

City of East Bethel

City Council Agenda

Regular Council Meeting – 7:30 p.m.

Date: August 15, 2012



Item

7:30 PM **1.0 Call to Order**

7:31 PM **2.0 Pledge of Allegiance**

7:32 PM **3.0 Adopt Agenda**

7:33 PM **4.0 Report**

Page 1-3 A. Sheriff's Report

7:40 PM **5.0 Public Forum**

7:55 PM **6.0 Consent Agenda**

Any item on the consent agenda may be removed for consideration by request of any one Council Member and put on the regular agenda for discussion and consideration

Page 7-10 A. Approve Bills

Page 11-24 B. Meeting Minutes, August 1, 2012, Regular Meeting

Page 25 C. Res. 2012-45 Proclaiming October Domestic Violence Awareness Month

Page 26-29 D. Res. 2012-46 Setting Public Hearing Date for Adoption of a Business Subsidy Policy and Resolution 2012-47 Setting Public Hearing Date for the Proposed Establishment of Development District No. 1 and Proposed Adoption of Tax Increment Financing District No. 1-1.

Page 30 E. Resolution 2012-48 Awarding Bid for Jackson Street Project

Page 31 F. Resolution 2012-49 Awarding Bid for Sandy Drive Project

Page 32 G. Accept Letter of Resignation from Stephanie Hanson, City Planner

Page 33-39 H. Approve Amendment No. 1 to the Agreement for Residential Recycling Program with Anoka County

New Business

7.0 Commission, Association and Task Force Reports

A. Economic Development Authority

B. Planning Commission

C. Park Commission

D. Road Commission

8.0 Department Reports

A. Community Development

B. Engineer

C. Attorney

D. Finance

8:00 PM Page 40-44 1. 2013 Budget Discussion

E. Public Works

8:10 PM F. Fire Department

Page 45-48 1. Monthly Report

8:15 PM G. City Administrator
Page 49-69 1. Website Committee Recommendation
Page 70-79 2. Fall Town Hall Meeting

9.0 Other

8:30 PM A. Council Reports
8:35 PM B. Other
8:40 PM Page 80 C. Closed Session – Personnel Issue
8:55 PM Page 81 D. Closed Session – Teamster #320 Union Negotiations

9:30 PM **10.0 Adjourn**



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 4.0 A

Agenda Item:

Monthly Sheriff's Report

Requested Action:

Information Only

Background Information:

Lt. Orlando will review the monthly statistics and report on activities for the month of July, 2012.

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required: X

CITY OF EAST BETHEL

JULY 2012

ITEM	July-12	June-12	YTD 2012	YTD 2011
Radio Calls *	438	489	2,832	2,754
Incident Reports	459	445	2,592	2,468
Burglaries	4	11	36	25
Thefts	33	36	160	125
Crim Sex Conduct	1	3	4	4
Assault	1	1	12	19
Damage to Property	17	11	59	50
Harass Comm	5	4	31	21
Felony Arrests	0	5	13	41
Gross Misd Arrests	0	0	3	4
Misd Arrests	10	13	101	61
DUI Arrests	2	5	25	35
Domestic Arrests	3	8	23	14
Warrant Arrests	5	4	40	36
Traffic Arrests	128	84	617	541

* Total Radio Calls for the month and YTD are the sum from City of East Bethel and Community Service Officer pages.

CITY OF EAST BETHEL – COMMUNITY SERVICE OFFICERS

JULY 2012

ITEM	July-12	June-12	YTD 2012	YTD 2011
Radio Calls	14	17	129	94
Incident Reports	17	18	143	103
Accident Assist	5	3	16	12
Vehicle Lock Out	0	3	16	52
Extra Patrol	34	28	259	220
House Check	0	0	0	14
Business Check	3	7	23	163
Animal Complaints	5	9	52	40
Traffic Assist	5	1	29	30
Aids: Agency	39	26	276	370
Aids: Public	34	37	140	232
Paper Service	0	0	31	31
Inspections	0	0	0	0
Ordinance Violations	1	1	13	1



Payments for Council Approval August 15, 2012

Bills to be Approved for Payment	\$97,718.53
Electronic Payments	\$20,953.43
Payroll City Staff - August 2, 2012	\$32,383.56
Total to be Approved for Payment	\$151,055.52

City of East Bethel

August 15, 2012

Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	376732	Ham Lake Hardware	615	49851	12.16
Arena Operations	Bldgs/Facilities Repair/Maint	052312	Jerry Gilmer Construction Inc.	615	49851	8,136.68
Arena Operations	Bldgs/Facilities Repair/Maint	072612	Wright-Hennepin Coop Electric	615	49851	21.32
Arena Operations	Electric Utilities	081712	Connexus Energy	615	49851	625.61
Arena Operations	Professional Services Fees	48	Gibson's Management Company	615	49851	5,445.70
Arena Operations	Telephone	080112	CenturyLink	615	49851	115.66
Building Inspection	Professional Services Fees	080712	Kevin Tramm Construction, Inc.	101	42410	1,273.15
Building Inspection	Severance Payments	PC0011541	League of MN Cities	101	42410	12,500.00
Building Inspection	Surcharge Remittance	2nd Qtr 12	MN Dept Labor & Industry	101		2,011.06
Central Services/Supplies	Information Systems	216311	City of Roseville	101	48150	2,140.16
Central Services/Supplies	Information Systems	08 2012	Midcontinent Communications	101	48150	1,278.00
Central Services/Supplies	Office Equipment Rental	208435735	Loffler Companies, Inc.	101	48150	509.96
Central Services/Supplies	Telephone	080112	CenturyLink	101	48150	241.04
Authority	Dues and Subscriptions	12635	Metro North Chamber	232	23200	396.00
Authority	Professional Services Fees	080612	Jill Teetzel	232	23200	195.00
Elections	Legal Notices	IQ 01802395	ECM Publishers, Inc.	101	41410	30.75
Engineering	Architect/Engineering Fees	30441	Hakanson Anderson Assoc. Inc.	101	43110	2,018.66
Engineering	Architect/Engineering Fees	30465	Hakanson Anderson Assoc. Inc.	101	43110	1,369.78
Fire Department	Bldgs/Facilities Repair/Maint	072612	Wright-Hennepin Coop Electric	101	42210	5.32
Fire Department	Electric Utilities	081712	Connexus Energy	101	42210	936.90
Fire Department	Employer Paid Expenses	1110015271	Allina Hospitals & Clinic	231	42210	1,194.00
Fire Department	Employer Paid Expenses	1110015627	Allina Hospitals & Clinic	231	42210	2,064.00
Fire Department	General Operating Supplies	100025256	Soderquist's Market	101	42210	16.26
Fire Department	Motor Vehicle Services (Lic d)	048-100666-01	Batteries Plus	101	42210	37.56
Fire Department	Motor Vehicle Services (Lic d)	2734	Kirvida Fire, Inc.	101	42210	945.26
Fire Department	Motor Vehicle Services (Lic d)	2858	Kirvida Fire, Inc.	101	42210	310.28
Fire Department	Motor Vehicle Services (Lic d)	2859	Kirvida Fire, Inc.	101	42210	310.28
Fire Department	Motor Vehicle Services (Lic d)	2860	Kirvida Fire, Inc.	101	42210	347.61
Fire Department	Motor Vehicle Services (Lic d)	2861	Kirvida Fire, Inc.	101	42210	984.00
Fire Department	Professional Services Fees	19717	Med Compass, Inc.	101	42210	2,952.00
Fire Department	Telephone	080112	CenturyLink	101	42210	417.14
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	470108250	Cintas Corporation #470	101	41940	21.78
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	14859	GHP Enterprises, Inc.	101	41940	368.72
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	120610	Robert B. Hill Company	101	41940	19.24
General Govt Buildings/Plant	Electric Utilities	081712	Connexus Energy	101	41940	1,331.47
Jackson MSA Street Project	Architect/Engineering Fees	30462	Hakanson Anderson Assoc. Inc.	402	40326	3,624.15
Jackson MSA Street Project	Legal Notices	IQ 01802064	ECM Publishers, Inc.	402	40326	112.75
Legal	Legal Fees	07 2012	Eckberg, Lammers, Briggs,	101	41610	7,915.28
Mayor/City Council	Professional Services Fees	080612	Jill Teetzel	101	41110	35.00
Mayor/City Council	Professional Services Fees	12-343	North Suburban Access Corp	101	41110	120.00
Mayor/City Council	Travel Expenses	080712	Heidi Moegerle	101	41110	75.00
Park Maintenance	Clothing & Personal Equipment	470105038	Cintas Corporation #470	101	43201	48.03
Park Maintenance	Clothing & Personal Equipment	470108251	Cintas Corporation #470	101	43201	48.03
Park Maintenance	Conferences/Meetings	756-C-004426	First Student	101	43201	145.00
Park Maintenance	Electric Utilities	081712	Connexus Energy	101	43201	361.83
Park Maintenance	Equipment Parts	2449	Hydraulics Plus & Consulting	101	43201	50.31
Park Maintenance	Equipment Parts	03 3068599	Isanti County Equipment	101	43201	89.17

City of East Bethel

August 15, 2012

Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Park Maintenance	Other Equipment Rentals	55987	Jimmy's Johnnys, Inc.	101	43201	2,254.37
Park Maintenance	Professional Services Fees	080612	Jill Teetzel	101	43201	60.00
Park Maintenance	Repairs/Maint Machinery/Equip	312072	Isanti County Equipment	101	43201	366.87
Park Maintenance	Tires	375960	Ham Lake Hardware	101	43201	20.36
Payroll	Insurance Premiums	08 2012	Fort Dearborn Life Insurance	101		993.51
Payroll	Insurance Premiums	08 2012	NCPERS Minnesota	101		128.00
Payroll	Union Dues	08 2012	MN Teamsters No. 320	101		601.00
Planning and Zoning	Architect/Engineering Fees	30440	Hakanson Anderson Assoc. Inc.	938		321.00
Planning and Zoning	Architect/Engineering Fees	30440	Hakanson Anderson Assoc. Inc.	937		341.28
Planning and Zoning	Architect/Engineering Fees	30441	Hakanson Anderson Assoc. Inc.	934		354.96
Planning and Zoning	Professional Services Fees	422	Flat Rock Geographics, LLC	101	41910	668.25
Planning and Zoning	Professional Services Fees	547	Flat Rock Geographics, LLC	101	41910	987.19
Police	Professional Services Fees	07 2012	Gratitude Farms	101	42110	1,038.13
Recycling Operations	Electric Utilities	081712	Connexus Energy	226	43235	137.52
Recycling Operations	Other Equipment Rentals	55987	Jimmy's Johnnys, Inc.	226	43235	55.58
Recycling Operations	Professional Services Fees	08 2012	Cedar East Bethel Lions	226	43235	1,000.00
Sewer Operations	Bldgs/Facilities Repair/Maint	072612	Wright-Hennepin Coop Electric	602	49451	24.53
Sewer Operations	Electric Utilities	081712	Connexus Energy	602	49451	1,090.81
Sewer Operations	Professional Services Fees	81357	Utility Consultants, Inc.	602	49451	629.87
Sewer Utility Capital Projects	Architect/Engineering Fees	30446	Hakanson Anderson Assoc. Inc.	434	49455	1,604.85
Sewer Utility Capital Projects	Architect/Engineering Fees	30447	Hakanson Anderson Assoc. Inc.	434	49455	3,069.32
Street Capital Projects	Architect/Engineering Fees	30443	Hakanson Anderson Assoc. Inc.	406	40600	4,647.83
Street Capital Projects	Street Maint Services	CD201216284	EnviroTech Services, Inc.	406	40600	3,525.60
Street Capital Projects	Street Maint Services	CD201216285	EnviroTech Services, Inc.	406	40600	792.48
Street Maintenance	Bldgs/Facilities Repair/Maint	470105038	Cintas Corporation #470	101	43220	27.06
Street Maintenance	Bldgs/Facilities Repair/Maint	470108251	Cintas Corporation #470	101	43220	27.06
Street Maintenance	Bldgs/Facilities Repair/Maint	072612	Wright-Hennepin Coop Electric	101	43220	21.29
Street Maintenance	Chemicals and Chem Products	1498	D.B. Kopyy	101	43220	85.41
Street Maintenance	Clothing & Personal Equipment	470105038	Cintas Corporation #470	101	43220	47.44
Street Maintenance	Clothing & Personal Equipment	470108251	Cintas Corporation #470	101	43220	47.44
Street Maintenance	Clothing & Personal Equipment	470108251	Cintas Corporation #470	101	43220	1.75
Street Maintenance	Conferences/Meetings	756-C-004426	First Student	101	43220	145.00
Street Maintenance	Electric Utilities	081712	Connexus Energy	101	43220	1,722.12
Street Maintenance	Equipment Parts	1539-160853	O'Reilly Auto Stores Inc.	101	43220	35.93
Street Maintenance	Equipment Parts	04 4047451	Suburban Lawn Center	101	43220	17.68
Street Maintenance	Equipment Parts	04 4047718	Suburban Lawn Center	101	43220	16.97
Street Maintenance	General Operating Supplies	1539-163136	O'Reilly Auto Stores Inc.	101	43220	19.85
Street Maintenance	Lubricants and Additives	1539-161792	O'Reilly Auto Stores Inc.	101	43220	105.54
Street Maintenance	Lubricants and Additives	04 4047337	Suburban Lawn Center	101	43220	33.98
Street Maintenance	Motor Vehicles Parts	245738	S & S Industrial Supply	101	43220	38.89
Street Maintenance	Professional Services Fees	080612	Jill Teetzel	101	43220	75.00
Street Maintenance	Small Tools and Minor Equip	04 4047337	Suburban Lawn Center	101	43220	627.51
Street Maintenance	Telephone	080112	CenturyLink	101	43220	69.25
Water Utility Capital Projects	Architect/Engineering Fees	30446	Hakanson Anderson Assoc. Inc.	433	49405	1,604.86
Water Utility Capital Projects	Architect/Engineering Fees	30463	Hakanson Anderson Assoc. Inc.	433	49405	3,344.30
Water Utility Capital Projects	Architect/Engineering Fees	30464	Hakanson Anderson Assoc. Inc.	433	49405	550.60
Water Utility Capital Projects	Professional Services Fees	7553	Northern Technologies, Inc	433	49405	620.00

City of East Bethel

August 15, 2012

Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Water Utility Operations	Bldg/Facility Repair Supplies	376693	Ham Lake Hardware	601	49401	6.08
Water Utility Operations	Bldgs/Facilities Repair/Maint	072612	Wright-Hennepin Coop Electric	601	49401	26.67
Water Utility Operations	Electric Utilities	081712	Connexus Energy	601	49401	367.39
Water Utility Operations	Telephone	080112	CenturyLink	601	49401	113.09
						\$97,718.53
Electronic Payments						
Payroll	PERA					\$5,150.00
Payroll	Federal Withholding					\$4,880.17
Payroll	Medicare Withholding					\$1,298.60
Payroll	FICA Tax Withholding					\$4,657.13
Payroll	State Withholding					\$1,984.98
Payroll	MSRS					\$2,982.55
						\$20,953.43



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 6.0 A-H

Agenda Item:

Consent Agenda

Requested Action:

Consider approving Consent Agenda as presented

Background Information:

Item A

Bills/Claims

Item B

Meeting Minutes, August 1, 2012 Regular City Council

Meeting minutes from the August 1, 2012 Regular City Council Meeting are attached for your review and approval.

Item C

Resolution 2012-45 Proclaiming October Domestic Violence Awareness Month

At the request of Alexandra House, Resolution 2012-45 Proclaims October 2012 as Domestic Violence Awareness Month.

Staff requests Council adopt Resolution 2012-45 Proclaiming October as Domestic Awareness Month.

Item D

Resolution 2012-46 Setting Public Hearing Date for Adoption of a Business Subsidy Policy and Resolution 2012-47 Setting Public Hearing Date for the Proposed Establishment of Development District No. 1 and Proposed Adoption of Tax Increment Financing District No. 1-1 Policy and Resolution 2012-47 Setting Public Hearing Date for the Proposed Establishment of Development District No.1 and the Proposed Adoption of Tax Increment Financing District No 1-1.

City Financial Advisor Ehlers, Inc. has prepared the resolutions for a public hearing on the adoption of a Business Subsidy Policy and for the Establishment of a Development District and Tax Increment Financing District. Ehlers, Inc. has also provided a Schedule of Events.

The proposed resolutions are presented for your approval and adoption.

Item E

Resolution 2012-48 Awarding Bid for Jackson Street Project

The Jackson Street Reconstruction Project includes reconstructing Jackson Street from 181st Avenue to Viking Boulevard. Jackson Street will be constructed with two travel lanes and a six-foot shoulder on each side of the road. Concrete curb will be constructed on the south 0.6 miles and the north 0.5 miles. As directed by Council the staff received and opened bids for the project at 10:00 am at City Hall on August 9, 2012. A total of four bids were received. The bids are summarized on the resolution which is included as Attachment 1.

Rum River Contracting was the low bidder with a bid of \$1,188,238.40. This contractor has worked in the City of East Bethel recently. Rum River was the Contractor for the 2008 and 2010 Improvement Projects and constructed the Trunk Highway 65 Service roads from 205th Avenue to 209th Avenue. The engineer's estimate for this project was \$1,200,136.40.

Staff is recommending approval of Resolution 2012-48 Accepting Bid which awards the bid to Rum River Contracting in the amount of \$1,188,238.40 for the Jackson Street Reconstruction Project.

Item F

Resolution 2012-49 Awarding Bid for Sandy Drive Seal Coat Project

The Sandy Drive Seal Coat Project includes seal coating Sandy Drive from 221st Avenue to County Road 26. As directed by Council the staff received and opened bids for the project at 10:00 am at City Hall on August 9, 2012. A total of two bids were received. The bids are summarized on the resolution which is included as Attachment 1.

Pearson Brothers, Inc. was the low bidder with a Base Bid of \$57,631.05 and an Alternate Bid of \$55,631.05. This contractor has worked in the City of East Bethel recently. Pearson Brothers completed the Bataan Street Seal Coat in 2011. The engineer's estimate for this project was \$59,000.

The Base Bid includes substantially completing the seal coat by September 15, 2012. Alternate Bid No. 1 is the same as the Base Bid except the substantial completion date would be June 15, 2013.

Staff is recommending approval of Resolution 2012-49 Accepting Bid which awards Alternate Bid No. 1 to Pearson Brothers, Inc. in the amount of \$55,631.05 for the Sandy Drive Seal Coat Project.

Item G

Accept Letter of Resignation from Stephanie Hanson, City Planner

Stephanie Hanson has submitted her letter of resignation effective August 22, 2012. Stephanie has been employed with the City since 2005 and has served the City in an exemplary manner. Staff recommends the acceptance of the letter of resignation.

Staff also requests Council approval to advertise for the filling of this position and include Community Development responsibilities in the new job description.

Item H

Approve Amendment No. 1 to the Agreement for Residential Recycling Program with Anoka County

The City applied for and was awarded a Recycling Enhancement Grant from Anoka County in the amount of \$29,210.00. The grant will be used for a security system, a trailer for storage and hauling of cardboard and newspaper bales, and a crusher machine for glass recyclables. This is a fully funded grant with a match of \$0.00 from the City of East Bethel.

Staff recommends approval of the Amendment No. 1 to the Agreement for Residential Recycling Program with Anoka County for calendar year 2012 and direction to execute the agreement on the City's behalf

Fiscal Impact:

As noted above

Recommendation(s):

Recommend approval of the Consent Agenda as presented.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

EAST BETHEL CITY COUNCIL MEETING

August 1, 2012

The East Bethel City Council met on August 1, 2012 at 7:30 PM for their regular meeting at City Hall.

MEMBERS PRESENT: Bob DeRoche Richard Lawrence Heidi Moegerle
Steve Voss

MEMBERS ABSENT: Bill Boyer

ALSO PRESENT: Jack Davis, City Administrator
Mark Vierling, City Attorney
Craig Jochum, City Engineer

Call to Order **The August 1, 2012 City Council meeting was called to order by Mayor Lawrence at 7:30 PM.**

Adopt Agenda **Voss made a motion to adopt the August 1, 2012 City Council Agenda. Lawrence seconded.** Davis, "Can we add an invoice to the consent agenda for the medical evaluation of Mr. Sackey?" Voss asked the City Administrator to describe the item. Davis, "Tis is a medical invoice to IPC for \$625 for an evaluation for one of our employees. Voss asked and you want to add this to the consent agenda? Davis, "Yes, to Item G on the consent agenda." **Voss amended his motion to add Consent Agenda -Item G – Approval of Invoice for IPC. Moegerle seconded the amendment, all in favor, motion carries.**

Resolutions Davis explained that the East Bethel Scholarship Pageant organizes and sponsors the annual
Recognizing Scholarship Pageant where individuals compete to represent the City of East Bethel as an
2012-2013 Ambassador for a twelve month period.
East Bethel

Royalty Staff recommends adoption of Resolution 2012-40 A Resolution Recognizing East Bethel
Royalty for 2012-2013 **Miss East Bethel** Veronica Cich, Resolution 2012-41 A Resolution
Recognizing East Bethel Royalty for 2012-2013 **Junior Miss East Bethel Terra Mann and**
Resolution 2012-42 A Resolution Recognizing East Bethel Royalty for 2012-2013 **Little**
Miss Amanda Smith. These resolutions recognize the East Bethel Royalty for 2012-2013.

Voss made a motion to adopt Resolution 2012-40 Recognizing East Bethel Royalty for 2012-2013 Miss East Bethel Veronica Cich. Moegerle seconded; all in favor, motion carries.

Voss made a motion to adopt Resolution 2012-41 Recognizing East Bethel Royalty for 2012-2013 Miss Junior East Bethel Terra Mann. Moegerle seconded; all in favor, motion carries.

Voss made a motion to adopt Resolution 2012-42 Recognizing East Bethel Royalty for 2012-2013 Little Miss Bethel Amanda Smith. Moegerle seconded; all in favor, motion carries.

Veronica Cich, "Thank you for recognizing us today and letting us represent our community throughout the state. And I want to thank the Mayor for coming to the pageant and opening the ceremony."

Terra Mann, "Thank you for letting us come here and for letting us represent the City of East

Bethel for the next year.”

Public Forum Lawrence opened the Public Forum for any comments or concerns that were not listed on the agenda. There were no comments so the Public Forum was closed.

Consent Agenda **Moegerle made a motion to approve the Consent Agenda including: A) Approve Bills; B) Meeting Minutes, July 18, 2012, Regular Meeting; C) Pay Estimate #5, Municipal Builders for Water Treatment Plant No. 1; D) Resolution 2012-43 Ordering Bids for Jackson Street and Sandy Drive Seal Coat; E) Replacement of Rhino Wide Area Mower; F) Resolution 2012-44 Proclaiming August 7, 2012 Night to Unite; G) Approval of IPC Invoice in the amount of \$625. DeRoche seconded; all in favor, motion carries.**

Lawrence, “During the fire fighters dance on July 21, 2012 some unknown parties were distributing flyers on windshields of vehicles warning us about GRE. I want people to understand that these facts were clearly misrepresented. They don’t understand what the real meaning was of what they did. They talked about people in the City, and unfortunately, they got so many things wrong on this flyer. It is appalling that people would put something out with so many errors. Nothing on this flyer is even accurate or true.

When you see something like this come out, it is just mean-spirited. There is nothing about this that is good. If they need the information, right or wrong I will help them find it. That is the way I do it. I just wanted to express my displeasure about the way this was done. It is poor, mean-spirited.” DeRoche, “We are trying to build a positive image for the City. I will touch on this more in my Council report.” Lawrence, “That letter was so false, such a poor misrepresentation. It is incredible that people don’t get the right information before putting things out. That is what is right, so people get a good understanding.”

DNR – Beaverbrook WMA Davis explained that the DNR is interested in purchasing the William Gombold property on Klondike Drive. This acquisition is intended to become part of the proposed Beaverbrook State Wildlife Management Area.

In the late 1970’s, DNR was approached by the Beaverbrook Sportsman’s Club to sell or convey property to DNR to generate revenues for debt retirement purposes. That event initiated the concept of a Beaverbrook WMA Project Proposal to document an approach and potentially assemble any future land ownership in which DNR might have interest, including existing DNR Trust Lands, County lands, or other properties, some of which are now the Sandhill Crane Natural Area. However, no lands were ever purchased for this project.

Because Mr. Gombold’s land is adjacent to the existing Beaverbrook WMA project designated area, it simplified the process for the DNR to create this as an addition to the project. The DNR has emphasized that the Beaverbrook WMA is a concept and adding tracts 9 – 14 to the original proposal (Supplemental Acquisition Map attachment identifies these properties) would be dependent on future funding and willingness of the adjoining property owners to sell. The owners of tracts 13 and 14, as shown on the attached location map, have expressed interest in selling their land to DNR if the DNR is successful in acquiring the Gombold property.

The DNR has an “in lieu of tax” payment to the County, of which an amount is distributed to the cities by the County. The formula for calculating these amounts is somewhat complex and is listed in the attachment that references the state statute on this matter. Total taxes payable on this property in 2012 are \$2,502 with the share received by the City being approximately

\$825. At this time it is undetermined the net difference between what the City currently receives in taxes as opposed to a payment in lieu of taxes.

The City would expect the dedication of right of way and drainage easements as indicated on the attached Right of Way and Easement Map from the DNR as a condition of support for this purchase.

Sarah Strommen of the Minnesota Land Trust will be available to answer any questions regarding the dedication requirements for right of way. Also, attached is correspondence from the property owner, William Gombold, in regards to the dedication of the requested right of way and trail easement.

Staff has no objections to the purchase of this property by the DNR and recommends the approval of the resolution 2012-38 provided the DNR grants the easements and rights of way along Klondike Drive as outlined by the City Engineer on Attachment 6.

Sarah Strommen, Associate Director with Minnesota Land Trust introduced herself and she indicated that Chris Lord with Anoka Conservation District (ACD) is also in attendance. Strommen, "The Minnesota Land Trust along with the ACD are co-holders of the conservation easement. The Minnesota Land Trust is supportive of the DNR as an owner of this property. For those of you that are not familiar with the conservation easement, it is a tool to protect certain conservation values of the property. In this case it is primarily the habitat value of Gombold's property. A conservation easement is a legally binding way to restrict the use and development of a property. It is a permanent document and runs with the land. It binds not only the current owner, but also any future owners.

In terms of uses and developments that are allowed on these properties there are three categories, those that are allowed with certain limitations on the property. There are certain uses and development that may be allowed with approval of the conservation easement and then there are certain uses and development that are not allowed. The hands of all of us are tied.

In terms of this conservation easement, there is a long history to it. Mr. Gombold went through a platting process with the City and they had required a conservation easement and were looking at a conservation development to protect the natural values of the property consistent with the surrounding Sand Hill Crane Natural Area and to preserve some of those native prairie communities. We entered into the process along with the ACD to be an expert and to help the City through the platting process. And through that it was decided that the Minnesota Land Trust and ACD were good holders of the conservation easement. Ultimately, the plat was not finalized. The property owner and the City were never able to come to an agreement on some of the final terms and so after all that time spent on the conservation easement, Mr. Gombold decided to move forward with it on his own. The Minnesota Land Trust and ACD in partnership purchased a conservation easement from Mr. Gombold that covered the entire property because there were no more platted lots. Originally, the property would have just covered the property to the north.

So, our conservation easement covering the entire property, and there being no plat, did not contemplate rights-of-way, storm water facilities and those sorts of things that may have otherwise been part of a plat. In this conversation about rights-of-ways and storm water ponding, we are certainly happy to work with the City on those issues, but with the understanding that they are maybe not allowed within the conservation easement. On top of

that, now what we have is a split interest in the Gombold property. Mr. Gombold still holds rights as subject of the fee title, subject to the restrictions of the conservation easement. As holders of the conservation easement, along with ACD, we cannot simply grant our interest in a right-of-way or give a right-of-way without compensation for that.

We do this with communities all the time, but typically it is done through a condemnation process or threat of a condemnation process. This is one of the narrow ways we can terminate the conservation easement over a portion. To complicate that issue further, the funds that we used to purchase the easement from Mr. Gombold came from the State of Minnesota. Their Natural Resource Trust Fund. And we might need to repay some of these funds. We have done this in the past, it is not unheard of. The point I want to make is this process is defined that we would have to go through and it applies no matter who the owner is. This process is required today with Mr. Gombold as the owner; it will be the same next year if the DNR is the owner and ten years from now, whenever those improvements need to be made. Those restrictions are there, regardless of who the owner is there. We are happy to work with you and the process that we have.”

Voss asked you talk about the conservation easement and giving up the easement and the value of part of that, if there is an arrangement of that as part of the sale the DNR somehow deeds that portion the City needs in the future, but the conservation easement stays on there. Would it be now that the City becomes an owner? Strommen, “Our conservation easement prohibits any division of the property, so we cannot split off any property and deed it to the City under the terms of our easement. Really the way to get past that is that the City would need to say we are going to condemn this area for road right-of-way. We need that for public purpose and terminate the road right-of-way off that. And then our legal description would change. We have done this where if the fee title owner wants to grants their rights without compensation. That, frankly is their business. We just cannot do that especially in this case where we purchased the easement with state funds and we are prohibited from doing it.”

DeRoche, “So that would be Mr. Gombold? I don’t think we are looking to do this big development on Klondike. But, the road is a travesty and at some point it is going to have to be fixed. And, I don’t see the problem with this. It is obvious we can’t change it. The property right next to the road is not virgin road anymore, it is pretty disrupted. I am not sure what we need for right-of-way.” Davis, “Sixty-six feet minimum.”

DeRoche, “We should take care of this now, instead of leaving this a mess. Then if something happens, we have the right-of-way. Is Gombold the one that needs to do that now?” Strommen, “He could do that, however, there is no division allowed of the property allowed by the terms of the conservation easement. So he would not be able to convey that sixty-six foot easement to the City without our conservation easement being terminated.” DeRoche, “We are not looking at sixty-six feet of property; we are looking at an easement, right?” Davis, “This would be road right-of-way.”

Davis asked Jochum if he was able to determine any particulars of road width or existing easements on Klondike. Jochum, “It referred to some type of document which I didn’t have. But it appeared to have thirty-three feet of easement on Klondike.” Voss said we went through that argument during preliminary also. I remember that. Mr. Gombold was saying the easement was there and we were saying it wasn’t. Jochum, “We are requesting our standard forty feet of easement for a collector road. Along with an easement where the water already goes. Essentially, asking to use it for what it is already being used for. So there is no change in conservation or use of the land.” Voss asked are you asking for easement or right-

of-way? Davis, "Right-of-way and a little drainage easement." Davis, "We did traffic counts on Klondike. The previous counts from Palisade going west in 2009 were 395 vehicles a day. Going East was 200 vehicles a day. With the construction, the high count was almost 1500 vehicles a day going west and approximately 1,000 going east. So that road will be an important connection in the future."

Moegerle, "Why can't the original parties to the conservation easement re-write it? Such as a mistake-of-fact in a contract? Is that something that Mr. Gombold doesn't want to do? Is it about the money?" Strommen, "Generally amendments to conservation easements are very rare. They are taken very seriously. There are some within our field that say you can never amend a conservation easement. The conservation easement spells out the terms in which it can be amended and they are very narrow. Our organizational policy says there must be conservation gain. It is not something we can simply agree to, nor can Mr. Gombold, we would again need permission from the state to do that."

Let me go back and separate the two issues. It is fee title road right-of-way, along Klondike and drainage and utility easement for storm water along Klondike. So the problem with the fee title issue is whoever owns it does not have the right to convey the property under the conservation easement because it cannot be divided. It has to remain under one ownership. Unfortunately, that is considered change of use because it is now road right-of-way instead of conservation land. So, for both of those issues I think we would be looking at termination of the conservation easement. Again, we just did this recently in Blaine on Radisson Road. For the storm water piece, we would have to look at what the design is. Conservation design only allows benefits to wildlife."

Lawrence, "Obviously it is like your group owns the land, bought with money by the state. If you have to give up some of your land, the state is going to want some of their money back, is that Mr. Gombold responsibility to pay that to the state?" Strommen, "In this case, if the City was acquiring the right-of-way, they would have to compensate the Minnesota Land Trust and ACD for the value in the interest we would have to give up in the property and then we would need to share that back with the state." Vierling, "The City's valuation of it really wouldn't differentiate from any other condemnation matter. We would pay fair market value, whatever that ends up to be. The appraiser would have to consider the basin that is already there." Strommen, "However the appraiser would look at it. Our issue is we have to be compensated for it."

Voss said it seems like we are having this discussion about something in the future. We obviously don't have any plans for Klondike right now. Why would we go through condemnation now? Vierling, "You would probably go through it now if you think you are going to go forward with this project in the next 12-18 months. Also, given the current status of the market if you felt that the market was at an all-time low and it is an appropriate time to appraise as opposed to waiting for values to go up." Voss asked if we don't have a project does that bear at all on the condemnation hearings? Vierling, "Eminent domain proceedings are the establishment of a public purpose. We have a road there presently, such as it is, and you know at some point and time you are going to have to expand on it and improve it. By Statute, we have to have Council adopt a resolution authorizing the eminent domain taking, once you have that in place the public purpose is in place, whether or not you intend to use it currently or some years down the future, it doesn't matter." Voss asked if we do the project we will have other condemnations, what make better financial sense, to do them piece meal or all together? Vierling, "Might make more sense to take them all at the same time."

Moegerle, "Where is Mr. Gombold on the issue? Is he accepting of this? Would he entertain the idea of amending the conservation easement? This seems to me the easiest route to go before we get too many other parties involved." Vierling, "As I understand it, the proposal is for Mr. Gombold to deed his interest to the DNR. In which case Mr. Gombold would be out of the picture. You are not adding a party, you are substituting a party." Lawrence, "Essentially the DNR is willing to take care of this issue." Strommen, "If the property transfers from Gombold to the DNR, we will be happy to work with you even after the DNR takes ownership. The preference is to not hold up the transfer between Mr. Gombold and the DNR." Lueth, "It has been a long process. We have a two month extension. We have a narrow time line. The easement issue doesn't change, we would like to take advantage of the opportunity and work on it from there." Voss asked you are seeking the Resolution of Support? Davis, "You need this resolution of support or it won't go forward?" Lueth, "Anoka County likes us to get a resolution, either of support or denial and their approval is based on it."

Voss asked if we go through condemnation to get this property, is there a difference if it is a state entity that owns the property versus a private entity. Vierling, "Yes. Obviously you are dealing with a state department relative to their interest in the property and the acquisition rules with regard to state lands do defer although in some respects it may be easier in the long run then dealing with an absentee owner that is not around. Think as long as we have some recognition from DNR that we have a road there that needs to be upgraded and that they are willing to work with the City at that time we will be fine."

Moegerle made a motion to adopt Resolution 2012-38 Approving the Sale of 44.97 Acres of Land in the City of East Bethel to the Minnesota Department of Natural Resources to Become Part of Beaverbrook State Wildlife Management Area. Voss seconded; all in favor, motion carries.

Assessing Contract

Davis explained that the request for proposals for assessing services was advertised in the Anoka County Union and on the League of Minnesota Cities website. The City received one response, from the current City Assessor, Kenneth Tolzmann. The total cost of assessing services from Mr. Tolzmann's proposal is \$51,699. City staff requested assessing services rates from Anoka County Assessor Mike Sutherland. Estimated cost for assessing services through Anoka County is \$71,407.

Staff recommends awarding of the assessing services contract for three years to Kenneth Tolzmann.

Voss asked is this the same agreement as in the past years? Davis, "It is exactly the same agreement we had in place before."

Voss made a motion to approve the agreement with Kenneth Tolzmann for Assessing Services for three years (2013-2015) at an annual rate of \$51,699. Lawrence seconded; all in favor, motion carries.

Appoint Financial Consultants

Davis explained that Council solicited RFP's for the position of Financial Services Advisor and four firms responded. The interviews were conducted earlier this evening during the work meeting prior to the Council meeting.

The four firms interviewed were
1.) Springsted, Incorporated;

- 2.) Ehlers, Incorporated;
- 3.) The PFM Group; and
- 4.) Northland Securities

Funds for these services are provided when specific projects are requested, such as in a Bond Issuance or Economic Development programs.

Staff requests Council consider the appointment of the Financial Services Advisor from those firms interviewed at the Work Meeting held on August 1, 2012.

Lawrence, "We don't have a full Council and I am wondering if we should have Council Member Boyer here to get a full vote on this." Voss said I think you want to make a change, so you need to vote on this. I don't know why you would put it off. Davis, "In all probability, there are things on the horizon that we may be engaging their services by the end of next week. So I think we need to make a decision on this as soon as possible."

Moegerle, "It would be helpful to have a summary of the fee proposals. They look pretty comparable. Where one is high, it is low on the other." Davis, "I have here a compilation of their fees. However, they are somewhat difficult to compare. They are not apples to apples. Some of the terminology used by the different firms for different positions varies. So this is the best we could come up with. It is a breakdown of their proposed fees." DeRoche, "Northland Securities seemed pretty up on what was going on around here. Apparently they have done their homework." Moegerle, "And they have worked with Cities of our size, including smaller cities; the City of Bethel." DeRoche, "That is kind of what we have to find. We don't need someone that is working with the City of Minneapolis or St. Paul. People have to tailor things to fit what East Bethel is." Moegerle, "I think everyone is personable and experienced. It is interesting how everyone, except Northland, represented that they are number one in something."

Lawrence, "I thought everyone gave a pretty good presentation this afternoon. PFM or Springsted would be the top two in my opinion. And I would be leaning more towards Springsted than PFM." Moegerle, "Vierling have you worked with these groups?" Vierling, "Yes, we have worked with all of them. PFM not as much, because they are more of a national group." DeRoche, "Well, a couple of them said they were looking out for our interests and I decided not to comment on that." Moegerle, "I was impressed that Northland had to say about the refunding issue; that by waiting we have in fact saved more money, than if we would have gone ahead as we were originally approached for the refunding." Lawrence, "Except that is hindsight." Moegerle, "At that time I thought it would be less. And they told us the longer we waited the more we would save due to the offset. So, I don't think it is hindsight." DeRoche, "I don't think our financial advice has been what it should have been. And I don't want the same advice going forward. I don't think we would be in the same situation we are in, if it was what it should have been." Davis, "There is one other thing you can consider, if you want more time to analyze the proposals we are going to propose we schedule a work meeting next week. We could call a special meeting prior to that to consider this if you need more time for deliberation."

DeRoche made a motion to appoint Northland Securities as our financial securities advisor for the City. Moegerle seconded. Voss and Lawrence, nay; Moegerle and DeRoche, aye; motion fails.

2013 Budget. The proposed budget is available on the City's website and at the City Hall receptionist area.

A budget work session was held on Monday, July 23, 2012. Department Heads presented their budget requests to Council at this meeting and matters relating to alternatives to cover anticipated bond payment deficits for 2013 were discussed. The budget review was not completed during that work session.

Prior to September 15, 2012 the City Council must adopt a preliminary budget and levy for 2013 to be provided to the Anoka County Auditor. The preliminary levy will be used to provide property taxpayers with parcel specific notices in November for pay 2013 taxes. The final 2013 Budget and levy are then adopted by City Council in December.

Staff is requesting Council set a work session(s) meeting date(s) to continue to review the proposed 2013 Budget. It is recommended that either Tuesday August 7, 2012 be set as the work meeting date with Wednesday, August 8, 2012 as an alternate date.

Voss said if everything goes well, I won't be available next week, but I may be in town Tuesday night. DeRoche, "I say Wednesday." Davis, "The one reason we might want to consider Tuesday is, if we don't resolve anything with the request for Aggressive Hydraulics, and want to call a special meeting, Mr. Johnson would want to be here. He is going to be out of town on August 8th. He couldn't be here tonight either, but he is represented by one of his employees, Mr. Mack. But if we do want to call that, I would prefer we try to do it on Tuesday, August 7th in case we have to have a special meeting also." DeRoche, "I have a class on Tuesday that I am teaching." Moegerle, "And you are on the Budget/Finance Committee." DeRoche, "Yes." Voss asked how about Monday? Davis, "Monday would work also." Voss said no guarantee, but I think I have to be here Monday also. Council consensus was to schedule the budget work meeting on Monday, August 6th at 6:00 p.m.

Aggressive
Hydraulics
Gap Financing

Davis explained Aggressive Hydraulics, Inc. (the Company), a hydraulic cylinder engineering and manufacturing company located in Blaine, has approached the City of East Bethel regarding the relocation of the Company to the City at a site located at 18800 Ulysses Street. The Company proposes to build a 60,000 square foot facility and has secured private financing for the bulk of the Project. However, lower than anticipate appraisal values have created a financing gap in the funding necessary to complete the Project. The original gap estimate was \$900,000 but this amount has been reduced to \$300,000 due to other sources of financing secured by the Company and some reductions in the scope of the project. The project cannot move forward and construction cannot commence until all financing components are in place.

A number of meetings and teleconferences have occurred over the past few weeks discussing the financing gap and solutions to resolve this issue. The proposal outlined in this staff report has been discussed and has the consent of City staff, Paul Johnson and the financing bank, but would be subject to final approval by the Company and the City Council.

Tax Increment Financing

To complete the project a road extension and storm water infrastructure must be provided to and on the site. An often used development tool to finance infrastructure needs is Tax Increment Financing (TIF). In a typical development project of this type, the underlying land has a relatively low value, due to its vacancy and existing land use of the property. Once a development and improvements are completed, the land appreciates in value. The taxable

difference (the increment) between the original land value and the post-project land value is captured and is segregated by the City to pay for the costs of the development. Once those costs are paid and the TIF District expires, the increased taxes derived from the higher land value go back to the applicable governmental units with jurisdiction.

To apply this framework to the current situation, the property has a current land value that has not reached its full potential, due to its undeveloped state and lack of full infrastructure. If the City pays for the storm water and street infrastructure, once the project is completed, the City will be able to be repaid from the TIF tax increments captured from the project. Further details on the value TIF revenues projected from the improvements on the property, (the duration of the payback period and other applicable factors) are still to be determined. City staff has made some preliminary projections, which indicate that current taxes received from the property are \$660 and the addition of a \$3.5 building will produce approximately \$84,000 in City, County, School and EDA taxes.

Economic Development TIF District

To use TIF as a financing tool, requirements in state law must be followed. These requirements are generally located in Minnesota Statutes, Sections 469.174 through 469.1799, as amended (the "TIF Act"). For initial purposes it is presumed that the City's Economic Development Authority (EDA) will take the lead on the creation and administration of any TIF districts established for this project.

TIF District Creation Process

Depending on when the process begins, the TIF District could be created in about five weeks. The major work product drafted during this time is the TIF Plan. The TIF Plan must follow the requirements found in the TIF Act, and is typically drafted by the City Attorney or the City's financial advisor. The TIF Plan is closely reviewed and revised to account for all facets of the project, and it must carefully project future TIF revenues. Other events that happen during the approximate five-week period are outlined as follows (all dates are estimates and subject to change depending on circumstances):

- August 7th or 8th, 2012: Council calls for public hearing on creation of a TIF District at a special meeting.
- By August 20, 2012: Draft TIF Plan and fiscal implications of TIF District provided to Anoka County and Independent School District No. 15 for review and comment.
- From August 20-September 9, 2012: Notice of the TIF public hearing must be published at least once in a newspaper of general circulation in the City.
- No later than September 19, 2012 (City Council regular meeting or a special meeting): Public hearing on creation of TIF District and adoption of TIF Plan.

After the TIF District is created and upon request of the EDA, Anoka County Property Records and Taxation will certify the TIF District so the City can receive all future TIF revenues from the County which are typically paid to cities with regular property tax payments.

General Obligation TIF Bonds

This proposal has discussed the basics of TIF financing and the TIF District creation process,

but the main issue with this project is that the Company needs up-front money to proceed. To close the financing gap, the City has been requested to provide that up-front money.

It was first proposed that the City or the EDA would extend a short-term loan to the Company for the amount of the financing gap. The City's Housing and Redevelopment Authority (HRA) maintains a fund sufficient to cover the amount of the loan, but that money is meant for other purposes. However, it was proposed that the HRA execute an inter-fund loan to the EDA, which would in turn loan the money to the Company, so the project could commence. For security in this instance and as example, the EDA would require personal guarantees from the Company's owners, as well as receipt of any sale proceeds the Company realizes from its current facilities in Blaine for collateral. This interim loan would pay for the necessary infrastructure improvements and then would be paid off when the City issues General Obligation TIF Bonds. It soon became clear that the complexity of the interim loan and the perfection of the required loan security outweighed the need to save a small amount of time, perhaps a week or two, on the project's commencement. In other words, drafting the interim loan documents, sending the documents out to all parties for review and comment, and approval by the City Council would take almost as much time as creation of the TIF District. If the Company insists, it is always possible to resurrect this format, but it is likely unnecessary.

Therefore, the most cost-efficient way for the City to provide up-front financing for the Project is through the issuance of General Obligation Tax Increment Bonds (TIF Bonds). The TIF Bonds would be repaid through the receipt of TIF revenues over the eight to nine year life of the TIF District. It should be noted that the Bonds would be a general obligation of the City, and in case there is ever a shortage of TIF revenues to pay debt service, the full faith and credit of the City would have to make up the difference, whether through a tax levy, fund transfer or other method payment or collection. It is therefore crucial that City staff and the City's financial advisor carefully project the amount of TIF revenues to be realized from the project to minimize the City's exposure to any shortfalls. TIF Bonds are not subject to a referendum and are not considered net debt of the City.

It is anticipated that the TIF bonds would carry a tax-exempt interest rate, which are at historic lows. In order to qualify for the tax-exempt status, the bonds must finance solely public infrastructure, and they must be repaid from public sources. In this case the TIF Bonds would be tax-exempt because they are paid from TIF revenues, which are otherwise known as "generally applicable taxes" paid from a public source. If the City accepts any private payments or security on the TIF Bonds, the TIF Bonds will likely be rendered taxable, and will carry a higher interest rate. The simple act of entering into the payment guarantee by the company or the planned use of non-public funds, even if never exercised, would likely render the TIF Bonds taxable.

The TIF Bonds will also likely be declared taxable if the City requires the Company to enter into a minimum assessment agreement covering the project. A minimum assessment agreement establishes a minimum value of the property for the entire duration of the TIF District. If a minimum value is established, there will always be TIF revenues received in an amount derived from that minimum value. The benefit to such an agreement is that the City could determine how much in TIF revenues are required to pay debt service on the TIF Bonds, and then set the minimum value of the Property to equal at least that amount. This act would provide some stability in that the City could rely on a steady stream of debt service payments over the term of the TIF Bonds. The drawback to such an agreement is the interest rate on the TIF Bonds would likely be taxable. An analysis and recommendation from the

City's financial advisor would be necessary to determine whether a minimum assessment agreement or corporate guarantees would constitute a net benefit to the City.

Another potential financing method that was discussed was a Minnesota Rural Water Association (MRWA) loan program that serves as a quick alternative to conventional general obligation bonds. To be eligible, a municipality must carry a general obligation direct debt of less than \$5,000 per capita. Loans may be made with terms of 15 years or less and a maximum principal amount of \$1,000,000. The web page for this program is located at www.mrwa.com/midi.htm. This could be favorable to the City, as no Official Statement and no rating is required. The City would incur the program fee of \$11,410, along with regular attorney fees and staff time, but it is conceivable these costs of issuance could be less than a public bond issue. The City's financial advisor would be required to evaluate this option in relation to normal bond issuances as to its value in this application.

Financing Alternatives

This proposal has focused on TIF, to the exclusion of other financing alternatives. As we discovered with potential DEED funding, there are no state financing programs available for this Project. An additional alternative would be the use of tax abatement. Tax abatement allows the City to capture taxes from the Project and redirect those taxes to pay for the costs of the improvements. Tax abatement is an alternative to TIF and they cannot be used in tandem. Unlike TIF, in abatement, the County and School District may each refuse to abate their own taxes derived from the parcel. The maximum tax abatement duration is 20 years, assuming no other governmental entities join the abatement. This maximum term is more than twice as long as the maximum term of an Economic Development TIF District, but more revenues are derived at a faster rate from TIF, since all local taxes are captured in a TIF scenario. Imposing a tax abatement takes about the same time as establishing a TIF District, since a public hearing is also required for abatement. The City can issue General Obligation Tax Abatement Bonds as well, which may be used for public improvements *or* to reimburse the Company for improvements made to the Property (broader authority than TIF). These bonds are not subject to a referendum and are not considered debt of the City. Finally, just as in TIF, an analysis must be done to determine whether the Project will produce enough tax abatement to pay off bonds in a maximum 20-year time frame.

As a final alternative, the EDA could just loan the full \$300,000 financing gap to the Company, under a loan agreement. The EDA would set a repayment term and would secure itself through personal guarantees of the Company's owners, receipt of the sale proceeds of the Company's current facilities, and through other means, such as through liens on personal property, a mortgage on the Property, etc. A benefit to this approach is that the EDA does not have to go through the steps of drafting a TIF Plan, establishing a TIF District, and issuing general obligation bonds. A drawback is this loan would encumber a significant portion of the HRA's reserve fund for a number of years, and, if the Project does not go forward, or the Company cannot make full payments on the loan, the EDA/City would have to undertake efforts to collect unpaid amounts.

Assuming the City Council is favorable regarding proceeding with this project, Staff recommends approving steps immediately to draft a TIF Plan and the necessary public hearing notices for the Economic Development TIF District. This process will require frequent collaboration with the Company, the private bank, the City Attorney, and the City's financial advisor to meet all strict legal requirements. The Council can always terminate this process at any time. Concurrently with the TIF District process, the necessary calculations and background work to determine the terms of the TIF Bonds should be done. More

information is needed to determine the most efficient way to sell the bonds, either public/competitive, private/bank placement, or through the MRWA loan program. Again, collaboration between all parties is necessary, as a presentation of the City's financial balance sheets and information on the project will likely be required regardless of how bonds are sold. It appears the interim loan from the HRA fund can hopefully be dismissed, as it has become clear the complexity of such a loan may not be worth the slight savings in time the loan brings.

Staff recommends approving Economic Development TIF financing for this project in the amount of \$300,000 and proceeding with all requirements that need to be fulfilled as expeditiously as possible.

Moegerle, "On page 60, the "estimated taxes" does not include fiscal disparities. Can you explain that? Davis, "The fiscal disparities would be part of those numbers, but they wouldn't be considered for what we would generate for Tax Increment." Voss asked what are the current taxes on this property? Davis, "15 acres on the site, current city/school and county is \$660 a year." Voss asked so the city tax portion is roughly \$200 a year? So difference predevelopment is \$30,000 a year. And how many employees do they have? Davis, "They will be starting out at 45 and going to about 60." Voss asked did the EDA discuss these options? Davis, "The EDA discussed these options and they were in favor of engaging in a conversation with Council and they approved the concept."

Vierling introduced Andy Pratt, an attorney from Eckberg Lammers, our office, who specializes in public finance.

Pratt, "As far as recommendations that is left up to you. The legalities, we can certainly say this is a very common way to finance things. Sometimes when you have a gap like this you have to get creative. The challenge you have to this is it is upfront and a significant amount of financing." Moegerle, "During interviews of the financial analysts they brought up "Pay As You Go TIF" is that an option here or not?" Pratt, "I don't think it is an option. "Pay As You Go" financing is where the private developer would take all the risk and pay the bills and then the private developer would get paid back with the tax revenues. As far as I understand it the developer is short."

Lawrence, "The borrowing of money from the city like this. Is it common? What is the timeline on payback to the city in this particular instance?" Pratt, "If you do a TIF District, the city and staff has done an estimation on what will get paid back based on tax rates. That will do the stream of payments, over 8 to 9 years. You have to make sure security is sufficient be repaid." DeRoche, "How critical is it that we have a financial advisor look at this?" Pratt, "I have drafted many TIF Plans and there is a huge amount of financial projections in that document, that is what a financial advisor does." Davis, "As far as TIF goes, this is the simplest one and the one that has least risk to the city. What we have here going forward is two options. If we can provide TIF financing to company, gets back to win/win situation. The win/win situation is the company gets financing so they came proceed with project. City gets the potential to increase tax base. We also will get 16 ERUs, flow from project, plus have a minimum of 45-50 people buying gas, groceries and other items. If we don't do it, and the project doesn't go forward we have a cornfield that we collect \$220 taxes from."

Lawrence, "Can they wait for us to get TIF District constructed or do we borrow the money from HRA and pay them back with the TIF District." Davis, "If we borrow the money from

the HRA, the complexity of the timing, we are really not going to save much time. Simplest thing is to do a TIF district.”

DeRoche made a motion to direct staff to start looking at TIF Planning and TIF Districting. Moegerle seconded. Voss asked when we talked about this in the past, I think there as a commitment about the sale of property. Was that estimate \$150,000? Davis, “One building they are in now they have a buyer for and those funds are already committed to their project about \$550,000. Their other building has \$225,000 equity is approximately, but they don’t have it for sale yet and one of the reasons is because they don’t know when they will be able to be out of that building. One of the discussions was that they could use it as creditor collateral.” Voss asked if we do a loan how do we assure ourselves that we are the first for any proceeds other than putting a mortgage on it? Vierling, “The mortgage you would need to recognize that it might be underfunded. That is where you get into personal guarantees and pledges from the company. It is complex in terms of having a staging of sometimes two or three different mortgages on the property. In many respects you are almost better off with either the abatement or TIF process in being more secure. Taxes have to be paid unless everything goes completely in the tank and goes forfeit.”

Voss asked if we go with the TIF option, do we still get the revenue from the sale of this building? Davis, “That goes off the table. One of the other things we looked at with the loan was we would be at best in second or third position.” DeRoche, “Considering this is going in to the infrastructure, at some point this will have to be in there anyway.” Davis, “That is correct. This TIF is for infrastructure. Streets, storm water improvements. So if worse came to worse, Aggressive Hydraulics left, we at least have something to show for our investment. Not that this is going to happen.” **All in favor, motion carries.**

Council
Reports –
DeRoche

DeRoche, “Booster Days turned out really well. Jonah and Whales played at the dance, that was a good time. The parade was good, a little warm, but a good time. I want to thank the Anoka County Sheriff’s Department. I want on a motorcycle run over the weekend, Operation Independence, which takes the proceeds and builds homes and remodels homes for veterans that are coming back in pieces. They did a bang-up job in traffic control in the intersections. There was approximately 250 motorcycles. Without them it would be really kind of a mess. Along with all the municipalities that we went into they pretty much did the same. I would like to get the East Bethel Fire Department involved in some of the runs that end in the City or leave the City. On Saturday, in North Branch the fire department escorted us into town and I think it is a big boost for the community. I think the people really get into that. I don’t know if East Bethel Fire has been asked to do that, but I have talked to Mark DuCharme about it. We are looking for an identity and we don’t have a big water park, or other things.

Other than that, there is a lot of stuff in the lakes. I went down yesterday and it looked like someone had dumped a big load of oatmeal in there. It was stuff I had never seen in Coon Lake. I don’t know if it is in the rest of the lakes. Maybe I will have to get ahold of the DNR. I have tried talking to the waters person and didn’t really get any response. Friday night the explorers did waterball.

Council
Reports –

Moegerle, “I also attended Booster Day. The EDA had a table there and we got 89 people to complete our survey about the businesses that residents would like to see attracted to the 65 corridor. We have got that information tabulated. We are also requesting residents to complete that EDA Survey which is on the website or you can come into City Hall and complete it here. It is very helpful to us for our efforts for recruiting businesses to East

Bethel. Last night the Website Committee met and we are going to make a recommendation to the Council at the next meeting about resolving the controversy about the website. So, I think that is a very successful and good development.

Last Wednesday I attended the Met Council meeting and spoke at the open forum with regard to the idea that our wastewater treatment plant accept and treat seepage. I asked them to be creative and open and responsive to that idea. We have gotten a response back, and their concern was that the sludge would have to be transported down to Fridley. I did call one of the sod operations and they said they would be glad to take the East Bethel sludge; however, there wouldn't be enough sludge to be putting on their crops. I think the budget discussion is going to be very interesting. I have concerns about pay increases and how that will be resolved and where we can find some of that funding.

Council
Reports –

Voss asked about the road projects, Viking and 65, are they on schedule? Davis, “The 65 project is a week behind schedule. The anticipate completion the first week of September. As far as I know, Viking/22 is still on schedule. The 65 project, they had a couple weather delays and also they had delays in all the components for the temporary traffic signal. Talked to MnDOT engineer and he said they could make up some time. 237th/65 intersection is closed until Tuesday of next week. The 221st intersection is open now. Also, if we could schedule a special meeting before the work meeting to address the issue of the financial consultants. I would ask that you make that motion now.”

Moegerle made a motion to schedule a special meeting on Monday, August 6, 2012 before the work meeting to address the issue of the financial consultants. Voss asked what issue do we have? Do we not have a financial advisor now? Davis, “This is about changing advisors.” **Lawrence seconded. Voss, nay; DeRoche, Lawrence and Moegerle, aye; motion carries.** Voss said we just voted on this. I guess we will keep voting on this until you get the right answer.

Council
Reports -

Lawrence, “Basically we covered a lot of stuff today. Elections are now open to sign up to run for Mayor and Council. They close August 14th at 5:00 p.m. If you have any questions on that give me a call. I will be happy to review what we do at the City.”

Adjourn

Voss made a motion to adjourn at 8:58 PM. Lawrence seconded; all in favor, motion carries.

Attest:

Wendy Warren
Deputy City Clerk

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-45

**RESOLUTION PROCLAIMING OCTOBER 2012 AS DOMESTIC VIOLENCE
AWARENESS MONTH**

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is National Domestic Violence Awareness Month; and

WHEREAS, during National Domestic Violence Awareness Month, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA THAT: October 2012 is proclaimed Domestic Violence Awareness Month.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-45

**RESOLUTION PROCLAIMING OCTOBER 2012 AS DOMESTIC VIOLENCE
AWARENESS MONTH**

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County and the City of East Bethel; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and the City of East Bethel, and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is National Domestic Violence Awareness Month; and

WHEREAS, during National Domestic Violence Awareness Month, Anoka County and the City of East Bethel organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA THAT: October 2012 is proclaimed Domestic Violence Awareness Month.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-46

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY OF
EAST BETHEL ON THE ADOPTION OF A BUSINESS SUBSIDY
POLICY AND CRITERIA.**

WHEREAS, the State Legislature has adopted *Minnesota Statutes*, Sections 116J.993 to 116J.995 (the "Statute") governing business subsidies granted by counties; and

WHEREAS, the City of East Bethel (the "City") fits the definition of "grantor" in the Statute; and

WHEREAS, each grantor is required to adopt a policy and criteria for awarding business subsidies.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the "Council") for the City of East Bethel, Minnesota, as follows:

Section 1. Public Hearing. The City shall meet on October 3, 2012, at approximately 7:30 p.m., to hold a public hearing on the proposed adoption of a business subsidy policy and criteria in accordance with the Statute; and

Section 2. Notice of Public Hearing. City staff is authorized and directed to work with Ehlers & Associates, Inc., to prepare the policy and criteria. The City Administrator is authorized and directed to cause notice of the hearing to be published at least once in the official newspaper of the City at least 10 days but no more than 30 days prior to October 3, 2012, and to place a copy of the proposed criteria on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-47

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL
ON THE PROPOSED ESTABLISHMENT OF DEVELOPMENT DISTRICT NO.
1, AND THE PROPOSED ADOPTION OF THE DEVELOPMENT PROGRAM
THEREFOR; THE PROPOSED ESTABLISHMENT OF TAX INCREMENT
FINANCING DISTRICT NO. 1-1, AND THE PROPOSED ADOPTION OF THE
TAX INCREMENT FINANCING PLAN THEREFOR; AND THE PROPOSED
GRANTING OF A BUSINESS SUBSIDY AND THE PROPOSED ADOPTION OF
THE DEVELOPMENT AGREEMENT THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") for the City of East Bethel, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on October 3, 2012, at approximately 7:30 P.M., to hold a public hearing on the proposed establishment of Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-1 therein, (an economic development district), and the proposed adoption of the Development Program and the Tax Increment Financing Plan therefor, and the proposed granting of a business subsidy and the proposed adoption of the Development Agreement therefor, all pursuant to and in accordance with *Minnesota Statutes*, Sections 469.124 to 469.134, and Sections 469.174 to 469.1799, inclusive, as amended, and *Minnesota Statutes*, Sections 116J.993 to 116J.995 in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Development Program, TIF Plan and Development Agreement. City staff is authorized and directed to work with Ehlers & Associates, Inc., to prepare the Development Program for Development District No. 1 and the Tax Increment Financing Plan for Tax Increment Financing District No. 1-1, and to forward documents to the appropriate taxing jurisdictions including Anoka County and Independent School District No. 15. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to October 3, 2012, and to place a copy of the Program and Plan, and Development Agreement on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

SCHEDULE OF EVENTS

CITY OF EAST BETHEL ANOKA COUNTY, MINNESOTA

FOR THE ESTABLISHMENT OF DEVELOPMENT DISTRICT NO. 1

AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-1 (an economic development district)

THE ADOPTION OF A POLICY AND CRITERIA FOR GRANTING BUSINESS SUBSIDIES

AND THE GRANTING OF A BUSINESS SUBSIDY

- August 15, 2012 City Council calls for a public hearing on the proposed establishment of Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-1 and the granting of a business subsidy.
- City Council calls for a public hearing on the adoption of a Business Subsidy Policy and Criteria for granting business subsidies.
- August 20, 2012 Project information (property identification numbers and legal descriptions, detailed project description, maps, but/for statement, and list of sources and uses of funds) for drafting necessary documentation sent to Ehlers.
- August 29, 2012 Ehlers confirms with the City whether building permits have been issued on the property to be included in TIF District No. 1-1.
- ** Project information submitted to the County Board for review of county road impacts (at least 45 days prior to public hearing). *It is not anticipated that there will be impacts to County roads.*
- September 3, 2012 Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing). *[Ehlers will fax & mail on or before September 3, 2012]*
- September 5, 2012 Ehlers conducts internal review of the Development Program and TIF Plan.

SCHEDULE OF EVENTS – PAGE TWO

CITY OF EAST BETHEL ANOKA COUNTY, MINNESOTA

FOR THE ESTABLISHMENT OF DEVELOPMENT DISTRICT NO. 1

AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-1 (an economic development district)

THE ADOPTION OF A POLICY AND CRITERIA FOR GRANTING BUSINESS SUBSIDIES

- September 21, 2012 Date of publication of hearing notice for the proposed adoption of a Policy and Criteria for Granting Business Subsidies by the City Council (at least 10 days but not more than 30 days prior to hearing).
- Date of publication of Development District and TIF hearing notice and map (at least 10 days but not more than 30 days prior to hearing). *[Anoka County Union publication deadline, September 19, 2012 at 10:00 a.m. Ehlers will submit hearing notice and map on or before September 19, 2012.]*
- September 19, 2012** City Council holds work-session to review Policy and Criteria for Granting Business Subsidies.
- September 25, 2012 Planning Commission reviews Development Program and TIF Plan to determine if they are in compliance with City's comprehensive plan.
- October 3, 2012 City Council holds a public hearing at 7:30 P.M. on the adoption of a Policy and Criteria for Granting Business Subsidies.
- City Council holds a public hearing at 7:30 P.M., or soon thereafter on the establishment of Development District No. 1 and the establishment of Tax Increment Financing District No. 1-1, and the granting of a business subsidy.
- October 3, 2012 City Council adopts resolution approving the Development Program and TIF Plan.
- City Council adopts resolution authorizing an interfund loan in connection with Tax Increment Financing District No. 1-1.
- City Council adopts resolution approving a Policy and Criteria for Granting Business Subsidies.
- October 3, 2012 City Council approves the granting of a business subsidy to Aggressive Hydraulics.
- _____, 2012 Ehlers files Program and TIF Plan with the MN Department of Revenue and the Office of the State Auditor, and requests certification of the TIF District with Anoka County.

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-48

RESOLUTION ACCEPTING BID

WHEREAS, pursuant to the advertisement for bids for the Jackson Street Reconstruction Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Rum River Contracting	\$1,188,238.40
North Valley, Inc.	\$1,246,987.36
Midwest Asphalt Corporation	\$1,267,497.80
Knife River Corporation	\$1,281,970.55

AND WHEREAS, it appears that Rum River Contracting of Princeton, Minnesota is the lowest responsible bidder;

AND WHEREAS, the City accepts the bid proposal in the amount of \$1,188,238.40.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Rum River Contracting of Princeton, Minnesota in the name of the City of East Bethel for the Jackson Street Reconstruction Project, according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2012-49

RESOLUTION ACCEPTING BID

WHEREAS, pursuant to the advertisement for bids for the Sandy Drive Seal Coat Project, bids were received, opened and tabulated according to law, and the following Base Bids were received complying with the advertisement:

Pearson Brothers, Inc.	\$57,631.05
Allied Blacktop Company	\$64,355.25

AND WHEREAS, the City received bids, opened and tabulated according to law, the following Alternate Bid;

Alternate Bid No. 1

Pearson Brothers, Inc.	\$55,631.05
Allied Blacktop Company	\$70,602.55

AND WHEREAS, it appears that Pearson Brothers, Inc. of Hanover, Minnesota is the lowest responsible bidder for the Base Bid and the Alternate Bid;

AND WHEREAS, the City accepts the bid proposal for Alternate Bid No. 1 and in the amount of \$55,631.05.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Pearson Brothers, Inc. of Hanover, Minnesota in the name of the City of East Bethel for the Sandy Drive Seal Coat Project, according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted this 15th day of August, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Richard Lawrence, Mayor

ATTEST:

Jack Davis, City Administrator

To: Jack Davis, City Administrator

From: Stephanie Hanson, City Planner 

Date: August 9, 2012

Re: Resignation

Jack,

I am submitting my written notice of resignation from the City of East Bethel – effective two weeks from today. My last day of employment will be August 22, 2012.

**AMENDMENT NO. 1
TO AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM**

THIS AMENDMENT is made this _____ day of _____, 2012, the date of the signature of the parties notwithstanding, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as the "County," and City of EAST BETHEL, hereinafter referred to as the "Municipality."

WITNESSETH:

WHEREAS, the County wishes to amend its Agreement with the Municipality for SCORE funds dated January 24, 2012; and

WHEREAS, the County anticipates receiving an additional \$407,827.00 in SCORE funds; and

WHEREAS, Paragraph 10. GENERAL PROVISIONS of said Agreement provides that any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced in writing, duly signed by the parties.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter stated or contained in the Agreement, the parties do hereby agree as follows:

1. The parties agree to change Paragraph 4. PROGRAM, as follows:

The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 1,046 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.

- a. The Municipal recycling program shall include the following components:
 - i. Each household (including multi-unit households) in the Municipality shall have the opportunity to recycle at least four broad types of materials, such as paper, glass, plastic, metal and textiles.
 - ii. The recycling program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
 - iii. The Municipality shall implement a public information program that contains at least the following components:

- (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
- (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
- (3) Two community presentations are to be given on recycling.

The public information components listed above must promote the focused recyclable material of the year as specified by the County. The County will provide the Municipality with background material on the focused recyclable material of the year.

- iv. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents.

b. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall prepare and submit to the County by March 31, 2012, a plan acceptable to County that is designed to achieve the recycling goals set forth in this Agreement.

c. The Municipality shall make improvements to its Recycling Center through the purchase of a security system and various equipment and tools to break down, store and manage metal, cardboard/newspaper and glass recyclables.

2. The parties agree to change Paragraph 7. ELIGIBILITY FOR FUNDS, as follows:

The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum as computed below, which shall not exceed \$30,300.00. The project maximum for eligible expenses shall be computed as follows:

- a. A base amount of \$10,000.00 for recycling activities only; and
- b. \$5.05 per household for recycling activities only.

Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event insufficient SCORE funds are available. If the SCORE payment of \$407,827.00 is not received or is reduced, the County may reduce the project maximum amount payable to the Municipality. The County will promptly notify the Municipality in the event that the project maximum will be reduced.

The Municipality is entitled to receive additional reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities as described in **paragraph 4.c.** up to the project maximum for additional funds, which shall not exceed \$29,210.00, not including the Municipality match of \$0.00 for a total project award of \$29,210.00.

Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event insufficient additional funds are available. If the additional payment of \$245,557.94 is not received or is reduced, the County may reduce the project maximum amount payable to the Municipality. The County will promptly notify the Municipality in the event that the project maximum will be reduced.

3. This Amendment is hereby made a part of and shall be amended to the Agreement of the parties.

4. All other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this Amendment on the dates written below.

CITY OF EAST BETHEL

COUNTY OF ANOKA

By: _____

By: _____

Name: _____

Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Title: _____

Date: _____

Date: _____

By: _____

By: _____

Municipality's Clerk

Jerry Soma
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

By: _____

Assistant County Attorney

East Bethel

2012 RECYCLING ENHANCEMENT GRANT
Application Form

Application Due – 4:30 PM, Friday, June 29, 2012

(Grant applications must be submitted using this form – All sections must be completed.)

E-mail Signed Copy to: carolyn.smith@co.anoka.mn.us

Or Mail Signed Copy to: **Carolyn Smith**
Integrated Waste Management Department
2100 3rd Ave., STE 340
Anoka, MN 55303-5032
763-323-5735

Applicant Information:

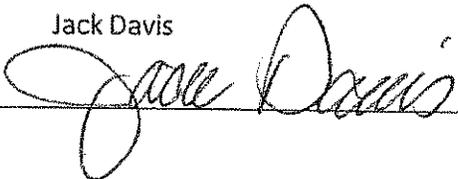
Name of Entity: City of East Bethel
Contact Person: Carrie Frost Title: Recycling Coordinator
Address: 2241 221st Avenue NE
City, State, Zip: East Bethel, MN 55011
Phone: (763) 367-7840 E-mail: carrie.frost@ci.east-bethel.mn.us

Project Title: Recycling Center Facility Improvement

Grant Request: \$29,210.00 Matching Funds: \$0.00 (None) Total Project Cost: \$29,210.00

Authorizing Signature: The signature of the person who has the authority to enter into a contract with Anoka County on behalf of your municipality (e.g., City Manager, Administrator, etc.).

Name (Printed): Jack Davis Title: City Administrator

Signature: 

1. Project Description:

East Bethel is the largest municipality along the northern edge of Anoka County with a designated recycling facility. Our facility has been used by not only residents of East Bethel, but from St. Francis to Columbus, Linwood to Bethel, and beyond. The design of this project is ternary, in that we have three main goals we intend to fulfill in order to sustain and/or improve our recycling efforts at this site.

Currently, the facility is without a security system. Installation of such a system would be in clear support of our duty to ensure the safety of patrons using the site, and of the staff who assist them. While our site is staffed during the day hours, it is considered to be open to the public 24/7. Operating without a security system in place is potentially leaving it open to incidents of damage or illegal dumping, without recourse to compensate for cleanup or repair costs that are incurred. (We have already experienced a similar situation with our oil recycling tanks.) Provided adequate funding, a camera/security system would be installed by the end of August. With such a system in place, we hope to be able to reduce cross-contamination of recycled materials, thereby increasing the quality and quantity of materials recycled from this facility.

We recently initiated a new practice of collecting scrap metal at our Recycling Center. While this addition is a convenience for our patrons, it remains basic, and we are still adapting the methods used in accepting the materials. Many items that we receive are bulky and cumbersome, and breaking them down proves to be difficult and time consuming. By augmenting the tools and equipment at our disposal for this task, we will immediately be able to make the process more efficient, and become more adept and effective at receiving scrap metal items from residents.

Cardboard/newspaper and glass are some other materials that have been customarily accepted. We have a set manner of preparing and storing these items to conserve valuable storage space at our site. Unfortunately, some of the equipment we have used to process these items is antiquated and/or failing. Our Recycling Center is in dire need of a replacement trailer for the storage and hauling of our cardboard/newspaper bales, and a crusher machine for our glass recyclables. When fully operational equipment is accessible, the duration of these collection opportunities will no longer be threatened, and we will be able to keep them available to the public.

2. Proposed Project Tasks, Work Plan, and Timeline:

Timeline	Task	Additional Info
July	Grant Begins	Grants Awarded by Anoka County
August		Equipment Purchase and Arrival, Installation of Security System
September		Equipment Installation and Implementation to Increase Efficiency at Recycle Center Drop-off Site
October		Estimated Project Completion
November		
December	Grant Ends	

3. Project Budget:

Description	Grant Funded Costs
Equipment to facilitate collection of Scrap Metal (Grapples for skid steer/power cutter/load release magnet/etc)	\$7,710.00
Cameras/Security System for Recycling Center	\$3,500.00
Replace Existing Glass Crusher	\$12,000.00
Dedicated Trailer for Cardboard and Newspaper Recycling	\$6,000.00
TOTAL REQUEST	\$29,210.00

4. Environmental Benefits:

Anoka County's granting the \$29,210.00 to the cause of our Recycling Center Facility Improvement project will be a benefit to those living in East Bethel, and our neighbors in surrounding communities who make use of our Recycling Facility. The addition of a security system will be an undeniable asset

for our site, helping to ensure safety for staff and patrons alike, and assist in keeping our recyclable material streams intact.

The acquisition of new equipment will contribute to a more efficient means of operation for our recent scrap metal collection efforts. Without replacements for our trailer and crusher, an estimated 3.22 tons of cardboard, and 1382 pounds of glass could be "lost" tonnage each month, due to a suspension in these services. Completion of this project will allow for continued, uninterrupted service in the acceptance and collection of both glass and cardboard recyclable materials.



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

8.0 D.1

Agenda Item:

2013 Budget Discussion

Requested Action:

Review 2013 Budget and provide recommendations for a preliminary 2013 Budget

Background Information:

Budget work sessions were held on July 23 and August 6, 2012. The budget review was not completed during the work sessions. The discussion for this meeting will focus on the 2010 A, B & C Bonds and their projected deficit for 2013.

Alternatives to address the deficit issue could range from using General Fund balances, 2013 budget contingencies or other sources of City reserves to a tax increase to fund the projected \$91,376 shortfall.

Prior to September 15, 2012 the City Council must adopt a preliminary budget and levy for 2013 to be provided to the Anoka County Auditor. The preliminary levy will be used to provide property taxpayers with parcel specific notices in November for pay 2013 taxes. The final 2013 Budget and levy are then adopted by City Council in December.

Please bring a copy of your proposed 2013 Budget notebook.

Attachments:

1. 2010 Bond Cash Flows 2013-2016
2. Required WAC & SAC in 2013
3. 2010 Bond Cash Flow & MCES SAC Forecast for 2013

Fiscal Impact:

To be determined

Recommendation(s):

To be determined

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

City of East Bethel
Water Sewer Bond Cash Flows
Updated

	Sources	Uses	Balance
2013			
Beginning Cash Balances			\$241,812
Debt Payments		\$1,185,368	-\$943,556
Federal Tax Credits	\$476,980		-\$466,576
67 Connection Fees (\$5,600/ERU)	\$375,200		-\$91,376
Ending Cash Balances			-\$91,376
2014			
Beginning Cash Balances			-\$91,376
Debt Payments		\$1,185,368	-\$1,276,744
Federal Tax Credits	\$476,980		-\$799,764
Special Assessment Income	\$72,300		-\$727,464
Ending Cash Balances			-\$727,464
2015			
Beginning Cash Balances			-\$727,464
Debt Payments		\$1,185,368	-\$1,912,832
Federal Tax Credits	\$476,980		-\$1,435,852
200 Connection Fees (\$5,600/ERU)	\$1,120,000		-\$315,852
Special Assessment Income	\$72,300		-\$243,552
Ending Cash Balances			-\$243,552
2016			
Beginning Cash Balances			-\$243,552
Debt Payments		\$1,957,853	-\$2,201,405
Federal Tax Credits	\$476,491		-\$1,724,913
200 Connection Fees (\$5,600/ERU)	\$1,120,000		-\$604,913
Special Assessment Income	\$72,300		-\$532,613
Ending Cash Balances			-\$532,613

Assumptions:

Debt payments only - does not consider operations
 Required Connections in 2013 plus Aggressive Hydraulics
 No Connection in 2014

Assessable Properties in the Sewer District

<u>Required Connection-2013</u>	<u>SAC Determination *</u>	<u>City SAC & WAC**</u>
City of East Bethel WTP	1	\$5,600
Aggressive Hydraulics	16	\$89,600
Village Bank	4	\$22,400
River Country Co-op	4	\$22,400
Muller Theater	27	\$151,200
David Ebertowski	1	\$5,600
Classic Holdings	2	\$11,200
Mark Landwehr	1	\$5,600
Rickey Properties	2	\$11,200
Merrimac Construction Co.	2	\$11,200
North Bound Woodworks	2	\$11,200
Truck Body Specialists	2	\$11,200
JP Investments	1	\$5,600
Shaw Trucking	<u>2</u>	<u>\$11,200</u>
Total	67	\$375,200

*Final SAC determinations should be verified by MCES

** SAC and WAC fees are based on Bolton and Menk figures of \$2,000 and \$3,600 respectively

**City of East Bethel
Water Sewer Bond Cash Flow
MCES SAC**

2013	2010A, B & C Bond Issues			MCES				
	Cash Sources & Uses			SAC Unit Forecast				
	Sources	Uses	Balance	Forecast	Actual	Variance	SAC Rate	Due to MCES
Beginning Cash Balances			\$ 241,812	100	67	33	\$ 3,300	\$ 108,900
Debt Payments		\$ 1,185,368	\$ (943,556)					
Federal Tax Credits	\$ 476,980		\$ (466,576)					
67 Connection Fees (\$5,600/ERU)	\$ 375,200		\$ (91,376)					
Ending Cash Balances			\$ (91,376)					



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 8.0 F.1

Agenda Item:

Fire Department Monthly Reports

Requested Action:

Informational only

Background Information:

Fire Department Monthly Report.

To aid in your understanding, staff has included as Attachment #1 the Incident Type Codes it appears on the reports.

Fiscal Impact:

None

Recommendation(s):

Informational only.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

INCIDENT TYPE CODES

- 100 Fire
- 200 Overpressure Rupture, Explosion, Overheat (No Ensuing Fire)
- 300 Rescue and Emergency Medical Service (EMS) Incidents
- 400 Hazardous Condition (No Fire)
- 500 Service Call
- 600 Good Intent Call
- 700 False Alarm and False Call
- 800 Severe Weather and Natural Disaster
- 900 Special Incident Type

**EAST BETHEL
Incident Calls
July 2012**

Incident Number	Incident Date	Alarm Time	Location	Incident Type
278	07/29/2012	01:55	3940 194 LN NE	611 Dispatched and cancelled en route
277	07/28/2012	12:39	1836 209th CT	531 Smoke or odor removal
276	07/28/2012	01:24	2810 Viking BLVD	321 EMS call
273	07/26/2012	22:55	2836 221st AVE	321 EMS call
275	07/26/2012	18:22	Viking Blvd NE	322 Motor vehicle accident with injuries
274	07/26/2012	17:18	2118 229th AVE	321 EMS call
272	07/25/2012	16:33	18462 Lakeview Point DR	412 Gas leak (natural gas or LPG)
271	07/24/2012	10:37	Gopher DR NE	323 Motor vehicle/pedestrian accident
270	07/21/2012	18:58	300 Lincoln DR	463 Vehicle accident, general cleanup
269	07/21/2012	07:41	22051 NE Durant ST NE	814 Lightning strike (no fire)
268	07/20/2012	20:12	22819 Taylor ST NE	321 EMS call
267	07/20/2012	16:24	Hwy 65 HWY NE	322 Motor vehicle accident with injuries
266	07/20/2012	07:07	201160 Poppy ST NW	111 Building fire
265	07/18/2012	11:18	HWY 65 NE	322 Motor vehicle accident with injuries
264	07/17/2012	06:52	1836 209th CT NE	321 EMS call
263	07/16/2012	19:01	2660 fawn lake DR NE	412 Gas leak (natural gas or LPG)
262	07/16/2012	12:13	3665 Viking BLVD NE	321 EMS call
261	07/16/2012	11:41	Hwy 65	611 Dispatched and cancelled en route
260	07/16/2012	11:09	Hwy 65	611 Dispatched and cancelled en route
259	07/15/2012	10:49	19001 Jackson ST NE	321 EMS call
258	07/14/2012	21:31	Viking BLVD NE	322 Motor vehicle accident with injuries
257	07/14/2012	07:11	2053 221 AVE NE	321 EMS call
256	07/14/2012	02:34	4876 N Tri Oaks CIR NE	321 EMS call
255	07/13/2012	23:20	22659 East Bethel BLVD NE	321 EMS call
254	07/13/2012	08:03	24355 Highway 65 HWY NE	611 Dispatched and cancelled en route
253	07/13/2012	06:42	1527 143 LN NE	611 Dispatched and cancelled en route
252	07/13/2012	02:39	NE Jackson ST	151 Outside rubbish, trash or waste fire
251	07/09/2012	14:13	21009 Rendova ST NE	321 EMS call
250	07/09/2012	12:27	24355 Highway 65 HWY NE	321 EMS call
249	07/08/2012	21:34	18539 Lakeview point DR	321 EMS call
248	07/08/2012	18:09	NE HWY 65 NE	551 Assist police or other govt agency
247	07/08/2012	14:57	3841 Edmar LN NE	321 EMS call
246	07/07/2012	16:00	2959 185 LN NE	321 EMS call
245	07/06/2012	13:12	18164 Hwy 65	321 EMS call
244	07/05/2012	16:01	Hwy 65	131 Passenger vehicle fire
243	07/04/2012	19:34	4825 Viking BLVD NE	321 EMS call
242	07/03/2012	05:45	405 Dahlia DR NE	445 Arcing, shorted electrical equipment
241	07/02/2012	16:39	21730 Zumbrota ST	611 Dispatched and cancelled en route
240	07/02/2012	12:44	182 Forest RD	321 EMS call
239	07/01/2012	05:53	Gopher DR	322 Motor vehicle accident with injuries
Total				40

Officers' Meeting

July 30, 2012

Quarterly Meetings: Tuesday; North Suburban @ SBM 7 pm
Anoka County October 25 @ EAST BETHEL

DEPT. ITEMS:

LOA: Josh Sturman, Craig Chesler, Ron Giefer, Randy Vados

Incident a week from Saturday (July 21st)

Ardie, Mark Prachar, Mark Duchene, Adam,

Mike Howe, Paul Karpinski, Wade Hoffman, Ryan Henry, Richard

Williams

Information on Friday July 20th (money turn in)

Jeff Borstner, Troy Linchinski, Dan Berry

Information on disruption on Leadership Class

Other Incidents not documented

Concerns, threats, fears

Gear Turn In

Mark Duchene

HIPPA Violation

Image Trend

Abbey Vados

Election Day August 14th

Fire Prevention Open House

Masks and Gear Inspections

New Rookies

Josh Sturman

Andrew Dotseth

Abby Vados - CDL

Brody Radenbaugh

Mike Howe

LOA:

Stephanie Kirkham

Careful with people on MLOA and coming to training

Explorers

Missed Maintenance: made up

Blue Card Certification

SOG Committee will fire up for October Council

Officer Selection Committee

Other Stuff:

Trucks Ordered – Valves

E-11 Front seal;
Pumping Procedure
Pump Test complete
Giefer: DNR Report
I-Pads - Prachar
Anoka County RMS

RUMOR CONTROL: Any questions or comments for me?

Ardie
Dan
Todd
Mark P
Rod
Gary
Tammy
Adam
Inspector

Next Officer Meeting: August 27, 2012

City of East Bethel

Subject: Fire Inspector Report

July 1 – 31, 2012

City of East Bethel Fire Inspection List		
Name	Address	Comments
Shaw Trucking	18530 Buchanan St	No Violations
Professional Exteriors Inc	3158 Viking Blvd	Lock Box
Avatan	525 Sims Rd	Fireworks Inspection. All were legal Minnesota fire works.
Avatan	525 Sims Rd	2 nd Inspection: NO VIOLATIONS
Builder By Design	1815 Viking Blvd	2 nd Inspection: NO VIOLATIONS
Wholesale Marine	18801 Hwy 65	2 nd Inspection: NO VIOLATIONS
NOTE: First Inspections Unless Noted		

06 Businesses Inspected

Reported by: Mark Duchene
Fire Inspectors



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 8.0 G.1

Agenda Item:

Website Workgroup Recommendation

Requested Action:

Consider approving the Website Workgroup Recommendation for an upgrade to the City's Website

Background Information:

At the June 6, 2012 City Council meeting, a Website Workgroup was appointed to review and propose upgrades to the current website and recommend a platform that would best suit our needs. Brian Mundle, Jr., Tanner Balfany, Randy Plaisance, Steve Voss and Heidi Moegerle and staff members Jack Davis and Wendy Warren were appointed to the committee.

The Workgroup held four work sessions at City Hall. During those work sessions, providers were brought forward by the workgroup members and many different websites were brought forward as examples for the members to assess and analyze. As a result of the first two meetings, the Workgroup members directed to staff to solicit additional information from Civic Plus and Vision Internet on the services they provide and their costs. GovOffice, the City's current website host, was eliminated by the Workgroup due to its restricted template offerings and more importantly, the limits of its search engine capabilities as compared to the other providers that were under consideration.

Proposals were requested from both firms and these were presented to the Workgroup by staff on July 10, 2012. Although the Workgroup was very impressed with both of the proposals, the pricing came in much higher than anticipated. Staff was directed to negotiate with the firms and see if they would consider a cost reduction or a payment plan where the cost could be paid over a three year period. Both firms responded with new proposals that reflected these requests and webinars for each proposal were then scheduled for the Workgroup.

Civic Plus and Vision Internet held webinars with the Workgroup and explained their proposals on July 31, 2012. After a thorough review and discussion of the proposals, the Workgroup members unanimously agreed to endorse a recommendation to City Council to accept the proposal from Civic Plus for a redesign of the City website and hosting services. The Workgroup preferred the format, functionality and designs of the websites that were created by Civic Plus. Civic Plus is offering their Premium package which includes all the modules and a redesign at no cost in four years.

Ady Voltedge was contacted as a reference for both firms. While Ady Voltedge had no experience with Vision, they had worked with municipalities that used Civic Plus as their website platform and hosting services. Ady Voltedge reported that they felt Civic Plus was an asset as an economic development tool.

Attachment(s):

- Civic Plus Proposal
- Civic Plus Comparison Premium Solution

Fiscal Impact:

The total cost for this proposal is \$17,781 including the first year hosting fee. The annual hosting fee for 2013 and 2014 will be \$4,454 and fees for subsequent years will be subject to an annual 5% increase.

Our current hosting fee for the GovOffice template is \$900 per year. We also pay an additional \$120/month for the playback of the City Council meetings on the current website. With the new upgrade we can eliminate this cost and perform this activity in house, saving \$1,440 per year. The elimination of these fees from our current cost will reduce the hosting fees for the upgrade by \$2,340 annually. With these deductions, hosting fees for 2013 would be reduced to \$2,114.

The hosting fees are currently paid from our Central Services Budget. It is proposed that the website construction fee of \$13,327 be paid from our EDA budget and the hosting fee be maintained in the Central Services Budget.

Recommendation(s):

The Website Workgroup recommends that City Council consider the proposal from Civic Plus for Website Project Development and website hosting and annual support in the amount of \$17,781.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



START

Website Re-design and Implementation of a Web Content Management System

The City of East Bethel, MN • July 23, 2012



+ CONNECTING PEOPLE

DEVELOPED BY **Bryan Hahlbeck**
Regional Sales Manager
317 Houston Street, Suite E Manhattan, KS 66502
888.228.2233 x314 + **DIRECT** 785.323.4734
FAX 785.587.8951 + Hahlbeck@CivicPlus.com

Serving more than **1,000 clients** in 49 states, Canada and Australia,
we partner with governments to create **award-winning websites**.

Dear Selection Committee Members:

Thank you for considering CivicPlus as a partner for East Bethel's website redevelopment. I am excited to present a solution to your challenges in creating a navigationally friendly, easy-to-update and visually appealing website.

Of the proposals you review, all should offer a good website design and navigation solution; however, the best solution should also include the latest innovations in government functionality.

CivicPlus is the unique provider of the Government Content Management System – and one of the most innovative, knowledgeable sources for engaging eGovernment websites. Our expertise lies in our ability to deliver a comprehensive solution that considers administrative ease and collaboration, end-user empowerment ... all housed within a sophisticated design that resonates with your community – and all with citizen engagement in mind.

Now in our second decade, CivicPlus has created eGovernment solutions for more than 1,000 towns, cities and counties serving more than 32 million people in 49 states, Canada and Australia, including Apple Valley, Burnsville, Brooklyn Center, Chanhassen, Crow Wing County, St. Cloud and St. Paul. These communities are using CivicPlus technology to connect in more engaging ways with their residents, visitors and businesses.

In addition to a solution-centric website, CivicPlus provides unrivaled service, support, automatic upgrades and enhancements at no additional charge – guaranteed. Our relentless pursuit of government innovations ensures that our clients' websites, regardless of where they begin on our Community Engagement Scale™ (see page 4), continues to move upward today and tomorrow.

The following proposal details how the CivicPlus solution will reduce your staff's workload, respect budget constraints and, most importantly, provide your community with a powerful online resource that promotes open and transparent access to your municipal offices and becomes an engaging communication hub for your community.

I sincerely welcome the opportunity to elaborate further on our proposal answer additional questions you may have about partnering with CivicPlus.

We look forward to working with East Bethel

Respectfully,



Bryan Hahlbeck • Regional Sales Manager • Direct Line 785-323-4734 • Hahlbeck@CivicPlus.com

The CivicPlus Proven Development Approach

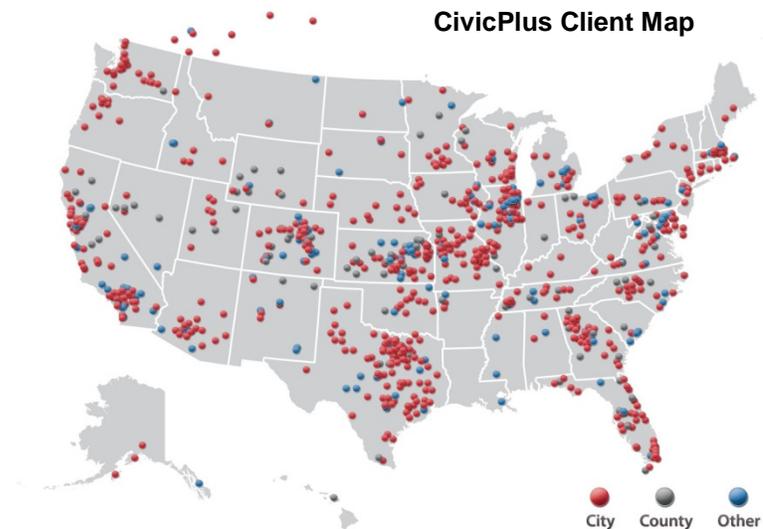
CivicPlus provides our eGovernment communication solution to more than 1,000 municipalities – cities and counties of every size across the United States, Canada and Australia – serving more than 32 million citizens. For more than a decade, CivicPlus has focused on government clients, giving our customers access to the latest in next-generation applications that meet and exceed their needs. Those needs include:

- A unique and customized website design
- Intuitive navigation and page layout with unlimited submenus and subpages
- Interactive functionality through our Government Content Management System (GCMS)
- Continuously updated, cutting-edge solutions designed by eGovernment experts for governments
- A per-project, customized pricing model with comprehensive training and unlimited support always included

Why are Hundreds of Cities and Counties Upgrading to CivicPlus Each Year?

It's simple: CivicPlus knows municipal government.

- No one else can offer the CivicPlus Government Content Management System (GCMS).
- No one can match our interactive suite of tools that enable governments to better engage and communicate with their citizens.
- No one can match the CivicPlus development process and the depth of our implementations designed by experts who know local government – its people and its processes.
- No one can match our track record – period.



System Ownership

Under our standard operating model, our clients own all data and software associated with the website – the design, the page content, all module content, all importable / exportable data, all archived information and the GCMS. This allows them the peace-of-mind of remaining in total control of all website content and functionality. While hosted and maintained with CivicPlus, this data is never shared, and CivicPlus retains tight controls over our hosting operations, allowing for daily site backups, redundant power and internet systems, site redundancy and emergency recovery procedures.

If the contract between your organization and CivicPlus were to be canceled due to the wishes of the client, our Support Department would work with you to transfer all associated data and software in order to make a smooth transition to the client's new hosting arrangement and, if necessary, management platform.

In the highly unlikely event that CivicPlus were to cease support for the software due to bankruptcy, acquisition, a change in business operations or other circumstances, you would also receive full and complete control of all website data and software.

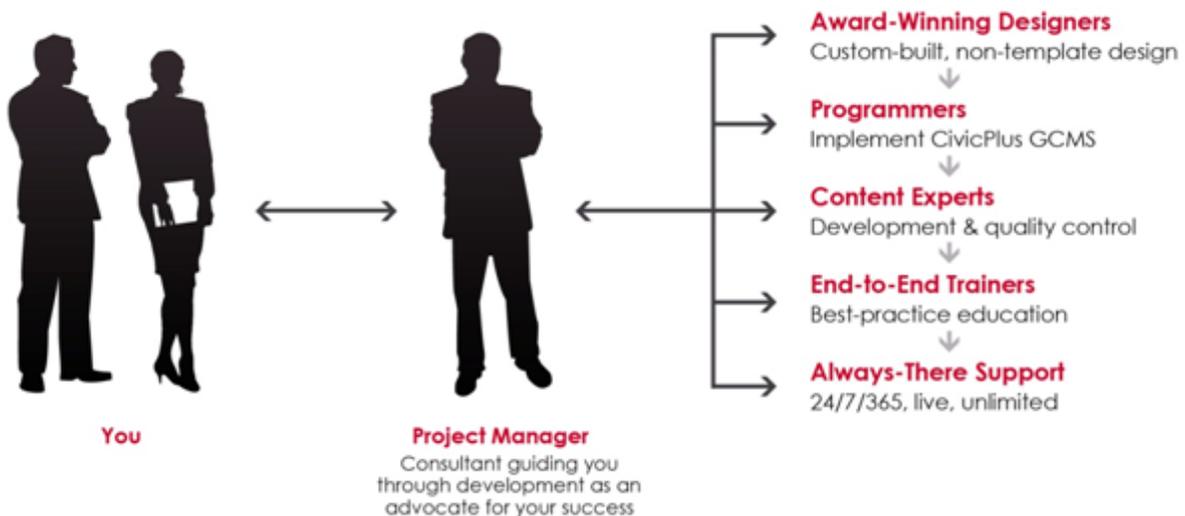
Under either circumstance, provision of the core code, all associated modules and functionality would allow the client to move the entire website to an alternative hosting location without altering the management tools or modifying operation of the website in any way.

Let Our Experts Be Your Trusted Advisors

Only CivicPlus offers the depth and breadth of staff for next-generation eGovernment communication projects. Dependent on the size of and duration of your project and whether you utilize our creative, branding, and advisory consulting teams, we will engage between six to 11 experienced staff members.

Utilizing his strong technology background, your dedicated Regional Sales Manager, Bryan, initially works with you to determine the best solutions for your administrative users and website visitors.

A member of our seasoned project management team oversees the inter-departmental and client interactions, assuring that your project will be developed in a timely manner by professional website experts. Using their knowledge of effective online citizen engagement techniques – with specific case studies and examples – they will ensure the process transitions smoothly from phase to phase. After the completion of each phase, you will be encouraged to fill out a survey rating the project process and the CivicPlus personnel. The CEO receives the surveys and is personally accountable for your satisfaction, which we guarantee, or we'll refund your money.



A Process Dedicated to Helping You Succeed

Upon completion of a custom design, setup of the website, development of modules, content development and quality control review, your trainer works to ensure your staff masters the simple Government Content Management System and learns basic website usability concepts. Your new site is then launched and your support calls are handled by our Client Care department.

Your Role

Your role during the project will be to answer questions and provide input, gain your staff's feedback to complete worksheets and provide necessary information so CivicPlus can develop recommendations for your design, navigation and content. Your project manager will explain the work required to achieve your goals. Pre-project on-site strategic planning sessions can be added to the project at an additional cost.

"A company is created by its people. The CivicPlus staff is phenomenal. CivicPlus is going to understand what your town means to you and your residents and how you want your town or city to appear. They are just as passionate about promoting your area as you are."

-Karen McGrath, Castle Rock, Colorado

What Is Community Engagement?

At its core, Community Engagement is expectation.

More than 75 percent of U.S. residents are connected online. They bank online. They pay bills online. They chat, they opine, they find love ... all via the Internet. The web has become the first resource for the vast majority of people when they need to find an answer to a question, locate a service, file a complaint or conduct business.

The expectation is that local government should be conducting business online as well.

Community Engagement is going beyond the basics of the web. Community Engagement is:

- **Transparency** - Removing the veil from local government by providing citizens with open access to government through citizen-centric technologies and information structures.
- **Citizen Sourcing** - Encouraging citizens to get active, get involved and take ownership of local issues, all through an easily available communication method that they're likely to use.
- **MicroVoting** – Allowing citizens' voices to be heard, and making that voice resonate with government leaders in ways that allow for a finger to be placed on the pulse of the citizen's wants and needs.

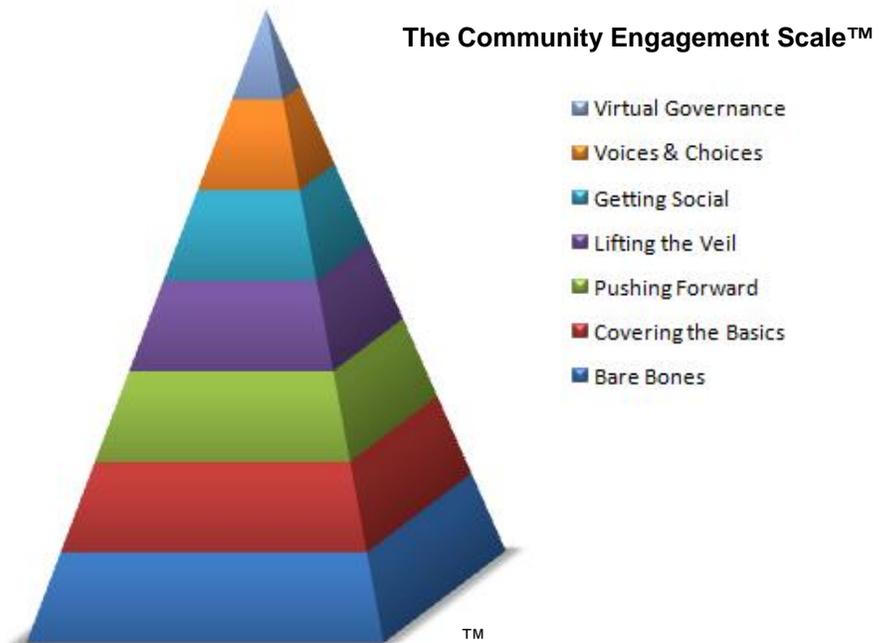
Local governments provide so much service, infrastructure and support to our communities, but too often, those efforts go unnoticed and unappreciated. Community Engagement is a two-way street – it's letting your citizens have a voice, and it's letting them know why government matters.

Where You Rank on the Community Engagement Scale™

Governments across the nation find themselves in various stages on the Community Engagement Scale™. Some may inhabit multiple stages, and others may be reluctant to engage more deeply due to concerns of openness and the criticism that may accompany it.

Where does East Bethel fit on the Community Engagement scale?
 What does each stage look like?
 What will it take to reach the top?

Only CivicPlus can provide these answers, because CivicPlus is the only government website provider focused on equipping communities to better engage and interact with their citizens through digital means.



How Can CivicPlus Take You Higher?

All of our modules and features are designed to help improve interaction with citizens and users on your website, but here are a few that help take community engagement to the next level:

- | | | |
|----------------------------|-----------------------------|----------------|
| • Citizen Request Tracker™ | • Community Voice™ | • Alert Center |
| • Calendar | • Facilities & Reservations | • Form Center |
| • Media Center | • News Flash | • ePayment |



CivicPlus Product Roadmap

Internet trends and technology change at a rapid pace. At CivicPlus, we're committed to helping our customers keep up-to-date with the latest and greatest in online tools for governments. That's why, as a Software as a Service (SaaS) provider, we offer our clients nearly half-a-million dollars worth of software upgrades and maintenance each year...just for being part of the CivicPlus Community. Here's a look at where we're headed...

- **Pages Live Edit – Available spring 2012**

We're taking the amazing capabilities of our Live Edit Functionality within our modules and carrying that over to page creation. Your administrators will be able to build, publish, and edit pages of content right from the public-facing side of you website!

- **Parks & Recreation Suite**

This interactive suite of modules will give you Parks & Recreation Department a direct way to better communicate and engage with you citizens by offering ways to complete registrations or make reservations online, saving time, effort and money all around! This suite of modules will include:

- **Facilities & Reservations Redesign – Available spring 2012**

We're upgrading our current Facilities & Reservations module to streamline the reservation process and incorporate ePayments and Google mapping into the process, while giving the module a visual facelift.

- **Sports Module – Available fall 2012**

Allow you residents to sign up teams for different sports – from little league baseball to adult league volleyball – and also allow residents to join teams that aren't full. Manage team rosters from an administrative standpoint as well.

- **Classes Module – Available late fall 2012**

Allow your residents to sign up for and pay for various classes and programs that you Parks & Rec Department offers. Manager class rosters from an administrative standpoint as well.

- **Activities Module – TBD**

- **Newsletter Module – Available late summer 2012**

Create feature-rich newsletters online without the need for third-party tools and send completed newsletters automatically to you subscribers via email and text message.

- **Citizen Request Tracker Upgrades – Available late summer 2012**

Available late summer 2012 In an effort to continually increase citizen interaction and engagement within our current module offerings, the CRT Module will receive an upgrade to not only utilize our new Forms Center Module, but also add in increased reporting and statistical analysis capabilities and enhanced user experience functions.

- **Procurement Module – Available late 2012**

We're taking our current Bids Module and pumping it up...big time. In addition to posting bids, RFP, RFQs, and the like, this module will allow for vendor registration management, bid detail management, and better document tracking.

Technical, Support & Hosting Specifications

We realize that you want to be a good steward of taxpayer dollars, and that means minimizing the total cost of ownership of your new website. Our clients are reassured by our proven commitment to customer service, exhibited by the following technical and supportive services:

Automatic CivicPlus Software & Module Updates

All CivicPlus customers receive the benefits of new features and upgrades that we add to our ever-growing content management system. The core of the CivicPlus product offering grows with you and your community, ensuring that your site never grows stale and that your website is truly an investment.

Around-the-Clock Technical Support

Our support personnel are ready to answer your staff members' questions and ensure their confidence in using our site. When you choose CivicPlus, our knowledgeable staff is available from 7:00 am to 7:00 pm CST to field your calls and emails, and emergency services are available after regular hours with our staff on-call 24-hours a day.

In addition to fielding support requests, CivicPlus is proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity and the Internet in general, our personnel often identify and correct issues before they even affect our clients' websites. Our expertise in website management provides assurance to our clients that their site is in good hands.

Annual Maintenance & Support Includes:	
Support	Maintenance of CivicPlus Application & Modules
7-7 (CST) Mon-Fri (excluding holidays)	Install Service Patches for OS
24/7 Emergency Support	Upgrades
Dedicated Support Personnel	Fixes
2-hour Response During Normal Hours	Improvements
Usability Improvements	Integration
Integration New & Upgraded Services	Testing
Proactive Support for Updates & Fixes	Development
Online Training Manuals	Usage License
Monthly Newsletters	
Phone Consulting	
CivicPlus Connection & CivicPlus University	

Supported Browsers

Websites built by CivicPlus are viewable in all common browsers; however, they are optimized for administrative use with Windows 2000+ and supported in the following: **Internet Explorer 7.0+, Firefox 3.5+, Chrome, Safari 4+**

Mobile Website Detection & Browsing

Mobile browsing is automatically available with a CivicPlus-developed website, meaning your residents can easily access and refresh your site and its important content from any mobile platform, like iPhone, Android, Blackberry, etc. For more information, see the Features & Functionality section.

Automated Programming Interfaces (APIs)

We have nearly a dozen Automated Programming Interfaces (APIs) scattered throughout the system, and continue to build more to make integrations with the GCMS and disparate applications as straightforward as possible. It's this "open architecture" approach that allows your IT staff and programmers to spend time creating applications and systems that are specific to your community's needs and tie them into the site, using the site itself as a sturdy platform on which to build. Maintaining the site's base code will fall on CivicPlus' shoulders, saving you time, effort, and most importantly, money.

Hosting & Security Features

CivicPlus' Network Operations Center – based in Kansas City, MO – is set up specifically for website hosting and administration. Redundant power sources and Internet access ensure consistent and stable connections, and regular hardware upgrades make certain that CivicPlus-hosted sites are maintained on up-to-date, reliable equipment.

Hosting with CivicPlus Includes:	
<ul style="list-style-type: none"> • Shared Web/SQL Server • DNS Consulting & Maintenance • Monitor Bandwidth-Router Traffic • Redundant ISP • Redundant Cooling 	<ul style="list-style-type: none"> • Natural Gas Powered Generator • Nightly Tape Backup • Intrusion Detection & Prevention • Antivirus Protection • Hardware Upgrades

- Physical Security**
- Biometric access
 - Proximity card key system prevents unauthorized access to servers
 - High-res, closed circuit video with time lapse recording covering secured areas
 - All visitors require a full-time escort within hosting area
 - Redundant cooling systems

- Power**
- All systems fed by Uninterruptible Power Supplies (UPSs) with natural gas-powered generator backup

- Bandwidth**
- 145Mbps of bandwidth for optimal speed – upgrading to 4GB of Internet capability
 - Multiple carriers to provide redundancy for continuous connectivity – including MCI/Verizon, Hurricane Electric and Cogent
 - AT&T: 45Mbps fiber optic network
 - Cox: 100Mbps fiber optic network
 - BGB Internet routing; continuously monitor and manually balance Internet load between carriers for optimal speed
 - Redundant Cisco routers

- Monitoring**
- Round-the-clock (24/7/365) monitoring of all critical components, including: Internet connectivity, servers, routers, switches and power systems

- Backup**
- Tape backup performed daily
 - Off-site tape archive

- Antivirus**
- Continuously scan system
 - Signature files auto-updated every 4 hours from national registry

- Data Security**
- Server operating systems applied as necessary
 - Router level port blocking and reporting
 - Router level packet filtering and reporting
 - Server level port blocking and logging
 - Ongoing security analysis by Cisco Security Specialist

- Data Redundancy**
- RAID Level 5 data storage array
 - RAID 1 + 0

- Intrusion Detection**
- Redundant Cisco ASA multi-service firewalls, combining intrusion detection and prevention

- Staff Certifications**
- Full-time Electrical Engineers (EE)
 - Full-time Microsoft Certified Systems Engineers (MCSE)
 - Full-time Cisco Certified Network Associates (CCNA)
 - Full-time Cisco Certified Network Professionals (CCNP)

CivicPlus Project Development Estimate

All Quotes are in US Dollars and Valid for 30 Days from July 23, 2012.

Project Development	\$17,781
First Year's Annual Support, Maintenance & Hosting	Included
<i>Server Storage not to exceed 20GB; Media Center Storage not to exceed 10 GB</i>	
Total Fees Year 1	\$17,781

With CivicPlus, you'll enjoy all the benefits of our Ultimate Service Plan – 24/7 support, software maintenance, unlimited upgrades, recurring training and access to the CivicPlus community. Protecting your investment is important, and our Ultimate Service Plan allows you to receive maximum benefit at minimal cost. Over the course of a year, you'll receive nearly \$500,000 in software upgrades, maintenance and optimization. Additionally, your staff will have full access to our support staff, ensuring that they're always up-to-date on our latest features and functionality.

With the Ultimate Service Plan, CivicPlus will handle the workload, with redundant hosting services, daily backups and extensive disaster recovery plans. And if the Ultimate Service Plan isn't right for you, the site and software are yours – our websites are as portable as they are powerful.

Single Year Option – Year 2 and Beyond Annual Support, Maintenance & Hosting	\$4,454
<i>Subject to annual 5% increase year 3 and beyond</i>	

Optional Payment Plan – CivicPlus Advantage

CivicPlus Advantage offers local governments an alternative payment plan that eases the impact of a new website on your budget and spreads the one-time project development costs over a longer period of time.

Through a minimum three-year contract, CivicPlus Advantage dramatically lowers the one-time project development and start-up costs of launching a new website, **combining one-time and recurring fees and spreading them over the life of the contract**. And because we value our continuing relationships with our customers, those who extend their contract beyond the three-year minimum will receive a redesign at the end of their fourth year with CivicPlus – at no additional charge.

The CivicPlus Advantage Plan provides a fixed fee for an Agreement term of 36 months from the first date of billing. At 36 months, Client has the following options:

1. Terminate the CivicPlus Advantage Plan by providing written notice and contract for Annual Support, Maintenance & Hosting services. Base rate of \$4,910 is subject to 5% annual increase.
2. After forty-eight (48) months of continuous service, Client is entitled to a no-cost redesign. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules, integration of third-party software or capabilities, additional design services beyond the standard website redesign and custom programming for new site modules or features.
3. Terminate services with CivicPlus.

CivicPlus Advantage	1st Year	2nd Year	3rd Year	4th Year
Annual Recurring Fees	\$8,970	\$8,970	\$8,970	\$4,910

The CivicPlus Redesign Option

At CivicPlus, we realize that over time, you might decide that you want to change up your design – give it a visual refresh, so to speak. On average, we see this happening about every four or five years in the life of a typical government website.

But instead of starting completely over from scratch with a new website rebuild, CivicPlus has an option that can not only help save you time and effort, but LOTS of money too!

With our CivicPlus Redesign Option, at the end of your fourth year of continuous service with us, you automatically get a website redesign, with no further out-of-pocket expense. The cost of the redesign is included in your annual fees each year, giving you the knowledge that your website design will never become stale with the times, and you'll never have to build your site from the ground up again!

The CivicPlus Redesign Option Includes:

- New CP Advanced Redesign
- Redevelop banner
- Up to 3 graphic buttons to promote special services
- Redevelop navigation method (may choose top drop-down or other options)
- Select color scheme to match new graphics
- Design setup – wireframe
- Print this page option
- Email this page option
- Breadcrumbs
- Sitemap
- Redevelop graphic elements of website (Newsflash, FAQs, Calendar, etc.)
- Project Management
- Testing
- Review
- Content Migration – Includes retouching of all existing pages on the redesigned website to ensure proper formatting, menu structure, and application of new site styles. Note: Content will be rewritten or pages broken up (shortened or resectioned)
- Site styles and page layouts will be touched so all pages match the new design and migrate cleanly

Project Development

Phase 1: Analysis and Timeline Development <i>Deliverable:</i> Project Timeline and worksheets	\$1,747
Phase 2: Website Design <i>Deliverable:</i> Website Design Composition	\$4,424
Phase 3: Navigation Architecture Development <i>Deliverable:</i> Navigation structure optimized for your website	\$844
Phase 4: Modules and Site Setup <i>Deliverable:</i> Set up fully functional site, software that runs the site, and site's statistical analysis.	\$1,744
Phase 5: Content Development of 50 standard pages and up to 250 supporting elements <i>Deliverable:</i> Website content development and module content.	\$3,143
Phase 6: Test and Review, Establish Future Expectations <i>Deliverable:</i> List of items that need to be addressed	\$1,772
Phase 7: 16 Hours Interactive Webinar Training (up to 6 employees) <i>Quote includes free use of up to 6 webcams and headsets</i> <i>Deliverable:</i> Train System Administrator(s) on GCMS Administration, permissions, setting up groups and users, module administration. Basic User training on pages, module entries, applying modules to pages. Applied use and usability consulting to result in effective communication through your website.	\$2,560
Phase 8: Go-Live and Project Review <i>Deliverable:</i> Final project review report	\$1,085
Phase 9: Marketing <i>Deliverable:</i> Registration of site with all major search engines	\$462
Phase 10: Ongoing Consultation <i>Deliverable:</i> Site review with recommendations for enhancements to improve visitor interaction; layout, design and content recommendations.	Included
Additional Functionality	
Google Translation Tool	Included
Mobile Website Detection and Browsing	Included
Gov 2.0 Upgrades	
Blog	Included
Share	Included
Facebook Integration	Included
Twitter Integration	Included
Options Included in One-Time Fee	
None	n/a
Total Project Development Fee	\$17,781
First Year Annual Support, Maintenance and Hosting Fee	
Server storage not to exceed 20 GB; Media Center storage not to exceed 10 GB	Included
Total Fees Year 1	
	\$17,781

Project Enhancement Options

Options	One-Time Fee
Pre-Implementation: On-Site Kick-Off Meeting One day meeting with website committee to discuss design goals, review audience goals and meet with departments to kick-off with a project overview <i>Quote includes travel expenses.</i> <u>Deliverable:</u> A document summarizing the meetings, with analysis and recommendations. Design information gathered.	Optional-\$2,800
Pre-Implementation: On-Site Strategic Planning with Individual Departments Two days of meetings (up to 12 departments) to interpret current processes and services, resulting in recommendation for website solutions. <i>Quote includes travel expenses.</i> <u>Deliverable:</u> A document summarizing the meetings, with analysis and recommendations. Design information gathered.	Optional-\$4,800 Add up to 6 departments per add'l day for \$2,000
Phase 3: Onsite Meeting for Individualized Content Planning Two days (up to 12 Departments) to analyze call logs, review assignments, review individual sections' navigation, identify services/needs of departments, demonstrate best practices, review functionality and how it applies to individual sections. <i>Quote includes travel expenses.</i> <u>Deliverable:</u> Presentation on best practices, review worksheet assignments and review design composite.	Optional-\$4,800 Add up to 6 departments per add'l day for \$2,000
Phase 5: 50 Pages of Additional Content	\$1,450
Phase 7: 4 Days of On-Site Training for up to 10 employees <i>Quote includes travel expenses</i>	Optional-\$8,000
Phase 7: One day On-Site Training/Consulting Review website with department administrators and provide additional time for basic learners. Review website procedures. Must be held concurrently with original on-site training session.	Optional-\$2,800
Phase 7: Laptop Lab Laptops for use in your CivicPlus training session.	Optional
Phase 8: Website Presentation One day of on-site meetings to present website to stakeholders. <i>Quote includes travel expenses.</i>	Optional-\$2,800
Post-Training: Three Month Checkup Held three months after Go-Live, includes two days of additional consultation/training. <i>Quote includes travel expenses.</i>	Optional-\$4,800
Post-Training: Three Day Annual Refresher One day of consultation, two days refresher/advanced training. <i>Quote includes travel expenses.</i>	Optional-\$6,800
Recurring Training: Training on new functionality and services <ul style="list-style-type: none"> New User Training – 3 hour training for new users to learn basic features of the CMS. Refresher Training / New Module Training – 3 hour session designed to refresh existing users as well as to train them on new modules. New Feature Overview – 3 hour session designed to make users aware of recently released modules and features. Website Review Consulting – 1 hour-long, in-depth review of the client website followed by a 2 hour session with client users. 	Optional \$2,000 Annually

Functionality Options	One-Time	Annual
Department Header Package <i>(No annual fee in the first year; Annual fees starts in second year)</i>	\$3,100	\$650
Forms – custom developed to client's specification	\$375/ea	n/a
Language Translation (hand translation, priced per single language)	\$125/page or \$1,000/10 pgs	n/a
LDAP Integration	\$1,200	\$300
New Logo Development	\$5,000	n/a
New Logo Development with Branding & Graphics Development	\$7,000	n/a
Subsite <i>(No annual fee in the first year; Annual fees starts in second year)</i>	\$8,000	\$1,575

Project Development Includes the Following:

Modules	Functionality
<ul style="list-style-type: none"> • Agenda Center • Alerts Center & Emergency Alert Notification • Archive Center • Bid Postings • Business/Resource Directory • Calendar • Carbon Calculator • Community Voice • Document Center • ePay • Facilities & Reservations • FAQs • Featured Info Module • Forms Center • Healthy City Initiative • Intranet • Job Postings • Media Center • My Dashboard • NewsFlash • NotifyMe Email & SMS Text Subscription • Online Job Application w/1 Generic Application • Opinion Poll • Permits & Licensing • Photo Gallery • Postcard Module • Quick Links • Real Estate Locator • Request Tracker (5 users) • Staff Directory 	<ul style="list-style-type: none"> • Action Items Queue • Audit Trail / History Log • Automated PDF Converter • Automatic Content Archiving • Content Library • Dynamic Breadcrumbs • Dynamic Sitemap • Expiring Items Library • Graphic Link Administration • Links Redirect and Broken Links Finder • Menu Management • Mouse-over Menu Structure • Online Editor for Editing and Page Creation (WYSIWYG) • Online Web Statistics (Only with CivicPlus Hosting) • Page Wizard w/Multiple Layouts • Printer Friendly/Email Page • Rotating Content • RSS • Search Engine Registration • Site Layout Options • Site Search & Entry Log • Slideshow • User & Group Administration Rights • Web Page Upload Utility • Website Administrative Log

Annual Support, Maintenance & Hosting Service Include the Following:

Support	Maintenance of CivicPlus Application & Modules	Hosting
7-7 (CST) Mon-Fri (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 2-hour Response during Normal Hours Usability Improvements Integration New & Upgraded Services Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Phone Consulting CivicPlus Connection CivicPlus University	Install Service Patches for OS Upgrades Fixes Improvements Integration Testing Development Usage License	Shared Web/SQL Server DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Natural Gas Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware

Conclusion

As your website committee narrows the search for a partner to create the website for East Bethel, CivicPlus would like to be your partner of choice.

Our experienced and knowledgeable professionals are committed to creating the communication infrastructure that East Bethel desires.

- Your City will have access to the most experienced staff in the municipal website management market, and your project team will work with you to create a unique and engaging site that reflects your community.
- CivicPlus will remain a trusted advisor and support resource after the site launches – East Bethel will always have access to government communication experts.
- Your site will grow and change with you as industry trends and technology change. CivicPlus will ensure that your website is on the cutting edge – ALWAYS.

**We have the expertise to build
award-winning eGovernment websites.**

**Our promise: We will work with you until you
are 100-percent happy with the look, content
and functionality of your website.**

Sole Source Letter

To Whom It May Concern:

This letter serves to notify you that Icon Enterprises, Inc., d/b/a CivicPlus, is the sole provider of the Government Content Management System (GCMS) and associated product and service package that enables municipal website administrators to manage critical aspects of their online presence.

The CivicPlus GCMS differs from other content management software in that it has been optimized for use by government entities. Not only have many of the applications been developed specifically for use by municipal governments, but the GCMS is also hosted at a network operations center dedicated to serving local government websites.

Included in the standard CivicPlus development package are applications that are unique to the CivicPlus GCMS such as an online job application/profile builder and a citizen request management and mapping tool. Applications such as these may be available at a much higher cost from other vendors; however, CivicPlus is the sole provider of these applications as a part of an all-inclusive, standardized GCMS.

No other organization offers our unique product and service package, coupling our GCMS with some of the most useful web applications available to municipal governments.

Sincerely,



Jesse J. Manning

Vice President of Business Development

CivicPlus

Main 888-228-2233 x262 • Direct 785-323-4762 • Fax 785-587-8951

Manning@CivicPlus.com • www.CivicPlus.com

Company Details

Icon Enterprises, Inc., d/b/a CivicPlus

Federal Tax ID 48-1202104

GSA Contract # GS-35F-0124U

DIR Contract # DIR SDD 1636

Toll Free 888-228-2233

CP Premium

This one has it all: a fully custom site, with every module available, all the support and training you'll need, built around our powerful GCMS™. Every aspect of production takes place in-house, so you'll get to know the actual people who are hard at work on your site.

A **CivicPlus** Solution
Compare us with other vendors and you will see the difference.

Content Management System Admin	Premium		
Banner Administration	○		
Multiple Sub-Site Options	○		
Site Search Log	●		
Website Statistics	●		
Secure Sockets Layer (SSL)	○		
LDAP Connectivity	○		
Intranet	●		
History Log	●		
PDF Converter	●		
Rotating Content	●		
Auto Page Publish & Unpublish	●		
Spell Check	●		
Page Creation (5 styles)			
Editor (WYSIWYG)	●		
Dynamic Link Creation	●		
HTML Upload	●		
Page Wizard w/ Multiple Layouts	●		
Public Side Edit	●		
Automatic Archiving			
Pages	●		
Modules	●		
Social Media	●		
User & Group Administration Rights			
Administration	●		
Owner	●		
Publisher	●		
Author	●		
Administration Home			
Unified Log-In	●		
Customizable	●		
Messaging Center	●		
Graphical Interface	●		
Workflow Management	●		
Dynamic Menu Structure			
Infinite Pages	●		
Infinite Menu Levels	●		

Modules & Functionality	Premium		
Agenda Creator	○		
Archive Center	●		
Bid & RFP Postings w/ Email & SMS Notification	●		
Blog & Forum	●		
Business/Resource Directory	●		
Calendars	●		
Carbon Footprint Calculator	●		
Citizen Request Tracker w/ iPhone & Facebook App	●		
Document Center	●		
Document Link Wizard	●		
Email & SMS Listserv Subscriptions	●		
Emergency Alert w/ Email & SMS Notification	●		
ePayment Center	●		
Facilities & Reservations	●		
FAQs	●		
Forms Development Tool & Templates	●		
Image Editor & Slideshow	●		
Interactive Maps	●		
Job Postings w/ Email & SMS Notification	●		
Media Center (Video & Audio Embedding)	●		
News Flash w/ Email & SMS Notification	●		
Online Job Application	●		
Opinion Poll	●		
Permits & Licensing	●		
Photo Gallery	●		
Quick Links	●		
Real Estate Locator	●		
RSS (Real Simple Syndication)	●		
Social Media Integration	●		
Spotlight	●		
Staff Directory	●		
Website Visitor Personalization			
Healthy City Initiative	●		
Job Profile	●		
MyCity User Personalization	●		

Services	Premium		
Post Go-Live Support			
Unlimited Phone/Email Support 7am-7pm CST	●		
24/7/365 Emergency Support	●		
Support Website	●		
Content Maintenance Package	○		
Periodic Site Redesign Package	○		
Online Community			
Blogs, Forums & Wiki from Experts & Peers	●		
Vote on New Functionality	●		
Training & Staff Development			
Onsite Training	○		
Online Phone Training	●		
Web-Based Training	●		
Regional Training Workshops	○		
Training Webinars	●		
Government Content Management Certification	●		
Continual Upgrades			
Content Management System Upgrades	●		
Module Upgrades	●		
New Modules & Features	●		
Operating System & Database Upgrades	●		
Server Hardware Upgrades	●		
Hosting & Maintenance			
99.7% Uptime Guarantee	●		
Daily Tape Backup	●		
Off-Site Tape Backup	●		
Emergency Recovery Plan	●		
Multiple Redundant Internet Service Providers	●		
Project Management & Consulting			
Assigned Project Manager	●		
Single Point of Contact	●		
Proven 10 Phase Implementation Process	●		
Custom Website Kick-Off Consulting	○		
Prepopulated Content & Content Library	●		
Content, Design & Award Consulting	○		
Branding & Image Consulting	○		
Strategic Planning w/ Individual Departments	○		
Expedited Timeline	○		

CivicPlus

Toll Free: 888-228-2233 ext.303

info@civicplus.com

www.civicplus.com



Next Generation Government Websites



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

8.0 G.2

Agenda Item:

Fall Town Hall Meeting

Requested Action:

Consider setting dates/times for Town Hall Meeting

Background Information:

Over the past several years, City Council has directed that a Town Hall meeting be convened in the spring and fall of the year. These meetings allow for citizens to find out about projects and items of interest in the City and interact with Council members and City staff on an individual basis as well as provide a forum for questions and answers regarding City activities.

In the past, the fall event has been held in November after the election. Election Day 2012 is on November 6th. Regular Council Meeting dates in November are on the 7th and 21st. Due to the Thanksgiving Holiday, Wednesday, November 14th or Thursday, November 15th, 2012 may be the most suitable dates, if the second Town Hall meeting for 2012 is to be scheduled.

It had been suggested that a single annual event be considered until such time as there are more topics and projects to discuss outside those that can be addressed on the Public Forum at City Council meetings. A Town Hall meeting was conducted on April 26, 2012.

Attachment(s):

2012 Spring Town Hall Meeting Minutes

Fiscal Impact:

Recommendation(s):

Staff is requesting Council direction on the need for scheduling a Fall Town Hall meeting and a date for this meeting if it is approved by Council.

City Council Action

Motion by:_____

Second by:_____

Vote Yes: _____

Vote No: _____

No Action Required: _____

EAST BETHEL TOWN HALL MEETING

April 26, 2012

The East Bethel City Council met on April 25, 2012 for the Town Hall meeting at City Hall.

MEMBERS PRESENT: Bob DeRoche Richard Lawrence Heidi Moegerle
Steve Voss

MEMBERS EXCUSED: Bill Boyer

ALSO PRESENT: Jack Davis, City Administrator
Nate Ayshford, Public Works Manager
Rita Pierce, Fiscal and Support Services Director
Craig Jochum, City Engineer
Stephanie Hanson, City Planner
Mark DuCharme, Fire Chief
Lt. Shelly Orlando, Anoka County Sheriff's Office

Call to Order **The April 25, 2012 Town Hall meeting was called to order by Mayor Lawrence at 7:02 PM.**

Davis, "Welcome to the question and answer period of the Town Hall meeting. If anyone has any comments that they would like Council or myself to address, please step up."

Tom Ronning, "For several years now, probably six or more years, I have been among group that has grumbled about the sewer and water business. So far all we have brought is opinions. For a change I have brought some amortization schedules, Met Council costs. It was surprising to me and I think some others might find it surprising as well.

Ronning, "The Bond is valued at \$19,058,000.49. It is broken down into (not sure what they are called) identified as 2010A, 2010B and 2010C, and one is Build America. Also, when this was brought up and discussed that these were revenue bonds and wouldn't cost us anything. In fact they are General Obligation bonds which are guaranteed by the residents in case of default. Principal and interest on the first bond is \$32,564,963.33. The second bond is \$17,093,914.57. And the third bond is \$1,493,487.49. That is what we are working with. If you buy a house for 19 million you are going to pay a lot more than that for it. The total cost of all this principal and interest is \$51,152,365.39. That is what we are on the hook to the bonds for. I knew it would be bad, but I didn't know it would be this bad."

Ronning "The SAC rate, Sewer Access Charge, none is listed for 2011. But for the 2012 through 2030 list as \$3,300 per unit, up to \$5,620 per unit in 2030. The forecast for connections was for 100 this year, 110 next year, 123 next year, then all the way up to 610 for 2030. That adds up to 5495 connections that we are on the hook for and at the SAC rate, which turns into another \$26,039,260.00. For a grand total (for this 19 million dollar project that we aren't going to pay for) of \$77,191,625.39. We nagged about this for years. We never had a chance to see any of these numbers. These numbers are based on the Met council numbers and amortization schedule. They are right."

Ronning, "What I want to know is did you guys know you were doing this?" Voss asked Ronning how many meetings has he been at? Ronning, "A hundred or so." Voss asked you were at the same meetings we were at. Ronning, "I never heard \$77,000,000 at the meetings

I was at.” Voss said he doesn’t remember hearing that number either. You just brought that tonight. Ronning, “You did not know about this?” Voss said no, he did not know what you just said. Ronning, “How could you have not known? You put us in this predicament if you didn’t know?” Voss asked what predicament? Ronning, “His share of \$77,000,000. Voss said we have had this argument for years. Ronning, “Not like this, nobody said it was going to be five times what you said it was going to be.” Voss said he is not going to engage in this argument. Ronning, “From what your answers are, you didn’t know you were getting in this deep. And if you didn’t know I can’t possibly understand how you would vote for it. Unanimously.”

Moegerle, “Do you know what your share of that 77 million is? Did you find that? Do you have that number?” Ronning, “It will depend on how many ERUs are sold for one thing. In his estimation it will only go up. The reason he says that (he is not an accountant), if we can’t pay the bonds he sees we are going to be refinancing the bonds which adds costs and it is a rough spot.”

Lawrence, “It is a tough spot and that is why we have enacted the EDA, to get out as many bumps as possible to make it not as difficult. We have been working very hard with the EDA to attract businesses. Getting our City ready to accept businesses to come in. It is not enough to say we have City sewer and water. We have to sell this so people can be coming to East Bethel to use it and that is kind of what we are working on doing. We just have to work on it and hope it will make it.”

Moegerle, “I have done extensive reading on economic development, and there are experts on it and she is not putting herself out there as an expert on economic development. It is what it is, and where we are. Everything that the experts say, whether it is an article or books, all of them say that you have to act in a bold method. That now is the time to be bold. If 2010 was bold, we have to follow through and continue to act bold in the steps we take to get businesses here. It is as simple as that. If we are not bold and if we sit back and say, “If we build it they will come.” And if we sit back and say, “Oh but we have this amenity of course everybody is going to want it.” We are big fools. We have to go out there and reach out to developers and market it. We have employees We have workers here. We have a great place to live. We have recreation. We have reasonable cost (this is the hardest part of the sell). Every one of these residents are on the hook if we don’t pay for it, because these are general obligation bonds. So if we don’t pay these general obligation fees through businesses hooking up, then you and I are going to pay for it. And it will come soon. We could see it as soon as 2016 that our taxes could go up. I am working hard for that reason, because I don’t think residents should pay for an infrastructure project for commercial development. If anyone has ideas on how we can get businesses in or development, do not hesitate to call me or the City Administrator.

Ronning, “When I mention it, I don’t think anyone knows how much of a big hit this could be. I am not grumbling about the City going down the tubes. I moved here because I like the place and I would like to see it succeed as well as any place I have ever lived or more so.” DeRoche, “We are giving it our best shot. We are not sitting on our heels” Ronning, “I don’t think you are. I don’t think the previous council and administrator knew what they were getting into, and that is my opinion.” DeRoche, “But the City is moving forward, I have never been to so many meetings in my life. Between EDA, HRA, City Council, this work meeting, that work meeting and we can’t change what has already happened. Now we have to deal with that and do anything and everything we can to make it work.”

Diane Jacobsen, 20628 East Bethel Blvd.NE, “I have a few comments to make to the County

Commissioner. My first thoughts were when I read in Anoka County Union that employees of Anoka County were going to get a bonus of \$300 each, part-timers were only getting \$150. At first I didn't know the amount of employees they had. The following week it came out in the paper, but it is a little over a half million dollars that our county gave away. And it was for "Work Well Done", because they knew how to cut corners. I don't know how many pay raises they have gotten along the way, but when I was still working I had gone three years without a pay increase. No bonus, no nothing. We were told to use our imaginations, because if there was cuts you had to work harder and smarter. So the county took it upon themselves to reward their employees because they finally figured out how to work smarter, with less people. When I finally did get a pay raise my last year of work there, I got 45 cents. 19 years, I got 45 cents. I didn't get the holidays off the county employees get, they get every federal holiday off. That's bonus right there. What I want to ask is when you are setting the budget next year, all of a sudden the county says "Hey, we got to have... how do you justify it?"

Andy Westerberg, County Commissioner, "She is referring to the bonus we did give to employees of Anoka County. One of those things where we had the opportunity to do that. She was kind enough to point out that the total cost was extremely high, about \$500,000. She also pointed out that she hasn't had a raise in about three years. I know for a fact that the county employees didn't get a raise either because we did not raise payroll last year. We worked hard with the employees and told them how important it was in order to be effective in leading the way in cutting the size of government. The size and scope of government. Keep in mind Anoka County has consistently ranked in the bottom per capita per tax rate of all counties in the metro area. We are either the cheapest, the lowest cost or the second lowest cost. And that happens across the State of Minnesota. What that should tell you is that they have done a good job of managing our budget. We have a AAA bond rating. We went from a AAA good rating to a AAA strong rating. The biggest reason we decided to do the bonus is because of the initiative we were able to save 8 million dollars and we wanted to take care of our employees and wanted them to understand they are part of our team. We were very happy to be able to do that.

Jacobson, "I am still not happy with his answer and won't be for a long time. I read where you were giving the people that had the farmers market a real hard time. You were going to be controlling where they went, charging them a fee for setting up, am I correct?"

DeRoche, "I have never heard anything like that." Moegerle, "The farmers market hasn't even gotten started, and it isn't going to start this year."

Jacobson, "Because you are going to pass an ordinance about where they could go, what they could do." Davis, "There was discussion about organizing a farmers market and having it in a central location, but nothing has ever been decided about that." Jacobson, "And the City was going to take control over it in the beginning and then eventually you were going to turn it over to someone else." Davis, "That was part of the discussion." Moegerle, "These were brainstorming sessions. All kinds of ideas come to the top, some are selected, and some are not." Jacobson, "Why do you even want to control the farmers market?" Davis, "The idea was to have it better organized, so it would be better for the vendors and better for the City. If it works out that way, that is great, if it doesn't we would explore other options. Nothing is set in stone; everything is just up for discussion."

Jacobson, "Why can't they just set up on a corner and let people come in and buy their goods and go." Davis, "They do and that still wouldn't limit them if they wanted to do that. The farmers market would be optional; you could come there if you wanted to. It would be a

place where they could consolidate all their wares and sell all their goods. It may attract more traffic than just individual locations. But if somebody wanted to have an individual location that wouldn't be prohibited as far as I am aware of." Jacobson, "I am talking several farmers get together. Because I am sure anybody that plants a garden you have excess and you want to sell them if you can. I guess as I was reading that and all the complications that were coming in, it brought to mind does it only apply to this side of Coon Lake and not the other side? Because here Coon Lake Beach is going to have their little Flea Market and nothing is said. No license, no permit. It is only supposed to be once a month, but what is good for our side over here has to be good for the other side over there."

Davis, "The City doesn't currently have any ordinances that address flea markets." Jacobson, "So in other words when the farmers come in and want to do the farmers market, they can call it a flea market can't they."

Jacobson, "One more thing, when she got her tax statement, she was happy, you did one heck of a job."

Dale Williams, "I was wondering if you could put the Planning and Zoning meetings on the Cable TV. It would be kind of interesting to watch and see what goes on there." DeRoche, "That was suggested last night. It was one of the things that came up. Put Planning and Zoning, Parks, so that some people could get a little better idea of what is going on." Voss asked is that something that, normally we have the Cable Technician do the City Council meetings. He asked is there a way of doing this without having the Cable Technician here? Davis, "We could do that but you would only have a fixed view. The technician is able to pan around to focus in on visual speakers, but we could set the recording to run on a fixed view." Voss asked the sound, discussion would be okay. Davis, "The sound would be fine." Lawrence, "We are still having problem with the microphones. People saying when they watch it, some people are too loud, some they can't hear. Part of it is a mixing problem, but part of it is a problem where people need to learn how to use the microphones." Davis, "If you have a tendency to speak away from the microphone it won't pick it up well. We all are guilty of that. We had one recording where the technician turned the sound down, but we have resolved that. If we all focus on speaking into the microphones, it would solve most of the problems."

Voss asked the Anoka County Engineers. Display in community Center and most of know there is a section on Viking Boulevard between Highway 65 and Vickers that is being redone. Voss asked for a verbal description on what is being done.

Curt Kobilarcsik, Anoka County, "We are here to discuss two projects, County Road 74 and Highway 65, which I think we are all quite familiar with. In addition to that we had a layout in the center for a white-topping project on County Road 22 between Highway 65 and Vickers. We will be milling off the top two inches of bituminous pavement and coming in with six inches of concrete placing on top of that. It will be closed during construction, but to local traffic. So people will still be able to get to their residence and local businesses. But we will have a detour for people just passing through. In addition to white-topping itself, we are providing other safety improvements to the project as well. We are adding numerous right turn lanes and adding some bypass lanes. We have had some other successes with white-topping recently. One on 22 further out to the west, further out in Nowthen last summer and one down in Ham Lake on Crosstown west of 65 last summer as well. The project will be starting in early June and completed in September. Voss asked has the County made any notification to adjacent landowners that you know of? Kobilarcsik said he has not been involved in that project, that is more our construction staff that has been designing it. But, he

will check and get back to you on whether this has occurred.

Lawrence, "Can you give us an update on the signal project on County Road 74 and Highway 65." Kobilarcsik, "Right now we have final construction plans into MnDOT for final review and approval. We are looking forward to starting that project in September after this other project is completed because it is used for the detour. It will be completed at the end of this construction season, so mid-November. The right-of-way negotiations have been going well with the adjacent property owners, everyone seems very happy with the project. We are having successful negotiations as well. DeRoche, "Weren't we going to have some temporary signals put up prior to this?" Kobilarcsik, "There is a MnDOT project going on this summer as well. They are putting a concrete overlay from he believes 217th to the county line. He believes as part of that project they will be placing a temporary signal at that intersection. We don't currently have that in our plans for our project. Our project will start after the MnDOT project is completed at 74. Then we will be closing that road during construction and we will have a detour set-up for that as well. We will have it open obviously to local traffic."

Moegerle, "On a different area, what about the Main Street Project, down by Coon Rapids, is that on tract to be finished in August?" Kobilarcsik, "Yes, August 3rd is the date they are shooting for." Moegerle, "We are excited to have that done."

Jacobson, "On the project on County Road 22, why are they not starting that sooner?" Kobilarcsik, "We finished design a little bit ago, and now are preparing the plans for bid. Early June is a fairly early start yet. It is a 45 working day project. So that is why it will be able to be completed in September. That takes into account some rain days and such."

Jacobson, "If you are only milling out two inches and adding six, that means we will have a bump in it, won't we?" Kobilarcsik, "No we won't have a bump in there; we will be blending it in. We will make a transition at the end of the project to tie it in back into the existing grade and we will blend it at the intersections." Voss asked is this the same design that was done at Crosstown? Kobilarcsik, "It is, and it will look the way Crosstown does and the way 22 in Nowthen does as well." Voss asked maintenance wise how are they holding up? Kobilarcsik, "Very well. That is the type of project that is there for the long term. That is going to be there for a while." Commissioner Westerberg, "You won a Statewide Award for the White topping Project in Nowthen." Kobilarcsik, "Yes we did, so we have been recognized statewide as well for our white-topping project out in Nowthen."

Bob Jacobson, "Are you going to be doing more of these types of projects then in the future?" Kobilarcsik, "Yes, we are looking forward to that. We have been doing bituminous projects for many, many years. Over the course of time, concrete used to be a lot more expensive than bituminous. In the last few years, they have been getting closer and closer, so it is making more sense for us to pave in concrete. And we like the finished product. We have to have a plan, we can't just go out and say here is a mile of road let's put some concrete there. We have to have a plan. So, as you can see with the projects coming up on 22, we are looking at concrete on 22 in the future. We do have another reconstruction project in Nowthen this summer as well that will be concrete.

Voss asked what are you doing on 22 in Linwood? Why not do the concrete pavement there? Kobilarcsik, "That is a bituminous overlay. That is in need of quick repairs and in the planning it made sense to us to come in with bituminous. This is a very important roadway for us across the county. We don't have a lot of great east/west routes throughout the county, so we are looking to make this a very finished product in the end."

Diane Jacobson, "Do you have to do Lexington by County 18 by Carlos Avery? That is awful

rough.” Kobilarcsik, “We don’t have any reconstruction plans for that area. But we will have some overlays in the future that will address some of those issues.” Moegerle, “That is a very serious area. Just outside of Forest Lake the road is very bad, so we are looking forward to getting that fixed.”

Voss asked along the lines of detours, the Lexington Avenue Project in Blaine, when is that? Kobilarcsik, “That project will be this year as well.” Voss said he asks that because now we don’t have an access to Highway 65 for those that live along Viking. Now that part of the City will be kind of trapped. Kobilarcsik, “The bypass for Lexington Avenue will be Radisson Road which was newly constructed in the last few years to four lanes. That is a good stretch of road as well.” DeRoche, “So Lexington will be completely shut down with they do it, or shifted to one lane?” Kobilarcsik, “It will be shut down with a detour; it will be open to local traffic with one direction to the south.”

Moegerle, “The biggest question and irritant she has with the regards to county roads is the intersection of Lexington and Crosstown. Does that need a traffic signal? It is impossible to turn to go north into East Bethel from there. For people who may want to shop in East Bethel that live at Coon Lake Beach they have to go that way, come back that way unless we go through Viking. And Viking is going to be torn up and only accessible to local traffic so for folks at Coon Lake Beach, Crosstown and Lexington is going to be a headache. What is the plan there?” Kobilarcsik, “We received federal funds for that intersection as well. I believe that is a 2013 project up there. We will be adding a traffic signal at the intersection along with some turn lanes.” DeRoche, “That is going to really slow traffic down on Lexington.” Kobilarcsik, “We received safety funds for that, so they saw the value in our project for safety at that intersection.” Moegerle, “Are they going to widen Crosstown so you can do some right turns there?” Kobilarcsik, “No it will just be its existing section there.” Voss said he remember that road before they had the bypass lane there and what a pain it was. He agrees a stoplight just stops traffic. Voss said the west coast does this a lot, have a through lane on the right side to allow the traffic to take a left and merge together.

Moegerle, “Can we hear from Craig Jochum our City Engineer about our infrastructure plans at Castle Towers?” Jochum, “What we have going on this summer, forcemain project with the redesign of the treatment plant. There was some savings there. The City is going to use the money to decommission the Waste Water Treatment Plant (WWTP) at Castle Towers and force that sewage from the north end of the City down to the new system. That waste water will be treated by the Met Council’s new waste water treatment facility. Should likely be done around fall of 2013. Part of the project is City alone and the other part of the project is the Met Council is going up to 229th with their discharge water from their WWTP. Discharge goes into two infiltration areas and the northern one is at 229th. So they would already have a trench going up that way so we piggybacked onto that project. Then from 229th to the facility that is a City owned project.

Jochum, “The other project in the works is a new service road on the west side from 221st to right around the Fat Boys area. Connecting that service road and then closing the median at 219th Avenue. Some overlays and seal coatings, typical maintenance projects going on. Coon Lake Beach is getting a new facelift with bituminous overlays.

Voss asked at next Wednesday’s Council meeting you are going to bring color chips for water tower, what colors are you bringing? Jochum, “You will have a color chart from Sherwin Williams. A whole array to pick from. You need to pick one color for the tower itself and four or five for the logo. Voss asked what are the basic colors that go on water towers. Jochum, “White, off-white, beige.” Davis, “Generally the lighter colors age better.

They require less re-painting less often than the darker colors do. They are a little more neutral.” Jochum, “The logo is typically darker colors but is coated by clear coat.”

Jochum, “On the water treatment side, the tower is up and they are going to start painting that. That is why it is important to get the color picked. The water treatment plant has started. The footings are in and they have started laying block. Starting to pour the foundation this week.” Moegerle, “Have we heard from Homeland Security about the fencing for the water treatment plant? Or do we have a timeline on getting some feedback on that?” DuCharme, “He had a conversation with FEMA and they have still not heard anything. It could be 24 months before we hear anything.” Moegerle, “The Homeland Security could pay for the fencing around the water treatment plant, so that it wouldn’t come out of tax money or bond money.” Diane Jacobson, “I talked to Davis about this earlier. But with every water tower you have a light or beacon on the top. Are we putting one on there for safety’s sake?” Jochum, “It has one.” Jacobson, “How come it doesn’t flash?” Jochum, “It wouldn’t be working yet, there is no electrical in the tower yet. It will have a flasher when it is done. It is under the required 200 feet, but it still has one for safety.”

DeRoche, “Does anyone have questions for the Fire Chief?” DuCharme, “The DNR is going to open up burning permits starting tomorrow. We will be able to do open burning with permits. Recreational fires were never restricted. They do not need permits. A recreational fire is three feet wide and not more than three feet wide.” Lawrence, “And don’t burn green-treated wood.” DuCharme, “That is true. Can’t burn that if you have an open burning permit. Burning permits are for not burning permits are for night, 6:00 p.m. to 8:00 a.m. And if you are going to burn with a burning permit, you are supposed to be out there and be monitoring it. Can go to DNR at Cambridge and ask for a variance. We don’t give out variances, but they do. Voss asked and variance is to burn during the day? DuCharme, “Yes occasionally a contractor may ask to burn during the day, or a prescribed burn.” DeRoche, “Why do they prefer burning during the night instead of the day?” DuCharme, “Higher humidity’s, less intrusion into neighbors and things like that. If you are going to have a recreational fire, I encourage everybody to let your neighbor know. Because the smoke might bother them and that way they can make sure their windows are closed.”

Davis, “We do have another representative from the Highway Department, Matthew Parent. He is here with us tonight presenting information to us about the bus routes. Parent, “We did receive a grant in 2009 for a three year bus service starting in 2013. As it stands right now we are in negotiations with the East Bethel Theatre and Glen Cary Church in Ham Lake and we are also trying to pick out a lot in Blaine. We are trying to pick out providers in the RFP; Metro Transit will be one of them. We have several private firms in Anoka County. Hopefully going to have the RFP done within a month. The service shall begin in September 2013. Lawrence, “What is the route?” Parent, “Highway 65 to Blaine and there will be a Park and Ride lot there. And then straight to Minneapolis. Lawrence, “Are you joining up with another bus, or with the light rail?” Parent, “I believe there is a bus route in Blaine that Metro Transit runs. So this will just be a separate bus route.” Davis, “The bus from Blaine then goes non-stop to Minneapolis.” Moegerle, “So there will be three stops, or will there be more?” Parent, “We are still working that out.” Lawrence, “How many times a day will that run?” Parent, “It will be nine trips in the morning and nine in the evening.” Lawrence, “And how often will it run?” Parent, “We don’t have that yet either, but typically that is every 15-20 minutes.”

Diane Jacobson, “A few weekends ago, my husband and I were driving around and we drove on the other side of the maintenance building. The gate was wide open; who is responsible to make sure it is locked?” Davis, “I am responsible for everything, so that would be me.”

Jacobson, "We could have walked off with anything we wanted back there." DeRoche, "You never know where those Anoka County Deputies might be." Jacobson, "They weren't around anywhere. And I really thought there are trailers back there, fencing, and vehicles." Davis, "We will make sure that is corrected."

Diane Jacobson, "Also, why was the old Our Saviour's on 22 and 65, has that been rezoned to different district?" Davis answered, "No." Jacobson, "So it is still zoned as a church?" Hanson, "It is actually City Center, but last year Council did say they would allow the use as a place of worship with a permit." Jacobson, "Why was the zoning ever taken away?" Voss said it was residential years ago, and when Comp Plan went through it was zoned as City Center. It was never zoned as a church; it was an allowed use within a residential zone. Voss said what Ms. Hanson referred to was there was another church proposing to buy it and we had to make an exception that allowed (since the building sat vacant for so long they lost their use) the church to go in there. But the deal fell through. Jacobson, "Is it because of the mix-up in zoning of it?" Voss said no. We embraced it. Voss said it was marketed as commercial property, not as a church.

Adjourn

DeRoche made a motion to adjourn at 9:00 PM. Moegerle seconded; all in favor, motion carries.

Attest:

Wendy Warren
Deputy City Clerk



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 9.0 C

Agenda Item:

Closed Session – Personnel Issue - Minn. Stat. § 13D.05, subds. 1(d), 2 (b)

Requested Action:

Staff requests Council hold a Closed Session per Minn Stat. § 13D.05, subds. 1(d), 2 (b)

Background Information:

Fiscal Impact:

Recommendation(s):

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

February 6, 2013

Agenda Item Number:

Item 9.0 C

Agenda Item:

Closed Session – Personnel Issue - Minn. Stat. § 13D.05, subds. 1(d), 2 (b)

Requested Action:

Staff requests Council hold a Closed Session per Minn Stat. § 13D.05, subds. 1(d), 2 (b)

Background Information:

Fiscal Impact:

Recommendation(s):

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

August 15, 2012

Agenda Item Number:

Item 9.0 C.1

Agenda Item:

Closed Session, Union Negotiations, Minn. Stat. § 13D.03, subd. 1 (b).

Requested Action:

Review Union 2013-2015 Contract Negotiations

Background Information:

Fiscal Impact:

As noted above

Recommendation(s):

None at this time

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel City Council Agenda Information

Date:

February 6, 2012

Agenda Item Number:

Item 9.0 D

Agenda Item:

Closed Session, Union Negotiations, Minn. Stat. § 13D.03, subd. 1 (b).

Requested Action:

Review Union 2013-2015 Contract Negotiations

Background Information:

Fiscal Impact:

As noted above

Recommendation(s):

None at this time

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



PUBLIC FORUM SIGN UP SHEET

August 15, 2012

The East Bethel City Council welcomes residents and property owners to the Public Forum. The purpose of the forum is to provide residents and property owners an opportunity to respectfully inform the Council of issues they are concerned about.

The following guidelines apply to the Public Forum:

1. A resident/property owner may address the Council on any matter not on the agenda during the Public Forum portion of the agenda.
2. A person desiring to speak must sign up prior to the time the Council reaches the Forum on the agenda.
3. The Mayor will invite speakers up to the podium/microphone.
4. Once the Mayor has recognized the speaker, the speaker should state his/her name, address, and phone number.
5. Each speaker should attempt to limit their presentation to 3 minutes.
6. If a group of persons wish to address the Council regarding the same issue, the group should elect a spokesperson to present the group's issue to the Council.
7. The Council will listen to the issue but will not engage in dialogue or a Q & A session. If a majority of the Council would like to address the issue in more detail, it can be added to the agenda or can be addressed during the regular agenda of a future meeting.

NAME	ADDRESS	PHONE NUMBER	TOPIC

