with Laws and Rules. Comply with all laws, ordinances, and regulations applicable to the Premises.

B. Condition of Premises. Keep the Premises in good order and condition and commit no waste on the Premises.

C. Condition on Termination. On the termination of this Lease in any manner whatsoever, remove Tenant's goods and effects and those of any other person claiming under Tenant, and quit and deliver up the Premises to Landlord peaceably and quietly in as good order and condition as the same exists at the commencement of the Lease Term, subject only to (i) reasonable use, wear, and tear, (ii) repairs which are Landlord's obligations, if any, (iii) damage from fire or other casualty not caused by or through Tenant; and (iv) removal of personal property as detailed in Article 7(I). Goods and effects not removed by Tenant at the termination of this Lease, however terminated, shall be deemed abandoned, and Landlord may dispose of the same as it deems expedient. In the event Landlord incurs any costs in removing Tenant's abandoned property, Tenant shall, upon request of Landlord, reimburse Landlord for said costs within thirty (30) days of receipt of written notice of said costs by Landlord. Notwithstanding the foregoing, and with the exception of reimbursement for abandoned property costs, Landlord and Tenant acknowledge that Landlord intends to demolish the existing improvements after Landlord regains possession and, accordingly, Landlord shall accept the Premises in "as-is" condition at the time of surrender by Tenant as long as the Premises are in a safe condition, with all buildings in weather-tight condition

D. Assignment of Tenant's Interests. Tenant may assign or sublease any or all of the Premises at any time during the Term of the Lease to any affiliate of Tenant or to any third party, provided Landlord gives written consent which shall not be unreasonably withheld, conditioned or delayed. No consent from Landlord is necessary for subletting or assignment of Tenant's rights to Riverplace.

E. No Signs. Tenant must receive written approval for any additional signage and signage must comply with existing city and building codes.

F. No Damage. Not overload, damage, or deface the Premises or do any act which may make void or voidable any insurance on the Premises or the Building or which may result in an increased or extra premium payable for Landlord's insurance covering the Property.

G. No Alterations. Not make any alteration of or addition to the Premises without the prior written approval of Landlord.

H. No Liens. Keep the Premises and the Property free from any liens arising out of any work performed, materials furnished, or obligations incurred by Tenant. Tenant shall not make any improvements, additions, or alterations to the Premises without Landlord's prior written consent, which Landlord may grant or deny in Landlord's sole discretion. If Landlord consents to any improvements, additions, or alterations to the Premises, Tenant shall provide to Landlord, at Tenant's sole cost and expense, a lien and completion bond in an amount equal to one and one-half (1½) times any and all estimated costs, to insure Landlord against any liability for mechanics' and materialmen's liens and to insure completion of the work.

I. Removal of Personal Property and Salvage. Until Tenant surrenders possession of the Premises, Tenant and Riverplace shall each have the right to remove personal property from the Riverplace Property and Premises, including without limitation furnishings and fixtures owned by Tenant or Riverplace (which in any event was not included in the Medved Property acquired by the

City under the Exchange Agreement) and the following items located in 1814 South Ferry St. Building "B" (whether or not such items may otherwise be considered to be "real property"):

- (1) stained glass window, (2) oak pocket door and (3) fireplace mantle.

#### **ARTICLE 8. HAZARDOUS SUBSTANCES.**

A. No Hazardous Substances. Tenant will not cause or permit to occur any generation, manufacture, storage, treatment, transportation, release, or disposal of any "Hazardous Substances," as that term is defined in paragraph F, on, in, under, about or from the Premises, and Tenant shall not bring or permit others to bring any such materials onto the Premises or the Property, except in such minimum quantities as are required by Tenant for the conduct of ordinary business office activities and in compliance with all applicable environmental, health, safety, reporting and disclosure laws and regulations.

B. No Destruction of Existing Materials. Tenant will not drill holes in, sand, cut, chip, abrade, remove, repair, replace or otherwise disturb any ceiling tile, floor tile, linoleum or mastic within the Premises without Landlord's express written consent.

C. Removal. Tenant shall immediately remove and dispose of any Hazardous Substances found on the Premises pursuant to all Environmental Laws and, if applicable, pursuant to a remediation plan approved by the Minnesota Pollution Control Agency.

D. Notices. During and after the Lease Term, Tenant shall promptly provide Landlord with copies of all summons, citations, directives, information inquiries or requests, notices of potential responsibility, notices of violation or deficiency, orders or decrees, claims, complaints, investigations, judgments, letters, notice of environmental liens, and other communications, written or oral, actual or threatened, from the United States Environmental Protection Agency, Occupational Safety and Health Administration, the State of Minnesota Pollution Control Agency, or other federal, state or local agency or authority, or any other entity or individual, concerning (i) any Hazardous Substance regarding the Property or the Premises; (ii) the imposition of any lien on the Property or the Premises; or (iii) any alleged violation of or responsibility under any Environmental Law.

E. Definitions. Hazardous Substance means any substance designated pursuant to the Clean Water Act, Title 33 U.S.C. Section 1321 or Minnesota Statute Chapter 115 or Chapter 116, any element, compound, mixture, solution, constituent, or substance designated pursuant to the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA") Title 42 U.S.C. Section 9602 or the Minnesota Environmental Response and Liability Act ("MERLA"), Minnesota Statute Chapter 115B, any hazardous waste having the characteristics identified under or listed pursuant to the Solid Waste Disposal Act, Title 42 U.S.C. Section 6921 or the Minnesota Waste Management Act, Minnesota Statute Chapter 115A, any toxic pollutant listed under Section 307(a) of the Clean Water Act, Title 33 U.S.C. Section 1317(a) or Minnesota Statute Chapter 115D, any hazardous air pollutant listed under Section 112 of the Clean Air Act, Title 42 U.S.C. Section 7412 or Minnesota Statute Chapter 116, any imminently hazardous chemical substance or mixture with respect to which the Administrator of the Environmental Protection Agency has taken action pursuant to Section 7 of the Toxic Substances

Control Act, Title 15 U.S.C. Section 2606, any Petroleum Product listed under Minnesota Statute Chapter 116C, and any hazardous waste, hazardous substance, pollutant, or contaminant that is regulated or actionable under the law in Minnesota, and any federal, state, or local law, rule, regulation, or common law (“Environmental Laws”). The term “Hazardous Substance” also includes, but is not limited to, polychlorinated biphenyls, asbestos, urea formaldehyde, or related substances and petroleum and petroleum products.

**ARTICLE 9. CASUALTY LOSS.** In case of damage to the Premises or the Building by fire or other casualty, this Lease shall, at the option of Tenant, be terminated as of the date of such damage by written notice from Tenant to Landlord, and Tenant shall thereupon promptly vacate the Premises. In lieu of terminating this Lease, Tenant may, upon written notice to Landlord and at its sole cost and expense, cause the damage to be repaired and continue its tenancy under the terms and conditions of this Lease.

**ARTICLE 10. LIABILITY.** Tenant agrees that Landlord and its building manager and their officers and employees shall not be liable to Tenant for (a) any damage to or loss of personal property in the Premises, (b) any damage to vehicles parked anywhere in or on the Property, (c) any damage to or loss of personal property within such vehicles, or (d) any injury or death occurring in, on or about the Premises (such damages, losses, injuries or death being collectively referred to herein as “Losses”) except to the extent that such Losses are the result of the willful misconduct or gross negligence of Landlord, its building manager, or their officers or employees. Landlord and its building manager and their officers and employees shall not be liable to Tenant or those claiming through or under Tenant for any such Losses whether or not such Losses are the result of their negligence and regardless of the extent to which Tenant or any third party is compensated therefor by insurance. Tenant shall indemnify Landlord against, and hold Landlord harmless from, liability or claims thereof, arising out of any Losses, except to the extent arising from the gross negligence or willful misconduct of Landlord.

#### **ARTICLE 11. INSURANCE.**

A. Insurance by Landlord. During the Lease Term, Landlord shall maintain, at its own expense, liability insurance, and any other insurance on the Premises and/or the property and interests of Landlord in the Premises that Landlord deems necessary, with coverage and in amounts deemed reasonable by Landlord from time to time.

B. Insurance by Tenant. Tenant shall, during the Lease Term, procure and keep in force the following insurance:

- (1) Commercial general liability and fire insurance with extended coverage, naming Landlord and Landlord’s managing agent for the Property as additional insureds against any and all claims for bodily injury and property damage occurring in, or about the Premises arising out of Tenant’s use and occupancy of the Premises. Such insurance shall have a combined single limit of not less than One Million Dollars (\$1,000,000). If Tenant has other locations that it owns or leases the policy shall include an aggregate limit per location endorsement. Such liability insurance shall be primary and not contributing to any insurance available to Landlord and Landlord’s insurance

shall be in excess thereto. In no event shall the limits of such insurance be considered as limiting the liability of Tenant under this lease.

- (2) Personal property insurance insuring all equipment, trade fixtures, inventory, fixtures and personal property located on or in the Premises for perils covered by the cause of loss - special form (all risk). Such insurance shall be written on a replacement cost basis in an amount equal to one hundred percent (100%) of the full replacement value of the aggregate of the foregoing.
- (3) Workers' compensation insurance in accordance with Minnesota law.
- (4) Business interruption insurance to cover a period of not less than 6 months.

C. Policy Requirements. The policies required to be maintained by Tenant shall be issued by companies rated A- or better in the most current issue of Best's Insurance Reports. Insurers shall be licensed to do business in the State of Minnesota and domiciled in the USA. Tenant shall have the right to provide insurance coverage which it is obligated to carry pursuant to the terms hereof in a blanket policy, provided such blanket policy expressly affords coverage to the Premises, and to Landlord as required by this Lease. Each policy of insurance shall provide notification to Landlord at least thirty (30) days before any cancellation or modification to reduce the insurance coverage.

D. Subrogation. Landlord and Tenant mutually waive their respective rights of recovery against each other for any loss of, or damage to, either parties' property, to the extent that such loss or damage is insured by an insurance policy required to be in effect at the time of such loss or damage.

**ARTICLE 12. INDEMNIFICATION.** Tenant shall indemnify, hold harmless, and defend Landlord (except for Landlord's gross negligence or willful misconduct) against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising out of any occurrence in, on or about the Property, if caused or contributed to by Tenant or Tenant's agents or invitees, or arising out of any occurrence in, upon or at the Property or Premises, or on account of the use, condition, occupational safety or occupancy of the Property or Premises. It is the intent of the parties hereto that the indemnity contained in this Article shall not be limited or barred by reason of any negligence on the part of Landlord or Landlord's agents, except as expressly provided herein, but shall be apportioned between Tenant and Landlord to the extent arising from the gross negligence or willful misconduct of Landlord. Such indemnification shall include and apply to attorneys' fees, investigation costs, and other costs actually incurred by Landlord. Tenant shall further indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease. The provisions of this Article shall survive the expiration or termination of this Lease with respect to any damage, injury, death, breach or default occurring before such expiration or termination. This Lease is made on the express conditions that Landlord shall not be liable for, or suffer loss by reason of, injury to person or property, from whatever cause, in any way connected with the condition, use, occupational safety or occupancy of the Property or Premises specifically including, without limitation, any liability for injury to the person or property of

Tenant or Tenant's agents, employees, contractors, invitees or licensees except to the extent arising from the gross negligence or willful misconduct of Landlord.

**ARTICLE 13. EMINENT DOMAIN.** If the entire Premises are taken by eminent domain, this Lease shall automatically terminate as of the date of taking. If a portion of the Premises are taken by eminent domain, Landlord shall have the right to terminate this Lease as of the date of taking by giving notice thereof to Tenant within ninety (90) days after such date of taking. All damages awarded for a taking under the power of eminent domain shall belong to and be the exclusive property of Landlord, whether such damages be awarded as compensation for diminution in value of the leasehold estate hereby created or to the fee of the Premises; provided, however, that Landlord shall not be entitled to any separate award made to Tenant for relocation. Further, if any part of the Property is taken by eminent domain so as to render more than one-third (1/3) of the Building, based upon the present total square footage of the Building, untenable, then Landlord shall have the option to terminate this Lease whether or not the Premises are affected.

**ARTICLE 14. DEFAULT.** If Tenant defaults under this Lease, Landlord shall have as its exclusive remedy the right to terminate the Lease and Tenant's right to possession.

**ARTICLE 15. NOTICES.** Any notice, demand, request or other communication which may or shall be given or served by the parties shall be deemed to have been given or served on the date the same is deposited in the United States Mail, registered or certified, postage prepaid; delivered by a nationally recognized overnight delivery company, or actually received by the recipient and addressed as follows:

If to Landlord:	City Manager Anoka City Hall 2015 First Avenue North Anoka, MN 55303-2270
With a copy to:	Scott C. Baumgartner Hawkins & Baumgartner, P.A. 2140 4th Avenue North Anoka, MN 55303
If to Tenant:	Dennis and Beverly Medved 701 Belville Blvd. Golden Gate, FL 34104
With a copy to:	Eric H Galatz Stinson Leonard Street PLLP 150 South Fifth Street Suite 2300 Minneapolis, MN 55402

**ARTICLE 16. SUBORDINATION.** Tenant accepts this Lease subject and subordinate to all mortgages or trust deeds, now or hereafter a lien upon or affecting the Premises. As consideration for the foregoing, for so long as Tenant is not in default under this Lease beyond all applicable cure periods, this Lease shall remain in full force and effect, and Tenant's rights under this Lease, including, without limitation, Tenant's rights to possession and quiet enjoyment shall remain undisturbed for the full term of the Lease (as the same may be extended or renewed) regardless of the foreclosure of any such lien. Tenant shall, at any time hereafter on demand, execute any instruments, releases, or other documents that may be required by any mortgagee, trustee, contract for deed vendor, or landlord for the purpose of subjecting and subordinating this Lease to the lien and rights of any such mortgage or trust deed or mortgagee or trustee or contract for deed vendor, and the failure of Tenant to execute any such instruments, releases, or documents shall constitute a default under this Lease. In the case of failure of Tenant to execute such instruments, releases, or documents on demand, Landlord is hereby authorized as the attorney and agent of Tenant to execute such releases, instruments, or other documents, and in such event Tenant hereby confirms and verifies any such instruments so executed by virtue of this power of attorney. However, in the event that such mortgagee or trustee elects to have this Lease prior in lien to its mortgage or trust deed, then in such event, upon such mortgagee or trustee notifying Tenant to that effect, this Lease shall be deemed prior lien to said mortgage or trust deed. Tenant further agrees to execute such other documents as any mortgagee or trustee may reasonably request confirming any aspects of Tenant's occupancy under this Lease, including but not limited to any attornment agreement. As a condition precedent to executing any such subordination agreement or attornment agreement, Tenant shall have the right to obtain from any lender or lessor of Landlord requesting such an agreement, an agreement in writing providing for Tenant's rights of nondisturbance set forth above.

**ARTICLE 17. ESTOPPEL.** Tenant shall at any time and from time to time upon not less than ten (10) days' prior written notice from Landlord execute, acknowledge, and deliver to Landlord a statement in writing, (i) certifying that this Lease is unmodified and in full force and effect (or if modified, stating the nature of such modification and certifying that this Lease as so modified is in full force and effect), and the date to which the rental and other charges are paid in advance, if any, and (ii) acknowledging that there are not, to Tenant's knowledge, any uncured defaults on the part of Landlord under this Lease, or specifying such defaults, if any are claimed. Any such statement may be relied upon by any prospective purchaser or encumbrancer of all or any portion of the real property of which the Premises are a part. Failure to sign the statement or failure to specify any default claimed shall be deemed approval of the statement submitted to Tenant by Landlord.

**ARTICLE 18. GENERAL.** This Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between Landlord and Tenant, the sole relationship between Landlord and Tenant being that of lessor and lessee. No waiver of any default of Tenant under this Lease shall be implied from any omission by Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. Each term and each provision of this Lease performable by

Tenant shall be construed to be both a covenant and a condition. The topical headings of the several paragraphs and clauses are for convenience only and do not define, limit, or construe the contents of such paragraphs or clauses.

**ARTICLE 19. INTEGRATION CLAUSE.** All preliminary negotiations regarding the lease of the Riverplace Property are merged into and incorporated in this Lease. This Lease can only be modified or amended by an agreement in writing signed by the parties hereto. All provisions hereof shall be binding upon the heirs, successors, and assigns of each party hereto.

**ARTICLE 20. LAWS THAT GOVERN.** The terms and conditions of this Lease shall be governed by the laws of the State of Minnesota, and all actions regarding the Lease shall be venued in Anoka County, Minnesota.

**ARTICLE 21. FORCE MAJEURE.** This Lease and the obligations of the Tenant under this Lease shall not be affected or impaired because the Landlord is unable to fulfill any of its obligations under this Lease or is delayed in doing so, to the extent such inability or delay is caused by reason of war, civil unrest, strike, labor troubles, unusually inclement weather, governmental delays, problems directly or indirectly arising from what are commonly known as “year 2000” failures of mechanical, electrical or electronic equipment, the inability to procure services or materials despite reasonable efforts, third party delays, acts of God, or any other cause(s) beyond the reasonable control of the Landlord (which causes are referred to collectively herein as “Force Majeure”). Any time specified obligation of Landlord in this Lease shall be extended one day for each day of delay suffered by Landlord as a result of the occurrence of any Force Majeure.

**ARTICLE 22. BROKERS.** Each party represents and warrants to the other parties that there is no broker involved in this transaction with whom the warranting party has negotiated or to whom the warranting party has agreed to pay a broker commission. Each party agrees to indemnify the other parties for any and all claims for brokerage commissions or finders’ fees in connection with negotiations for the purchase and sale of the Properties arising out of any alleged agreement or commitment or negotiation by the indemnifying party.

**ARTICLE 23. MISCELLANEOUS.**

A. All Obligations Are Rent. Unless the context clearly denotes the contrary, the words “Monthly Rent” and “Additional Rent” as used in this Lease not only includes cash rental for the Premises, but also all other payments and obligations to pay assumed by the Tenant, whether such obligations to pay run to the Landlord or to other parties.

B. Legal Costs. In any litigation between the parties arising out of this Lease, the nonprevailing party shall pay to the prevailing party all reasonable expenses and costs including attorneys’ fees incurred by the prevailing party in connection with the litigation (including fees and costs in preparation for and at trial, and on appeal, if applicable) (“Legal Costs”). The Legal Costs shall be payable on demand, and, if the prevailing

party is Landlord, the Legal Costs shall be deemed Additional Rent, subject to all of Landlord's rights and remedies provided herein.

C. Time. Time is of the essence of this Lease.

D. Invalidity. If any part of this Lease or any provision hereof shall be adjudicated to be void or invalid, then the remaining provisions hereof not specifically so adjudicated to be invalid, shall be executed without reference to the part or portion so adjudicated, insofar as such remaining provisions are capable of execution.

E. Terms; Construction. Where appropriate, singular terms include the plural and plural terms include the singular. Each party agrees that in any dispute regarding the interpretation or construction of this Lease, no presumption will operate in favor of or against any part hereto by virtue of its role in drafting or not drafting the terms and conditions set forth herein.

F. Counterpart signatures. The parties agree that this Lease may be executed in two or more counterparts, all of which when taken together shall comprise one and the same instrument. Each party agrees that the other party may rely upon facsimile copies of the signatures of such party.

**ARTICLE 33. EXHIBITS.** The following Exhibits are attached to and incorporated in this Lease:

EXHIBIT A **PREMISES**

[The remainder of this page has been left blank intentionally. Signature pages follow.]

IN WITNESS WHEREOF, the parties hereto have executed this Lease the day and year first above written.

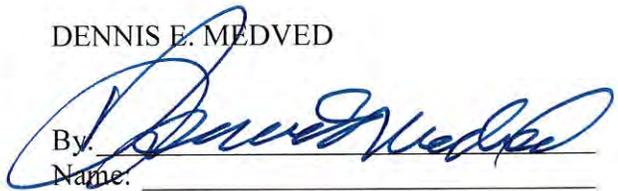
LANDLORD:

THE CITY OF ANOKA

By:   
Name: PHIL RICE  
Its: MAYOR

TENANT:

DENNIS E. MEDVED

By:   
Name: \_\_\_\_\_

BEVERLY A. MEDVED

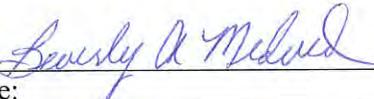
By:   
Name: \_\_\_\_\_

EXHIBIT A

**PREMISES**

Parcel 1:

That part of Lot 15, Block 1, Map of a Resurvey of a Portion of the Town of Anoka made under direction of the Country Auditor and under Section No. 108 of an Act approved March 7, 1878, more commonly known as Allard's Resurvey, Anoka County, Minnesota, lying Southerly of the Northerly 69.0 feet thereof, as measured at right angles to the Northeasterly line of said Lot 15; and lying North of the following described line: Commencing at the most Northerly corner of said Lot 15; thence South 18 degrees West along the Westerly line of said Lot 15 a distance of 69.0 feet; thence continue South 18 degrees West along said Westerly line of Lot 15 and the extension thereof a distance of 131.27 feet; thence North 89 degrees 36 minutes 45 seconds East a distance of 14.15 feet to a point to be hereafter known as Point "A"; thence North 84 degrees 24 minutes 50 seconds West to intersect said Westerly line of Lot 15 and the actual point of beginning of the line to be described; thence return South 84 degrees 24 minutes 50 seconds East to said Point "A"; thence North 89 degrees 36 minutes 45 seconds East to intersect the shore of the Rum River and there terminating.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

Parcel 2:

The Northerly 69.0 feet of Lot 15, Block 1, as measured at right angles to the Northerly line of said Lot 15, "Map of a resurvey of a portion of the Town of Anoka, made under direction of the County Auditor and under Section No. 108 of an Act approved March 7, 1878", more commonly known as Allard's Resurvey, 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.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

Parcel 3:

The South Half of Lot 14, Block 1, of Map of Allard's Resurvey of a portion of the Town of Anoka, Anoka County, Minnesota made under direction of the Country Auditor and under Section No. 108 of an act approved March 7, 1878. It being understood that the South Half as above expressed comprises all the land South of a line commencing at a point at middle of West line of said Lot 14, and running at right angles to said West line to Rum River contained in said Lot 14.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

Parcel 4:

Lot 13, Block 1, of a Map of Allard's Resurvey of a portion of the Town of Anoka, excepting the five following described tracts:

1. Commencing at a point on the West line of said Lot 13, Block 1, 96 feet South of the Northwest corner of said Lot 13; thence Easterly and at right angles to the West line of said Lot 13, a distance of 120 feet; thence Southerly on a line parallel with the Western boundary of said Lot 13, 50 feet; thence Westerly on a line parallel with the first above described line 120 feet in length, to the West line of said Lot 13; thence Northerly on the West line of Lot 13, 50 feet to the point of commencement in the City of Anoka.
2. Commencing at a point on West line of said Lot 13, 61 feet South from Northwest corner thereof; thence in an Easterly direction 136 feet to a point 40 feet South of the North line of said Lot 13; thence North to a point on the North line of said Lot 13 which is distant 144 feet East from the Northwest corner of said Lot 13; thence West on the North line of said Lot 13 to the Northwest corner of said Lot 13; thence Southerly 61 feet on the West line of said Lot 13 to the point of commencement.
3. Beginning on the Westerly line of said Lot 13 at a point 96 feet Southerly of the Northwest corner of said Lot 13; thence Easterly at right angles to said Westerly line of said Lot 13 for a distance of 132 feet; thence Northerly in a direct line a distance of 28 feet more or less to the Southeast corner of Tract of Land deeded by Lena G. Chase to Ross W. Chase on December 3, 1954, filed in Book 325 of Deeds, Page 410; thence Westerly on the Southerly line of said Ross W. Chase tract a distance of 136 feet to the Westerly line of said Lot 13 and the Southwest corner of said Ross W. Chase tract; thence Southerly on said Westerly line of Lot 13 a distance of 35 feet to place of beginning.
4. Beginning on the Northerly line of said Lot 13 at a point 144 feet Easterly of the said Northwest corner of Lot 13, said point along being the Northeast corner of said Ross W. Chase tract; thence Southerly on the Easterly line of said Ross W. Chase tract for a distance of 24 feet; thence Easterly and parallel with the said Northerly line of Lot 13 for a distance of 145 feet more or less to Rum River; thence Northerly along Rum River for a distance of 24 feet to the Northerly line of said Lot 13; thence Westerly on said Northerly line of Lot 13, a distance of 145 feet more or less to point of beginning.
5. Commencing at a point on the West line of said Lot 13, which point is distant South 146 feet from the Northwest corner of said Lot 13; thence proceeding Southerly on said West line for a distance of 105.6 feet; thence proceeding Easterly and at right angles to said West line for a distance of 133 feet; thence proceeding Northerly and in a straight line to a point on a line extended at right angles to said West line, and Easterly from the point of commencement which point is distant Easterly from the point of commencement 154 feet; thence proceeding Westerly on said line extended at right angles to said West line, and Easterly from the point of commencement, to the point of commencement.

ALSO EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

Parcel 5:

The South 66 feet of the East 39 feet of Lot 28 and the South 66 feet of Lot 29, Auditor's Subdivision No. 154, Anoka County, Minnesota.

Anoka County, Minnesota  
Abstract Property

**FIRST AMENDMENT TO LEASE AGREEMENT**

**THIS FIRST AMENDMENT** (this "Amendment") is made effective as of June \_\_, 2016 by and between THE CITY OF ANOKA, a Minnesota municipal corporation (the "Landlord"), and DENNIS E. MEDVED and BEVERLY A. MEDVED (the "Tenant") (Landlord and Tenant are each a "Party" and sometimes collectively referred to herein as the "Parties") to that certain Lease Agreement dated as of May 23, 2016 (the "Lease Agreement").

**WHEREAS**, Landlord and Tenant mutually desire to amend the Lease Agreement;

**NOW THEREFORE**, in consideration of the premises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant hereby agree as follows:

Section 1. Premises Redefined. The Premises identified in the Lease Agreement and as described on Exhibit A attached to the Lease Agreement shall be modified by removing Parcel 5 from the description of "Premises" in the Lease Agreement and from Exhibit A to the Lease Agreement. Exhibit A attached to this Amendment shall constitute the new Exhibit A to the Lease Agreement and shall encompass the Parties desired property to be included in the Lease Agreement.

Section 2. Ratification.

Except as expressly amended by this Amendment, the Lease Agreement is hereby ratified and confirmed and shall remain in full force and effect.

Section 3. Counterparts.

This Amendment may be executed in counterparts and by different parties on different counterparts with the same effect as if the signatures thereto were on the same instrument. This Amendment shall be effective and binding upon both parties hereto when both parties have executed a counterpart of this Amendment.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment by their duly authorized representatives effective as of the day and year first above written.

**LANDLORD:**

**CITY OF ANOKA,**  
a Minnesota municipal corporation

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Phil Rice  
Its: Mayor

**TENANTS:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Dennis E. Medved

Dated: \_\_\_\_\_

\_\_\_\_\_  
Beverly A. Medved

## EXHIBIT A

### PREMISES

#### Parcel 1:

That part of Lot 15, Block 1, Map of a Resurvey of a Portion of the Town of Anoka made under direction of the Country Auditor and under Section No. 108 of an Act approved March 7, 1878, more commonly known as Allard's Resurvey, Anoka County, Minnesota, lying Southerly of the Northerly 69.0 feet thereof, as measured at right angles to the Northeasterly line of said Lot 15; and lying North of the following described line: Commencing at the most Northerly corner of said Lot 15; thence South 18 degrees West along the Westerly line of said Lot 15 a distance of 69.0 feet; thence continue South 18 degrees West along said Westerly line of Lot 15 and the extension thereof a distance of 131.27 feet; thence North 89 degrees 36 minutes 45 seconds East a distance of 14.15 feet to a point to be hereafter known as Point "A"; thence North 84 degrees 24 minutes 50 seconds West to intersect said Westerly line of Lot 15 and the actual point of beginning of the line to be described; thence return South 84 degrees 24 minutes 50 seconds East to said Point "A"; thence North 89 degrees 36 minutes 45 seconds East to intersect the shore of the Rum River and there terminating.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

#### Parcel 2:

The Northerly 69.0 feet of Lot 15, Block 1, as measured at right angles to the Northerly line of said Lot 15, "Map of a resurvey of a portion of the Town of Anoka, made under direction of the County Auditor and under Section No. 108 of an Act approved March 7, 1878", more commonly known as Allard's Resurvey, 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.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

#### Parcel 3:

The South Half of Lot 14, Block 1, of Map of Allard's Resurvey of a portion of the Town of Anoka, Anoka County, Minnesota made under direction of the Country Auditor and under Section No. 108 of an act approved March 7, 1878. It being understood that the South Half as above expressed comprises all the land South of a line commencing at a point at middle of West line of said Lot 14, and running at right angles to said West line to Rum River contained in said Lot 14.

EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

Parcel 4:

Lot 13, Block 1, of a Map of Allard's Resurvey of a portion of the Town of Anoka, excepting the five following described tracts:

1. Commencing at a point on the West line of said Lot 13, Block 1, 96 feet South of the Northwest corner of said Lot 13; thence Easterly and at right angles to the West line of said Lot 13, a distance of 120 feet; thence Southerly on a line parallel with the Western boundary of said Lot 13, 50 feet; thence Westerly on a line parallel with the first above described line 120 feet in length, to the West line of said Lot 13; thence Northerly on the West line of Lot 13, 50 feet to the point of commencement in the City of Anoka.

2. Commencing at a point on West line of said Lot 13, 61 feet South from Northwest corner thereof; thence in an Easterly direction 136 feet to a point 40 feet South of the North line of said Lot 13; thence North to a point on the North line of said Lot 13 which is distant 144 feet East from the Northwest corner of said Lot 13; thence West on the North line of said Lot 13 to the Northwest corner of said Lot 13; thence Southerly 61 feet on the West line of said Lot 13 to the point of commencement.

3. Beginning on the Westerly line of said Lot 13 at a point 96 feet Southerly of the Northwest corner of said Lot 13; thence Easterly at right angles to said Westerly line of said Lot 13 for a distance of 132 feet; thence Northerly in a direct line a distance of 28 feet more or less to the Southeast corner of Tract of Land deeded by Lena G. Chase to Ross W. Chase on December 3, 1954, filed in Book 325 of Deeds, Page 410; thence Westerly on the Southerly line of said Ross W. Chase tract a distance of 136 feet to the Westerly line of said Lot 13 and the Southwest corner of said Ross W. Chase tract; thence Southerly on said Westerly line of Lot 13 a distance of 35 feet to place of beginning.

4. Beginning on the Northerly line of said Lot 13 at a point 144 feet Easterly of the said Northwest corner of Lot 13, said point along being the Northeast corner of said Ross W. Chase tract; thence Southerly on the Easterly line of said Ross W. Chase tract for a distance of 24 feet; thence Easterly and parallel with the said Northerly line of Lot 13 for a distance of 145 feet more or less to Rum River; thence Northerly along Rum River for a distance of 24 feet to the Northerly line of said Lot 13; thence Westerly on said Northerly line of Lot 13, a distance of 145 feet more or less to point of beginning.

5. Commencing at a point on the West line of said Lot 13, which point is distant South 146 feet from the Northwest corner of said Lot 13; thence proceeding Southerly on said West line for a distance of 105.6 feet; thence proceeding Easterly and at right angles to said West line for a distance of 133 feet; thence proceeding Northerly and in a straight line to a point on a line extended at right angles to said West line, and Easterly from the point of commencement which point is distant Easterly from the point of commencement 154 feet; thence proceeding Westerly on said line extended at right angles to said West line, and Easterly from the point of commencement, to the point of commencement.

ALSO EXCEPT that part conveyed to the State of Minnesota by Warranty Deed dated May 4, 2001, filed June 28, 2001, as Document No. 1582357.

Anoka County, Minnesota  
Abstract Property

# COUNCIL MEMO FORM

9.5

Meeting Date	July 18, 2016
Agenda Section	Ordinances and Resolutions
Item Description	ORD/Establishing Chpt 46, Article VII, Offenses Related to Drug Paraphernalia (1 <sup>st</sup> reading)
Submitted By	Doug Borglund, Deputy Community Development Director

## **BACKGROUND INFORMATION:**

The City of Anoka has seen an increased number of businesses that have moved into the community that sell products that can be identified as drug paraphernalia. The City Code has been reviewed and determined that adequate provisions are not in place to address the issue of drug paraphernalia.

Many Minnesota cities have adopted ordinances that restrict the use, sale, or possession of drug paraphernalia by local ordinance. Cities are placed in an enforcement position because some retailers have expanded the selling of products and equipment that can be used with controlled substances and utilize direct or indirect advertising of drug paraphernalia, including but not limited to different pipes and bongs. With this product expansion occurs, it changes or modifies the nature of the business itself.

In 2013, a U.S. District Court judge upheld the City of Moorhead's ban on selling and possessing drug paraphernalia, which dismissed a lawsuit filed by a Moorhead, Minnesota Businessman.

City Staff has made an effort to communicate with business owners and property owners where drug paraphernalia is presently being sold currently. The message that has been conveyed to these businesses is that the City of Anoka as a community does not support the use of controlled substances or anything related to their use. The objective is not put any business out of business in the City of Anoka. The objective of the adoption of such an ordinance is at the heart of an effort to preserve the health, safety, and welfare of Anoka's citizens and those who do business in the City of Anoka, or visit the City of Anoka.

In summary, the effort behind the adoption of such an ordinance is to uphold a positive community image, promote and maintain positive community health, and preserve and maintain safety of all citizens and the general public.

## **FINANCIAL IMPACT:**

No financial impact.

## **COUNCIL REQUESTED ACTION:**

Hold the First Reading of an ordinance establishing Chpt 46, Article VII; Offenses Related to Drug Paraphernalia.



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

**CITY OF ANOKA, MINNESOTA**

**ORDINANCE**

**ORD-2016-XXX**

**AN ORDINANCE  
TO THE CODE OF THE CITY OF ANOKA**

**THE COUNCIL OF THE CITY OF ANOKA ORDAINS:**

Section 1. Pursuant to Minnesota Law, the Anoka City Charter and the Anoka City Code, Chapter 46, Article VII; Offenses Related to Drug Paraphernalia, is hereby established into the City Code of the City of Anoka, by an affirmative vote of a majority of the Anoka City Councilmembers present, to read as Exhibit A, hereto attached.

Section 2: This Ordinance shall be in full force and effective upon passage and seven (7) days after publication.

ATTEST:

\_\_\_\_\_  
Phil Rice, Mayor

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

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

CHAPTER 46. OFFENSES AND MISCELLANEOUS PROVISIONS

ARTICLE VII. Offenses Related to Drug Paraphernalia

**Section 46-160 Drug Paraphernalia.**

Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Anoka opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

- (a) *Definition.* For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning.

*Drug Paraphernalia.* All equipment, products, and materials of any kind which are used, primarily used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, enhancing, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152, as it may be amended from time to time. Drug paraphernalia does not include the possession, manufacture, delivery, or sale of hypodermic needles or syringes. The term drug paraphernalia includes, but is not limited to:

- (1) Diluents and adulterants, such as quinine hydrochloride, mannitol, mannite, dextrose, and lactose, used, intended for use, or designed for use in cutting controlled substances;
- (2) Separation gins and sifters used, intended for use, or designed for use in removing twigs and seeds from, or in otherwise cleaning or refining, marijuana;
- (3) Kits used, intended for use, or designed for use in planting, propagating, cultivating, growing or harvesting any species of plant which is a controlled substance or from which controlled substances can be derived;
- (4) Kits used, intended for use, or designed for use in manufacturing, compounding, converting, producing, processing or preparing controlled substances;
- (5) Isomerization devices used, intended for use, or designed for use in increasing the potency of any species of plant which is a controlled substance;
- (6) Testing equipment used, intended for use, or designed for use in identifying or in analyzing the strength, effectiveness, or purity of controlled substances;
- (7) Scales and balances used, intended for use, or designed for use in weighing or measuring controlled substances;
- (8) Blenders, bowls, containers, spoons, grinders, and mixing devices used, intended for use, or designed for use in compounding, manufacturing, producing, processing, or preparing controlled substances;
- (9) Capsules, balloons, envelopes, and other containers used, intended for use, or designed for use in packaging small quantities of controlled substances;
- (10) Containers and other objects used, intended for use, or designed for use in storing or concealing controlled substances or products or materials used or intended for use in manufacturing, producing, processing, or preparing controlled substances;
- (11) Objects used, intended for use, or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body, which shall include, but not be limited to the following:

- a. Metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls;
  - b. Water pipes;
  - c. Carburetion tubes and devices;
  - d. Smoking and carburetion masks;
  - e. Objects commonly referred to as roach clips, meaning objects used to hold burning materials, such as a marijuana cigarette, which has become too small or too short to be held in the hand;
  - f. Miniature cocaine spoons and cocaine vials;
  - g. Chamber pipes;
  - h. Carburetor pipes;
  - i. Electric pipes;
  - j. Air-driven pipes;
  - k. Chillums;
  - l. Bongs;
  - m. Ice pipes or chillers; and
- (12) Ingredients or components to be used or intended or designed to be used in manufacturing, producing, processing, preparing, testing, or analyzing a controlled substance, whether or not otherwise lawfully obtained, including anhydrous ammonia, nonprescription medications, methamphetamine precursor drugs, or lawfully dispensed controlled substances.

(b) *Factors to be considered in determining if an object is drug paraphernalia.* In determining whether an object is drug paraphernalia, a court or other authority shall consider, in addition to all other logically relevant factors, the following:

- (1) Statements by an owner or by anyone in control of the object concerning its use;
- (2) Prior convictions, if any, of an owner or of anyone in control of the object under any state or federal law relating to any controlled substance and/or drug paraphernalia;
- (3) The proximity of the object, in time and space, to a direct violation of this section;
- (4) The proximity of the object to any controlled substance;
- (5) The existence of any residue of a controlled substance on the object;
- (6) Direct or circumstantial evidence of the intent of an owner, or of anyone in control of the object, to deliver it to any person whom he or she knows, or should reasonably know, intends to use the object to facilitate a violation of this section. The innocence of an owner, or of anyone in control of the object, as to a direct violation, of this act shall not prevent a finding that the object is intended for use or designed for use as drug paraphernalia;
- (7) Instructions, oral or written, provided with the object concerning its use;
- (8) Descriptive materials accompanying the object which explain or depict its use;
- (9) National and local advertising concerning its use;
- (10) The manner in which the object is displayed for sale;
- (11) Direct or circumstantial evidence of the ratio of sales of the object or objects to the total sales of the business enterprise;
- (12) The existence and scope of any legitimate use for the object in the community;

- (13) Expert testimony concerning its use;
  - (14) Whether the owner, or any one in control of the object, is a legitimate supplier of like or related items to the community, for example, a licensed distributor or dealer of tobacco products; and
  - (15) The actual or constructive possession by the owner or a person in control of the object or the presence in a vehicle or structure where the object is located of written instructions, directions, or recipes to be used, or intended or designed to be used, in manufacturing, producing, processing, preparing, testing, or analyzing-a controlled substance.
- (c) *Possession of drug paraphernalia prohibited.* It is unlawful for any person to use, or to possess with intent to use, drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152, as it may be amended from time to time. Any violation of this section is a petty misdemeanor.
- (d) *Manufacture or delivery of drug paraphernalia prohibited.* It is unlawful for any person to deliver, possess with intent to deliver, sell, possess with intent to sell, or manufacture with intent to deliver or sell, drug paraphernalia, if that person knows, or under circumstances where one reasonably should know that the drug paraphernalia will be used to plant, propagate, cultivate, grow, harvest, manufacture, compound, enhance, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152. Any violation of this section is a misdemeanor.

# COUNCIL MEMO FORM

11.1

Meeting Date	July 18, 2016
Agenda Section	New Business
Item Description	Revision to City Policies: 2013-01 Park Facility Rentals & Reservations & 2013-02 Park Facility Rental for Performance Arts Events
Submitted By	Lisa LaCasse, Public Services Administrator

## **BACKGROUND INFORMATION**

The Public Services Department receives many requests annually for exclusive use of city parks, some of those requests fall outside of the traditional family picnic, wedding, or birthday party. Staff works closely with Administration to determine whether those events are allowed or fall under the definition of a special event and therefore require special permits. The recent review and revisions to Chapter 14 Licensing; Amusements and Entertainment Article VII Special Events, has required review and revision to City policies 2013-01 and 2013-02 so that these policies regarding park rentals do not conflict with City Code and work in conjunction with the requirements for special events. In a few instances the specific language from the City Code chapter 14 has been inserted directly into the policy so that potential renters and staff have clear direction on what type of events trigger additional review/permits prior to the issuing of a park permit.

Changes in each policy are indicated with red text and/or strikeouts of verbiage. The Park Board reviewed the Policies at their May 2016 and June 2016 Regular meetings and has approved the proposed changes.

Major changes are explained below:

### 2013-01 Park Facility Rental & Reservation

- I. General Purpose and Objective:
  - addition of language to specify the types of events that are allowed in parks; and those that require additional permits
- III. Fees:
  - Item D. addition of language specifying that a special event held on park property will be subject to applicable park usage fees/deposit
- IV. Terms and Conditions:
  - Item F. addition of language clarifying that parks are used “as-is”
  - Item J. addition of language indicating that not cleaning up following a rental could result in penalties such as loss of deposit, additional fees, or rental privilege.
  - Item O. addition of language specific to beer consumption in the parks
  - Item R. removal of language regarding insurance as this is a requirement of a special event permit.

### 2013-02 Park Facility Rental for Performance Arts Events

- I. General Purpose and Objective:
  - addition of language to specify the types of events that are allowed in parks; and those that require additional permits
- III. Fees:
  - Item D. addition of language specifying that a special event held on park property will be subject to applicable park usage fees/deposit
- IV. Terms & Conditions:
  - Item A. combining item A with item H.
  - Item C. include specific projected attendance that atomically requires application/review for a City Special Event permit.
  - Item E. remove requirements that would be addressed with City special event permit

**FINANCIAL IMPACT**

Potential for park rental requests to be considered as special events requiring staff review and additional fees.

**COUNCIL ACTION REQUESTED**

Adoption of revisions to City Policies: 2013-01 Park Facility Rentals & Reservations  
2013-02 Park Facility Rental for Performance Arts Events



## **PARK FACILITY RENTALS & RESERVATIONS**

---

### **I. General Purpose and Objective**

The City of Anoka provides many park facilities for all city residents to enjoy. The use of parks & facilities is administered as fairly and equitably as possible by the Public Services Department and governed by these procedures and policies established by the Anoka City Council as recommended by the Anoka Parks and Recreation Advisory Board.

The City encourages all city residents, civic groups, organizations, businesses, industry, churches, and schools (public or private) to make application for permits. Permits will be granted based on availability and facility conditions. The City is committed to providing clean, safe and fun parks for every resident to enjoy. It is the City's policy that the long-range care and maintenance of all park facilities takes precedence over any single event. Permits will be granted, denied, or revoked at the discretion of the Public Services ~~Director~~ **Administrator**. Appeals may be made to the Anoka Parks and Recreation Advisory Board for recommendations to the City Council for a final decision.

Activities and events for the purpose of fundraising or generating profits through fees, donations, merchandise sales, ticket sales, or other monetary contributions/solicitations on public property or in a park will be required to obtain a City of Anoka Special Event Permit prior to issuing a park facility use permit.

Special Event means any temporary, outdoor privately-sponsored event open to the general public and held on public or privately owned property. Refer to City of Anoka Code Section 14, Article VII, Special Events, for specific information and exemptions.

Political Event Sponsor. A Special Event organized and conducted by a political party, political committee, candidates, or candidates representative, for purposes of a political rally, fundraising, campaigning, or similarly related political activity. No Special Event License shall be issued to a Political Event Sponsor per City of Anoka Code Section 14 – 263.

### **II. Applicant Classification**

#### **A. Resident**

1. An individual, 21 years of age or older, residing within the city limits of Anoka. Proof of residency for 30 days or more may be required.
2. A non-profit group, youth organization, business, church, or school with its physical facilities located within the city limits of Anoka.
3. Any organization, community school, or church, which has provided a significant benefit or community service to and for the City in the current year.

#### **B. Non-Resident**

1. Any person, civic group, organization, business, church, or school that does not meet criteria outlined in section II A items 1 – 3 above.

In cases where it is not clear whether a group or organization merits residential status, the Public Services ~~Director~~ **Administrator** shall make the determination. Proof of non-profit status and/or additional information may be requested to assist in this determination.

### III. Fees

- A. Fees are established annually by the City Council.
- B. All fees must be paid in advance to confirm reservation. All renters will be charged a refundable key/damage deposit for exclusive use of facilities requiring key access.
- C. Organizations that Adopt-a-Park, Sponsor-a-Park, or complete an approved community service project may request *free* use of outdoor park shelters / buildings up to three (3) times per year.
- D. Events and activities held on park property that require a City of Anoka Special Event Permit are subject to all applicable park usage fees and deposit.

### IV. Terms & Conditions

**Indoor Facilities** are defined as a building/pavilion, open shelters, and the band shell. All pavilions/buildings have a key, lights, electricity and have, or have close to them, restroom and water facilities.

**Outdoor Facilities** are defined as a field or court; i.e. softball, football, basketball, tennis, volleyball, horseshoes, Exclusive use reservations are for the current year only.

- A. Permit time shall include all setup/decorating/clean up required by the renter. The renter must relinquish the facility at the time specified on the permit.
- B. Priority will be given to Residents on a first-come first-served basis from the first working day in January through March 31. Reservations for the remaining available dates will be allowed beginning April 1, to either Residents or Non-Residents.
- C. Requests for a permit may be made by phone, in person or online. Rental fees must be paid in full at time of reservation. There will be no tentative reservations and same-day reservations for buildings/pavilions will not be granted.
- D. Web-based registrations require renter to agree to terms & conditions prior to confirming reservation
- E. The renter shall provide estimated attendance and/or other pertinent information at the time the reservation is made. The City reserves the right to regulate and control the size of the group or organization using a specific facility.
- F. Permit is valid only for the date, time, and place specified on them and must be in the users' possession for verification, if needed. **Park facilities are rented "as is" no special cleaning or preparation beyond normally scheduled maintenance will be provided.**
- G. When a key is needed for entrance into a facility, a re-fundable damage/key deposit will be required. The renter shall pay the damage/key deposit and sign the permit when picking up the key. Failure to return the key within 24-hours of permit expiration may subject the permit holder to the forfeiture of the deposit and/or privilege to use park facilities for a period of 1-year.
- H. All renters are responsible for paying, in full, any and all damages resulting from inappropriate use, theft, or vandalism to any equipment or facilities used during the rental period. The City is not responsible for losses of personal property by individuals or renters when park and recreation facilities are being used for a permit activity.
- I. All Anoka city parks and park buildings must be vacated by 11:00 p.m. No facility shall be reserved past 10:00pm.

- J. General clean up of the facility is required. **If additional clean up is required by city staff the key deposit may not be returned, an additional fee may be charged, or rental privileges may be revoked for a period of 1 year.**
- K. Park structures and city owned equipment shall not be altered, moved, or removed from buildings.
- L. Amplification equipment is not allowed in city parks without prior approval granted with an exclusive use park permit.
- M. Decorations must be noted on the rental agreement. The renter may not use tacks, staples, or other similar materials to hang decorations.
- N. All park buildings **requiring key access** are alcohol and smoke free.
- O. **Consumption of alcoholic beverages is allowed in parks unless posted. Strong Beer or other Malt beverages may not exceed 25% ABV (alcohol by volume) and must be consumed directly from the manufacturers individualized packaging containers, which may not exceed 16 oz. Plastic and/or aluminum containers only.**
- P. No motorized vehicles allowed in or upon any City park property unless permitted by the Public Services ~~Director~~ **Administrator**. Refer to City Code Chapter 50 for more information.
- Q. Table/chair set-up and tear down is the responsibility of the renter.
- ~~R. The City, in its discretion, may require the renter to obtain liability insurance. If liability insurance is required the following requirements apply:~~
- ~~1. \$1,000,000 minimum~~
  - ~~2. Insurance shall cover liability for injury, death and property damage including coverage for alcohol related claims (if applicable).~~
  - ~~3. The insurance policy must be issued by an insurance company licensed to do business in Minnesota and acceptable to the City.~~
  - ~~4. The City must be named as an "Additional Insured" on the policy.~~
  - ~~5. Renter must provide the certificate showing required coverage at least five (5) days prior to the event.~~
- S. Prior notice and approval is required for use of canopy tents (free standing only), amusement devices (inflatable/bounce houses), and high demand electrical equipment (ice cream makers, etc). Equipment that requires spikes or stakes to be driven into the ground to provide structural support are not allowed. Additional fees may be required.
- T. Animals are **NOT** allowed inside park buildings. Canine companions/guides expected to be present should be noted on the rental agreement.
- U. Senior activities have priority over rental reservation requests for the Senior Center.
1. Senior Center is a locked/alarmed facility.
  2. A city staff member will provide access to the Senior Center at the scheduled time, orient the permit holder to the facility, and complete the pre/post rental checklist.
  3. Amplification equipment is allowed inside the Senior Center. Sound levels are required to be controlled and maintained at a level consistent with City Code Chapter 38.
- V. Outdoor worship services by resident churches will be allowed on park property on Sunday mornings between the hours of 8:30 a.m. and 12:30 p.m. or by "special" request submitted to the Anoka Parks and Recreation Advisory Board in writing for review and approval.
1. The church using the park facility for a worship service will be allowed to collect its normal offertory only once per service.
  2. The selling of books, literature, or religious items is not allowed.
  3. Use of amplification equipment is allowed during the approved church service. Sound levels are required to be controlled and maintained at a level consistent with City Code Chapter 38.

W. Additional park rules and regulations are listed in City of Anoka Code, Chapter 50.

**V. Cancellations**

- A. Refunds will be given only if cancellation is made no less than two (2) weeks prior to the reserved date on the permit. All refunds are subject to a 10 % or \$10 minimum administrative fee, whichever is greater.
- B. No refunds for weather related cancellations.
- C. The City has the exclusive authority to determine whether a facility is in usable condition. In the case of mechanical or facility equipment failure, the City will notify the renter as soon as possible. The City is not liable to the renter for the consequences of cancellation other than to supply the renter with substitute equal rental time or a refund, including deposit.



## **PARK FACILITY RENTAL FOR PERFORMANCE ARTS EVENTS**

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### **I. General Purpose and Objective**

The City of Anoka provides many park facilities for all city residents to enjoy. The use of parks & facilities is administered as fairly and equitably as possible by the Public Services Department and governed by these procedures and policies established by the Anoka City Council as recommended by the Anoka Parks and Recreation Advisory Board.

This policy has been created to aid individuals, groups, and organizations in using City park facilities for theatrical performances or musical events that are not sponsored by the City. **Organizations wanting to conduct performance arts events in city parks that require the use of City equipment or staff support, additional facilities/amenities beyond what is provided in the park for regular use, security services, other agency permits, etc will not be allowed without issuance of the City of Anoka Special Event License prior to issuing a park facility use permit.**

**Performance arts events for the purpose of fundraising or generating profit through fees, ticket sales, donations, merchandise sales, concession sales, or other monetary contribution/solicitation public property or in parks are not covered by this policy and will not be allowed without issuance of the City of Anoka Special Event License prior to issuing a park facility use permit.**

**Special Event means any temporary, outdoor privately-sponsored event open to the general public and held on public or privately owned property. Refer to City of Anoka Code Section 14, Article VII, Special Events, for specific information and exemptions.**

**Political Event Sponsor. A Special Event organized and conducted by a political party, political committee, candidates, or candidates representative, for purposes of a political rally, fundraising, campaigning, or similarly related political activity. No Special Event License shall be issued to a Political Event Sponsor per City of Anoka Code Section 14 – 263.**

### **II. Applicant Classification**

#### **A. Resident**

1. An individual, 21 years of age or older, residing within the city limits of Anoka. Proof of residency for 30 days or more may be required.
2. A non-profit group, youth organization, business, church, or school with its physical facilities located within the city limits of Anoka.
3. Any organization, community school, or church, which has provided a significant benefit or community service to and for the City in the current year.

#### **B. Non-Resident**

1. Any person, civic group, organization, business, church, or school that does not meet criteria outlined in section II A items 1 – 3 above.

In cases where it is not clear whether a group or organization merits residential status, the Public Services Director shall make the determination. Proof of non-profit status and/or additional information may be requested to assist in this determination.

### III. Fees

- A. Fees are established annually by the City Council.
- B. All fees must be paid in advance to confirm reservation.
- C. Renters will be charged a refundable key/damage deposit for exclusive use of facilities requiring key access.
- D. Events and activities held on park property that require a City of Anoka Special Event Permit are subject to all applicable park usage fees and deposits.

### IV. Terms & Conditions

- A. All such events conducted under this policy must be free and open to the general public under all circumstances to be permitted. No passing the hat or general collection of monies before, during, or after any event.
- B. Application must be made at least 8 weeks before the event. If approved, additional facility rental fees will be due no later than ten (10) business days before the event.
- C. Written application will include:
  - a. Detailed description of event
  - b. \$50 Application Fee, refundable or will be applied to facility rental fees
  - c. Estimated/projected attendance. Projected attendance of more than 200 people will require a City of Anoka Special Event Permit.
  - d. Specific information about the performance, such as, samples of song lyrics, song list, sample CD's, theatrical reviews/descriptions, material ratings
  - e. References and locations of prior performances or events held by sponsoring group/organization
  - f. Plan for parking and/or traffic flow for review by Anoka Police Department
- D. Permit time shall include all setup/decorating/clean up required by the renter. The renter must relinquish the facility at the time specified on the permit. (1-hour set-up time prior to performance and 1-hour tear down is permitted without charge.)
- E. The City, at its discretion, may require the event organizer to:
  - a. To obtain liability insurance
    - i. \$1,000,000 minimum
    - ii. Insurance shall cover liability for injury, death and property damage including coverage for alcohol related claims (if applicable).
    - iii. The insurance policy must be issued by an insurance company licensed to do business in Minnesota and acceptable to the City.
    - iv. The City must be named as an "Additional Insured" on the policy.
    - v. Renter must provide the certificate showing required coverage at least five (5) days prior to the event.
  - ~~b. Hire police officer(s) or a security service, to be on the premises during the performance/event.~~
  - ~~c. Contract portable toilets at the current rate for the event. Number of portables required will be determined by estimated attendance.~~
  - ~~d. Obtain and provide proof of required permits/licenses from the City of Anoka / County of Anoka for concession sales, dram shop insurance, liquor license, royalties and union fees, etc if applicable.~~
- G. If the use of City equipment or personnel is required for a specified event, the organizer shall pay the hourly fee for these services.

~~H. No passing the hat or general collection of monies before, during or after any event.~~

- I. The sale of tapes, tee shirts, and items to the benefit of the sponsor or the group performing are not permitted without prior approval of the City.
- J. The City reserves the right to shutdown any event at any time if problems exceed benefit. The volume of amplification systems will be monitored and should not exceed reasonable comfort volume of the audience or surrounding neighborhoods. Amplification may not be utilized prior to 10am or later than 10pm for any event. Activity noise levels must be maintained at levels consistent with the City Code, Chapter 38.
- F. The City reserves the right to deny a permit in its sole discretion for any reason consistent with its police or legislative powers. In general, performances involving conduct undesirable or not acceptable to the general public, or that may arouse resentment, anger and/or fear to the public will not be acceptable as per Minn. Statute Sections 609.72 & 609.74.
- G. All park buildings are alcohol and smoke free.
- H. No motorized vehicles allowed in or upon any City park property unless permitted by the Public Services Director. Refer to City Code Chapter 50 for more information.
- I. Prior notice and approval is required for use of canopy tents, amusement devices (inflatable/bounce houses), and high demand electrical equipment (ice cream makers, etc). Equipment that requires spikes or stakes to be driven into the ground to provide structural support are not allowed.
- J. Performance Arts events are subject to City Policy 2013-01 Park Facility Rental & Reservations. Additional park rules and regulations are listed in City Code, Chapter 50.

**V. Cancellations**

- A. Refunds will be given only if cancellation is made no less than two (2) weeks prior to the reserved date on the permit. All refunds are subject to a 10% (\$10 minimum) administrative fee.
- B. No refunds for weather related cancellations. If the permitted performance is rained out, the sponsor may select another date available to extend the permit. The City will not assume any costs for a rain out.
- C. The City has the exclusive authority to determine whether a facility is in usable condition. In the case of mechanical or facility equipment failure, the City will notify the renter as soon as possible. The City is not liable to the renter for the consequences of cancellation other than to supply the renter with substitute equal rental time or a refund, including deposit.

# COUNCIL MEMO FORM

12.1

Meeting Date	July 18, 2016
Agenda Section	Updates & Reports
Item Description	2 <sup>nd</sup> Quarter Financial Report
Submitted By	Lori Yager, Finance Director

## **BACKGROUND INFORMATION:**

The Finance Department provides the City Council and City Manager with quarterly reports according to the Anoka City Charter.

## **FINANCIAL IMPACT:**

No financial impact, see attached reports.

## **COUNCIL ACTION REQUESTED:**

View power point presentation.

# Memorandum

**Date:** 7/13/16  
**To:** Greg Lee  
**Cc:** Mayor and Councilmembers  
**From:** Lori Yager  
**RE:** June 2016 Financial Report

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Attached are financial reports for the period ending June 30, 2016 along with some comparative information. After **brief** analysis, some general comments can be made in regards to the quarterly reports for the City.

## GENERAL FUND REVENUES

General fund revenues are up about 11.6% over last year at this time. The largest increase is in Property Taxes. This is offset by slight decreases in permit revenues.

## GENERAL FUND EXPENDITURES

General fund expenditures are up 30% over last year at this time. Excluding transfers to other funds, general fund expenditures are up 2.7%. All departments are at or under budget at this time. City Council budgeted to use about (\$1.5) million of reserves in 2016 but city staff is now projecting that the use will be about (\$1.1) million by year end. In 2014 and 2015, the city added over \$375,000 to its' general fund reserves as a result of budget constraints and unplanned permit revenues.

## GOVERNMENTAL FUNDS

The City is currently using reserves in the General fund, Parking, Debt Service, Street Renewal, Aquatic Capital and TIF districts funds. All other City reserves reflect increases at this time.

## ENTERPRISE FUNDS

The City enterprise funds reflect operating incomes in all funds except refuse and recycling. Electric power costs are up about 2.7% this year with slightly higher power costs through June. Electric operating revenues are down less than 1% and operating expenditures are down about 6%. This is a very early projection of what year end will look like. Water revenues are up over 13% as last year we had so much rain there was a reduction in water usage and we implemented a water rate increase in 2016. Golf revenues are about the same so far this year, operating expenditures are up only \$10,000 over last year. This could be timing of supply purchases. Golf is using cash for replacing the golf carts this year.

## GENERAL COMMENTS

Total cash and investments are down about (\$2,400,000) over June 30, 2015. Infrastructure and capital purchases throughout the city continue to require funding sources.

## ILLUSTRATIONS

The general fund graphs illustrate where revenues and expenditures are derived and spent. It compares those figures for years 2013 thru 2016 with period end dates of June 30<sup>th</sup>.

Included also are a spreadsheet and graphs depicting current and historical operations for the enterprise funds.

CITY OF ANOKA

2016 FINANCIAL REPORT - JUNE

GENERAL FUND

Year To Date 6 Months 50% of Year

	<u>2016 Budget</u>	<u>Year to Date</u>	Percentage Received/ Expended <u>2016</u>
<u>Revenues</u>			
Property Taxes	\$ 6,303,575	\$ \$3,263,179	51.77%
Franchise Fees	966,000	462,968	47.93%
Licenses and Permits	444,350	303,168	68.23%
Intergovernmental Revenue	2,146,355	955,191	44.50%
Charges for Services	1,067,550	592,036	55.46%
Fines and Forfeitures	86,750	35,594	41.03%
Interest Earnings	45,000	42,111	93.58%
Other Miscellaneous	159,275	104,608	65.68%
Transfers In	394,000	197,000	50.00%
Total	\$ 11,612,855	\$ 5,955,855	51.29%
<u>Expenditures</u>			
Mayor/Council	\$ 96,665	\$ 45,040	46.59%
Administrative Services	453,655	152,460	33.61%
Finance	461,710	215,506	46.68%
Legal	201,500	71,804	35.63%
Planning & Inspections	518,025	217,194	41.93%
Community Development	105,475	76,125	72.17%
Municipal Building	485,875	129,866	26.73%
Police	4,552,855	2,204,159	48.41%
Fire	592,000	295,966	49.99%
Public Works	1,637,485	575,585	35.15%
Recreation	1,106,490	521,072	47.09%
Parks	826,510	314,126	38.01%
Unallocated	2,167,650	1,371,659	63.28%
Total	\$ 13,205,895	\$ 6,190,562	46.88%
<b>Sources (Uses) of Fund</b>			
<b>Balance</b>	<b>(\$1,593,040)</b>	<b>(\$234,707)</b>	14.73%

CITY OF ANOKA

**FOUR YEAR COMPARATIVE FINANCIAL REPORT  
FOR THE PERIOD ENDING JUNE 30, 20XX**

GENERAL FUND

	2016	2015	2014	2013
<b>Revenues</b>				
Property Taxes	\$3,263,179	\$2,638,192	\$2,637,986	\$2,705,227
Franchise Fees	462,968	466,818	465,106	445,874
Licenses and Permits	303,168	418,846	271,068	135,228
Intergovernmental Revenue	955,191	919,674	895,405	549,575
Charges for Services	592,036	602,607	643,175	548,439
Fines and Forfeitures	35,594	39,513	44,166	40,035
Interest Earnings	42,111	12,482	12,482	36,505
Other Miscellaneous	104,608	54,611	54,611	25,167
Transfers In	197,000	182,500	180,000	350,000
<b>Total</b>	<b>\$5,955,855</b>	<b>\$5,335,242</b>	<b>\$5,203,999</b>	<b>\$4,836,050</b>
<b>Expenditures</b>				
Mayor/Council	\$45,040	\$40,711	\$42,697	\$34,222
Administrative Services	152,460	177,288	172,512	178,339
Finance	215,506	184,968	178,891	190,002
Legal	71,804	94,155	67,730	72,479
Planning/Inspections	217,194	196,150	245,586	217,053
Community Development	76,125	52,160	61,277	67,010
Municipal Building	129,866	198,474	187,848	123,490
Police	2,204,159	1,978,539	2,043,157	1,869,387
Fire	295,966	275,730	267,750	256,787
Public Works	575,585	641,095	519,607	541,019
Recreation	521,072	488,205	439,608	351,645
Parks	314,126	369,777	327,954	274,195
Unallocated	19,509	14,055	2,064	228
Transfers	1,352,150	47,000	550,000	750,000
<b>Total</b>	<b>\$6,190,562</b>	<b>\$4,758,307</b>	<b>\$5,106,681</b>	<b>\$4,925,856</b>
Sources (Uses) of Fund Balance	(\$234,707)	\$576,935	\$97,318	(\$89,807)

CITY OF ANOKA

**FOUR YEAR COMPARATIVE FINANCIAL REPORT  
FOR THE PERIOD ENDING JUNE 30, 20XX**

GENERAL FUND

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
<b>Revenues</b>				
TAXES	\$ 3,263,179	\$ 2,638,192	\$ 2,637,986	\$ 2,705,227
FRANCHISE FEES	462,968	466,818	465,106	445,874
LICENSE & PERMITS	303,168	418,846	271,068	135,228
INTERGOVERNMENTAL	955,191	919,674	895,405	549,575
CHARGES FOR CURRENT SERV	592,036	602,607	643,175	548,439
FINES & FORFETURES	35,594	39,513	44,166	40,035
INTEREST EARNINGS	42,111	12,482	12,482	36,505
MISCELLANEOUS	104,608	54,611	54,611	25,167
TRANSFER IN	197,000	182,500	180,000	350,000
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total	\$5,955,855	\$5,335,242	\$5,203,999	\$4,836,050
<b>Expenditures</b>				
PERSONAL SERVICES	\$ 2,991,246	\$ 2,835,845	3,025,249	2,751,021
SUPPLIES	88,109	97,749	117,560	82,564
PROFESSIONAL SERVICES	616,573	566,164	575,452	501,993
CONTRACTUAL SERVICES	768,581	770,681	545,534	582,757
FIRE CONTRACT SERVICES	295,966	275,730	267,750	256,787
CAPITAL	77,937	165,138	25,136	733
TRANSFERS OUT	1,352,150	47,000	550,000	750,000
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total	\$6,190,562	\$4,758,307	\$5,106,681	\$4,925,856
Sources of Fund Balance	(\$234,707)	\$576,935	\$97,318	(\$89,807)

CITY OF ANOKA

2016 FINANCIAL REPORT - JUNE

STATUS OF RESERVES

<u>Fund</u>	<u>Beginning Balance 1/1/2016</u>	<u>Balance 6/30/2016</u>	<u>Dollar Difference</u>	<u>Balance 6/30/2015</u>
General Fund	\$ 4,880,833	\$ 4,646,126	\$ (234,707)	\$ 5,533,375
Urban Development	922,804	1,003,383	80,579	833,833
Cemetary	396,598	475,790	79,192	428,488
City Parking	746,523	721,434	(25,089)	825,009
Debt Service funds	459,205	210,520	(248,685)	(60,571)
Bldg Improvement Projects	(411,393)	64,750	476,143	354,229
State Aid Construction	2,759,407	2,763,014	3,607	3,207,084
Street Renewal Projects	277,810	(341,413)	(619,223)	1,057,558
Park Dedication	79,626	74,548	(5,078)	206,034
Park Capital Projects	128,375	355,572	227,197	(171,095)
Aquatic Center Projects	90,332	83,641	(6,691)	100,874
City Tax Increment Districts	2,607,051	7,421	(2,599,630)	1,315,392
Central Garage Fund	138,333	194,385	56,052	1,019,041
Data Processing Fund	240,909	241,183	274	255,750
Insurance Fund	1,121,068	1,182,647	61,579	1,040,374
Housing & Redevel.	1,094,804	1,139,561	44,757	1,168,905
HRA Tax Increment Districts	882,245	854,395	(27,850)	1,344,813

CASH AND INVESTMENTS - ALL FUNDS

	<u>6/30/2015</u>	<u>6/30/2016</u>	
Total City Cash & Investments	\$ 28,182,725	\$ 25,748,155	\$ (2,434,570)

CITY OF ANOKA

2016 FINANCIAL REPORT - JUNE

ENTERPRISE FUNDS  
Year to Date, June 30, 2016

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Storm Sewer</u>	<u>Liquor</u>	<u>Golf Course</u>	<u>Refuse</u>	<u>Recycling</u>
Revenue	\$ 11,888,246	\$ 706,632	\$ 957,578	\$ 224,795	\$ 1,947,548	\$ 495,402	\$ 54,910	\$ 110,088
Power/Disposal/CGS	9,672,019		685,924		1,340,628	62,843	51,436	104,081
Operating Expense	<u>2,051,432</u>	<u>385,474</u>	<u>211,981</u>	<u>39,763</u>	<u>359,514</u>	<u>410,705</u>	<u>8,158</u>	<u>35,881</u>
<b>Operating Income(Loss)</b>	<b>164,795</b>	<b>321,158</b>	<b>59,673</b>	<b>185,032</b>	<b>247,406</b>	<b>21,854</b>	<b>(4,684)</b>	<b>(29,874)</b>
Non-Operating Revenue (Expense)	<u>(2,082,905)</u>	<u>(100,986)</u>	<u>(132,841)</u>	<u>(37,701)</u>	<u>(40,052)</u>	<u>(49,615)</u>	<u>1,163</u>	<u>27,933</u>
Net Income (Loss)	\$ (1,918,110)	\$ 220,172	\$ (73,168)	\$ 147,331	\$ 207,354	\$ (27,761)	\$ (3,521)	\$ (1,941)
Capital Outlay	(239,644)	(46,852)	(390,202)	0	0	(221,139)	0	0
Cash Balance 6/30/15	\$ 11,501,474	\$ 1,565,897	\$ 1,048,241	\$ 189,512	\$ 1,087,801	\$ 346,865	\$ 129,151	\$ 106,968
Cash Balance 6/30/16	\$ 11,416,983	\$ 1,823,016	\$ 746,375	\$ 219,736	\$ 1,192,702	\$ 198,127	\$ 123,614	\$ 114,856
<b>Cash Variance</b>	<b>(84,491)</b>	<b>257,119</b>	<b>(301,866)</b>	<b>30,224</b>	<b>104,901</b>	<b>(148,738)</b>	<b>(5,537)</b>	<b>7,888</b>
<b>Explanation of Cash Variances</b>		<b>rate increase</b>	<b>equipment</b>	<b>rate increase</b>	<b>less transfers out</b>	<b>capital purchase</b>		

CITY OF ANOKA

**CURRENT AND HISTORIC QUARTERLY REPORT FOR ENTERPRISE FUND OPERATIONS**  
(no capital, depreciation or debt)

For the Quarter Ending June 30

	2016	2015	2014	2013	2012
<b>ELECTRIC</b>					
OPERATING REVENUE	11,888,246	11,953,729	11,452,177	10,614,007	10,287,100
Power/Disposal/CGS	9,672,019	9,420,400	9,693,820	9,033,239	8,396,064
OPERATING EXPENSE	<u>2,051,432</u>	<u>2,192,388</u>	<u>1,869,260</u>	<u>1,784,531</u>	<u>1,701,225</u>
OPERATING INCOME (LOSS)	164,795	340,941	(110,903)	(203,763)	189,811
% change in Power Cost	<b>2.7%</b>	<b>-2.8%</b>	<b>7.3%</b>	<b>7.6%</b>	<b>0.9%</b>
<b>WATER</b>					
OPERATING REVENUE	706,632	619,943	574,875	587,046	635,051
OPERATING EXPENSE	<u>385,474</u>	<u>423,438</u>	<u>406,567</u>	<u>385,216</u>	<u>371,044</u>
OPERATING INCOME	321,158	204,141	168,308	201,830	264,007
<b>SEWER</b>					
REVENUE	957,578	949,242	871,601	935,180	908,780
Power/Disposal/CGS	685,924	623,020	635,290	627,265	576,848
OPERATING EXPENSE	<u>211,981</u>	<u>249,802</u>	<u>199,562</u>	<u>226,340</u>	<u>215,664</u>
OPERATING INCOME	59,673	76,420	36,750	81,575	116,268
<b>LIQUOR</b>					
REVENUE	1,947,548	1,973,884	1,937,792	1,922,367	1,880,721
Power/Disposal/CGS	1,340,628	1,358,270	1,442,196	1,424,200	1,437,948
OPERATING EXPENSE	<u>359,514</u>	<u>339,866</u>	<u>332,617</u>	<u>309,051</u>	<u>314,243</u>
OPERATING INCOME	247,406	275,748	162,979	189,116	128,530
<b>GOLF</b>					
REVENUE	495,402	497,132	443,439	390,861	523,508
Power/Disposal/CGS	62,843	47,189	52,649	71,880	68,998
OPERATING EXPENSE	<u>410,705</u>	<u>399,083</u>	<u>344,437</u>	<u>429,694</u>	<u>432,312</u>
OPERATING INCOME (LOSS)	21,854	50,860	46,353	(180,180)	22,198

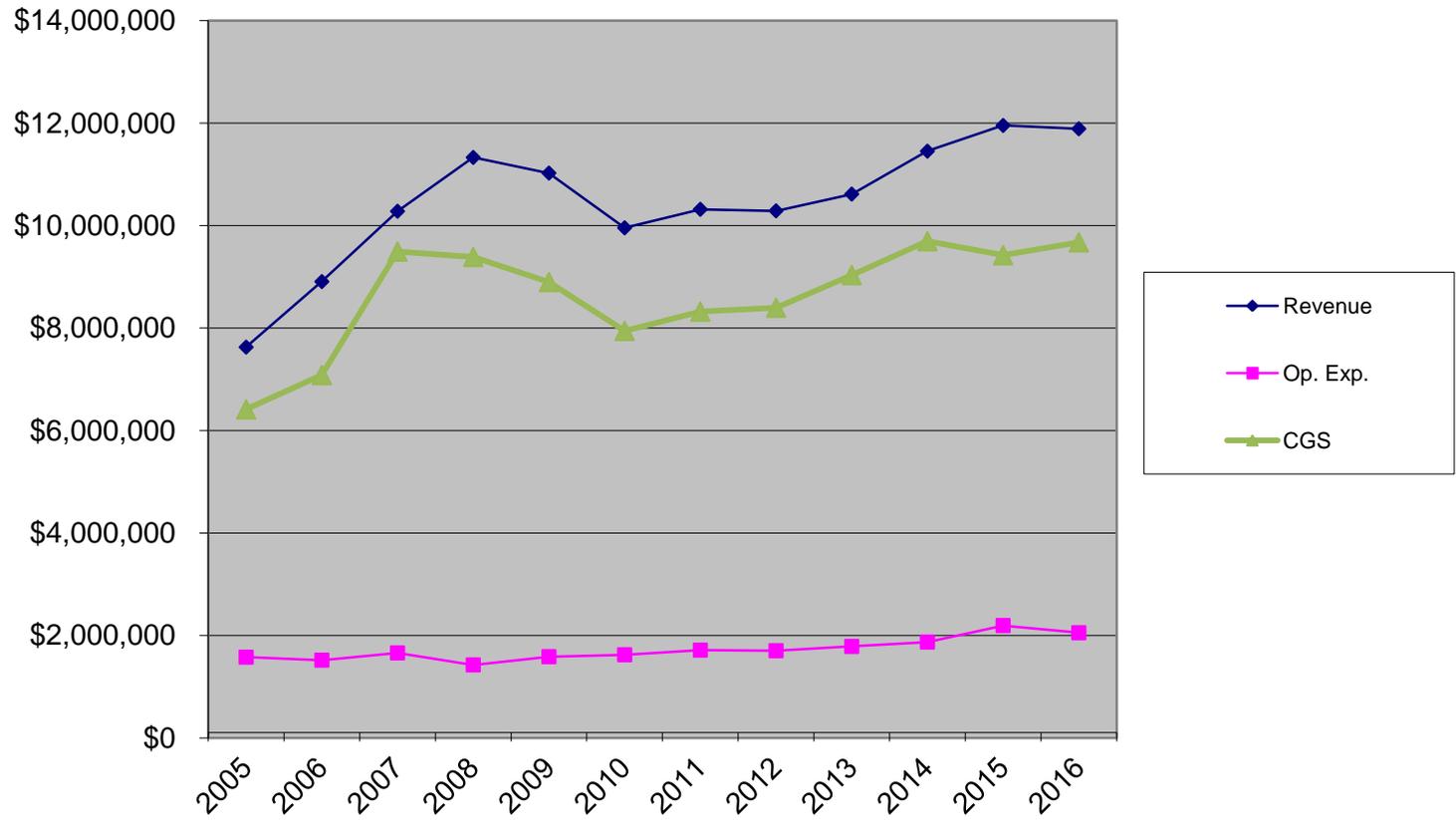
CITY OF ANOKA

**CURRENT AND HISTORIC QUARTERLY REPORT FOR ENTERPRISE FUND OPERATIONS**  
(no capital, depreciation or debt)

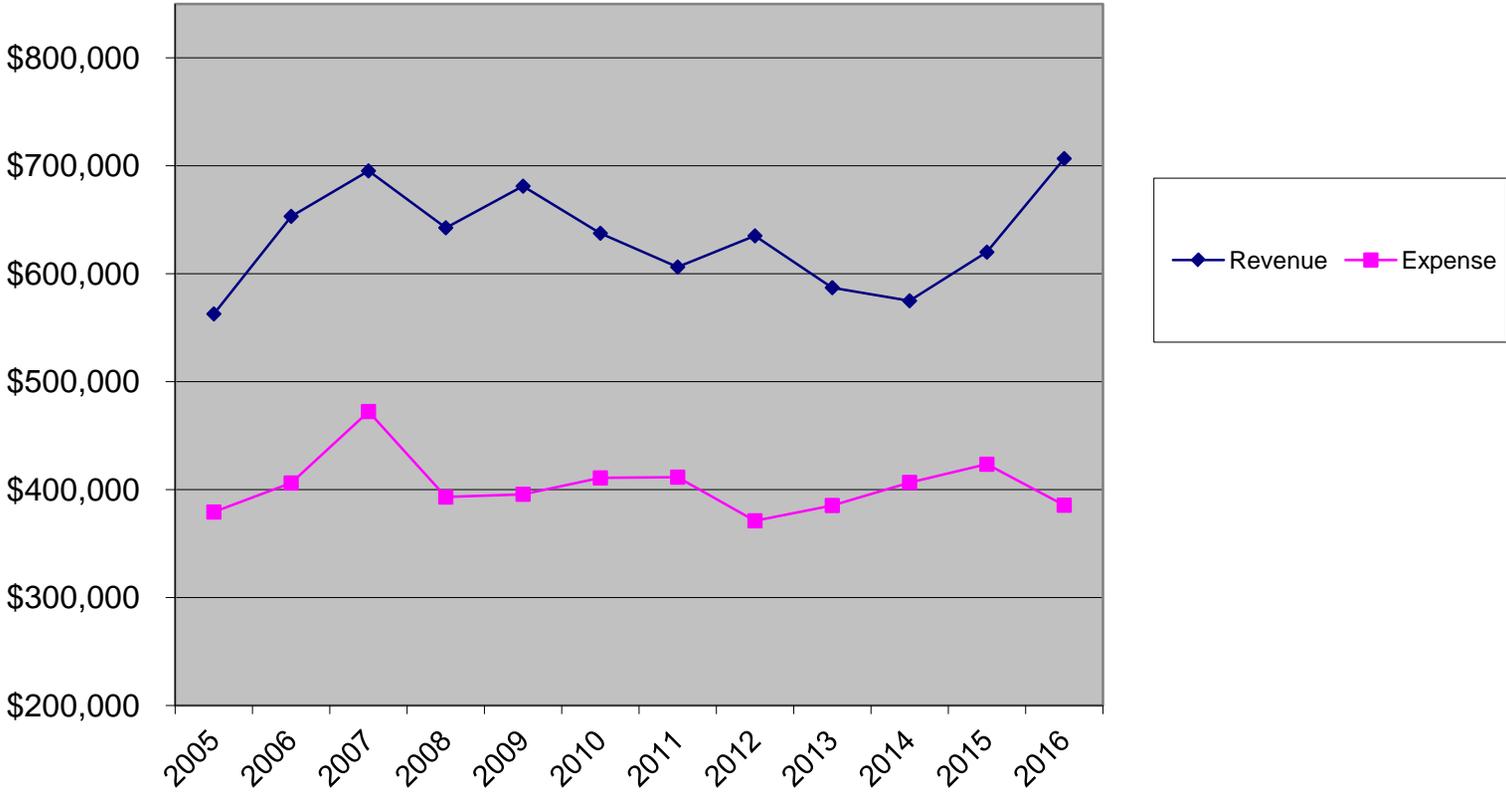
For the Quarter Ending June 30

	2016	2015	2014	2013	2012
<b>STORM SEWER</b>					
REVENUE	224,795	215,813	216,849	215,963	191,430
OPERATING EXPENSE	<u>39,763</u>	<u>46,100</u>	<u>53,156</u>	<u>33,593</u>	<u>73,631</u>
OPERATING INCOME	185,032	169,713	163,693	182,370	117,799
 <b>REFUSE</b>					
REVENUE	54,910	51,654	64,517	33,283	81,595
OPERATING EXPENSE	<u>59,594</u>	<u>54,971</u>	<u>60,990</u>	<u>29,412</u>	<u>78,598</u>
OPERATING INCOME (LOSS)	(4,684)	(3,317)	3,527	3,871	2,997
 <b>RECYCLING</b>					
REVENUE	110,088	108,764	108,420	45,381	100,217
OPERATING EXPENSE	<u>139,962</u>	<u>135,762</u>	<u>132,073</u>	<u>60,468</u>	<u>136,407</u>
OPERATING (LOSS)	(29,874)	(26,998)	(23,653)	(15,087)	(36,190)

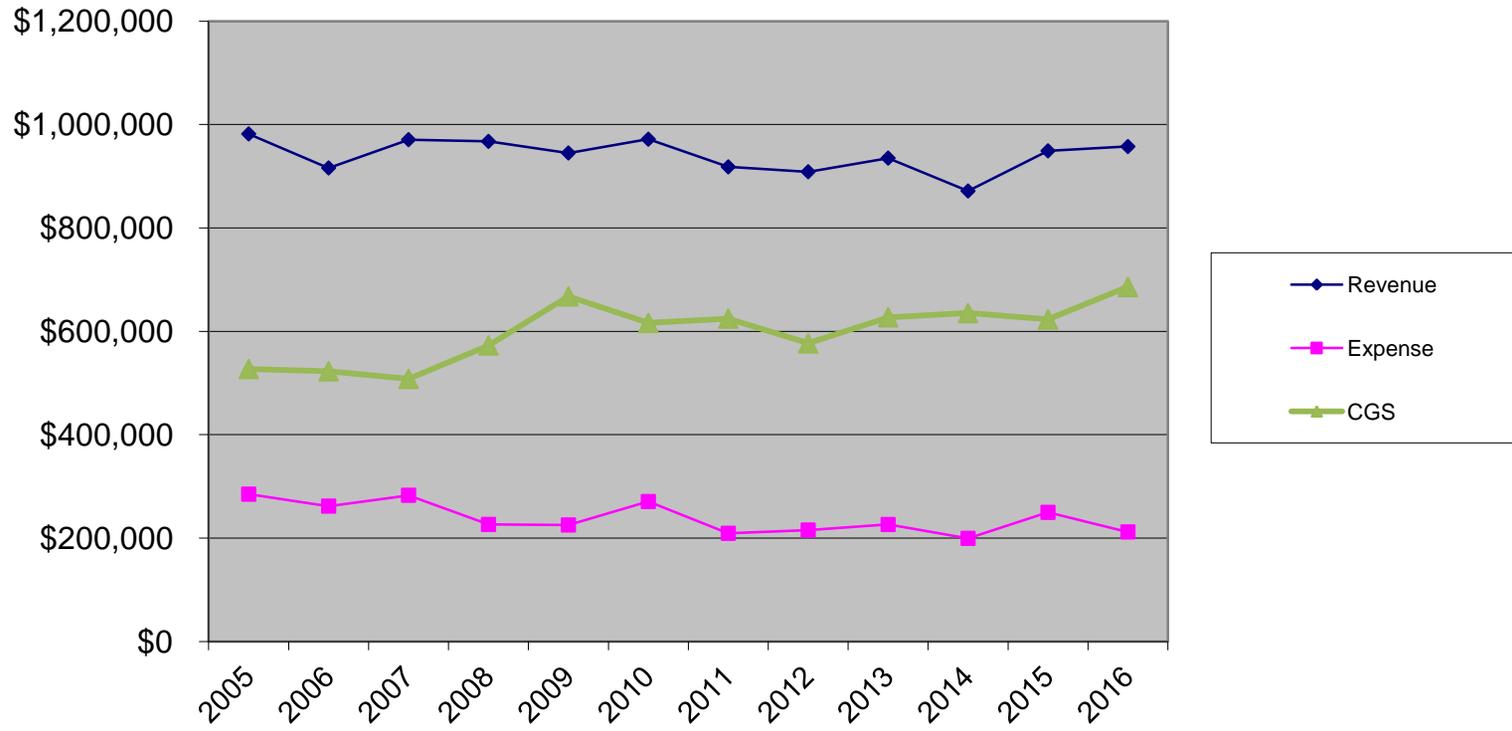
### Electric Operating Revenue and Expense as of June 30, 20XX



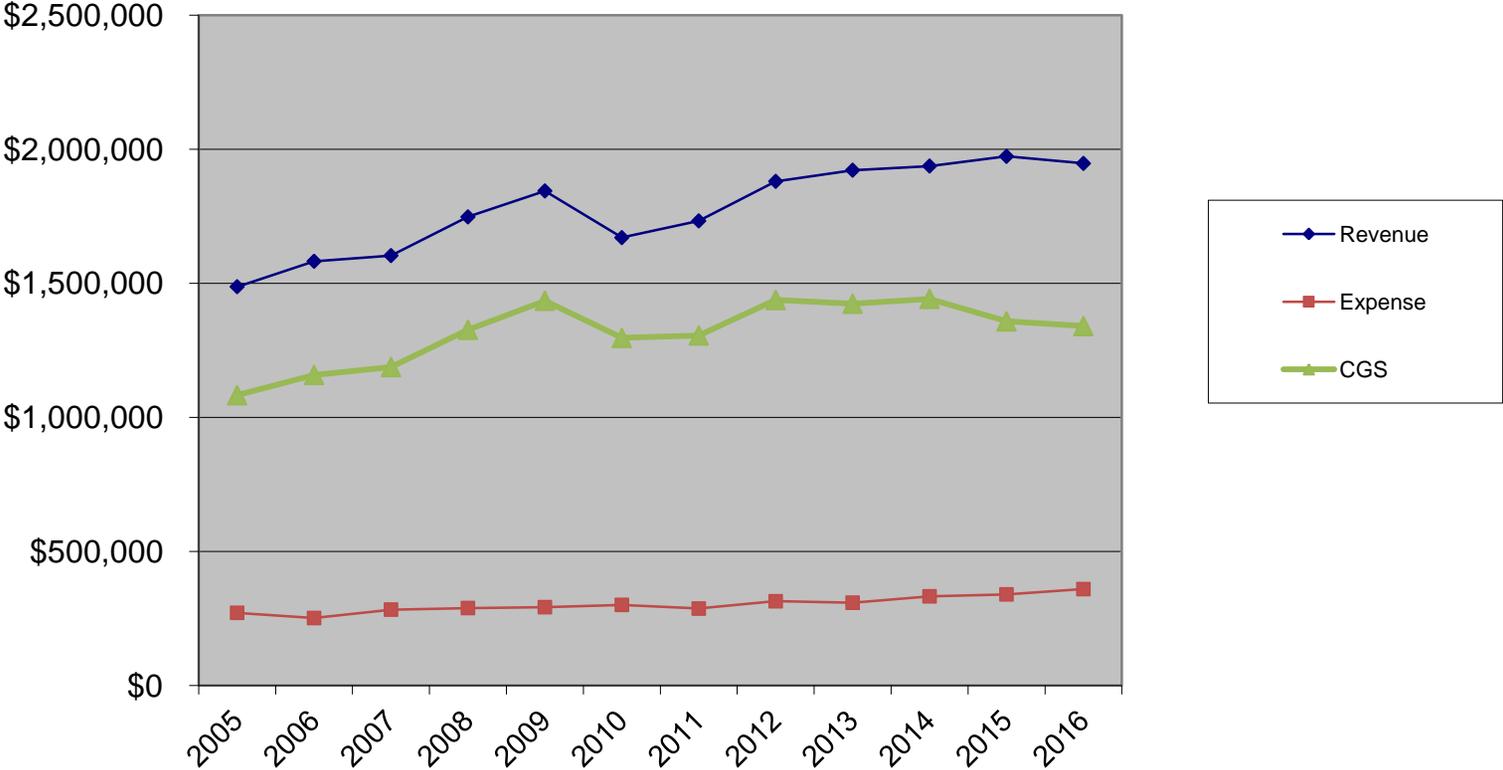
Water Operating Revenue and Expense as of June 30, 20XX



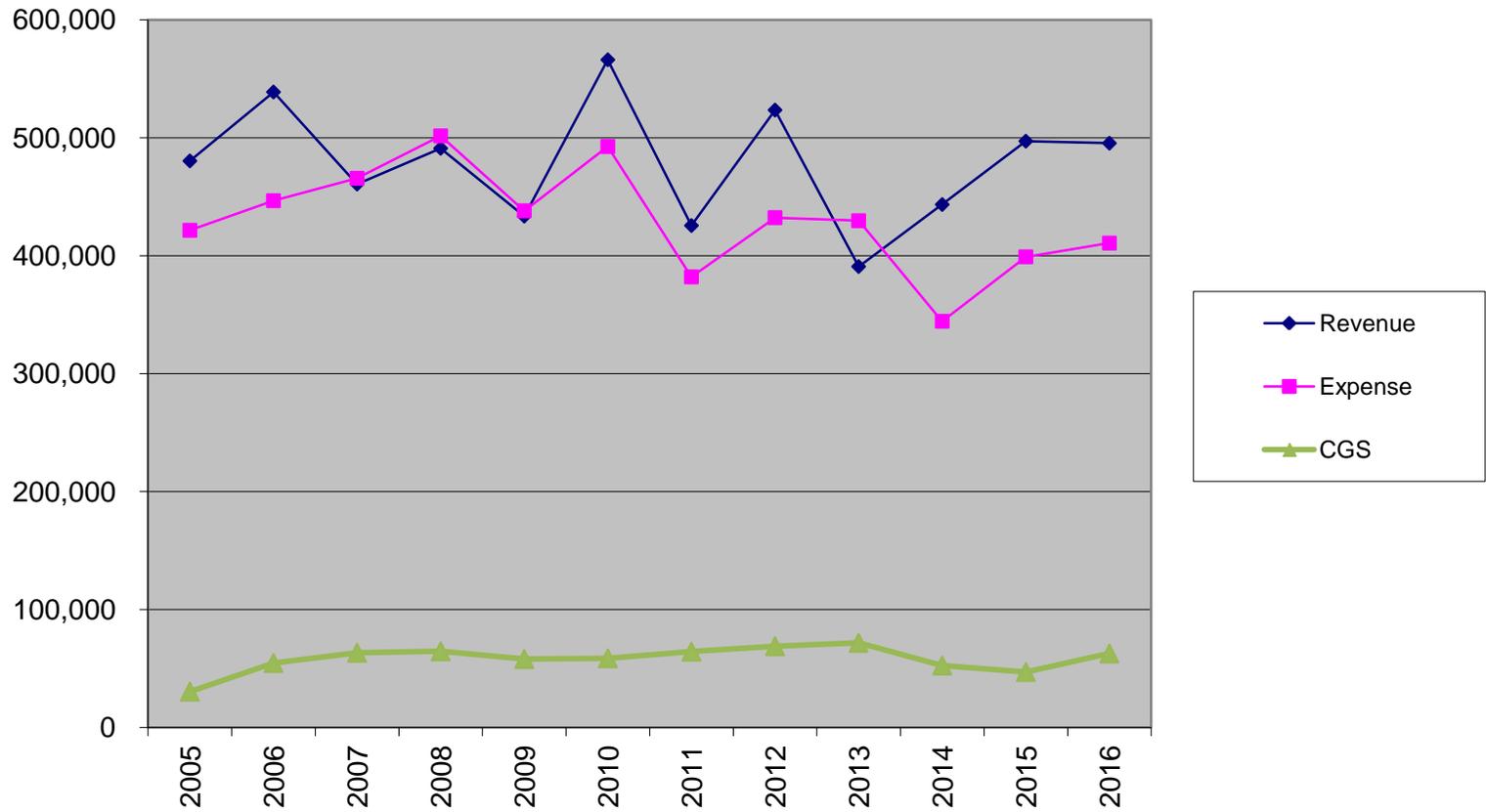
### Sewer Operating Revenues and Expense as of June 30, 20XX



### Liquor Operating Revenue and Expense as of June 30, 20XX



Golf Operating Revenue and Expense as of June 30, 20XX



CITY OF ANOKA

**CURRENT INVESTMENTS**

For the Quarter Ending June 30, 2016

	MATURITY DATES				
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020-2023</u>
CERTIFICATE OF DEPOSIT	\$3,312,000	\$3,198,000	\$452,000		\$200,000
AGENCY'S	\$1,500,000	\$3,350,000		\$3,500,000	\$4,000,000
MUNICIPAL		\$1,615,000	\$1,135,000		\$500,000
BANKERS ACCEPTANCE	\$449,066				
MONEY MKT FUND	\$2,537,089				
TOTAL	<u>\$7,798,155</u>	<u>\$8,163,000</u>	<u>\$1,587,000</u>	<u>\$3,500,000</u>	<u>\$5,200,000</u>

Average return on investment for 2016 is 1%

SECOND QUARTER 2016 INVESTMENT ACTIVITY

Broker	Description	PURCHASED		Maturity Date	# of days to maturity	Premium	Purchased		Weighted Average Maturity		Accrued Interest Through Last Period	Interest Received YTD	Interest Received LTD	Amortized Premium 12-31-05	Estimated Yield (365 day)
		Date	Amount				Interest	Cost	VAI	PAR					
<b>SALES ACTIVITY</b>															
US Bank	BA	1-8-16	309,464.00	4-6-16	89			309,066.17		309,464.00		397.83			0.527%
US ITC	Bank of China	4-15-15	248,000.00	4-15-16	366			248,000.00		248,000.00		1,119.06			0.450%
US ITC	Avidbank, CA	4-15-15	249,000.00	4-15-16	366			249,000.00		249,000.00		998.73			0.400%
US ITC	Banco Popular	7-15-15	248,000.00	4-15-16	275			248,000.00		248,000.00		1,121.10			0.600%
US ITC	Farm Credit	5-6-13	500,000.00	4-19-16	1,079	450.00	427.78	500,450.00		500,000.00		5,408.33	27,072.22	(450.00)	2.167%
US ITC	Commerce Union	7-22-15	249,000.00	4-22-16	275			249,000.00		249,000.00		332.90	417.49		0.400%
US ITC	MB Financial bk	4-22-15	248,000.00	4-22-16	366			248,000.00		248,000.00		331.57	663.12		0.400%
US ITC	Comenity Cap, UT	4-27-15	248,000.00	4-27-16	366			248,000.00		248,000.00		331.57	663.12		0.400%
US Bank	BA	3-2-16	663,700.00	4-29-16	58			663,208.12		663,700.00		491.88			0.466%
US Bank	BA	3-22-16	546,000.00	5-2-16	41			545,738.83		546,000.00		261.17			0.426%
US Bank	BA	2-23-16	500,000.00	5-3-16	70			499,504.17		500,000.00		495.83			0.517%
US ITC	Goldman Sachs, NY	11-12-15	249,000.00	5-12-16	182			249,000.00		249,000.00		558.71			0.450%
US Bank	BA	3-31-16	1,485,667.00	5-12-16	42			1,484,939.02	1,485,667.00			727.98			0.426%
US ITC	Investors bk	5-20-15	248,000.00	5-20-16	366			248,000.00		248,000.00		1,119.06			0.450%
US ITC	BMW Bk	5-22-15	248,000.00	5-20-16	364			248,000.00		248,000.00		1,112.94			0.450%
US ITC	First American Bk, Elk Grove	8-24-12	249,000.00	5-24-16	1,369			249,000.00		249,000.00		2,022.00	16,189.30		1.950%
US ITC	Boroda	5-29-15	248,000.00	5-27-16	364			248,000.00		248,000.00		1,236.60			0.500%
US ITC	Towne Bk	5-29-15	249,000.00	5-27-16	364			249,000.00		249,000.00		1,117.43			0.450%
US ITC	Bar Harbour	7-31-15	249,000.00	5-31-16	305			249,000.00		249,000.00		936.31			0.450%
US ITC	Beal bk	12-8-15	245,000.00	6-8-16	183			245,000.00		245,000.00		675.60			0.550%
US ITC	Berskshire bk	12-11-15	245,000.00	6-10-16	182			245,000.00		245,000.00		610.82			0.500%
US ITC	Homestreet Bk	12-16-15	245,000.00	6-16-16	183			245,000.00		245,000.00		614.18			0.500%
US ITC	FNMA	12-27-12	755,000.00	6-27-16	1,278			755,000.00		755,000.00		4,718.75	24,537.50		1.107%
US ITC	Freddie Mac	12-27-12	500,000.00	6-27-16	1,278			500,000.00		500,000.00		5,375.00	32,250.00		2.149%
<b>TOTAL</b>			<u>9,224,831.00</u>									<u>32,115.35</u>	<u>101,792.75</u>	<u>(450.00)</u>	

SECOND QUARTER 2016 INVESTMENT ACTIVITY

Broker	Description	PURCHASED		Maturity Date	# of days to maturity	Purchased		Weighted Average Maturity		Accrued Interest Through Last Period	Interest Received YTD	Interest Received LTD	Amortized Premium 12-31-05	Estimated Yield (365 day)
		Date	Amount			Premium	Interest	Cost	VAI					
<b>PURCHASE ACTIVITY</b>														
US Bank	BA	5-12-16	250,216.00	8-8-16	88			249,867.37	250,216.00	194.12				0.578%
US Bank	BA	6-15-16	198,850.00	11-25-16	163			198,129.72	198,850.00	66.28				0.811%
US ITC	FNMA	6-21-16	1,000,000.00	1-30-17	223	4,450.00	4,895.83	1,004,450.00	1,000,000.00	5,204.05	(4,895.83)		(179.60)	0.522%
US ITC	Zb NA	5-17-16	245,000.00	2-17-17	276			245,000.00	245,000.00	162.44				0.550%
US ITC	FHLB	6-23-16	250,000.00	3-10-17	260	577.74	625.87	250,577.74	250,000.00	667.82	(625.87)		(15.55)	0.551%
US ITC	Sterling Bk	6-30-16	245,000.00	3-30-17	273			245,000.00	245,000.00					0.650%
US ITC	DMB Community Bk	6-20-16	245,000.00	4-17-17	301			245,000.00	245,000.00	52.35	(12.08)			0.600%
US ITC	Private Bk & Trust	6-20-16	245,000.00	4-17-17	301	602.48	436.30	245,602.48	245,000.00	503.42	(436.30)		(20.02)	0.702%
US ITC	FNMA	4-21-16	500,000.00	4-27-17	371	2,465.00	2,718.75	502,465.00	500,000.00	985.02	93.75		(465.09)	0.640%
US ITC	First Niagara	5-13-16	245,000.00	5-12-17	364			245,000.00	245,000.00	209.42				0.650%
US ITC	Pacific Premier	5-18-16	245,000.00	5-18-17	365			245,000.00	245,000.00	173.18				0.600%
US ITC	First Foundation Bk	6-20-16	245,000.00	6-15-17	360			244,877.50	245,000.00	70.48	(23.49)			0.751%
US ITC	BMO	6-20-16	245,000.00	6-16-17	361			245,000.00	245,000.00	65.78	(18.79)			0.700%
US ITC	Freddie Mac	5-24-16	300,000.00	7-28-17	430	792.90	966.67	300,792.90	300,000.00	1,270.78	(966.67)		(68.23)	0.776%
US ITC	FNMA	5-24-16	300,000.00	8-28-17	461	306.00	627.08	300,306.00	300,000.00	893.18	(627.08)		(24.56)	0.794%
US ITC	FNMA	6-28-16	500,000.00	6-28-19	1,095			500,000.00	500,000.00	34.25				1.250%
US ITC	FNMA	6-30-16	500,000.00	12-30-20	1,644			500,000.00	500,000.00					1.500%
	TOTAL		<u>5,759,066.00</u>							<u>10,552.57</u>	<u>(7,512.36)</u>		<u>(773.05)</u>	

**2016**  
**2nd QUARTER**  
**FINANCIAL REPORTS**



**CITY OF ANOKA**

# City of Anoka - Big Picture



- **Total city revenues are about the same when compared to June 30, 2015. There is an increase in general fund revenue.**
- **Total city expenditures are down about \$3 million from June 30, 2015. Paid crossover refunding debt in 2015.**

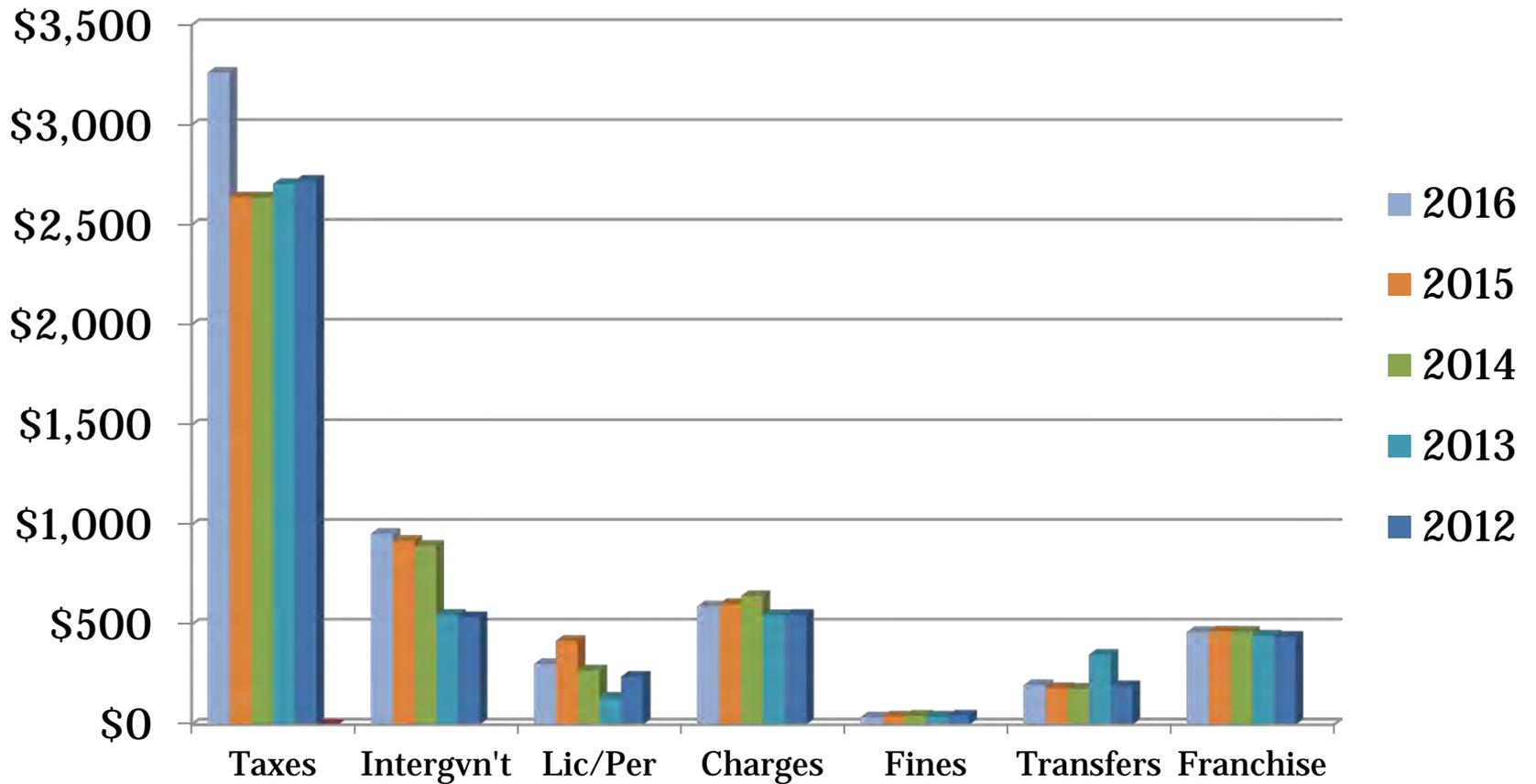
# GENERAL FUND REVENUES



**General fund revenues are up about 11.6% or \$620,000 over last year at this time. The increase is from the increase in the levy.**

# GENERAL FUND REVENUE COMPARISON

(in thousands)



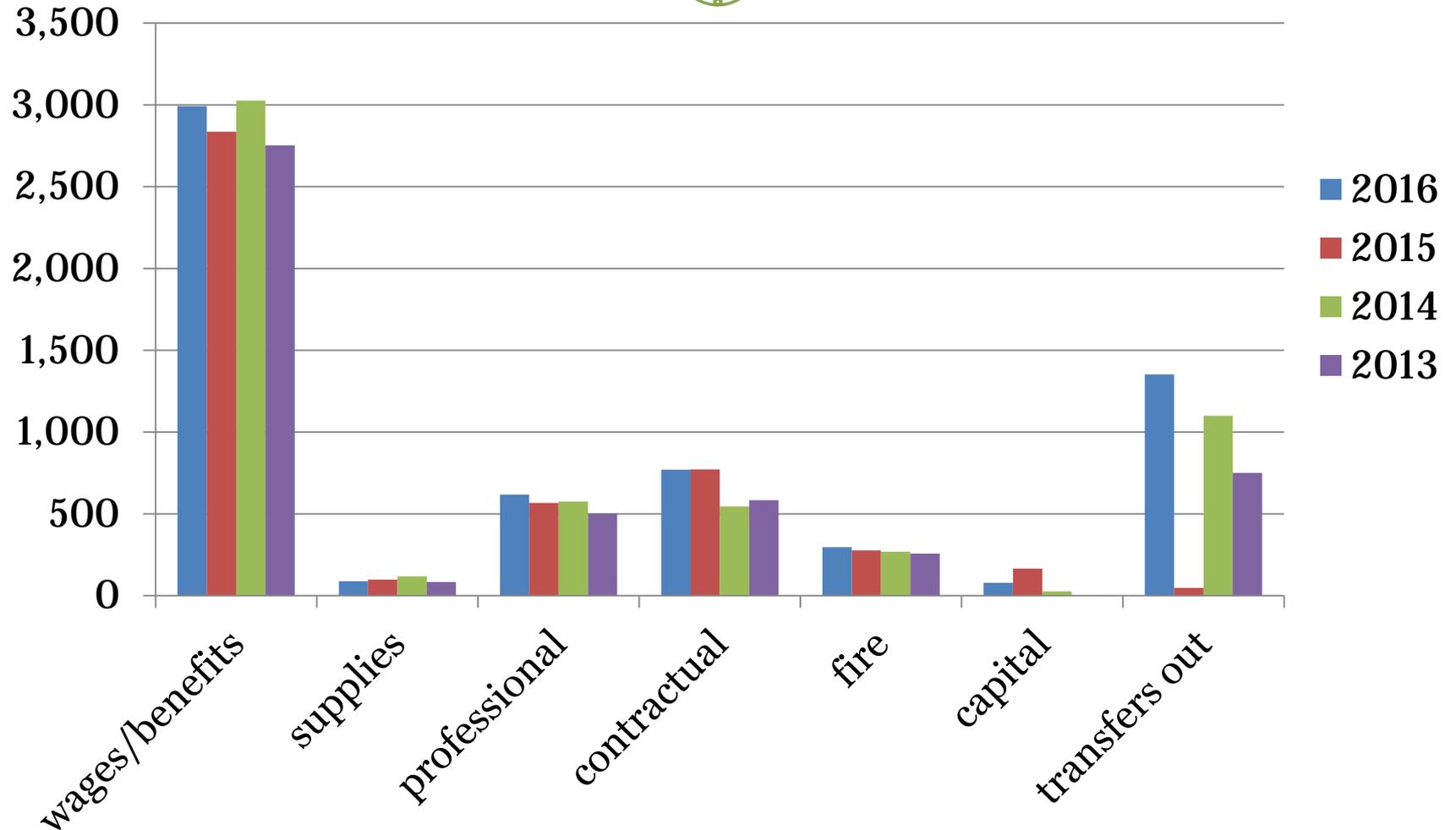
# GENERAL FUND EXPENDITURES



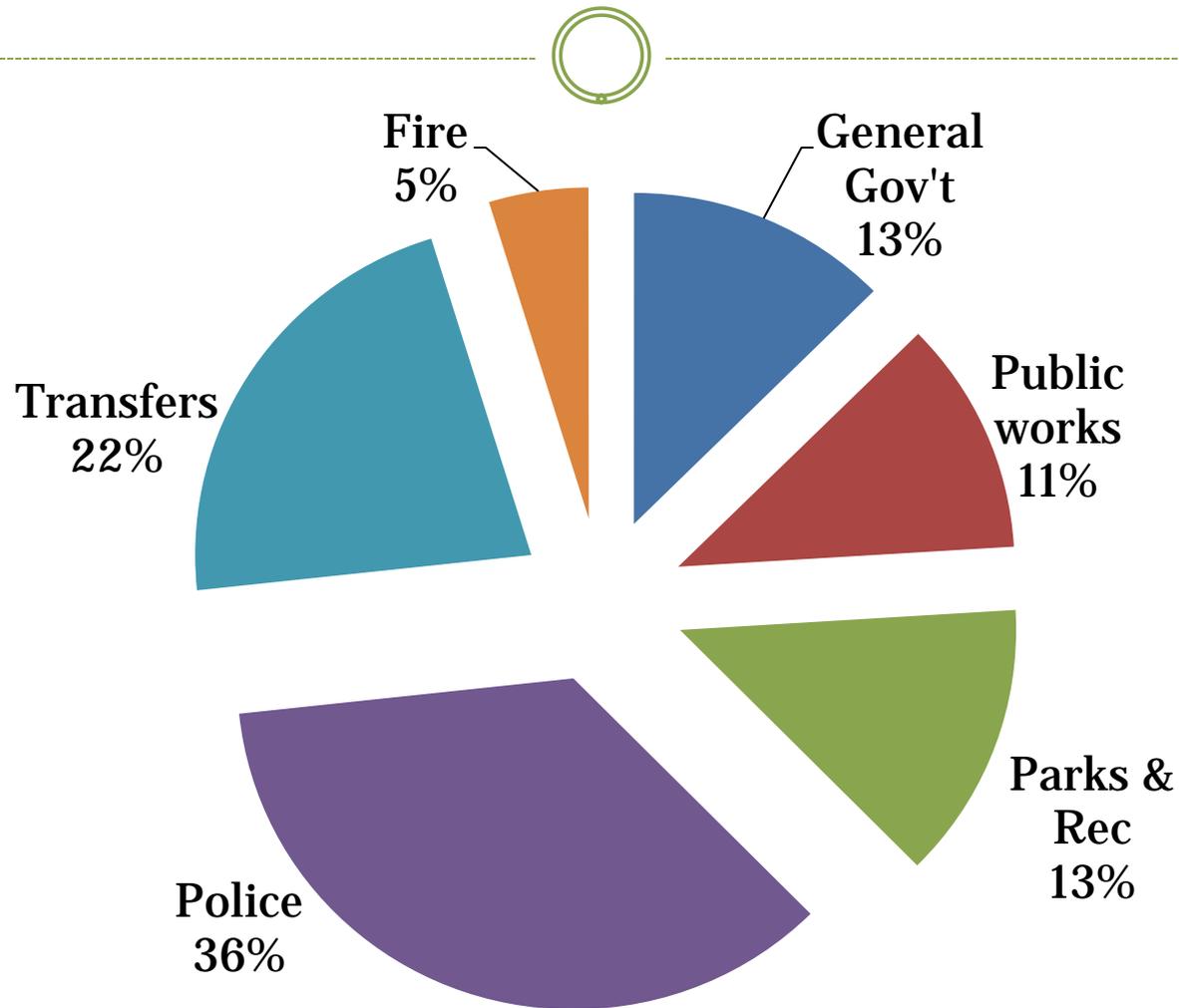
- **General fund expenditures are UP \$1,432,000**
  - Increase in transfers to other funds \$1,305,000 for capital improvements, equipment and debt.
  - Increase in salaries and benefits, \$155,000 – 5.5% over last year at this time. Three new positions in police for security and salary increases.
  - Increase of \$50,000 for contracted community development services.
  - Capital spending decrease of (87,000).

# GENERAL FUND EXPENDITURE COMPARISON

(in thousands)



# GENERAL FUND EXPENDITURE COMPARISON



# CASH AND INVESTMENTS



**Total cash and investments are down (\$2.4) million to \$25.7 million, when compared to June 2015.**

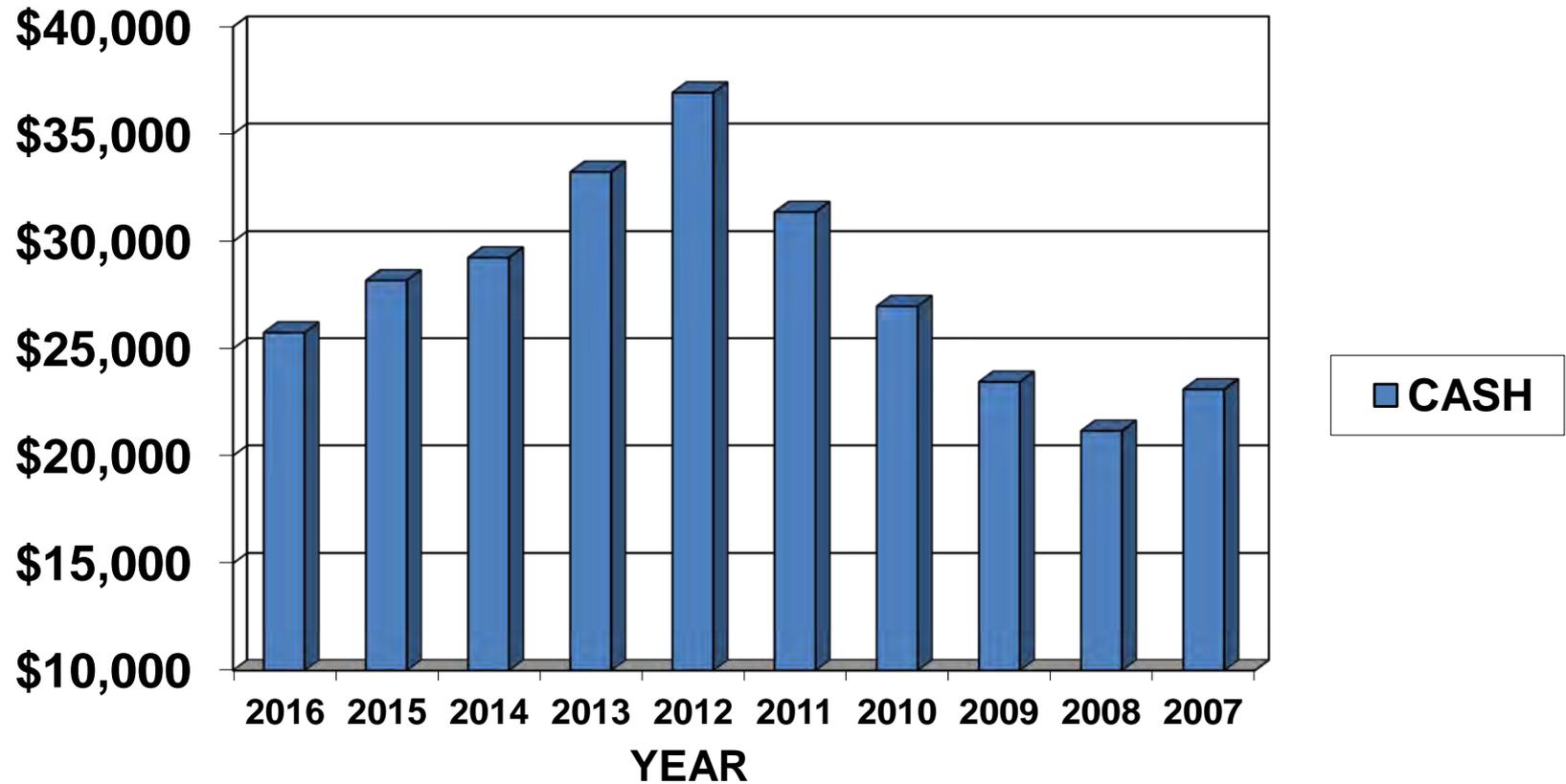
**The average return on investments for the period ending June 2016 is still less than 1%.**

**Second quarter investment activity included maturities of \$9.2 million and investments of \$5.8 million.**

**Purchases continue to be for less than one year with continued use of funds for infrastructure.**

# CASH AND INVESTMENTS

(IN THOUSANDS)



# TYPE OF INVESTMENTS HELD



<input type="checkbox"/> Certificates of Deposit	■ \$ 7,162,000
<input type="checkbox"/> Agency's	■ \$12,350,000
<input type="checkbox"/> Municipal Bonds	■ \$ 3,250,000
<input type="checkbox"/> Bankers Acceptance	■ \$ 449,066
<input type="checkbox"/> Money Market Funds	■ <u>\$ 2,537,089</u>
<b>TOTAL</b>	\$25,748,155

# Maturity of Investments



<b>2016</b>	<b>\$ 7,798,155</b>
<b>2017</b>	<b>8,163,000</b>
<b>2018</b>	<b>1,587,000</b>
<b>2019</b>	<b>3,500,000</b>
<b>2020-2023</b>	<b>5,200,000</b>

**A majority of the investments in 2019-2023 are callable Agency's.**

# INVESTMENT ACTIVITY 2<sup>ND</sup> QTR



## SOLD

Certificates of Deposits	\$ 3,965,000
Agency's	\$ 1,755,000
Bankers Acceptance	<u>\$ 3,504,831</u>
TOTAL	\$ 9,224,831

## PURCHASED

Certificates of Deposits	\$ 1,960,000
Agency's	\$ 3,350,000
Bankers Acceptance	<u>\$ 449,066</u>
TOTAL	\$ 5,759,066

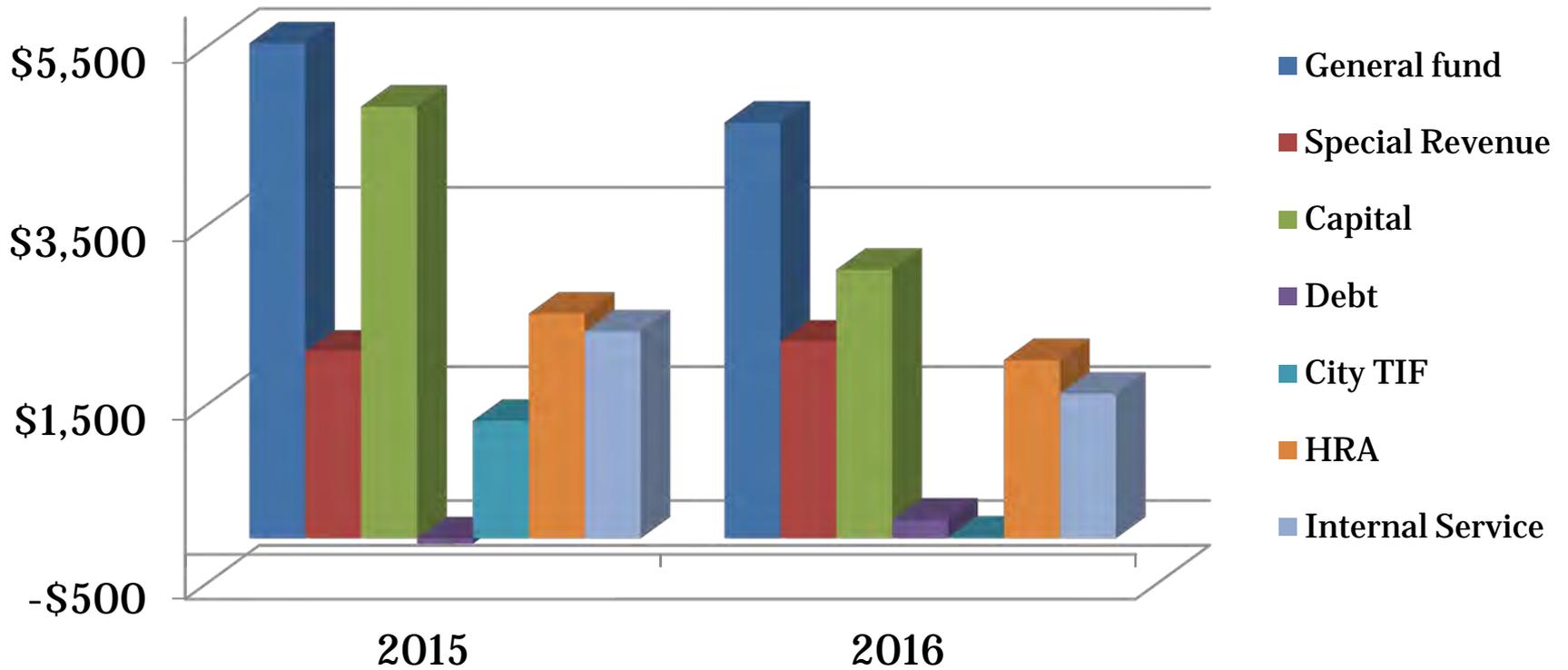
# GOVERNMENTAL FUND RESERVES



- ⦿ There is a planned use of reserves in the general fund. At 6 months, use of reserves is (\$234,700).
- ⦿ Debt reserves were used to pay debt.
- ⦿ TIF reserves are used to pay debt and provide funding for projects in the city, down (\$2.6) million.
- ⦿ Capital fund reserves have remained the same as a result of transfers from electric and the general fund.
- ⦿ Garage fund reserves are used for equipment.

# GOVERNMENTAL FUND RESERVES

(In Thousands)



# INTERNAL SERVICE FUNDS



- Data processing has a working capital balance of \$258,000. This is for purchasing computer hardware and software and contract services with Roseville IT.
- Central garage fund has a working capital balance of \$259,000. This balance is used to replace existing vehicles and equipment for the general government, (police, public works, parks, etc...) and maintenance of equipment.
- The insurance fund has a working capital balance of \$1,182,000. This balance is used for insurance premiums and deductibles.

# ENTERPRISE FUNDS

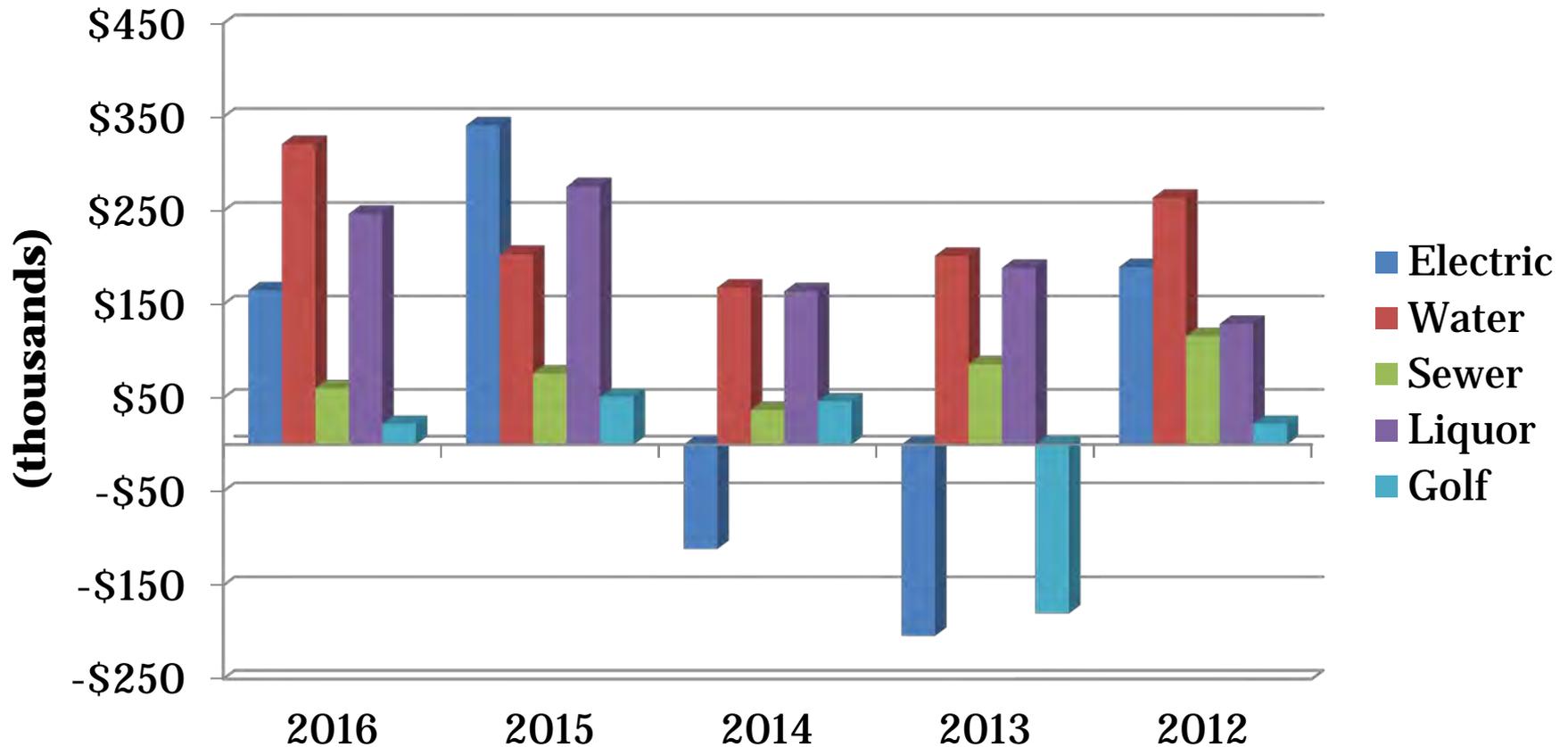


- ⦿ All enterprise funds are reflecting operating income as of June 30, 2016, except Refuse and Recycling.
- ⦿ Electric consumption is about the same as 2015 but purchase power costs are up slightly, about (\$.004)/kwh, so overall power costs are up \$251,000.
- ⦿ Electric, Sewer, Golf, Refuse and Recycling are experiencing a net loss after depreciation and transfers to other funds are taken into consideration.
- ⦿ Cash is down in Electric, Sewer, Golf and Refuse primarily as a result of capital spending and transfers to other funds.

# ENTERPRISE FUNDS



## Operating Income (Loss) as of June 30



# OVERALL REPORT



**THE CITY OF ANOKA REMAINS  
FISCALLY CONSERVATIVE  
AND IN EXCELLENT  
FINANCIAL HEALTH**

**JUNE 2016**

# COUNCIL MEMO FORM

12.2

Meeting Date	07-18-2016
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 - Worksession**  
**Monday, July 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 Discussion; Food/Beverage Contract at Green Haven Golf Course & Event Center.
  - 3.2 Discussion: Proposed changes to City Code related to Signs.
  - 3.3 Discussion; Cottage Food Law.
  - 3.4 Discussion; Unmanned Aerial Device Ordinance.
4. **ADJOURNMENT**



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# CITY COUNCIL BUDGET WORKSESSION

Monday, August 1, 2016 - 6:00 p.m.

Council Chambers

**Purpose: Budget Presentation**

*(by Powerpoint)*

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# City Council - Regular Meeting

## Monday, August 1, 2016 - 7:00 p.m.

### Council Chambers

*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 July 18, 2016 Regular Mtg.  
July 25, 2016 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 Items:
    - 7.1.A ORD/Amending Chpt 74; Article V, Division 1; Planned Unit Developments. (2<sup>nd</sup> reading)  
RES/Approving Summary Publication; Chpt 74, Article V, Division 1; Planned Unit Developments.
    - 7.1.B ORD/Amending Chpt 74, Article IX, Division 1; Accessory Buildings. (2<sup>nd</sup> reading)  
RES/Approving Summary Publication; Chpt 74, Article IX, Division 1; Accessory Buildings.
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
  - 9.1 ORD/Amending Chpt 46, Article VII, Offenses Related to Drug Paraphernalia. (2<sup>nd</sup> reading)
  - 9.2 RES/Approving Development Agreement with AD Center, LLC.

10. UNFINISHED BUSINESSES

11. NEW BUSINESS

12. UPDATES & REPORTS

12.1 Tentative Agendas.

ADJOURNMENT



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# CITY COUNCIL BUDGET WORKSESSION

Monday, August 08, 2016 - 5:05 p.m.

Council Worksession Room

Purpose: City Council Governmental Budget Review

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# CITY COUNCIL BUDGET WORKSESSION

Monday, August 15, 2016 - 5:00 p.m.

Council Worksession Rm

Purpose: City Council Proprietary Budget Review

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**City Council - Regular Meeting**  
**Monday, August 15, 2016 - 7:00 p.m.**  
**Council Chambers**

*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 August 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.*
  - 4.1 Anoka Halloween (Terrie Schoomer); Thank you to City.
5. **PUBLIC HEARING(S)**
6. **CONSENT AGENDA**
  - 6.1 Verified Bills.
  - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS, BOARDS & COMMISSIONS**
  - 7.1 Planning Items:
    - 7.1.A ORD/Amending Chpt 74; Article V, Division 2; Home Occupations. (1<sup>st</sup> reading)
8. **PETITIONS, REQUESTS & COMMUNICATION**
9. **ORDINANCES & RESOLUTIONS**
10. **UNFINISHED BUSINESSES**
11. **NEW BUSINESS**
12. **UPDATES & REPORTS**
  - 12.1 Tentative Agendas.

**ADJOURNMENT**



**City Council - Worksession**  
**Monday, August 29, 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; Final Budget.
4. ADJOURNMENT