



**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, JULY 13, 2020
6:30 PM**

AGENDA

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Public Comment (Please limit comments to 5 minutes)**
- 5. Consent Agenda**
 - A. Minutes
 1. June 22, 2020 City Council Meeting Minutes
 2. June 22, 2020 City Council Workshop Meeting Minutes
 - B. Claims
 - C. Duck Unlimited – Gambling License Approval – Resolution 7.13.20.20
 - D. 2021 Assessors Contract – Resolution 7.13.20.21
- 6. Reports and Recommendations of City Departments, Consultants, Commissions and Committees**
 - A. Administrative
 1. Capital Improvement Plan – Fire Station – Calling for a Public Hearing – Resolution 7.13.20.22
 2. Street Reconstruction Plan – Streets – Calling for a Public Hearing – Resolution 7.13.20.23
 3. Text amendment to amend Title XV: Land Usage, Chapter 152 Zoning, Section 152.060 (C/I) Commercial/Industrial District, Letter (B) Permitted Uses of the City of Mayer Municipal code – Ordinance 230.
 - B. Fire Department
 1. Fire Department Tanker
 - C. Public Works Department/Park and Recreation
 1. Park Commission – Skate Park Equipment
- 7. City Council Reports**
- 8. Other Business**

9. Upcoming Meetings & Events

July 14, 2020 Park and Recreation Meeting

July 27, 2020 City Council Meeting

10. For Your Information

July 7, 2020 Planning Commission Meeting Minutes

11. Administrators Check In Review – The Purpose of the closed meeting will be to meet in Closed Session, permitted under Minnesota State Statute 13D.05, subd. 3(a) – for the purpose of conducting the City Administrator’s annual performance review.

12. Adjournment

MAYER CITY COUNCIL MEETING MINUTES – JUNE 22, 2020

Call Regular meeting to order at 6:30 p.m. by Mayor Dodge

PRESENT: Mayor Dodge, Council Members Boder, Butterfield, McNeilly, and Stieve-McPadden

STAFF: City Administrator McCallum, Deputy Clerk Gildemeister, City Engineer Martini, Fire Chief I Andy Maetzold, and Fire Chief II Rod Maetzold.

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Emily Vollmer, Shelly Machacek, Deputy Sheriff Bengtson.

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member McNeilly with a second by Council Member Butterfield to approve the agenda as presented. Motion Carried 4/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member McNeilly with a second by Council Member Boder to approve the Consent Agenda as presented. Motion Carried 4/0.

1. Approve the Minutes of the June 8, 2020 Regular Council Meeting.
2. Approve the Minutes of the June 8, 2020 Council Workshop Meeting.
3. Approve Claims for the Month of June 2020. Check numbers 23026 to . E-check numbers 5673 to
4. Acknowledge City Engineer Summary Report of Projects from May 2020.
5. Acknowledge Public Works Report of Activities from May 22 to June 19, 2020.
6. Acknowledge City Administrators Report for the Month of June 2020.
7. Acknowledge Sheriff's Department Report for the Month of May 2020.
8. Acknowledge Fire Department Report for the Month of May 2020.
9. Approve Coldwater Crossing Letter of Reduction.

Council Member Butterfield ask Deputy Sheriff Bengtson if he was aware of the graffiti on the shed. He stated that he was aware and that the graffiti has been there since last year.

Council Member Stieve-McPadden arrived at 6:31 pm.

CITY ADMINISTRATOR

1. **Approve Proclamation International Widows Day June 23, 2020.** – Emily Vollmer, 1323 Evergreen Place, asked Council to consider adopting a proclamation for June 23, 2020 as International Widows Day. International Widows Day is a global awareness day that takes place annually on June 23. The day was launched by the United Nations in 2010 to raise awareness of the needs and plight of widows and their families globally, nationally, and locally to give them a voice to be heard, seen, understood, and served. Shelly Machacek representative of the Minneapolis West Chapter of Modern Widows Club was in attendance to support Emily Vollmer. Mayor Dodge read the proclamation aloud. A MOTION to approve June 23, 2020 Proclamation International Widows Day for the City of Mayer was made by Council Member Butterfield and seconded by Council Member Stieve-McPadden. Motion carried 5/0.

2. **Approve 2020 Well and Water Treatment Plant Improvements** – City Administrator McCallum gave a summary of the projects. In October 2019, Council approved moving forward with the new production well and well rehabilitation improvement project. The City received five bids for the scope of work. The lowest bid received was from Minnesota Mechanical Solutions, Inc in the amount of \$980,171.00. City Engineer Martini recommended approving the lowest bid. The project is projected to start in September of 2020 and be completed in June 2021. A MOTION to Approve the 2020 Well and Water Treatment Plant improvements was made by Council Member Boder and seconded by Council Member Stieve-McPadden. Motion Carried 5/0.

Fire Chief I Maetzold and Fire Chief II Maetzold arrived at 6:40 pm.

3. **Approve Network Updates and Upgrades** – A MOTION was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden to approve moving forward with network updates and upgrades to City facilities by Brand Networking for \$25,205.00. Motion Carried 5/0
Council Member Butterfield asked if it was possible to upgrade to CAT 6 instead of CAT 5.

COUNCIL REPORTS

- Council Member McNeilly stated that the Park Board met with the Lions Club to discuss changing Old School House Park to Lions Park. The Lions Club could get a three to five thousand dollar grant for adaptive equipment. Park Board talked about doing more with the skate park. She stated that Park Board will be cleaning their adopted section on June 23, 2020.

FOR YOUR INFORMATION

- Acknowledge Public Works Meeting Minutes from June 8, 2020.
- Acknowledge Parks and Recreation Meeting Minutes from June 9, 2020.
- Acknowledge Mayer Fire Advisory Board Meeting Minutes from June 15, 2020.

ADJOURN

There being no further business, a MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden to adjourn the meeting at 6:47 p.m. Motion Carried 5/0

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy Clerk MCMC

CITY COUNCIL WORKSHOP MEETING MINUTES – JUNE 22, 2020

Call Work Session to order at 6:48 p.m. by Mayor Dodge.

PRESENT: Mayor Dodge, Council Members Boder, Butterfield, McNeilly, and Stieve-McPadden.

ABSENT:

STAFF: City Administrator McCallum, Fire Chief Andy Maetzold, Fire Chief II Rod Maetzold, Public Works Kuntz, and Deputy Clerk Gildemeister

ALSO PRESENT: Ivan Raconteur, Don Wachholz

- 1. Discussion on Fire Department Tanker:** At the April 27, 2020 Council Workshop Meeting, Fire Chief Any Maetzold gave an update on the Fire Department's 1989 International Tanker and proposed replacing the old tanker with a new one. At that meeting, Council directed Staff to set up a meeting with the townships and directed Fire Chief Maetzold to research how often the City tankers are used along with (township) cost sharing numbers for the purchase of a new tanker. Since then, a meeting with the townships was held. Fire Chief Any Maetzold stated that the repairs to the old tanker are more substantial than expected and felt it is not feasible to repair. Council Member Boder asked what the cost to repair the 1989 tanker is and Fire Chief Andy Maetzold said the repair company would not give a quote. Council Member Stieve-McPadden asked if the 1989 tanker goes out on calls. Fire Chief stated that it only goes out on rural calls not City calls. City Administrator McCallum reviewed financials on how the City would pay for a new tanker truck. The current updated quote for a new tanker is \$263,479.00. She recommended pulling 150,000 from Fire Department Capital funds and levying 85,000. Council questioned why the City must pay the majority of costs for new tanker when it used for the townships. Mayor Dodge voiced his concern on how the Fire Department is handling contracts. He asked Council if they are comfortable with paying for the tanker with multiple assets. Council continued discussion of the financials and budget and agreed they would like to see interest rates and detailed figures. Council Member Boder directed Fire Chief to provide inspection reports and documentation to back the numbers for future discussion.
- 2. Fire Station Update:** City Administrator McCallum provided Council with a new quote from Brunton Architects, for the proposed Fire Station. She stated the quote is significantly higher than proposed and asked Council for guidance. Up until these new numbers came in, the projected amount for the project was approximately \$3,068,060.00. The new quote is \$4,026,523.00. Council addressed the issue as to why this is the first time they are hearing about the new numbers and asked Fire Chief Any Maetzold if he communicated these changes to the City Administrator. City Administrator McCallum was visibly upset that she was not told and stated there needs to be better communication from the Fire Station Committee. Fire Chief Andy Maetzold addressed the changes and explained what the additional costs are for. Council questioned why these changes were not brought before them earlier. Mayor Dodge voiced his disappointment and stated that the whole process is very wrong. He stated that "it doesn't seem right how they are doing it". Council discussed at length how the City will finance this project. City Administrator McCallum said she needs more time update the numbers and re-evaluate the debt assessment. Council Member Boder voiced that he is frustrated as a taxpayer that this project is now "four million dollars" and residents do not even know about it. Council Member Stieve-McPadden voiced that Brunton Architects should have known these changes would be costly and questioned why they did not address them with Council during previous meetings. She stated that "the extra million is a deal-breaker". She also stated that there needs to be experts

in this type of project on the Fire Station Committee and not hand-picked members. Council Member McNeilly asked Fire Chief Any Maetzold is he was shocked when he saw the new quote. Mayor Dodge stated that the “Open House” to take place tomorrow, Tuesday, June 23, 2020, should be cancelled because of the new information presented tonight. He stated he has been giving residents the information based on the previous quote of \$3,068,060.00. Fire Chief Andy Maetzold informed Council that the new information has been updated on the Fire Department website and is being communicated to the residents. Mayor Dodge voiced that Council has not agreed to the new costs. Mayor Dodge restated that this is very wrong and stated for the record he disagrees with having the open house. Council Member Butterfield, Council Member McNeilly, and City Administrator McCallum shared that they would like to see the “Open House” happen to educate residents and get the information out there. Council Member McNeilly stressed that the information needs to show the whole picture and the Fire Chiefs should be prepared to answer questions. Mayor Dodge stressed to the Fire Station Committee Members that the open houses are to educate the public on the conditions of the existing Fire Station and Proposed Fire Station, not to inform residents that the City is going to build a new station. Council agreed they would like to see new financials to better understand what the residential impact will be.

After further back and forth discussion, Council decided to continue to move forward with the “Open House” with the understanding that City Administrator McCallum is the project manager.

3. **Discussion on Water Towner Renderings:** Public Works Kuntz presented Council with color scheme renderings for the Water Tower Project. He recommended and shared a rendering with the top portion white, bottom portion of the bowl dark grey, and the stem a lighter grey. Council stated they really like the color scheme and look forward to seeing the actual renderings. Public Works Kuntz asked Council’s opinion on whether to have two logos painted on the tower or three. Council was indifferent and stated they would like to see “MAYER” in a larger type. He stated that Bolton & Menk will be providing detailed renderings at a future meeting. Council was pleased with the new look for the water tower.
4. **Discussion on Rental Ordinance** – City Administrator presented a Housing Ordinance for Rental Property to Council. The City of Mayer currently does not have a rental license. Staff and Council recognize the need to adopt an ordinance. Council discussed how to educate the property owners, license fees, and who would have to enforce the ordinance. Council agreed that a rental license ordinance would benefit the City and help maintain property values. Council directed Staff to acquire a list of rentals in the City and reach out to surrounding communities on how they manage rentals. Council would like to have a rental ordinance and license ready by January 1, 2021.

MEETING ADJOURNED

There being no further business, the work session was adjourned at 8:05 p.m.

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy Clerk MCMC

ACCOUNTS PAYABLE LIST

JULY 13, 2020

Checks: 23093 - 23128, 5707E - 5724E, 50140

23093	Brand Networking	IT Upgrades - City Hall/PW/FD	\$25,205.00
23094	IUOE Local 49	HRA	\$882.00
23095	IUOE Local 49	Health Insurance	\$3,795.00
23096	VISA	Election Supplies	\$249.94
23097	VISA	Election Supplies	\$59.50
23098	VISA	Supplies for Fire Department Open House - Easels	\$245.96
23099	Abdo Eick and Meyer	Preparation and submission of Audit to State Auditor	\$775.00
23100	AEM Workforce	June Payroll	\$470.00
23101	Aquafix	WWTP - Insect Killer	\$3,649.00
23102	Bolton and Menk	City Engineering Services - WTP/Well/Water Tower/Misc	\$39,792.72
23103	Bryan Rock Products	Red Rock - Batting Cage	\$3,687.97
23104	Customized Fire Rescue Training	Firefighter Training	\$400.00
23105	DPC Industries	WTP Chemicals	\$521.20
23106	Earl F Andersen Inc	Street Signs/Safety Signs	\$1,640.46
23107	Erosion Products	Drain Tile/Fertilizer	\$768.00
23108	First Systems Technology	WWTP Verification of Flow Meters	\$1,100.00
23109	Kurita America Inc	Coagulant - WTP	\$1,251.15
23110	Gopher State One Call	Locates	\$99.90
23111	Great America Financial Services	Copier Lease	\$190.41
23112	Greater MN Communications	Utility Billing - May/Postage/newsletter	\$1,179.37
23113	Hach Company	WTP Chemicals	\$302.98
23114	Herald Journal Publishing	WTP 2020 Bids and Notice - Project	\$629.28
23115	Homeland Builders	Landscape Escrow	\$2,500.00
23116	IUOE Local 49	Union Dues	\$105.00
23117	Lano Equipment	Equipment Rental	\$817.10
23118	Mayer Lumber Co	Concrete Mix/Rental/Fogger/Misc Supplies	\$1,175.00
23119	Mini Biff LLC	Portapotties - Parks	\$881.28
23120	Municipal Emergency Services	FD - Ball Valve	\$335.00
23121	Peak Heating and Cooling	Repair Belt	\$47.70
23122	Prairie Restoration	Wetland Maintenance	\$1,721.25
23123	Pro Hydro-Testing	FD DOT Storage cylinder testing	\$416.00

23124	Ratwik Roszak and Maloney	Waste Management Contract/Fire Station Project/Misc	\$2,711.50
23125	Security Bank	H.S.A. - McCallum	\$125.00
23126	Squeaky Clean	Cleaning Services	\$761.17
23127	United Farmers coop	PW Fertilizer Spreader	\$170.99
23128	Utility Logic	PW - Vivax Pro 5 Watt Kit	\$4,959.00
5707E	Xcel Energy	Street Lights	\$1,771.59
5708E	Verizon Wireless	OSH Auto Dialer	\$14.11
5709E	VOID	VOID	
5710E	Verizon Wireless	City Cell/Ipad	\$290.15
5711E	Xcel Energy	City Buildings	\$3,498.22
5712E	Techstar IT Solutions	Phone Software Management	\$390.80
5713E	ADP LLC	Payroll Processing Fee	\$85.98
5714E	Arinna LLC	Solar Subscription - Electric Utility	\$1,632.99
5715E	Centerpoint Energy	WWTP	\$76.05
5716E	Centerpoint Energy	WTP	\$30.17
5717E	Centerpoint Energy	PW	\$17.06
5718E	Centerpoint Energy	City Hall	\$62.75
5719E	Centerpoint Energy	FD	\$26.27
5720E	Security Bank	ACH Fees	\$36.70
5721E	Security Bank	NSF Fee	\$93.74
5722E	ADP LLC	Employee Wages	\$7,406.90
5723E	ADP LLC	Employee Taxes	\$2,974.89
5724E	PERA	Employee Benefits	\$1,423.33
50140	ADP LLC	Edholm	\$258.58
			<hr/>
			\$105,392.42



CITY OF MAYER
RESOLUTION 7.13.20.20
APPROVING LAWFUL GAMBLING EXEMPTION

WHEREAS, the West Carver Ducks Unlimited has applied to the Minnesota gambling control board for a lawful gambling exemption (raffle) on, at the Mayer Community Center; and

WHEREAS, the Mayer City Council has received copies of said exemption applications to the Minnesota gambling control board and has 30 days in which to present a resolution to said Minnesota gambling control board objecting to the exemption applications; and

WHEREAS, the city council approves of the exemption applications and wishes to waive the 30 day waiting period.

NOW, THEREFORE, BE IT RESOLVED, that the Mayer City Council hereby approves of the Minnesota gambling control board issuing a lawful gambling exemption to the West Carver Ducks Unlimited (raffle) on August 7, 2020 at the Mayer Community Center and does hereby waive the 30 day waiting period which it has to object to the issuance of said exemptions.

RESOLVED FURTHER, that the city clerk is hereby authorized and directed to send a copy of this resolution to the Minnesota gambling control board immediately after its passage.

Adopted by the City Council of the City of Mayer, Carver County, Minnesota, this 13th day of July 2020.

Mike Dodge, Mayor

ATTEST:

Margaret McCallum, City Administrator



Request for Council Action Memorandum

Item: 2021 Assessor's Contract with Carver County

Meeting Date: July 13, 2020

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To review and approve Resolution 7.13.20.22 Approving the Contract for Property Assessment Services with the County Assessor for 2021.

Details:

The City of Mayer has a responsibility to assess the value of the real property in the City for tax purposes. The City contracts with the Carver County Assessor to conduct assessments of the parcels in the City of Mayer.

Minnesota Statute requires that appraisers physically review each property at least every five years. The appraisal interval may be shorter due to review appraisals requested by the owner of an appeal, ongoing new construction, or if the assessor feels that additional property information is needed to improve the assessment process.

Staff is requesting that the Council approve Resolution 7.13.20.22 approving the contract for property assessment services with Carver County for 2021.

Attachments:

2021 Assessor's Contract

Resolution 7.13.20.22

SERVICE AGREEMENT FOR JOINT ASSESSMENT

This Agreement is entered into by and between the County of Carver, 600 East 4th Street, Chaska, Minnesota 55318, through Carver County Assessor, (hereafter "County") and City of Mayer, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as the Town.

WHEREAS, the Town desires to enter into an agreement with the County to provide for the assessment of property in said Town by the County Assessor's Office; and

WHEREAS, Minn.Stat. § 273.072 and Minn.Stat. § 471.59 permit such an agreement for joint assessment;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

- 1) **Term.** That the Town, which is situated in the County of Carver, and which constitutes a separate assessment district, shall have its property within Carver County assessed by the Carver County Assessor for the assessment date of January 2, 2021. All work necessary to the establishment of the estimated market value for each Carver County parcel in the Town shall be performed by the Carver County Assessor or by one or more of the licensed assessors under his/her direction and supervision.
- 2) **Cooperation.** It is hereby agreed that the Town and all of its officers, agents and employees shall render full cooperation and assistance to the County to facilitate the provision of the services contemplated hereby.
- 3) **Payment Amount.** The Town shall pay to the County for the assessment of property with Carver County the sum of thirteen dollars and ninety five cents (\$13.95) per residential valuation, fourteen dollars and fifty cents (\$14.50) per agricultural valuation, and fifteen dollars and fifty five cents (\$15.55) per commercial/industrial valuation (for the assessment of January 2, 2021) existing or created before the closing of the relative assessment year.
- 4) **Payment terms.** Full payment of all claims submitted by the County Assessor for relative assessment dates shall be received by the County no later than November 15th of the respective years.
- 5) The County agrees that in each year of this Agreement it shall, by its County Assessor or one or more of his/her deputies, view and determine the market value of at least twenty percent (20%) of the parcels within this taxing jurisdiction. It is further agreed that the County shall have on file documentation of those parcels – physically inspected for each year of this Agreement.
- 6) **Data Privacy.** Pursuant to Minn. Stat. Chap. 13, the parties agree to maintain and protect data received or to which they have access. No private or confidential data

developed, maintained or received by the Town under this agreement may be released to the public by the Town. The Town agrees to indemnify and hold the County, its agents and employees, harmless from any and all claims or causes of action arising from or in any manner attributable to any violation of the Minnesota Government Data Practices Act by Town or its agents, assigns, or employees, including legal fees and expenses incurred to enforce this provision of this agreement.

- 7) **Mutual Indemnification.** The Parties' total liability under this Agreement shall be governed by Minn. Stat. § 471.59, subd. 1a.

Each Party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this Agreement, to the extent authorized by law and shall not be responsible for the acts/omissions of the other Party and the results thereof. For purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minn. Stat. § 466.04, subd. 1.

Each Party agrees to defend, hold harmless, and indemnify the other Party, its officials, agents, and employees, from any liability, loss, or damages the other Party may suffer or incur as the result of demands, claims, judgments, or cost arising out of or caused by the indemnifying Party's negligence in the performance of its respective obligations under this Agreement. This provision shall not be construed nor operate as a waiver of any applicable limitation of liability, defenses, immunities, or exceptions by statute or common law.

To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

- 8) **No Joint Venture.** Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the County. No tenure or any rights including worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to County employees, including indemnification for third party personal injury/property damage claims, shall accrue to the Town or employees of the Town performing services under this Agreement.

9) **Records: Availability and Retention.** Pursuant to Minn. Stat. §16C.05, subd. 5, the Town agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Town and involve transactions relating to this Agreement. Town agrees to maintain these records for a period of six years from the date of termination of this Agreement.

10) **Merger and Modification.** It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control.

Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

11) **Default and Cancellation.** If the Town fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Town’s default is excused by the County, the County may, upon written notice to the Town’s representative listed herein, cancel this Agreement in its entirety as indicated in (b.) below.

This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.

Representatives for each of the parties to this Agreement are as listed below:

<u>Town/City</u>	<u>County/Division</u>
City of Mayer	Keith R. Kern
413 Bluejay Avenue	Carver County Assessor
Mayer, MN 55360	600 E 4 th Street Chaska MN 55318
Clerk - Margaret McCallum	kkern@co.carver.mn.us

12) **Subcontracting and Assignment.** Neither party shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the other party and subject to such conditions and provisions as the other party may deem necessary. The party attempting to subcontract or assign its obligations shall be responsible for the performance of all Subcontractors.

No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors.

- 13) **Nondiscrimination.** During the performance of this Agreement, the Town agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.
- 14) **Health and Safety.** Each party shall be solely responsible for the health and safety of its employees and subcontractor's employees in connection with the services performed in accordance with this Agreement. Each party shall ensure that all employees, including those of all subcontractors, have received training required to properly and safely perform services outlined in this Agreement.
- 15) **No Waiver.** Nothing in this Agreement shall constitute a waiver by the either party of any statute of limitations or exceptions on liability. If the either party fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 16) **Severability.** If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.
- 17) **Applicable Laws.** The Laws of the State of Minnesota shall apply to this Agreement.

IN WITNESS WHEREOF, the City of Mayer, has caused this Agreement to be executed by its Chairperson/Mayor and its Town Clerk by the authority of its governing body by a duly adopted resolution on

This the _____ day of _____, 2020.

The County of Carver has caused this Agreement to be executed by its Chairperson and the County Assessor pursuant to the authority of the Board of Commissioners by resolution adopted on

This the _____ day of _____, 2020.

CITY/TOWNSHIP OF MAYER

COUNTY OF CARVER

By: _____
Chairperson/Mayor

By: _____
James Ische, Chairperson
Board of Commissioners

By: _____
Clerk

Attest: _____
Dave Hemze/County Admin.

And: _____
Keith R. Kern
County Assessor

Approved as to form:

Assistant County Attorney/Date

RESOLUTION 7.13.20.21
APPROVING THE CONTRACT FOR PROPERTY ASSESSMENT SERVICES
FOR CALENDAR YEAR 2021
CITY OF MAYER

WHEREAS, The City of Mayer (the “City”) desires to contract property assessment services with Carver County and the County Assessor’s Office; and

WHEREAS, such contracts are authorized by the provisions of Minnesota Statutes, Chapter 273.072, and 471.593; and,

WHEREAS, said contract will be for property assessment services provided during the 2021 calendar year under the terms and conditions contained in the contract.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Mayer, Carver County, Minnesota, hereby approves the Contract for Property Assessment Services for 2021 calendar year, attached hereto and by said references incorporated herein in its entirety.

BE IT FURTHER RESOLVED, that the Mayer and City Administrator are hereby authorized and directed to execute said contract on behalf of the City.

Adopted this 13th day of July, 2020 by the Mayer City Council.

Margaret McCallum, City Administrator

Michael Dodge, Mayor



City Council Meeting Memorandum

Item: Capital Improvement Plan – Fire Station – Calling for a Public Hearing – Resolution
7.13.20.22

Workshop Meeting Date: July 13, 2020

Presented By: Margaret McCallum, City Administrator

Details:

The City of Mayer has been working on plans for a new fire station for some time now.

As part of the planning process, the City must identify how it will finance this project.

At the previous City Council meeting, the City Council decided to move forward with a financing path that allows the city to issue municipal bonds under a capital improvement plan without the usual referendum requirement.

Under this method, the City must create a Capital Improvement Plan (“CIP”) document that is designed to anticipate capital improvement expenditure and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method.

The CIP allows the matching of expenditures with anticipated income.

The process begins with the analysis of the City’s five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage.

Once the CIP draft is completed, the City Council will hold a Public Hearing on the CIP, with notice published not more than 30 days and not less than seven days for the hearing. The Council may approve the CIP immediately after the hearing or based on input make revisions and approve the CIP at a later meeting.

If the CIP calls for general obligation bonds, the City must allow for an additional set of procedures. The City Council must hold another public hearing regarding the issuance of the bonds.

The City Council must approve the sale of the CIP Bonds by a 3/5 vote. However, bonds are subject to a so-called “reverse referendum”. If a petition signed by voters equal to at least 5 percent of the votes cast in the City in the last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approve by the voters.

The maximum debt service in any year on all outstanding bonds is .16% of the estimated market value of the property in the City. This is calculated using the estimated market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and bonds have been authorized, the City will work with a financial advisor to prepare a bond sale and repayment schedule. (Assuming no petition for referendum has been filed).

Estimated Cost of the Project

The Mayer Fire Station is estimated to cost \$4,026,523 (bond issue not to exceed \$4,250,000).

Availability of Public Resources

The CIP Bonds for construction of the Fire Station would be paid with ad valorem taxes and possibly reserves. However, the CIP Bonds will additionally be secured by the City’s full faith and credit, which is expected to produce lower interest rates on the CIP Bonds compared to the limited other options available to finance this type of project.

The bond proceeds are proposed to be paid for in part by shifting retiring debt levy dollars toward a portion of new debt.

Financing the CIP – Fire Station

In Financing the CIP, two significant statutory limitations apply.

Under State Law, municipalities cannot incur debt in excess of 3% of the assessor’s estimated market value for the municipality.

The City’s estimated market value is \$193,996,400. Therefore, the total amount of outstanding debt cannot exceed \$5,819,892 (2019/2020 tax year).

As of August 10, 2020, the City has \$205,000 subject to the legal debt limit.

As such, issuance of the CIP Bonds will be well within the overall statutory debt limit for the City.

Additional State Law states that when adopting a CIP, without referendum, that the total amount of principal and interest in any one year of all CIP Bonds issued by the City cannot exceed 0.16% of the total estimated market value in the municipality.

In the City, the maximum annual debt service amount is \$310,394 for the 2019/2020 tax year. ($\$193,996,400 \times 0.0016$). The maximum principal and interest payments on the CIP Bonds proposed to be issued under this CIP is estimated to be approximately \$283,542.

Attachments.

Capital Improvement Plan with:

Appendix A. Proposed CIP Bond Issue

Appendix B. Pre-Sale Schedule

Resolution 7.13.20.22



August 10, 2020

Capital Improvement Plan in connection with the
New Fire Station
City of Mayer, Minnesota



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Table of Contents

	Page No.
Section I. Introduction	1
Section II. Purpose	1
Section III. The Capital Improvement Planning Process	2
Section IV. Project Summary	3
Section V. Financing the Capital Improvement Plan	7
Appendix A. Proposed CIP Bond Issue	
Appendix B. Pre-Sale Schedule	
Appendix C. Resolutions/Notice of Public Hearing	

SECTION I: Introduction

In 2003, the Minnesota State Legislature adopted a statute (Section 475.521, referred to herein as the “CIP Act”) that allows cities to issue municipal bonds under a capital improvement plan without the usual referendum requirement (except for the so-called “reverse referendum” described in Section III). The CIP Act applies to capital improvements consisting of city halls, public works, and public safety facilities. The 2005 Legislature added towns to the meaning of a municipality and town halls and libraries to the meaning of a capital improvement under the CIP Act.

Throughout this plan, the term “capital improvement” refers only to those improvements identified in the CIP Act, as summarized above. Capital expenditures for other public improvements in the City will be financed through other means and are not governed by this plan.

SECTION II: Purpose

A capital improvement is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more. For the purposes of the CIP Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than city or town hall, or land for those facilities. A Capital Improvement Plan (“CIP”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Mayer, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Capital Improvement Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

SECTION III: The Capital Improvement Planning Process

The process begins with analysis of the City’s five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage, if desired.

The City Council then directs staff or consultants to prepare a plan that sets forth the estimated schedule, timing and details of specific capital improvements by year, together with the estimated cost, the need for the improvement, and the sources of revenue for the improvement. The City Council then holds a public hearing on the CIP, with notice published not more than 30 days and not less than seven days for the hearing (except as described below). The Council may either approve the CIP immediately after the hearing or based on input may make revisions and approve the CIP at a later meeting.

If the CIP calls for general obligation bonds to finance certain improvements, the City Council must follow an additional set of procedures. The Council must hold a public hearing regarding issuance of the bonds. Notice of such hearing must be published in the official newspaper of the municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City’s official web site. (The public hearings on the CIP and the bonds may be combined into a single hearing, in which case the notice requirements for bonds must be followed.)

The Council must approve the sale of CIP bonds by a 3/5ths vote of its membership. However, the bonds are subject to a so-called “reverse referendum”. If a petition signed by voters equal to at least five percent of the votes cast in the City in last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approved by the voters (by a majority of those voting on the question). Further, the maximum debt service in any year on all outstanding CIP Bonds is .16% of the estimated market value of property in the City, using the estimated market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and bonds have been authorized, the City works with its financial advisor to prepare a bond sale and repayment schedule. Assuming no petition for a referendum is filed, the bonds are sold, and when proceeds from the sale of the bonds (and any other identified revenue sources) become available, the expenditures for specified capital improvements can be made.

In subsequent years, the process is repeated as expenditures are completed and as new needs arise. Capital improvement planning looks five or more years into the future from the date of the CIP.

SECTION IV: Project Summary

The only capital improvements contemplated in the five-year period of this plan (2020 through 2024) is the construction of a new structure to house the fire department for the City (the “Fire Station”), through issuance of general obligation capital improvement plan bonds (referred to as the “CIP Bonds”).

The City proposes to finance the construction of the Fire Station through issuance of CIP Bonds under the CIP Act and this CIP. The proposed CIP Bonds would be issued in 2021, in a principal amount not to exceed \$4,250,000.

The CIP Act requires the City Council to consider eight factors in preparing the CIP:

1. Condition of the City’s existing infrastructure, including projected need for repair or replacement.
2. Likely demand for the improvement.
3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of funds.
7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other cities or local governments.

The City has considered the eight points as they relate to construction of the Fire Station through issuance of the CIP Bonds. The findings are as follows:

The Mayer Fire Department was established in 1900 and had a long history within the community and surrounding townships. The Department provides services to the City of Mayer (about 2,100 residents) and the four surrounding townships: Camden, Hollywood, Waconia, and Watertown. The existing station is a 5,394 square foot concrete block building built in 1972. The current station is located at 400 Ash Avenue North in the City. The building has no expansion ability due to land constraints. There have been expansions and remodeling on the building in the past including new apparatus bays, heating system, painting and new roof and siding. Studies by Brunton Architects and by the League of Minnesota Cities have determined concerns about the current station. The existing station is lacking adequate space and up-to-date ventilation mechanisms. Some of the concerns include:

- The existing fire station does not provide enough clearance around each apparatus, creating a safety hazard for firefighters and decreases response times.
- Firefighter parking is located across the street from the current fire station, creating a safety hazard for the responding firefighters.
- The existing fire station has insufficient ventilation for removal of exhaust from apparatus bays, creating a health hazard.
- The storage areas have a low ceiling height, creating a potential for injuries when lifting.

- Restrooms are not ADA compliant.
- An addition to the existing fire station is not feasible as the existing building foundation will not accommodate constructing a second story addition.
- Demo the current facility and constructing on the existing property does not resolve issues of parking and growth needs.

The City has been growing exponentially since the current station was built in the 1970s. The Mayer population growth is as follows:

1970 – 325
2000 – 554
2010 – 1,749
2019 – 2,100 (projected)

The City has seen a steady growth of about 25-30 homes in the recent years.

The City did a location feasibility study in 2016 to determine the most ideal location. After review of three sites within the City, the study recommended 409 Shimmcor Street as the best location for the new station.

The proposed building would be a 12,940 square foot precast concrete building (main floor) with a 2,116 square foot mezzanine. It would include apparatus bays, training spaces, offices, ADA accessibility, ample parking and other support spaces.

Three apparatus bays were added to the existing fire hall in the 1980's and have only a very limited support area.

The fire hall no longer accommodates the quantity or size of equipment required by today's average fire department. Due to the storage inadequacies, when emergency calls are received, equipment is not always easily accessible by the department. The fire hall's shortcomings include its inability to adequately accommodate the department's equipment; its inability to provide sufficient space for rapid, unhindered movement of firefighters within the facility; and its inability to provide sufficient space to prevent accidental interaction between firefighters and equipment, thereby creating serious safety issues.

Because of the size of the confined space and the proximity of firefighters and equipment there are also air quality issues. The current fire hall has insufficient ventilation for the removal of exhaust from apparatus bays.

The Fire Department and City Council have identified the need to replace the fire hall. At the February 10, 2020 City Council meeting the City Council adopted the Mayer Fire Station project as its #1 priority.

The Mayer Fire District consists of 26 square miles of rural township area.

The City's Fire Department is comprised of 26 volunteer firefighters and operates 9 (8 trucks and 1 boat) pieces of equipment that need to be stored in a central location to facilitate optimum response times.

Other than such construction, the City does not anticipate any other projects to be financed under this CIP in the 2020 through 2024 period.

Conditions of City Infrastructure and Need for the Project

The current structure is in fair condition with continued space problems and access to adequate space for equipment, response, meetings and personnel as described in the fire department building safety walkthrough conducted on June 4, 2018 in conjunction with the City's participation in the League of Minnesota Cities Insurance Trust (LMCIT) property, liability and/or workers' compensation program. The proposed new facility addresses the concerns of the current facility. The identified location of the proposed new facility keeps these critical emergency services in a central location. The projected completion date will be 12 months after the City has issued any debt.

Brunton Architects & Engineers was commissioned by the City to complete a comprehensive study for the feasibility of a new fire station. The existing fire station does not have the space to accommodate essential areas needed in an emergency facility for the department to sufficiently and practically serve the residents of Mayer. The Mayer Fire Department serves not only the City of Mayer, but also the four surrounding townships. Additionally, a large training and meeting room will give the fire department the opportunity to host regional training sessions and meetings. Key training and recruiting for volunteer firefighters are critical to the survival of a small-town department.

The intent of the feasibility study was to review potential sites and relevant amenities provided by each site, review potential access barriers of these sites, complete an existing facility study, complete a space needs analysis, and develop conceptual diagrams of the proposed building.

Demand for Project

As the City continues to grow and more demands for emergency services are responded to by fire and ambulance, the current space limitations will only continue to become more of an issue with limited the size and amount of equipment needed to deliver quality services. Building improvements are beyond required, and serious consideration will need to be given if a new facility is not built in the next few years.

Estimated Cost of the Project

The Mayer Fire Station is estimated to cost \$4,026,523 (bond issue in an amount not to exceed \$4,250,000). Grants and state bonding monies will be sought but are not guaranteed. The amount of bonds to be issued will be reduced to the extent the City receives financial assistance from the State of Minnesota.

Availability of Public Resources

The CIP Bonds for construction of the Mayer Fire station would be paid with ad valorem taxes and possibly reserves. However, the CIP Bonds will be additionally secured by the City's full faith and credit, which is expected to produce lower interest rates on the CIP Bonds compared to the limited other options available to finance this type of project.

The bond proceeds are proposed to be paid for in part by shifting retiring debt levy dollars toward a portion of the new debt.

Level of Overlapping Debt

The City has no outstanding CIP debt. Below is a chart with the debt of other taxing jurisdictions in the City.

Taxing District¹	2019/2020 Taxable Net Tax Capacity	% In City	Total G.O. Debt	City's Proportionate Share
Carver County	\$167,390,403	1.4850%	\$22,260,000	\$330,561
I.S.D. No. 111 (Watertown-Mayer)	14,884,207	16.7003%	52,742,663	8,808,183
Metropolitan Council	4,099,225,673	0.0606%	221,800,000	<u>134,411</u>
City's Share of Total Overlapping Debt				<u>\$9,273,155</u>

Relative Costs and Benefits of Alternative Uses of the Funds

The space limitations with the current facility and need for major renovation and maintenance make this project necessary for the City. There are no significant alternatives for funds designated for this project.

Operating Costs of the Proposed Improvement

A new larger facility will realistically require higher maintenance expenditures, but these additional maintenance costs will be mitigated to some extent by replacing an older facility with newer more efficient systems and the possible sale or reuse of the old facility. In other respects, no changes to operating costs are expected under this CIP.

Alternatives for Shared Facilities with Other Cities or Local Government

Sharing the Mayer Fire Station with another community is not an option as the City of Mayer is already providing coverage for fire protection to four townships covering 26 square miles. Provision of public safety relies on immediate response times in emergencies and having a shared facility outside of the community would seriously jeopardize response times and public safety. In addition, all the surrounding communities outside of the Mayer Fire District have their own fire departments.

¹ Outstanding debt is based on information in official statements obtained on EMMA and the Municipal Advisor's records.

SECTION V: Financing the Capital Improvement Plan

The total principal amount of requested expenditures under this Capital Improvement Plan is \$4,026,523 less any upfront cash contribution plus any costs of debt issuance and any capitalized interest. This amount represents the maximum principal amount of CIP Bonds that may be issued to \$4,250,000. Principal and interest on the CIP Bonds will be paid through a tax levy over the term of the CIP Bonds and/or other monies, further shown in Appendix A.

In the financing of the Capital Improvement Plan, two significant statutory limitations apply.

1. Under Chapter 475, with few exceptions, municipalities cannot incur debt in excess of 3% of the assessor's estimated market value for the municipality. In the City, the estimated market value is \$193,996,400. Therefore, the total amount of outstanding debt cannot exceed \$5,819,892 (These values are for 2019/20 tax year). As of August 10, 2020, the City has \$205,000 subject to the legal debt limit (this amount includes the Equipment Certificate Portion of the Series 2015A Bonds). As such, issuance of the CIP Bonds will be well within the overall statutory debt limit for the City.
2. A separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any one year on all CIP Bonds issued by the City cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is \$310,394 for the 2019/20 tax year ($\$193,996,400 \times .0016$). The maximum principal and interest payments on the CIP Bonds proposed to be issued under this CIP is estimated to be approximately \$283,542. As such, debt service on the CIP Bonds will be well within the annual limits under the CIP Act.

Details regarding the proposed terms of the CIP Bonds under this CIP are shown in Appendix A. The City is contemplating three bonding options (i.e., 20-year competitive sale, 3-year temporary bond sale, and a 40-year USDA loan to take-out the temporary bond after project completion). All three bond amounts will not exceed the maximum principal amount of CIP Bonds referred to above. A schedule of events for approval of the CIP and issuance of the CIP Bonds is shown in Appendix B; and the resolution calling the public hearing, form of the public hearing notice, and resolution approving the CIP are shown in Appendix C.

Continuation of the Capital Improvement Plan

This Capital Improvement Plan should be reviewed as needed by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

Appendix A

Proposed CIP Bond Issue

City of Mayer, Minnesota

\$4,135,000 General Obligation CIP Bonds, Series 2021A

Assumes Current Market BQ AA Rates plus 35bps

Wrap

Sources & Uses

Dated 01/01/2021 | Delivered 01/01/2021

Sources Of Funds

Par Amount of Bonds	\$4,135,000.00
Total Sources	\$4,135,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	49,620.00
Costs of Issuance	55,000.00
Deposit to Project Construction Fund	4,026,523.00
Rounding Amount	3,857.00
Total Uses	\$4,135,000.00

City of Mayer, Minnesota

\$4,135,000 General Obligation CIP Bonds, Series 2021A

Assumes Current Market BQ AA Rates plus 35bps

Wrap

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/01/2021	-	-	-	-	-
08/01/2021	-	-	42,797.71	42,797.71	-
02/01/2022	-	-	36,683.75	36,683.75	79,481.46
08/01/2022	-	-	36,683.75	36,683.75	-
02/01/2023	-	-	36,683.75	36,683.75	73,367.50
08/01/2023	-	-	36,683.75	36,683.75	-
02/01/2024	165,000.00	0.900%	36,683.75	201,683.75	238,367.50
08/01/2024	-	-	35,941.25	35,941.25	-
02/01/2025	165,000.00	1.000%	35,941.25	200,941.25	236,882.50
08/01/2025	-	-	35,116.25	35,116.25	-
02/01/2026	210,000.00	1.150%	35,116.25	245,116.25	280,232.50
08/01/2026	-	-	33,908.75	33,908.75	-
02/01/2027	215,000.00	1.250%	33,908.75	248,908.75	282,817.50
08/01/2027	-	-	32,565.00	32,565.00	-
02/01/2028	215,000.00	1.350%	32,565.00	247,565.00	280,130.00
08/01/2028	-	-	31,113.75	31,113.75	-
02/01/2029	220,000.00	1.450%	31,113.75	251,113.75	282,227.50
08/01/2029	-	-	29,518.75	29,518.75	-
02/01/2030	220,000.00	1.550%	29,518.75	249,518.75	279,037.50
08/01/2030	-	-	27,813.75	27,813.75	-
02/01/2031	225,000.00	1.650%	27,813.75	252,813.75	280,627.50
08/01/2031	-	-	25,957.50	25,957.50	-
02/01/2032	230,000.00	1.750%	25,957.50	255,957.50	281,915.00
08/01/2032	-	-	23,945.00	23,945.00	-
02/01/2033	235,000.00	1.850%	23,945.00	258,945.00	282,890.00
08/01/2033	-	-	21,771.25	21,771.25	-
02/01/2034	240,000.00	1.900%	21,771.25	261,771.25	283,542.50
08/01/2034	-	-	19,491.25	19,491.25	-
02/01/2035	240,000.00	1.950%	19,491.25	259,491.25	278,982.50
08/01/2035	-	-	17,151.25	17,151.25	-
02/01/2036	245,000.00	2.000%	17,151.25	262,151.25	279,302.50
08/01/2036	-	-	14,701.25	14,701.25	-
02/01/2037	250,000.00	2.050%	14,701.25	264,701.25	279,402.50
08/01/2037	-	-	12,138.75	12,138.75	-
02/01/2038	255,000.00	2.150%	12,138.75	267,138.75	279,277.50
08/01/2038	-	-	9,397.50	9,397.50	-
02/01/2039	260,000.00	2.250%	9,397.50	269,397.50	278,795.00
08/01/2039	-	-	6,472.50	6,472.50	-
02/01/2040	270,000.00	2.350%	6,472.50	276,472.50	282,945.00
08/01/2040	-	-	3,300.00	3,300.00	-
02/01/2041	275,000.00	2.400%	3,300.00	278,300.00	281,600.00
Total	\$4,135,000.00	-	\$986,823.96	\$5,121,823.96	-

City of Mayer, Minnesota

\$4,220,000 General Obligation Temporary Bonds, Series 2021A

Assumes Current Market BQ AA Rates plus 35bps

Sources & Uses

Dated 01/01/2021 | Delivered 01/01/2021

Sources Of Funds

Par Amount of Bonds	\$4,220,000.00
Total Sources	\$4,220,000.00

Uses Of Funds

Total Underwriter's Discount (1.000%)	42,200.00
Costs of Issuance	55,000.00
Deposit to Capitalized Interest (CIF) Fund	94,950.00
Deposit to Project Construction Fund	4,026,523.00
Rounding Amount	1,327.00
Total Uses	\$4,220,000.00

City of Mayer, Minnesota

\$4,220,000 General Obligation Temporary Bonds, Series 2021A

Assumes Current Market BQ AA Rates plus 35bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
01/01/2021	-	-	-	-	-	-	-
07/01/2021	-	-	18,990.00	18,990.00	(18,990.00)	-	-
01/01/2022	-	-	18,990.00	18,990.00	(18,990.00)	-	-
07/01/2022	-	-	18,990.00	18,990.00	(18,990.00)	-	-
01/01/2023	-	-	18,990.00	18,990.00	(18,990.00)	-	-
07/01/2023	-	-	18,990.00	18,990.00	(18,990.00)	-	-
01/01/2024	4,220,000.00	0.900%	18,990.00	4,238,990.00	-	4,238,990.00	4,238,990.00
Total	\$4,220,000.00	-	\$113,940.00	\$4,333,940.00	(94,950.00)	\$4,238,990.00	-

City of Mayer, Minnesota

\$4,220,000 General Obligation CIP Bond, Series 2024A
 (USDA, Rural Development)
 Fire Hall (2020 Temporary Note Takeout)

Sources & Uses

Dated 01/01/2024 | Delivered 01/01/2024

Sources Of Funds

Par Amount of Bonds	\$4,220,000.00
Total Sources	\$4,220,000.00

Uses Of Funds

Deposit to Current Refunding Fund	4,220,000.00
Total Uses	\$4,220,000.00

City of Mayer, Minnesota

\$4,220,000 General Obligation CIP Bond, Series 2024A

(USDA, Rural Development)

Fire Hall (2020 Temporary Note Takeout)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
01/01/2024	-	-	-	-
01/01/2025	-	-	116,050.00	116,050.00
01/01/2026	61,707.19	2.750%	116,050.00	177,757.19
01/01/2027	63,404.14	2.750%	114,353.05	177,757.19
01/01/2028	65,147.76	2.750%	112,609.44	177,757.20
01/01/2029	66,939.32	2.750%	110,817.88	177,757.20
01/01/2030	68,780.15	2.750%	108,977.04	177,757.19
01/01/2031	70,671.60	2.750%	107,085.59	177,757.19
01/01/2032	72,615.07	2.750%	105,142.12	177,757.19
01/01/2033	74,611.99	2.750%	103,145.21	177,757.20
01/01/2034	76,663.82	2.750%	101,093.38	177,757.20
01/01/2035	78,772.07	2.750%	98,985.12	177,757.19
01/01/2036	80,938.30	2.750%	96,818.89	177,757.19
01/01/2037	83,164.11	2.750%	94,593.09	177,757.20
01/01/2038	85,451.12	2.750%	92,306.07	177,757.19
01/01/2039	87,801.03	2.750%	89,956.17	177,757.20
01/01/2040	90,215.55	2.750%	87,541.64	177,757.19
01/01/2041	92,696.48	2.750%	85,060.71	177,757.19
01/01/2042	95,245.64	2.750%	82,511.56	177,757.20
01/01/2043	97,864.89	2.750%	79,892.30	177,757.19
01/01/2044	100,556.17	2.750%	77,201.02	177,757.19
01/01/2045	103,321.47	2.750%	74,435.72	177,757.19
01/01/2046	106,162.81	2.750%	71,594.38	177,757.19
01/01/2047	109,082.29	2.750%	68,674.91	177,757.20
01/01/2048	112,082.05	2.750%	65,675.14	177,757.19
01/01/2049	115,164.31	2.750%	62,592.89	177,757.20
01/01/2050	118,331.32	2.750%	59,425.87	177,757.19
01/01/2051	121,585.44	2.750%	56,171.76	177,757.20
01/01/2052	124,929.04	2.750%	52,828.16	177,757.20
01/01/2053	128,364.58	2.750%	49,392.61	177,757.19
01/01/2054	131,894.61	2.750%	45,862.58	177,757.19
01/01/2055	135,521.71	2.750%	42,235.48	177,757.19
01/01/2056	139,248.56	2.750%	38,508.63	177,757.19
01/01/2057	143,077.89	2.750%	34,679.30	177,757.19
01/01/2058	147,012.54	2.750%	30,744.66	177,757.20
01/01/2059	151,055.38	2.750%	26,701.81	177,757.19
01/01/2060	155,209.40	2.750%	22,547.79	177,757.19
01/01/2061	159,477.66	2.750%	18,279.53	177,757.19
01/01/2062	163,863.30	2.750%	13,893.89	177,757.19
01/01/2063	168,369.54	2.750%	9,387.65	177,757.19
01/01/2064	172,999.70	2.750%	4,757.49	177,757.19
Total	\$4,220,000.00	-	\$2,828,580.53	\$7,048,580.53

Appendix B

Pre-Sale Schedule dated June 26, 2020 For the Sale of G.O. Capital Improvement Plan Bonds

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Capital Improvement Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Capital Improvement Plan.
- City Council approves Bonds and Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.

The table below lists the steps in the issuing process:

7/13	City Council adopts Resolution calling for Public Hearing on issuance of Bonds and on Capital Improvement Plan.
7/21 @ 11a	Close date to get Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan to official newspaper for publication.
7/24	Publish Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan (publication no more than 28 days and no less than 14 days prior to hearing date).
8/10 @ 6:30p	City Council holds Public Hearing on Bonds and on Capital Improvement Plan and adopts Resolution giving preliminary approval for their issuance and approving Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.
9/9	Reverse referendum period ends (within 30 days of the public hearing).
11/9	City Council provides for sale of Bonds.
Week of 11/30	Ehlers distributes official statement.
Week of 12/7	Conference call with Standard & Poor’s for bond rating.
12/14	City Council accepts offer for Bonds and adopts Resolution-Approving sale of Bonds.
1/1	Tentative closing/receipt of funds.

Net Debt Limit		Annual Levy Limit	
Assessor's Estimated Market Value	193,996,400	Assessor's Estimated Market Value	193,996,400
Multiply by 3%	0.03	Multiply by .16%	0.0016
Statutory Debt Limit	5,819,892	Statutory Levy Limit	310,394
Less: Debt Paid Solely from Taxes	(4,340,000)	Less: Annual Levy under CIP	(283,542)
Unused Debt Limit	1,479,892	Unused Levy Limit	26,852

*These values are for Pay 2019/2020

RESOLUTION 7.13.20.22

**RESOLUTION CALLING PUBLIC HEARING ON
THE INTENTION TO ISSUE GENERAL OBLIGATION CAPITAL
IMPROVEMENT PLAN BONDS AND THE PROPOSAL TO ADOPT A CAPITAL
IMPROVEMENT PLAN THEREFOR**

WHEREAS, pursuant to Minnesota Statutes, Section 475.521 the City of Mayer, Minnesota (the “City”) may issue bonds to finance capital expenditures under its capital improvement plan (the “Plan”) without an election provided that, among other things, prior to issuing the bonds the City adopts the Plan after a public hearing thereon and publishes a notice of its intention to issue the bonds and the date and time of a hearing to obtain public comment on the matter; and

WHEREAS, the City Council intends to hold a public hearing on its intention to issue general obligation capital improvement plan bonds (the “Bonds”) and to adopt the Plan therefor pursuant thereto on August 10, 2020; and

NOW, THEREFOR, BE IT RESOLVED by the City Council of the City of Mayer, Minnesota, that the City Council hereby calls for a public hearing on its intent to issue the Bonds and to adopt the Plan therefor, such hearing to be held on the date and time set forth in Exhibit A attached hereto. The City Council is hereby directed to cause the notice to be published at least 14 but not more than 28 days before the hearing in the official newspaper of the City or a newspaper of general circulation in the City.

NOW, THEREFOR, BE IT FURTHER RESOLVED, that the City Council of the City of Mayer, hereby approves this resolution on this 13th day of July, 2020

Mike Dodge, Mayor

Margaret McCallum, City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING

**CITY OF MAYER, MINNESOTA
CAPITAL IMPROVEMENT PLAN
AND NOTICE OF INTENTION TO ISSUE
CAPITAL IMPROVEMENT BONDS**

NOTICE IS HEREBY GIVEN that the City Council of the City of Mayer, Minnesota (the “City”) will meet on Monday, August 10, 2020, at 6:30 p.m., at the Mayer City Hall, 413 Bluejay Avenue in Mayer, Minnesota, in part to hold a public hearing concerning (1) the proposal to adopt a capital improvement plan pursuant to *Minnesota Statutes*, Section 475.521; and (2) the proposed issuance of general obligation bonds (the “Bonds”). The Bonds will be in an amount not to exceed \$4,250,000 and will be used to construct a new structure to house the fire department for the City.

If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the City in the last general election, is filed with the City Administrator within 30 days after the public hearing (i.e., by September 9, 2020), the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

A copy of the plan is available for inspection in the City Administrator’s Office, City Hall, 413 Bluejay Avenue, Mayer, Minnesota, 55360. Questions or comments may be directed to the City Administrator’s Office at 952-657-1502.

All interested persons may appear and be heard at the public hearing either orally or in writing or may file written comments with the City Administrator before the hearing.

Dated: July 13, 2020

BY ORDER OF THE CITY COUNCIL OF
OF THE CITY OF MAYER, MINNESOTA

/s/ Margaret McCullum
City Administrator



City Council Meeting Memorandum

Item: Fire Year Street Reconstruction Plan – Calling for a Public Hearing – Resolution 7.13.20.23

Workshop Meeting Date: July 13, 2020

Presented By: Margaret McCallum, City Administrator

Details:

On August 7, 2018, the City Council of the City of Mayer adopted a Pavement Management Plan that plans for street reconstruction projects and maintenance over the next 10+ years.

In 2020, the City will do the first phase of the Plan. This project will be paid for with cash.

As part of the future planning process, the City must identify how it will finance this project.

Under state law, the City is allowed to bond for street projects upon creating a Street Reconstruction Plan (SRP).

Street Reconstruction or overlay projects can be a major expenditure for cities.

The SRP is a document that is designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method.

The SRP allows the matching of expenditures with anticipated income.

The process begins with the analysis of the City's five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage.

Once the SRP draft is completed, the City Council will hold a Public Hearing on the SRP, with notice published not more than 30 days and not less than seven days for the hearing. The Council may approve the SRP immediately after the hearing or based on input make revisions and approve the SREP at a later meeting.

If the SRP calls for general obligation bonds, the City must allow for an additional set of procedures. The City Council must hold another public hearing regarding the issuance of the bonds.

The City Council must approve the sale of the SRP Bonds by a 2/3 vote. However, bonds are subject to a so-called “reverse referendum”. If a petition signed by voters equal to at least 5 percent of the votes cast in the City in the last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approve by the voters.

After the SRP has been approved and bonds have been authorized, the City will work with a financial advisor to prepare a bond sale and repayment schedule. (Assuming no petition for referendum has been filed).

Estimated Cost of the Project

The 5 year SRP is estimated to cost \$1,959,000 (bond issue not to exceed \$2,110,000).

Financing the SRP

In Financing the SRP, one significant statutory limitation applies.

Under State Law, municipalities cannot incur debt in excess of 3% of the assessor’s estimated market value for the municipality.

The City’s estimated market value is \$193,996,400. Therefore, the total amount of outstanding debt cannot exceed \$5,819,892 (2019/2020 tax year).

As of August 10, 2020, the City has \$205,000 subject to the legal debt limit.

To stay within the City’s statutory debt limit described in the SRP, some of the road work may need to be issued under Minnesota Statutes, Sections 469.1812 through 469.1815, which allows for the issuance of tax abatement bonds without an election and are not subject to net debt.

If the City later plans to issue tax abatement bonds, the City would need to hold a separate public hearing and make the following findings by resolution:

- a) The Council expects the benefits to the City of the abatement to at least equal or exceed the costs to the City thereof.

b) Granting the abatement is in the public interest because it will provide financing necessary to prevent further deterioration of streets in the City.

c) The property will not be located in a tax increment financing district for the period of time that the abatement is in effect.

d) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, does not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater.

Attachments.

Street Reconstruction Plan with:

Appendix A. Proposed Project Cost

Appendix B. SRP Bond Issue

Appendix C. Pre-Sale Schedule

Resolution 7.13.20.23



August 10, 2020

2021 through 2025
Five-Year Street Reconstruction Plan for the
City of Mayer, Minnesota



Prepared by:
City Staff
and
Ehlers

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

Nick Anhut, CIPMA
VP/Senior Municipal Advisor

And

Chris Mickelson, CIPMA
Municipal Advisor

Table of Contents

	Page No.
Section I. Introduction	1
Section II. Purpose	1
Section III. The Street Reconstruction Planning Process	2
Section IV. Project Summary	3
Section V. Financing the Street Reconstruction Plan	4
Appendix A. Proposed Project Costs	
Appendix B. Proposed SRP Bond Issue	
Appendix C. Pre-Sale Schedule	
Appendix D. Resolutions/Notice of Public Hearing	

SECTION I: Introduction

In 2002, the Minnesota State Legislature passed into law a bill which generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures. In 2013 the Legislature amended the law to allow bituminous overlays to be included in the street reconstruction program. The authorization is contained in Minnesota Statutes, Section 475.58, subdivision 3b (the “Act”).

SECTION II: Purpose

Street reconstruction or bituminous overlay is a major expenditure of city funds for the reconstruction or overlay of streets. As defined in the Act, street reconstruction and bituminous overlay may include utility replacement and relocation and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction does not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed.

A Street Reconstruction Plan (SRP) is a document designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method possible. An SRP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Mayer, Minnesota (the “City”) believes the street reconstruction and overlay process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Street Reconstruction Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

SECTION III: The Street Reconstruction Planning Process

The City Council annually reviews its capital expenditures according to their priority, fiscal impact, and available funding as part of its Street Reconstruction Plan (CIP) process. The City assembles the specific capital expenditures to be undertaken within the next five years. The City Council prepares a plan based on the available funding sources. From this information, a preliminary CIP is prepared for public discussion from citizens and other governmental units. Changes are made based on that input, and a final plan is established.

Over the life of the CIP, once the funding becomes available the individual capital expenditures can be made as part of individual project approvals. In subsequent years, the process is repeated as expenditures are completed and new needs arise.

If bonding is necessary, the City works with its municipal advisor to prepare a bond sale and repayment schedule. Street reconstruction and overlay planning occurs separately from the CIP process focusing specifically on street reconstruction and overlay projects to be financed with general obligation street reconstruction bonds under provisions of the Act. The SRP is to describe the identified street reconstruction and overlay projects to be financed, their estimated costs, and any planned reconstruction or overlay of other streets in the City over the next five years.

For a city to use its authority under the Act to finance street reconstruction and bituminous overlay expenditures with general obligation bonds, it must meet the requirements provided therein. Specifically, the city must hold a public hearing for public input on an SRP. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. In addition, the council must approve the SRP and issuance of street reconstruction bonds by a two-thirds majority vote of its membership present at the meeting following a public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition requesting a vote on the issuance of bonds bearing the signatures of at least 5 percent of the votes cast in the last municipal general election is filed with the municipal clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be required to authorize the issuance. If the municipality elects not to submit the question to the voters, the municipality shall not propose the issuance of bonds under the Act for the same purpose for a period of 365 days from the date of receipt of the petition.

SECTION IV: Project Summary

The expenditures to be undertaken with this Street Reconstruction Plan (SRP) are limited to those listed in Appendix A. All other foreseeable capital expenditures within the City government will come through other means. The following expenditures have been submitted for inclusion in this SRP:

2021 through 2025 Expenditures

- To finance the construction of various bituminous mill/overlay and complete street reconstruction projects in the City. The project goal is to provide long-term safety, capacity, and preservation improvements to accommodate the needs of the City of Mayer.

Based on the current age and condition of the City’s roads, it is recommended by the City Council and City Engineer in the Pavement Management Plan, dated August 7, 2018 that a mill/overlay be planned for each street when the pavement is approximately 20-years old. In addition, there are a few streets in the City that should be considered for complete reconstruction during the planning period.

Pavement Management Plan
City of Mayer

Year	M & O	Recon.	Total
2021	\$ 290,000.00		\$ 290,000.00
2022		\$ 420,000.00	\$ 420,000.00
2023	\$ 273,000.00		\$ 273,000.00
2024	\$ 440,000.00		\$ 440,000.00
2025	\$ 536,000.00		\$ 536,000.00

Any additional expenditures for 2021 through 2025 are not known at this time.

SECTION V: Financing the Street Reconstruction Plan

The total amount of requested expenditures under the Street Reconstruction Plan is \$1,959,000. If these expenditures are to be funded, that amount of money is anticipated to be generated through the tax levy and the sale of \$2,110,000 in bonds over the five-year period.

In the financing of the Street Reconstruction Plan, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value for the city. In the City the EMV is \$193,996,400. Therefore, the total amount of outstanding debt cannot exceed \$5,819,892. As of August 10, 2020, the City had \$205,000 subject to the legal debt limit.

Under the Street Reconstruction Plan, the City will secure \$2,110,000 in general obligation bonds in the years 2021 through 2025 to finance the construction of various bituminous mill/overlay and complete street reconstruction projects in the City. The project goal is to provide long-term safety, capacity, and preservation improvements to accommodate the needs of the City of Mayer. The general obligation bond issue will be repaid over a 10 to 15-year period. The par amount of the issue is based on the amounts listed in Appendix A plus estimated issuance costs. The proposed general obligation street reconstruction bonds (including issuance costs) are shown in Appendix B. The City reserves the right to delay reconstruction projects until subsequent years of this Plan and postpone the issuance of Bonds in more than one series, so long as the Bonds so issued do not exceed \$2,200,000.

Continuation of the Street Reconstruction Plan

This Street Reconstruction Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

To stay within the City's statutory debt limit described in this Street Reconstruction Plan, some of the road work may need to be issued under Minnesota Statutes, Sections 469.1812 through 469.1815, which would allow the issuance of tax abatement bonds without an election and are not subject to net debt. If the City later plans to issue tax abatement bonds, the City would need to hold a separate public hearing and make the following findings by resolution:

- a) The Council expects the benefits to the City of the abatement to at least equal or exceed the costs to the City thereof.
- b) Granting the abatement is in the public interest because it will provide financing necessary to prevent further deterioration of streets in the City.
- c) The property will not be located in a tax increment financing district for the period of time that the abatement is in effect.
- d) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, does not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater.

Appendix A

Proposed Project Costs

The 2021 through 2025 Capital Expenditure of approximately \$1,959,000 is to be funded by bond proceeds to finance the construction of various bituminous mill/overlay and complete street reconstruction projects in the City. The project goal is to provide long-term safety, capacity, and preservation improvements to accommodate the needs of the City of Mayer.

Appendix B

Proposed SRP Bond Issue

City of Mayer, Minnesota

\$755,000 General Obligation Bonds, Series 2020A
 Assumes Current Market BQ AA Rates plus 20bps
 10 Years

Sources & Uses

Dated 05/13/2020 | Delivered 05/13/2020

Sources Of Funds

Par Amount of Bonds	\$755,000.00
Total Sources	\$755,000.00

Uses Of Funds

Total Underwriter's Discount (1.300%)	9,815.00
Costs of Issuance	32,000.00
Deposit to Project Construction Fund	710,000.00
Rounding Amount	3,185.00
Total Uses	\$755,000.00

City of Mayer, Minnesota

\$755,000 General Obligation Bonds, Series 2020A

Assumes Current Market BQ AA Rates plus 20bps

10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/13/2020	-	-	-	-	-
02/01/2021	-	-	7,048.42	7,048.42	7,048.42
08/01/2021	-	-	4,917.50	4,917.50	-
02/01/2022	70,000.00	1.100%	4,917.50	74,917.50	79,835.00
08/01/2022	-	-	4,532.50	4,532.50	-
02/01/2023	70,000.00	1.100%	4,532.50	74,532.50	79,065.00
08/01/2023	-	-	4,147.50	4,147.50	-
02/01/2024	75,000.00	1.150%	4,147.50	79,147.50	83,295.00
08/01/2024	-	-	3,716.25	3,716.25	-
02/01/2025	75,000.00	1.150%	3,716.25	78,716.25	82,432.50
08/01/2025	-	-	3,285.00	3,285.00	-
02/01/2026	75,000.00	1.200%	3,285.00	78,285.00	81,570.00
08/01/2026	-	-	2,835.00	2,835.00	-
02/01/2027	75,000.00	1.250%	2,835.00	77,835.00	80,670.00
08/01/2027	-	-	2,366.25	2,366.25	-
02/01/2028	75,000.00	1.350%	2,366.25	77,366.25	79,732.50
08/01/2028	-	-	1,860.00	1,860.00	-
02/01/2029	80,000.00	1.450%	1,860.00	81,860.00	83,720.00
08/01/2029	-	-	1,280.00	1,280.00	-
02/01/2030	80,000.00	1.550%	1,280.00	81,280.00	82,560.00
08/01/2030	-	-	660.00	660.00	-
02/01/2031	80,000.00	1.650%	660.00	80,660.00	81,320.00
Total	\$755,000.00	-	\$66,248.42	\$821,248.42	-

Yield Statistics

Bond Year Dollars	\$4,786.08
Average Life	6.339 Years
Average Coupon	1.3841886%
Net Interest Cost (NIC)	1.5892623%
True Interest Cost (TIC)	1.5989308%
Bond Yield for Arbitrage Purposes	1.3808428%
All Inclusive Cost (AIC)	2.3370871%

IRS Form 8038

Net Interest Cost	1.3841886%
Weighted Average Maturity	6.339 Years

City of Mayer, Minnesota

\$755,000 General Obligation Bonds, Series 2020A

Assumes Current Market BQ AA Rates plus 20bps

15 Years

Sources & Uses

Dated 05/13/2020 | Delivered 05/13/2020

Sources Of Funds

Par Amount of Bonds	\$755,000.00
Total Sources	\$755,000.00

Uses Of Funds

Total Underwriter's Discount (1.300%)	9,815.00
Costs of Issuance	32,000.00
Deposit to Project Construction Fund	710,000.00
Rounding Amount	3,185.00
Total Uses	\$755,000.00

City of Mayer, Minnesota

\$755,000 General Obligation Bonds, Series 2020A

Assumes Current Market BQ AA Rates plus 20bps

15 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/13/2020	-	-	-	-	-
02/01/2021	-	-	8,338.42	8,338.42	8,338.42
08/01/2021	-	-	5,817.50	5,817.50	-
02/01/2022	45,000.00	1.100%	5,817.50	50,817.50	56,635.00
08/01/2022	-	-	5,570.00	5,570.00	-
02/01/2023	45,000.00	1.100%	5,570.00	50,570.00	56,140.00
08/01/2023	-	-	5,322.50	5,322.50	-
02/01/2024	45,000.00	1.150%	5,322.50	50,322.50	55,645.00
08/01/2024	-	-	5,063.75	5,063.75	-
02/01/2025	50,000.00	1.150%	5,063.75	55,063.75	60,127.50
08/01/2025	-	-	4,776.25	4,776.25	-
02/01/2026	50,000.00	1.200%	4,776.25	54,776.25	59,552.50
08/01/2026	-	-	4,476.25	4,476.25	-
02/01/2027	50,000.00	1.250%	4,476.25	54,476.25	58,952.50
08/01/2027	-	-	4,163.75	4,163.75	-
02/01/2028	50,000.00	1.350%	4,163.75	54,163.75	58,327.50
08/01/2028	-	-	3,826.25	3,826.25	-
02/01/2029	50,000.00	1.450%	3,826.25	53,826.25	57,652.50
08/01/2029	-	-	3,463.75	3,463.75	-
02/01/2030	50,000.00	1.550%	3,463.75	53,463.75	56,927.50
08/01/2030	-	-	3,076.25	3,076.25	-
02/01/2031	50,000.00	1.650%	3,076.25	53,076.25	56,152.50
08/01/2031	-	-	2,663.75	2,663.75	-
02/01/2032	50,000.00	1.800%	2,663.75	52,663.75	55,327.50
08/01/2032	-	-	2,213.75	2,213.75	-
02/01/2033	55,000.00	1.900%	2,213.75	57,213.75	59,427.50
08/01/2033	-	-	1,691.25	1,691.25	-
02/01/2034	55,000.00	2.000%	1,691.25	56,691.25	58,382.50
08/01/2034	-	-	1,141.25	1,141.25	-
02/01/2035	55,000.00	2.050%	1,141.25	56,141.25	57,282.50
08/01/2035	-	-	577.50	577.50	-
02/01/2036	55,000.00	2.100%	577.50	55,577.50	56,155.00
Total	\$755,000.00	-	\$116,025.92	\$871,025.92	-

Yield Statistics

Bond Year Dollars	\$6,781.08
Average Life	8.982 Years
Average Coupon	1.7110234%
Net Interest Cost (NIC)	1.8557642%
True Interest Cost (TIC)	1.8603589%
Bond Yield for Arbitrage Purposes	1.7006334%
All Inclusive Cost (AIC)	2.4013660%

IRS Form 8038

Net Interest Cost	1.7110234%
Weighted Average Maturity	8.982 Years

City of Mayer, Minnesota

\$770,000 General Obligation Bonds, Series 2022A

Assumes Current Market BQ AA Rates plus 100bps

10 Years

Sources & Uses

Dated 05/01/2022 | Delivered 05/01/2022

Sources Of Funds

Par Amount of Bonds	\$770,000.00
Total Sources	\$770,000.00

Uses Of Funds

Total Underwriter's Discount (1.300%)	10,010.00
Costs of Issuance	32,000.00
Deposit to Capitalized Interest (CIF) Fund	12,166.88
Deposit to Project Construction Fund	713,000.00
Rounding Amount	2,823.12
Total Uses	\$770,000.00

City of Mayer, Minnesota

\$770,000 General Obligation Bonds, Series 2022A

Assumes Current Market BQ AA Rates plus 100bps

10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
05/01/2022	-	-	-	-	-	-	-
02/01/2023	-	-	12,166.88	12,166.88	(12,166.88)	-	-
08/01/2023	-	-	8,111.25	8,111.25	-	8,111.25	-
02/01/2024	70,000.00	1.900%	8,111.25	78,111.25	-	78,111.25	86,222.50
08/01/2024	-	-	7,446.25	7,446.25	-	7,446.25	-
02/01/2025	70,000.00	1.900%	7,446.25	77,446.25	-	77,446.25	84,892.50
08/01/2025	-	-	6,781.25	6,781.25	-	6,781.25	-
02/01/2026	75,000.00	1.950%	6,781.25	81,781.25	-	81,781.25	88,562.50
08/01/2026	-	-	6,050.00	6,050.00	-	6,050.00	-
02/01/2027	75,000.00	1.950%	6,050.00	81,050.00	-	81,050.00	87,100.00
08/01/2027	-	-	5,318.75	5,318.75	-	5,318.75	-
02/01/2028	75,000.00	2.000%	5,318.75	80,318.75	-	80,318.75	85,637.50
08/01/2028	-	-	4,568.75	4,568.75	-	4,568.75	-
02/01/2029	75,000.00	2.050%	4,568.75	79,568.75	-	79,568.75	84,137.50
08/01/2029	-	-	3,800.00	3,800.00	-	3,800.00	-
02/01/2030	80,000.00	2.150%	3,800.00	83,800.00	-	83,800.00	87,600.00
08/01/2030	-	-	2,940.00	2,940.00	-	2,940.00	-
02/01/2031	80,000.00	2.250%	2,940.00	82,940.00	-	82,940.00	85,880.00
08/01/2031	-	-	2,040.00	2,040.00	-	2,040.00	-
02/01/2032	85,000.00	2.350%	2,040.00	87,040.00	-	87,040.00	89,080.00
08/01/2032	-	-	1,041.25	1,041.25	-	1,041.25	-
02/01/2033	85,000.00	2.450%	1,041.25	86,041.25	-	86,041.25	87,082.50
Total	\$770,000.00	-	\$108,361.88	\$878,361.88	(12,166.88)	\$866,195.00	-

Significant Dates

Dated	5/01/2022
First Coupon Date	2/01/2023

Yield Statistics

Bond Year Dollars	\$4,952.50
Average Life	6.432 Years
Average Coupon	2.1880238%
Net Interest Cost (NIC)	2.3901440%
True Interest Cost (TIC)	2.4044056%
Bond Yield for Arbitrage Purposes	2.1824325%
All Inclusive Cost (AIC)	3.1409206%

IRS Form 8038

Net Interest Cost	2.1880238%
Weighted Average Maturity	6.432 Years

City of Mayer, Minnesota

\$585,000 General Obligation Bonds, Series 2024A

Assumes Current Market BQ AA Rates plus 100bps

10 Years

Sources & Uses

Dated 05/01/2024 | Delivered 05/01/2024

Sources Of Funds

Par Amount of Bonds	\$585,000.00
Total Sources	\$585,000.00

Uses Of Funds

Total Underwriter's Discount (1.300%)	7,605.00
Costs of Issuance	30,000.00
Deposit to Capitalized Interest (CIF) Fund	9,243.75
Deposit to Project Construction Fund	536,000.00
Rounding Amount	2,151.25
Total Uses	\$585,000.00

City of Mayer, Minnesota

\$585,000 General Obligation Bonds, Series 2024A

Assumes Current Market BQ AA Rates plus 100bps

10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
05/01/2024	-	-	-	-	-	-	-
02/01/2025	-	-	9,243.75	9,243.75	(9,243.75)	-	-
08/01/2025	-	-	6,162.50	6,162.50	-	6,162.50	-
02/01/2026	55,000.00	1.900%	6,162.50	61,162.50	-	61,162.50	67,325.00
08/01/2026	-	-	5,640.00	5,640.00	-	5,640.00	-
02/01/2027	55,000.00	1.900%	5,640.00	60,640.00	-	60,640.00	66,280.00
08/01/2027	-	-	5,117.50	5,117.50	-	5,117.50	-
02/01/2028	55,000.00	1.950%	5,117.50	60,117.50	-	60,117.50	65,235.00
08/01/2028	-	-	4,581.25	4,581.25	-	4,581.25	-
02/01/2029	55,000.00	1.950%	4,581.25	59,581.25	-	59,581.25	64,162.50
08/01/2029	-	-	4,045.00	4,045.00	-	4,045.00	-
02/01/2030	55,000.00	2.000%	4,045.00	59,045.00	-	59,045.00	63,090.00
08/01/2030	-	-	3,495.00	3,495.00	-	3,495.00	-
02/01/2031	60,000.00	2.050%	3,495.00	63,495.00	-	63,495.00	66,990.00
08/01/2031	-	-	2,880.00	2,880.00	-	2,880.00	-
02/01/2032	60,000.00	2.150%	2,880.00	62,880.00	-	62,880.00	65,760.00
08/01/2032	-	-	2,235.00	2,235.00	-	2,235.00	-
02/01/2033	60,000.00	2.250%	2,235.00	62,235.00	-	62,235.00	64,470.00
08/01/2033	-	-	1,560.00	1,560.00	-	1,560.00	-
02/01/2034	65,000.00	2.350%	1,560.00	66,560.00	-	66,560.00	68,120.00
08/01/2034	-	-	796.25	796.25	-	796.25	-
02/01/2035	65,000.00	2.450%	796.25	65,796.25	-	65,796.25	66,592.50
Total	\$585,000.00	-	\$82,268.75	\$667,268.75	(9,243.75)	\$658,025.00	-

Significant Dates

Dated	5/01/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$3,758.75
Average Life	6.425 Years
Average Coupon	2.1887263%
Net Interest Cost (NIC)	2.3910542%
True Interest Cost (TIC)	2.4053501%
Bond Yield for Arbitrage Purposes	2.1831211%
All Inclusive Cost (AIC)	3.3215768%

IRS Form 8038

Net Interest Cost	2.1887263%
Weighted Average Maturity	6.425 Years

Appendix C

Pre-Sale Schedule dated June 26, 2020 For the Sale of G.O. Street Reconstruction Plan Bonds

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Street Reconstruction Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Street Reconstruction Plan.
- City Council approves Bonds and Street Reconstruction Plan by unanimous vote.

The table below lists the steps in the issuing process:

7/13	City Council calls for Public Hearing on issuance of Bonds and on Street Reconstruction Plan.
7/21 @ 11a	Close date to get Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan to official newspaper for publication.
7/24	Publish Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan (publication no more than 28 days and no less than 10 days prior to hearing date).
8/10 @ 6:30p	City Council holds Public Hearing on Bonds and on Street Reconstruction Plan and adopts Resolution giving preliminary approval for their issuance and approving Street Reconstruction Plan by unanimous vote of its membership present.
9/9	Reverse referendum period ends (within 30 days of the public hearing).
TBD	City Council provides for sale of Bonds.
TBD	Ehlers distributes official statement.
TBD	Conference call with Standard & Poor’s
TBD	City Council accepts offer for Bonds and adopts Resolution-Approving sale of Bonds.
TBD	Tentative closing/receipt of funds.

Net Debt Limit	
Assessor's Estimated Market Value	193,996,400
Multiply by 3%	0.03
Statutory Debt Limit	5,819,892
Less: Debt Paid Solely from Taxes	(2,315,000)
Unused Debt Limit	3,504,892

*These values are for Pay 2019/2020

RESOLUTION 7.13.20.23

**RESOLUTION CALLING PUBLIC HEARING ON
THE INTENSION TO ISSUE GENERAL OBLIGATION STREET
RECONSTRUCTION PLAN BONDS AND THE PROPOSAL TO
ADOPT A STREET RECONSTRUCTION PLAN THEREFOR**

WHEREAS, pursuant to Minnesota Statutes, Section 475.58, Subdivision 3b the City of Mayer, Minnesota (the “City”) may issue bonds to finance capital expenditures under its street reconstruction plan over a period of five years (the “Plan”) without an election provided that, among other things, prior to issuing the bonds the City adopts the Plan after a public hearing thereon and publishes a notice of its intention to issue the bonds and the date and time of a hearing to obtain public comment on the matter; and

WHEREAS, the City Council will hold a public hearing on its intention to issue general obligation street reconstruction plan bonds in one or more series from time to time (the “Bonds”) and to adopt the Plan therefor pursuant thereto on August 10, 2020; and

NOW, THEREFOR, BE IT RESOLVED by the City Council of the City of Mayer, Minnesota, that the City Council hereby calls for a public hearing on its intent to issue the Bonds and to adopt the Plan therefor, such hearing to be held on the date and time set forth in Exhibit A attached hereto. The City Council is hereby directed to cause the notice to be published at least 10 but not more than 28 days before the hearing in the official newspaper of the City or a newspaper of general circulation in the City.

NOW, THEREFOR, BE IT FURTHER RESOLVED, that the City Council of the City of Mayer, hereby approves this resolution on this 13th day of July, 2020

Mike Dodge, Mayor

Margaret McCallum, City Administrator

NOTICE OF PUBLIC HEARING
CITY OF MAYER, MINNESOTA
ON INTENTION TO ISSUE
GENERAL OBLIGATION STREET RECONSTRUCTION PLAN BONDS
AND PROPOSAL TO ADOPT A STREET
RECONSTRUCTION PLAN THEREFOR

NOTICE IS HEREBY GIVEN that the City Council of the City of Mayer, Minnesota (the “City”), will hold a public hearing on Monday, August 10, 2020, at or after 6:30 p.m. in the City Council Chambers at City Hall, 413 Bluejay Avenue in the City, relating to a proposal concerning: (1) the adoption of a five-year street reconstruction plan for the reconstruction of certain streets in the City (the “Plan”); and (2) the issuance of general obligation street reconstruction bonds in one or more series from time to time (the “Bonds”) to finance the reconstruction of certain streets in the City, all pursuant to Minnesota Statutes, Section 475.58, subdivision 3b. The Bonds will be issued in an aggregate principal amount of \$2,200,000 to finance the construction of various bituminous mill/overlay and complete street reconstruction projects in the City. The project goal is to provide long-term safety, capacity, and preservation improvements to accommodate the needs of the City of Mayer. A draft copy of the Plan is on file with the City Administrator and is available for public inspection at City Hall during regular business hours.

If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the last City general election, is filed with the City Administrator within 30 days after the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

At the time and place fixed for the public hearing, the City Council will give all persons who appear at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments respecting the proposal with the City Administrator, at or prior to said public hearing.

Dated: July 13, 2020

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF MAYER, MINNESOTA

/s/Margaret McCallum
City Administrator
City of Mayer, Minnesota



Text Amendment Regarding Permitted Uses in the C/I Commercial/Industrial District

APPLICATION DATA

Meeting Date: July 13, 2020
Applicant: This is a City of Mayer initiated text amendment.

ACTION REQUESTED

Action Requested: The City of Mayer has initiated a review of language in relation to permitted uses in the C/I Commercial/Industrial District. Sections of the zoning ordinance proposed to be amended include Title XV: Land Usage, Chapter 152: Zoning, Section 152.060 (C/I) Commercial/Industrial District, Letter (B).

BACKGROUND DATA

Background: The City of Mayer owns multiple parcels of land in the Shimmcor Commercial & Industrial Park and they are zoned C/I Commercial/Industrial District. One of the parcels consists of the public works building, another parcel contains the City of Mayer water tower and the other parcel is vacant but plans are being proposed to build the new fire station on that parcel. It was noticed by staff that no uses listed in the C/I district allow for a fire station, let alone any government building even though government buildings are currently located in this district. Since staff was discussing the possibility of bringing the site plan for the fire station forward for review at a future Planning Commission meeting, it was thought that the text for the C/I district should be amended to allow for governmental buildings in the C/I district. The permitted, permitted accessory, conditional and interim uses are listed below for reference and as you can see the proposed fire station, water tower or public works buildings do not fit under any of these uses.

(B) *Permitted uses.* The permitted uses for the Commercial/Industrial (C/I) District are as follows:

- (1) Commercial establishments requiring large sites for outdoor display, sales, and storage (farm implement sales, motor vehicle sales, mobile home sales, and building material sales are examples).
- (2) Wholesaling all commodities except live animals.
- (3) Uses permitted in C-1 General Commerce District.
- (4) Offices and administrative facilities.
- (5) Commercial/industrial establishments used for fabricating, manufacturing, production, processing, and storage of materials, goods, and products.
- (6) Warehousing.
- (7) Mini-storage facilities.
- (8) Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.
- (9) Funeral homes and mortuaries.

(C) *Permitted accessory uses.*

- (1) Off-street parking and loading.
- (2) Signs as regulated by §§ 152.120 through 152.133.
- (3) Offices ancillary to the principal use.

- (4) Outdoor storage.
- (5) Sexually oriented uses, accessory, as regulated by Chapter 114.
- (6) Roof-mounted wind energy conversion systems (WECS).
- (7) Ground source heat pump systems.
- (8) Roof or building mounted, ground mounted and community solar energy systems.

(D) *Conditional uses.* The conditional uses for the Commercial/Industrial (C/I) District are as follows:

- (1) Commercial towers as regulated by § 152.100.
- (2) Sexually oriented uses as regulated by Chapter 114.
- (3) Drive-in businesses (for the purposes of this section, shall mean: drive-in restaurants and fast food businesses with a drive-thru). Restrictions include:
 - (a) No drive-in business shall be located within 300 feet of a school or church.
 - (b) No drive-in shall be located within 100 feet of any residentially zoned property, provided:
 - 1. No public address system shall be audible from any residential zone; and
 - 2. Screening of the property from residential areas will be required. The city may require fencing, earthen berms and landscaping, or any other method or combination deemed appropriate to accomplish the required screening.
 - (c) No drive-in shall be located on any street other than an arterial roadway, collector roadway or business service road.
 - (d) No access drive shall be within 100 feet of intersecting street right-of-way lines.
 - (e) Adequate areas shall be designated for snow storage such that clear visibility shall be maintained from the property to any public street.
- (4) Motor vehicle sales lots provided that all display lots for vehicles provide curb and gutter per city specifications for storm run-off purposes and all outdoor signs meet city sign regulations.

(E) *Interim uses.*

- (1) Solar farms as regulated by § 152.102 of this chapter.

Permitted uses in the C-1 General Commerce District, which are allowed in the C/I district include the following.

- (1) Commercial establishments which are oriented to the motorist, such as eating and drinking places, motor vehicle fuel stations and convenience stores, motor vehicle repair shops, car washes, and hotels and motels.
- (2) Essential service structures.
- (3) Offices and administrative facilities.
- (4) Medical related clinics/uses and offices.
- (5) Banking/financial institutions.
- (6) Laundromats and dry cleaners.
- (7) Barber and beauty shops.
- (8) Churches.
- (9) Off-liquor sales.
- (10) Day care facilities.
- (11) Funeral homes and mortuaries.
- (12) Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.

It is proposed that governmental buildings and structures are allowed as a permitted use in C/I district as listed below under Letter (B) Permitted Uses of Section 152.060. Governmental buildings and structures would include the proposed fire station, the water tower and the public works buildings. The underlined text is the proposed new text while the standard text is the existing language currently in the City code. The Planning Commission at their July 7, 2020 meeting voted 5-0 recommending approval of the text amendment.

152.060 (C/I) COMMERCIAL/INDUSTRIAL DISTRICT.

(B) *Permitted uses.* The permitted uses for the Commercial/Industrial (C/I) District are as follows:

- (1) Commercial establishments requiring large sites for outdoor display, sales, and storage (farm implement sales, motor vehicle sales, mobile home sales, and building material sales are examples).
- (2) Wholesaling all commodities except live animals.
- (3) Uses permitted in C-1 General Commerce District.
- (4) Offices and administrative facilities.
- (5) Commercial/industrial establishments used for fabricating, manufacturing, production, processing, and storage of materials, goods, and products.
- (6) Warehousing.
- (7) Mini-storage facilities.
- (8) Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.
- (9) Funeral homes and mortuaries.
- (10) Governmental buildings and structures.

CITY COUNCIL ACTION REQUIRED

After review and discussion by the members of the City Council, a motion is in order to approve, deny or to table the text amendment.

Possible action items - Text Amendment

1. Approve the text amendment subject to conditions.
2. Table the text amendment to a date specific, and provide staff with direction on the issues that have been discussed.
3. Deny the text amendment request.

If you have any questions relating to the text amendment prior to the City Council meeting, please feel free to contact me at: jandersonmdg@gmail.com or call direct at 952-855-4596.

Sincerely,

MUNICIPAL DEVELOPMENT GROUP, LLC

John Anderson

John Anderson, Associate
Consulting Planner, City of Mayer

LIST OF ATTACHMENTS

None

**CITY OF MAYER
ORDINANCE #230**

AN ORDINANCE AMENDING TITLE XV: LAND USAGE, CHAPTER 152: ZONING, SECTION 152.060 (C/I) COMMERCIAL/INDUSTRIAL DISTRICT, LETTER (B) PERMITTED USES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAYER THAT THE FOLLOWING SECTIONS OF THE ZONING ORDINANCE, RELATED TO PERMITTED USES IN THE C/I COMMERCIAL/INDUSTRIAL DISTRICT BE AMENDED TO READ AS FOLLOWS:

Section 1. Title XV: Land Usage, Chapter 152 Zoning, Section 152.060 (C/I) Commercial/Industrial District, Letter (B) Permitted Uses, of the City of Mayer Municipal Code, is hereby amended to read as follows:

152.060 (C/I) COMMERCIAL/INDUSTRIAL DISTRICT.

(B) *Permitted uses.* The permitted uses for the Commercial/Industrial (C/I) District are as follows:

- (1) Commercial establishments requiring large sites for outdoor display, sales, and storage (farm implement sales, motor vehicle sales, mobile home sales, and building material sales are examples).
- (2) Wholesaling all commodities except live animals.
- (3) Uses permitted in C-1 General Commerce District.
- (4) Offices and administrative facilities.
- (5) Commercial/industrial establishments used for fabricating, manufacturing, production, processing, and storage of materials, goods, and products.
- (6) Warehousing.
- (7) Mini-storage facilities.
- (8) Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.
- (9) Funeral homes and mortuaries.
- (10) Governmental buildings and structures.

EFFECTIVE DATE. This Ordinance shall become effective following its publication in the official newspaper of the City.

ADOPTED by the City Council of the City of Mayer, Carver County, Minnesota this 13th day of July, 2020.

Mike Dodge
Mayor

ATTEST:

Moved by:
Seconded by:

Margaret McCallum
City Administrator

Published:
Filed with Carver County:



City Council Meeting Memorandum

Item: Fire Department Tanker

Workshop Meeting Date: July 13, 2020

Presented By: Margaret McCallum, City Administrator

Details:

The Mayer Fire Department is looking to replace the 1989 International Tanker with a new Tanker.

The current Tanker is over 30 years old and has over the years needed ongoing maintenance and repair. The 1989 Tanker went in recently for repair and it was determined that the issues were more than expected.

The Mayer Fire Department has a Capital Improvement Plan that includes the replacement of trucks/apparatus every 30 years.

The proposed truck would be a 2021 Freightliner Tanker, 3,000 gallons.

The Department uses tankers for rural fires as rural properties do not have a water system with fire hydrants. The City has always maintained two tankers in the case of rural emergencies.

The current updated quote for a new tanker is \$263,479.00.

The Fire Advisory Board met on Monday, June 15, 2020 to discuss the need for a new tanker and how to finance it. The Board which includes representatives from the townships were in agreement to replace the tanker.

Historically, equipment has been paid for on a per parcel basis. Going off that method, the Board recommended the following breakdown for financing:

	Parcels				% of Contract By Parcel
	2017	2018	2019	2020 (Estimate)	
City of Mayer	743	776	810	840	74.40%
Camden	71	71	71	71	6.29%
Hollywood	70	70	70	70	6.20%
Waconia	74	74	74	74	6.55%
Watertown	72	74	74	74	6.55%
	1030	1065	1099	1129	100.00%

The following scenarios include a breakdown based on how much the City decides the Fire Department Capital Fund should contribute to the purchasing of the tanker.

The current capital fund has about \$250,000.00 in it currently and another \$100,000.00 in funds to be allocated in 2020.

Fire Department Capital		\$100,000.00
City of Mayer	74.40%	\$121,628.38
Camden	6.29%	\$10,282.83
Hollywood	6.21%	\$10,152.05
Waconia	6.55%	\$10,707.87
Watertown	6.55%	\$10,707.87
Total		\$263,479.00

Fire Department Capital		\$125,000.00
City of Mayer	74.40%	\$103,028.38
Camden	6.29%	\$8,710.33
Hollywood	6.21%	\$8,599.55
Waconia	6.55%	\$9,070.37
Watertown	6.55%	\$9,070.37
Total		\$263,479.00

Fire Department Capital		\$150,000.00
City of Mayer	74.40%	\$84,428.38
Camden	6.29%	\$7,137.83
Hollywood	6.21%	\$7,047.05
Waconia	6.55%	\$7,432.87
Watertown	6.55%	\$7,432.87
Total		\$263,479.00

Financing the City's portion of the project: Cortrust Bank

It would be a loan rate of 3.38% fixed

So If you borrowed:	5 Years	10 Years
\$ 121,628.38	\$ 2,205.73/mo. \$26,468.76/yr	\$ 1,195.71/mo. \$14,348.52/yr
\$ 103,028.38	\$ 1,868.69/mo. \$22,424.28/yr	\$ 1,011.94/mo. \$12,143.28/yr
\$ 84,428.38	\$ 1,531.19/mo. \$18,374.28/yr	\$ 830.12/mo. \$9,961.44/yr

No Fees.

Attachments.

Capital Improvement Plan.

Tanker – Powerpoint.



Mayer Fire Dept.

NEW TANKER PROPOSAL

Current Truck

- ▶ 1989 International
- ▶ 3200-gallon stainless steel tank
- ▶ 350 GPM pump
- ▶ Aluminum body
- ▶ Drop tank storage manual lift

Proposed Truck

- ▶ 2021 Freightliner
- ▶ 3000-gallon poly tank
- ▶ 500 GPM pump
- ▶ Poly body
- ▶ Drop tank storage electric lift
- ▶ Opticom system

Why Do We Need To Replace This Truck?

- ▶ It is over 30 years old.
- ▶ Manufacturers are not required to supply parts for a truck that old.
- ▶ Although the exterior of the truck may look good the fact of the matter is all that weight has been sitting on that frame and suspension for over 30 years.
- ▶ Belts and hoses are original.

Why Do We Need To Replace This Truck?

- ▶ The tank is stainless steel which doesn't flex, and welds tend to crack which we have had happen on multiple occasions.
- ▶ The drop tank storage rack must be manually lifted which is a safety concern.
- ▶ Our other tanker is 15 years old which lines up nice when replacing trucks after 30 years of service.

Why do we need two Tankers?

- ▶ On all rural fires we roll out both trucks right away.
- ▶ On the average in the past 3 years both tankers were used about 10 times a year hauling multiple loads of water per time.
- ▶ In the event of a breakdown or issue like we have right now we still at least have one truck available.

What is the cost?

- ▶ We have received a bid From Midwest Fire for \$262,479.
- ▶ We did seek out another bid which we got from North Central Ambulance for \$330,000.
- ▶ This was on the CIP for replacement already last year and budgeted for \$300,000. We feel we have tried to delay this purchase already and have found a truck that is well below what was budgeted. If we order this truck now, we wouldn't receive it till next year and there would be plenty money in the truck fund to pay this off.
- ▶ If the old truck is in good condition, we could possibly get up to \$25,000 for it which we could put back into the truck fund.

City of Mayer, Minnesota
 Capital Improvement Plan - Fire Equipment 210
 Schedule of Planned Capital Outlay
 For the Year Ended December 31, 2019 (Actual) and 2020 to 2025 (Projected)

Department	Year to Replace	Item	Cost	2019 Projected Amounts
Fire	2019	Turn Out Gear	\$ 10,000	\$ 10,000
Fire	2019	Air packs	15,000	15,000
Fire	2019	Replace Radios	9,000	9,000
Fire	2019	Replace hose, tools, pagers, extrication tools & misc	10,000	10,000
Fire	2020	Air packs / Turn out gear	25,000	-
Fire	2021	Air packs / Turn out gear	25,000	-
Fire	2022	Air packs / Turn out gear	25,000	-
Fire	2023	Air packs / Turn out gear	25,000	-
Fire	2021	Replace Tanker 1989	300,000	-
Fire	2023	Small Rescue	75,000	-
				<u>\$ 44,000</u>

2020 Projected Amounts	2021 Projected Amounts	2022 Projected Amounts	2023 Projected Amounts	2024 Projected Amounts	2025 Projected Amounts
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
25,000	-	-	-	-	-
-	25,000	-	-	-	-
-	-	25,000	-	-	-
-	-	-	25,000	-	-
-	300,000	-	-	-	-
-	-	-	75,000	-	-
<u>\$ 25,000</u>	<u>\$ 325,000</u>	<u>\$ 25,000</u>	<u>\$ 100,000</u>	<u>\$ 15,000</u>	<u>\$ 75,000</u>



City Council Meeting Memorandum

Item: Park Commission – Skate Park Equipment

Workshop Meeting Date: July 13, 2020

Presented By: Margaret McCallum, City Administrator

Details:

The Public Works Department recently had to remove the quarter pipe skate park equipment at Meadow Park due to safety concerns.

The Park Commission has been discussing upgrades to the skate park from now and into the future.

The Park Commission would like to do various phases as it looks to upgrade the skate park in cost effective manner.

Phase I would include the purchasing and installation of two quarter pipes, a “picnic table” and grindbox.

The Park Commission received a quote for these items at \$17,476.25 with installation being done by the Public Works Department this summer.

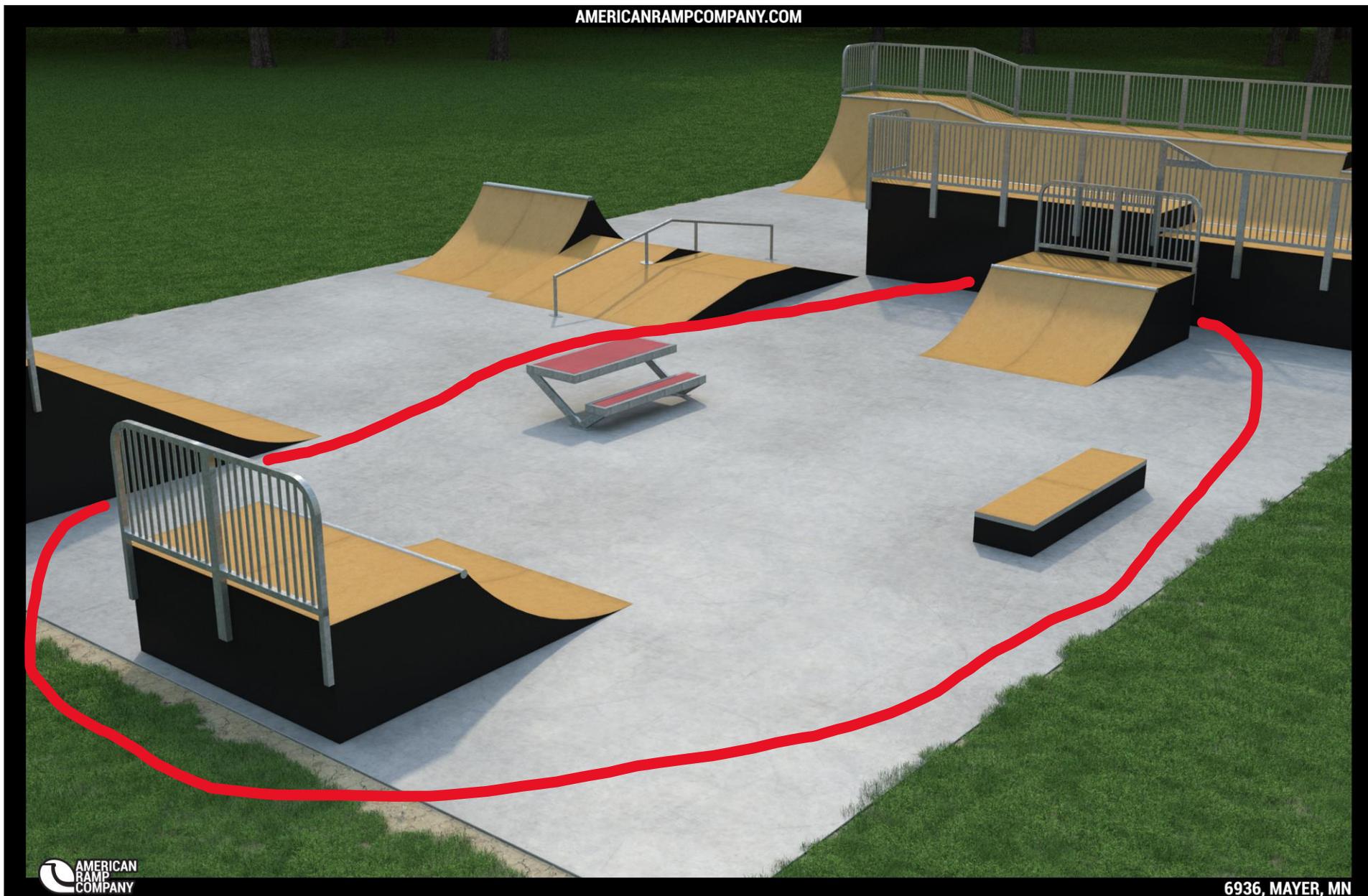
At the June 9, 2020 meeting, the Park Commission moved to recommend to Council the purchasing of the equipment not to exceed \$25,000.00.

The cost of the equipment would come out of the Park Commission Capital Fund that currently has a balance of about \$350,000.00.

Attachments.

Skate Park Equipment Quote and Design.

Future Phases.





601 McKinley
 Joplin, MO 64801
 Tel: (417) 206-6816
 Toll Free: (800) 949-2024
 Fax: (417) 206-6888

sales@americanrampcompany.com

DRAWN BY Chuck Dodge

DATE 6/3/20

REP. AGENCY

American Ramp Company

REP. NAME

Jeremy Jones

REP. PHONE

(417) 483-9513



CUSTOMER APPROVAL	DATE

PARK ENCLOSED?	Yes
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PRO SERIES	✓
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X SERIES	-
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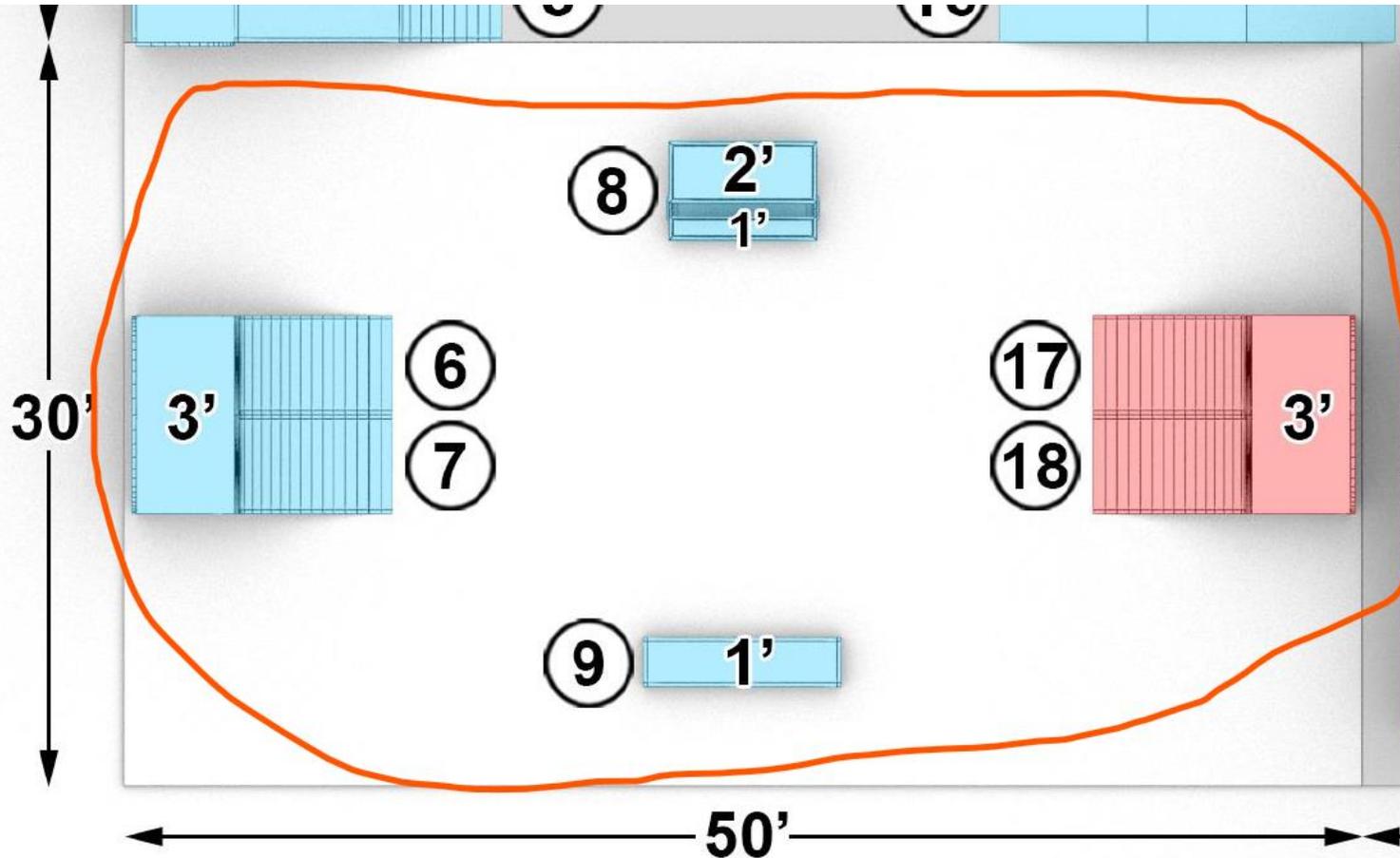
STEALTH SERIES	-
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STEALTH CLASSIC SERIES	-
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PROJECT NAME

Mayer Skate Park

DESIGN NO.	6936
-------------------	-------------



PHASE 1 (ITEMS 6-9, 17-18) CIRCLED IN RED

601 McKinley
 Joplin, MO 64801
 Toll-free 877-RAMP-778
 Local 417-206-6816
 Fax 417-206-6888
sales@americanrampcompany.com



Quote #	Design #	FOB
Q24241	6936	Mayer, MN

Phase 1

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>
17	Quarter Pipe	3.0'	4.0'	10.0'
18	Quarter Pipe	3.0'	4.0'	10.0'
6	Quarter Pipe	3.0'	4.0'	10.0'
7	Quarter Pipe	3.0'	4.0'	10.0'
8	Picnic Table	2.5'	5.0'	6.0'
9	Grindbox (2' Wide)	1.0'	2.0'	8.0'
Subtotal				\$15,903.81
Framework Enclosures				\$1,590.38
Freight				\$1,297.48
Installation				Self-Install
Sourcewell Purchase Discount				\$1,315.42
TOTAL				\$17,476.25

Notes:

- This pricing is for customer installation.
- If your project is subject to prevailing wage, bonding requirements, or sales tax, call for revised quote.



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 Fax: (417) 206-6888
sales@americanrampcompany.com

DRAWN BY Chuck Dodge

DATE 6/3/20

REP. AGENCY

American Ramp Company

REP. NAME

Jeremy Jones

REP. PHONE

(417) 483-9513



CUSTOMER APPROVAL	DATE

PARK ENCLOSED? Yes

PRO SERIES ✓

X SERIES -

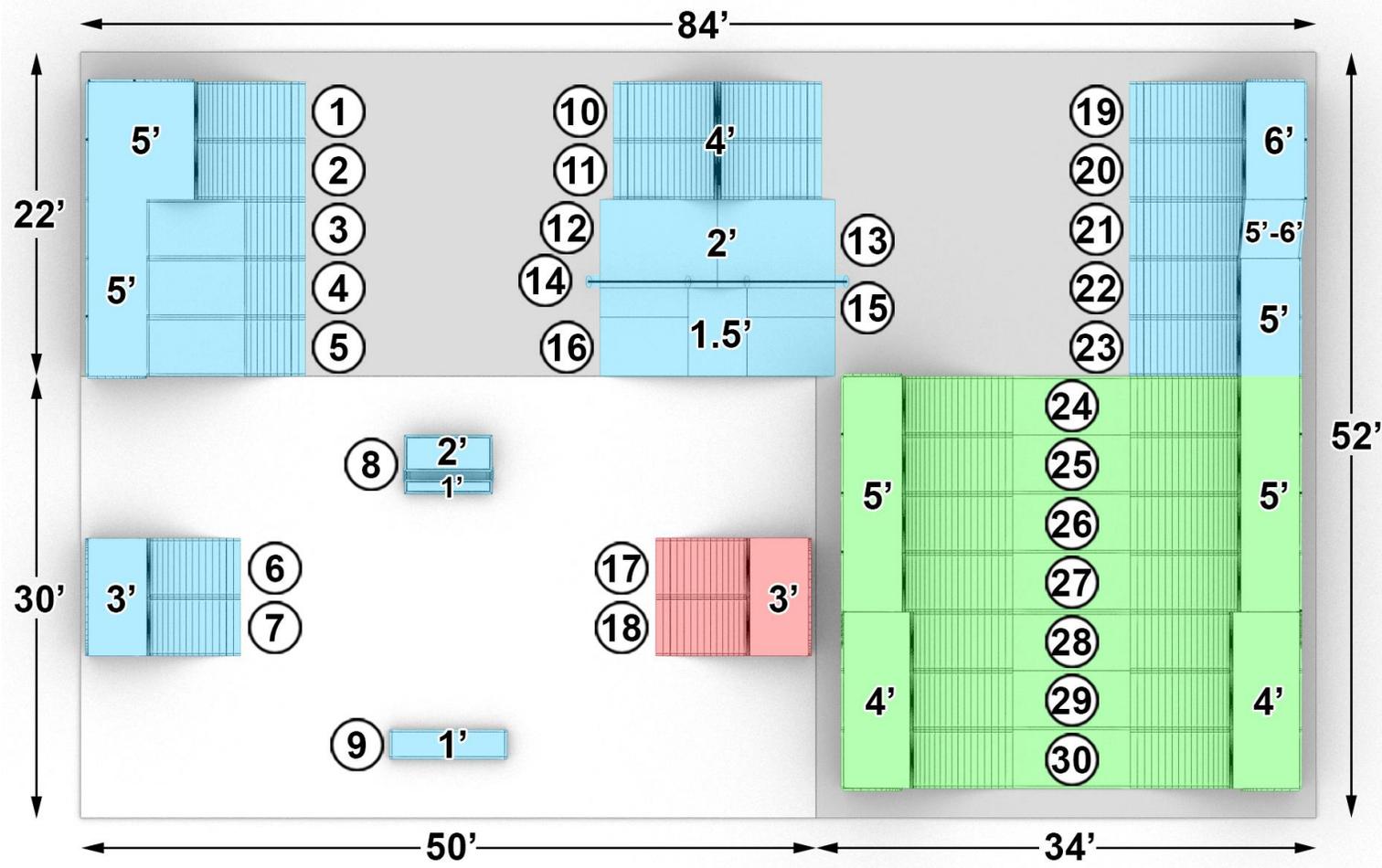
STEALTH SERIES -

STEALTH CLASSIC SERIES -

PROJECT NAME

Mayer Skate Park

DESIGN NO. 6936



*Note – Phase 1 is highlighted in red, Phase 2 in blue and Phase 3 in green.

601 McKinley
 Joplin, MO 64801
 Toll-free 877-RAMP-778
 Local 417-206-6816
 Fax 417-206-6888
sales@americanrampcompany.com



Quote #	Design #	FOB
Q2419	6936	Mayer, MN

Phase 1

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>	<u>Pro Series</u>
17	Quarter Pipe	3.0'	4.0'	10.0'	
18	Quarter Pipe	3.0'	4.0'	10.0'	
	Subtotal				\$5,732.94
	Framework Enclosures				\$573.29
	Freight				\$1,179.66
	Installation				Self Install
	TOTAL				\$7,485.89

Phase 2

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>	<u>Pro Series</u>
1	Quarter Pipe	5.0'	4.0'	15.0'	
2	Quarter Pipe	5.0'	4.0'	15.0'	
3	Bank Ramp	5.0'	4.0'	15.0'	
4	Bank Ramp	5.0'	4.0'	15.0'	
5	Bank Ramp	5.0'	4.0'	15.0'	
6	Quarter Pipe	3.0'	4.0'	10.0'	
7	Quarter Pipe	3.0'	4.0'	10.0'	
8	Picnic Table	2.5'	5.0'	6.0'	
9	Grindbox (2' Wide)	1.0'	2.0'	8.0'	
10	Spine	4.0'	4.0'	14.0'	
11	Spine	4.0'	4.0'	14.0'	
12	Bank Ramp (Wedge)	2.0'	6.0'	8.0'	
13	Bank Ramp (Wedge)	2.0'	6.0'	8.0'	
14	Grind Rail, Kinked (Round)	1.5'	2"	18.0'	
15	Wedge, Flat, Wedge 2' Wide	1.5'	2.0'	16.0'	
16	Wedge, Flat, Wedge	1.5'	4.0'	16.0'	
19	Quarter Pipe	6.0'	4.0'	12.0'	
20	Quarter Pipe	6.0'	4.0'	12.0'	
21	Quarter Pipe Raked	5'-6'	4.0'	12.0'	
22	Quarter Pipe	5.0'	4.0'	12.0'	
23	Quarter Pipe	5.0'	4.0'	12.0'	
	Subtotal				\$68,336.49
	Framework Enclosures				\$6,833.65
	Freight				FREE
	Installation				\$10,250.47
	TOTAL				\$85,420.61

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Estimated Monthly Payment, 5 Year Term

\$1,716.95

Phase 3

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>	<u>Pro Series</u>
24	Half Pipe	5.0'	4.0'	31.0'	
25	Half Pipe	5.0'	4.0'	31.0'	
26	Half Pipe	5.0'	4.0'	31.0'	
27	Half Pipe	5.0'	4.0'	31.0'	
28	Half Pipe	4.0'	4.0'	31.0'	
29	Half Pipe	4.0'	4.0'	31.0'	
30	Half Pipe	4.0'	4.0'	31.0'	
Subtotal					\$59,016.68
Framework Enclosures					\$5,901.67
Freight					FREE
Installation					\$8,852.50
TOTAL					\$73,770.85
Estimated Monthly Payment, 5 Year Term					\$1,482.79

Notes:

- For supervised community build in lieu of full installation, deduct 50% from installation.
- If your project is subject to prevailing wage, bonding requirements, or sales tax, call for revised quote.



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WE LOOK FORWARD TO BUILDING YOU A GREAT SKATE PARK!

City of Mayer
Planning Commission
Meeting Minutes
Tuesday, July 7, 2020

Commission Members Present: Chairperson Tom Stifter, Council Liaison Tice Stieve-McPadden, and Commissioners Michael Sommerfeld, Sarah Strand and Don Wachholz.

Commission Members Absent: Commissioners Les Hahn and Patty Lanting.

Others Present: None.

Staff Present: John Anderson of Municipal Development Group, LLC

CALL MEETING TO ORDER.

Meeting called to order at 6:31 PM by Chairperson Tom Stifter.

ADOPT AGENDA.

A motion to approve the agenda was made by Commissioner Wachholz and seconded by Council Liaison Stieve-McPadden. Motion carried 5/0.

SWEARING IN OF NEW PLANNING COMMISSION MEMBERS.

Planning Consultant Anderson had new Planning Commission member, Sarah Strand, speak the oath of office to officially swear her in as a new Planning Commission member for the City of Mayer.

ELECTION OF THE CHAIRPERSON AND VICE CHAIRPERSON.

A motion to elect Tom Stifter to the position of Chairperson and Don Wachholz to the position of vice-chairperson was made by commissioner Wachholz and seconded by Commissioner Sommerfeld. Motion carried 5/0.

APPROVAL OF MINUTES.

A motion to approve the November 6, 2019 Planning Commission minutes was made by Commissioner Wachholz and seconded by Council Liaison Stieve-McPadden. Motion carried 5/0.

PUBLIC HEARING - TEXT AMENDMENT AMENDING TITLE XV: LAND USAGE, CHAPTER 152: ZONING, SECTION 152.060 (C/I) COMMERCIAL/INDUSTRIAL DISTRICT LETTER (B) REGARDING PERMITTED USES.

At 6:38 PM Chairperson Stifter opened the public hearing.

Planning Consultant Anderson presented the text amendment to the Planning Commission.

Chairperson Stifter asked if churches and public buildings are allowed in residential districts.

Planning Consultant Anderson stated that those uses are typically allowed in residential zoning districts but do have specific requirements they need to meet in order to be allowed.

Chairperson Stifter closed the public hearing at 6:40 PM.

A motion to recommend approval of the text amendment was made by Commissioner Sommerfeld and seconded by Commissioner Strand. Motion carried 5/0.

COMPREHENSIVE PLAN UPDATE.

Planning Consultant Anderson gave an update to the Planning Commission that the 2040 Comprehensive Plan Update has been officially approved and submitted to the Metropolitan Council.

NEXT MEETING.

Next scheduled meeting is Tuesday, August 4, 2020.

COMMISSIONERS REPORT.

There was discussion on paving of the parking area and driveway for a property at 745 Shimmcor Street. Planning Consultant Anderson stated that as part of the site plan approval the applicant/owner was suppose to pave this driveway and parking area and that he was not sure of the status but knew there has been some previous discussions on this in the past.

ADJOURNMENT.

A motion was made by Commissioner Wachholz and seconded by Commissioner Sommerfeld to adjourn the meeting at 6:53 PM. Motion carried 5/0.