



**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, SEPTEMBER 25, 2017
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. September 11, 2017 City Council Regular Meeting Minutes
 2. September 12, 2017 Park and Recreation Commission Minutes
 - B. Additional Claims for the Month of September 2017
 - C. Approve recommendation from City Engineer, David Martini, to reduce the amount of the developer's "Letter of Credit" for the Coldwater Crossing 7th Addition to a balance of \$405,479.
 - D. Approval of Resolution 9-25-17-34 Accepting Donation from Baseball Club
- 6. Reports and Recommendations of City Department, Consultants, Commissions and Committees**
 - A. City Council Reports
 - B. Carver County Sheriff's Department
 1. Monthly Report
 2. 2018 Police Contract – Resolution 9-25-17-35
 - C. Public Works Department
 1. Monthly Report
 - D. Administrative
 1. Monthly Report
 - E. Fire Department
 1. Monthly Report
 2. FD PERA Pension Increase – Resolution 9-25-17-32
 3. Thermal Imaging Cameras

F. Park and Recreation Commission

1. Gaga Pit
2. Resignation of Park Commissioner and posting for position
3. Approval of new Commission Chair

G. City Engineer

1. Monthly Report – Project Updates
2. MNDOT 2020 Project – Trunk Highway 25

7. Other Business

- A. Approval of Resolution 9-25-17-34 Preliminary 2018 Proposed Budget
- B. Approval of Resolution 9-25-17-33 Preliminary Levy for Tax Collection in 2018

8. Upcoming Meetings

- Tuesday, October 3, 2017, Planning and Zoning Commission Meeting at 6:30 p.m.
Monday, October 9, 2017, Regular City Council Meeting at 6:30 p.m.
Tuesday, October 10, 2017, Park and Recreation Commission Meeting at 6:30 p.m.
Monday, October 23, 2017, Regular City Council Meeting at 6:30 p.m.

9. Acknowledgements

10. Adjournment

MAYER CITY COUNCIL MEETING MINUTES – SEPTEMBER 11, 2017

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

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

ABSENT: None

STAFF: City Administrator McCallum, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Ivan Raconteur, 3 MLHS students, Amber Olsen, Olivia Quiram, Mya Chmielewski, and Larry Millender.

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION to approve the agenda with the addition of 7F Preliminary Budget, was made by Council Member Butterfield and seconded by Council Member Stieve-McPadden. Motion Carried 5/0

INTRODUCTION

The Council introduced Margaret McCallum as the new City Administrator and welcomed her to the City of Mayer.

PUBLIC COMMENT

- None

COUNCIL REPORTS

- Council Member Stieve-McPadden informed the Council that the Mayer Baseball Club donated \$2000.00 to Mayer Rising Community Festival.

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Boder with a second by Council Member McNeilly to approve the Consent Agenda with the corrections to August 28, 2017 Regular Council Minutes. Motion Carried 5/0.

1. Approve the Minutes of the August 28, 2017 Regular Council Meeting.
2. Approve the Minutes of the July 11, 2017 Planning and Zoning Meeting.
3. Approve the Claims for the Month of September 2017.
4. Approve the Recommendation from City Engineer, David Martini, to reduce the amount of the developer's "Letter of Credit" for the Coldwater Crossing 7th Addition to a balance of \$561,600.

CITY ADMINISTRATOR

1. **Approval of Resolution 9-11-17-28 Designation of City Administrator, Margaret McCallum, as a Signatory for all Bank Accounts and Investments** – A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly approving Resolution 9-11-17-28 designation of City Administrator, Margaret McCallum, as a signatory for all bank accounts and investments. Motion Carried 5/0
2. **Approval of Resolution 9-11-17-29 Prosecution Contract for 2018** –A MOTION was made by Council Member Butterfield and seconded by Council Member McNeilly approving Resolution 9-11-17-29 prosecution contract for 2018. Motion Carried 4/1 (Stieve-McPadden)

3. **Approval of Resolution 9-11-17-30 Refund (Refinance) the City's G.O. Sewer and Water Refunding Bonds of 2007A** – Mayor Dodge introduced Todd Hagen, Ehlers & Associates, Inc. and reaffirmed that the Council had appointed Ehlers last January 2017 to assist the City for the sale of the bonds. Mr. Hagen presented the Council with information on refinancing the City's \$2,960,000 General Obligation Sewer and Water Refunding Bonds, Series 2017A. Mr. Hagen stated that refinancing the City's outstanding G.O. Sewer and Water Refunding Bond would save the City interest costs of \$220,000 (approximately \$31,000 a year). Mr. Hagen proposed that City Council meet at 6:30 p.m. on October 23, 2017, for the purpose of considering proposals for and awarding the sale of the Bonds.
A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden approving Resolution 9-11-17-30 Refund the City's G.O. Sewer and Water Refunding Bonds of 2007A. Motion Carried 5/0
4. **Recommendation to Establish the Truth in Taxation Hearing Date as Monday, December 11, 2017 at 6:30 p.m.** – The City is required to hold a meeting to allow the public to discuss the City budget and final general fund levy. Past years the City has held this meeting as a part of the first regular meeting in December. A MOTION was made by Council Member McNeilly and seconded by Council Member Butterfield approving the Truth in Taxation hearing date as Monday, December 11, 2017 at 6:30 p.m. Motion Carried 5/0
5. **Approval of Resolution 9-11-17-31 Employment for Administration Clerk Position** – A MOTION was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden approving the hiring of Konner Bleth, for the temporary Administration Clerk position to start September 18th, 2017, at a wage of \$15.00 per hour, pending the completion of a background check. Motion Carried 5/0
6. **Discussion on the Preliminary Budget** – The Council discussed the need to have a special meeting to discuss the 2018 preliminary budget. A Preliminary Budget Special Meeting was set for Wednesday, September 20th, 2017 at 6:30 p.m.

FOR YOUR INFORMATION

- None

OTHER BUSINESS

- None

ADJOURN

There being no further business, a MOTION was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden to adjourn the meeting at 7:06 p.m. Motion Carried 5/0

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk

CITY OF MAYER
REGULAR MEETING – PARKS AND RECREATION COMMISSION
TUESDAY, SEPTEMBER 12, 2017 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS

AGENDA

1. Call to Order

The meeting was called to order at 6:32 p.m.

Those present were Park Commissioners, Alisa Johnson, Troy Congdon, Mike Wegner, and Elizabeth Butterfield. Also present was public works Kyle Kuntz and City Administrator, Margaret McCallum.

2. Approve Agenda

McCallum added:

E. Election of new commission chair

Butterfield added:

F. Commission Position Vacancy

G. Trail Cleanup

Johnson added:

H. Interim City Administrator Follow Up Items

1. Christmas tree
2. Street Lights
3. Donations
4. Park Fund Expenditures

Butterfield moved to adopt the agenda as amended. Congdon seconded. Motion passed 4-0.

3. Business

A. Gaga Pit

Kuntz provided information to the Commission on the construction of a Gaga Pit at Old School House Park. He informed that the public works department would be constructing it and that

the hardware cost estimate was around \$1,390.00. Kuntz presented four types of lumber options with differing prices.

There was a consensus to use Brown Treated Lumber.

Kuntz informed that the cost of the brown treated lumber would be \$432.00 for a total hardware and lumber cost of \$1,822.00.

The Commission discussed surfacing of the pit.

Kuntz said many different surfaces could be used.

Butterfield asked if the Gaga Pit would be an eight foot or ten foot board pit as an octagon or hexagon.

Kuntz said it would have 10 foot boards as an octagon.

Congdon moved to approve the purchasing of the materials for the Gaga Pit with brown treated lumber to be installed at Old School House Park for \$1,822.00. Johnson Seconded. Motion passed 4-0.

B. Ice Skating Rink

Kuntz discussed the installation of a seasonal ice skating rink at the sport court by the water treatment facility. He informed that it would be a 40 foot by 80 foot rink and that the cost would be about \$400 for the materials.

He said that the rink would be managed by the Public Works Department.

Butterfield asked about the warming house.

Kuntz said that he has been looking at getting the warming house moved to that site location and getting power to it from the water treatment plant. He informed that it would likely cost \$500 to move the building and get an electrician in to do electrical work.

The Commission discussed parking for use of the rink. They felt that there was enough on street parking to accommodate users.

Butterfield asked Kuntz if he could get more solid numbers relating to the cost of moving the building and the electrical.

C. Cross Country Meet

Mccallum informed that staff was approached by a cross country coach from a school in the City of Waconia. She said that he asked if they could hold a cross country meet at Old Schoolhouse Park on September 15, 2017 starting at around 4:30 p.m.

The Commission agreed that it would be a great use for the park.

D. Park Shelter Update

Kuntz provided an update on the park shelter/restroom to be located at Old School House Park. He provided the most current renditions of the facility and informed that it would have to go to the Planning Commission for approval and then out for construction bid. He said that prior to the construction of the facility that another building at the park would have to be relocated. He said that construction could still happen this fall or it could wait until spring.

Butterfield emphasized the importance of making sure there were outlets on the plan at the counter.

Johnson asked about the Commission's thoughts on changing to location of the water fountain to the other side; on the same side as the bathroom doors.

Kuntz explained that it was likely designed that way for plumbing design purposes.

Butterfield said that the fountain is on the same side as the baseball fields.

Kuntz said that a bid for the project would have to go out to get final costs for the project.

Wegner moved to approve the park shelter/restroom plans by the Park Commission and to send to Planning Commission for approval and to move forward with the bidding process. Congdon seconded. Motion passed 4-0.

E. Resignation of Park Commissioner Nate McNeilly – As of August 8, 2017

McCallum informed that former Park Chair McNeilly resigned from his position as of August 8, 2017.

Johnson moved to accept McNeilly's resignation as of August 8, 2017. Butterfield seconded. Motion passed 4-0.

Wegner moved to appoint Johnson as the new chair of the Park Commission and to send to Council for approval. Butterfield seconded. Motion passed 4-0.

F. (ADDED) Commission Position Vacancy

Butterfield asked if staff could post the Commission position vacancy on Facebook, the City website and on the City sign.

Congdon moved to recommend to Council the posting for the vacant park commission seat. Butterfield seconded. Motion passed 4-0.

G. (ADDED) Trail Clean-Up

Butterfield informed that the Park Commission hosts a trail clean up event at the end of October or early November. She asked if the Highway 30 project would be completed by that time.

Kuntz said that he has received mixed information on a completion date. He estimated the end of September.

Butterfield suggested doing the clean up on Monday, October 30th at 5:30 p.m. at the trail.

Johnson moved to approve doing the trail clean up on Monday, October 30th at 5:30 p.m. Congdon seconded. Motion passed 4-0.

H. (ADDED)

Johnson asked about some items were brought up at other meetings that still need follow up.

1. Lights on the walking trail
 2. Benches
 3. Water Fountain at West Ridge Park
 4. Budget Items
 5. Statute on Donations
 6. Christmas Tree
4. Staff Reports/Comments

McCallum said that she excited to be working with the Park Commission.

Kuntz provided an update on West Ridge Park and the installation of grass, benches, garbage cans and an additional playground structure.

5. Commissioner Reports/Comments

Butterfield asked Kuntz if he could look into replacing the garbage can at one of the parks.

Johnson informed that the next meeting would be October 10th, 2017 at 6:30 p.m.

6. Adjournment

Congdon moved to adjourn the meeting at 7:38 p.m. Wegner seconded. Motion passed 4-0.

***Claim Register©**

9/25/17PAY

September 2017

Claim Type	Direct				
Claim#	275 MN STATE FIRE CHIEFS ASSN				
Cash Payment	E 100-42200-208 Training and Instruction	ROD MAETZOLD			\$300.00
	Invoice 200001994				
Cash Payment	E 100-42200-208 Training and Instruction	ADAM MAETZOLD			\$300.00
	Invoice 200001994				
Cash Payment	E 100-42200-208 Training and Instruction	ANDY MAETZOLD			\$300.00
	Invoice 200001994				
Transaction Date	9/15/2017	Security Bank	10100	Total	\$900.00
Claim#	276 DELTA DENTAL OF MINNESOTA				
Cash Payment	G 100-21707 Dental	EMPLOYEE BENEFITS			\$186.80
	Invoice				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$186.80
Claim#	277 MELCHERT HUBERT SJODIN, PLLP				
Cash Payment	E 100-41000-304 Legal Fees	AUGUST 2017 LEGAL - HIRE NEW ADMIN			\$361.90
	Invoice 134039				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$361.90
Claim#	278 GREATER MN COMMUNICATIONS				
Cash Payment	E 620-49440-350 Print/Binding	SEPT 2017 UTILITY BILLS			\$91.42
	Invoice 13933				
Cash Payment	E 640-49490-350 Print/Binding	SEPT 2017 UTILITY BILLS			\$91.43
	Invoice 13933				
Cash Payment	E 620-49440-322 Postage	SEPT 2017 UTILITY BILLS			\$148.65
	Invoice 13933				
Cash Payment	E 640-49490-322 Postage	SEPT 2017 UTILITY BILLS			\$148.65
	Invoice 13933				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$480.15
Claim#	279 HACH COMPANY				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E WWTF SUPPLIES				\$1,201.53
	Invoice 10625719				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$1,201.53
Claim#	280 CARVERLINK				
Cash Payment	E 100-42280-321 Telephone	INTERNET			\$50.00
	Invoice 1830				
Cash Payment	E 100-41000-321 Telephone	INTERNET			\$50.00
	Invoice 1830				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$100.00
Claim#	281 MINI BIFF INC				
Cash Payment	E 100-45000-300 Professional Svcs	SERVICES FOR CITY FESTIVAL 7/8/17			\$231.92
	Invoice A-90089				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$231.92
Claim#	282 MCLEOD COOP POWER ASSN Ck# 004682E 9/28/2017				
Cash Payment	E 100-43160-381 Electric Utilities	CITY SIGN			\$34.52
	Invoice				
Transaction Date	9/18/2017	Security Bank	10100	Total	\$34.52
Claim#	283 MCLEOD COOP POWER ASSN Ck# 004683E 9/28/2017				

***Claim Register©**

9/25/17PAY

September 2017

Cash Payment	E 100-43160-381 Electric Utilities	STREET LIGHTS			\$692.56
Invoice					
Transaction Date	9/18/2017	Security Bank	10100	Total	\$692.56
Claim#	284 EROSION PRODUCTS LLC				
Cash Payment	E 100-45000-500 Capital Outlay (GENERAL)	STRAW BLANKETS, SUN/SHADE SEED MIX			\$151.50
Invoice 4312					
Transaction Date	9/18/2017	Security Bank	10100	Total	\$151.50
Claim#	285 DAVES MULCH STORE, LLC				
Cash Payment	E 100-45000-400 Repairs & Maint Cont	PLAYGROUND MATERIAL			\$580.00
Invoice 13738					
Transaction Date	9/18/2017	Security Bank	10100	Total	\$580.00
Claim#	286 FRONTIER Ck# 021059 9/18/2017				
Cash Payment	E 100-43700-321 Telephone	PUBLIC WORKS			\$314.31
Invoice					
Transaction Date	9/18/2017	Security Bank	10100	Total	\$314.31
Claim#	287 TOM GOEPFERT				
Cash Payment	E 620-49440-300 Professional Svcs	ON CALL PAY - 9/9-10/17			\$50.00
Invoice					
Cash Payment	E 640-49480-300 Professional Svcs	ON CALL PAY - 9/9-10/17			\$50.00
Invoice					
Transaction Date	9/19/2017	Security Bank	10100	Total	\$100.00
	Claim Type	Direct		Total	\$5,335.19

Pre-Written Checks	\$1,041.39
Checks to be Generated by the Compute	\$4,293.80
Total	\$5,335.19

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____



**BOLTON
& MENK**

Real People. Real Solutions.

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Fax: (952) 448-8805
Bolton-Menk.com

September 18, 2017

City of Mayer
Attn: Margaret McCallum, City Administrator
413 Bluejay Avenue
Mayer, MN 55360

RE: Cold Water Crossing 7th Addition
Request for LOC Reduction

Dear Rick:

As requested, we have reviewed the applicants request to reduce the letter of credit associated with Pay Request No. 3 for the Cold Water Crossing 7th Addition. Based on the following, we recommend reducing the letter of credit to **\$405,479**:

- Work completed to date: \$466,097 (accounts for 5% retainage and does not include extra work)
- Work remaining: \$324,383 (\$790,480 - \$466,097)
- LOC: \$405,479 (125% of remaining work)

Let me know if you have questions or need additional information.

Sincerely,

Bolton & Menk, Inc.

David P. Martini, P.E.
Principal Engineer

**CITY OF MAYER
RESOLUTION 9-25-17-34**

RESOLUTION APPROVING CONTRIBUTIONS

WHEREAS, The City of Mayer is generally authorized to accept real contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and bequests for the benefit of recreational service pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash sums set forth below to the City:

Name of Donor	Purpose	Amount
Mayer Baseball Club	Rising Community Festival	\$2,000.00

WHEREAS, All sums have been contributed to assist the City in the establishment and operation of recreational facilities and programs within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council hereby finds that it is appropriate to accept the contributions offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAYER, MINNESOTA, AS FOLLOWS:

1. The contributions described above are hereby accepted by the City of Mayer and shall be used to establish and operate recreational facilities and programs within the City's corporate limits either alone or in cooperation with others, as allowed by law.
2. That the City Clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's contribution.

Adopted by the City Council of the City of Mayer this 25th day of September 2017.

Michael Dodge, Mayor

Margaret McCallum, City Administrator



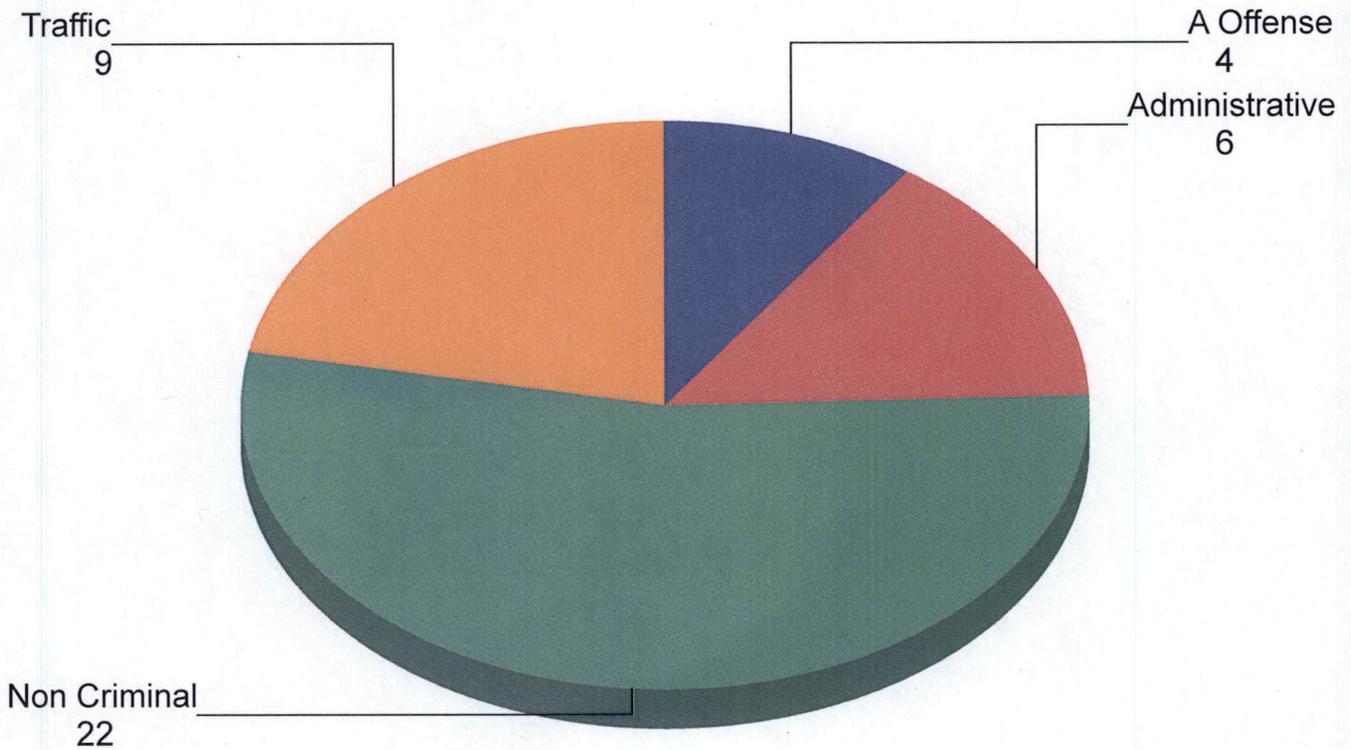
City of Mayer

August - 2017



**Carver County Sheriff's Office
Monthly Calls for Service
From: 08/01/2017 To: 08/31/2017**

Mayer City



Total A Offense:	4
Total Non Criminal:	22
Total Traffic:	9
Total Administrative:	6

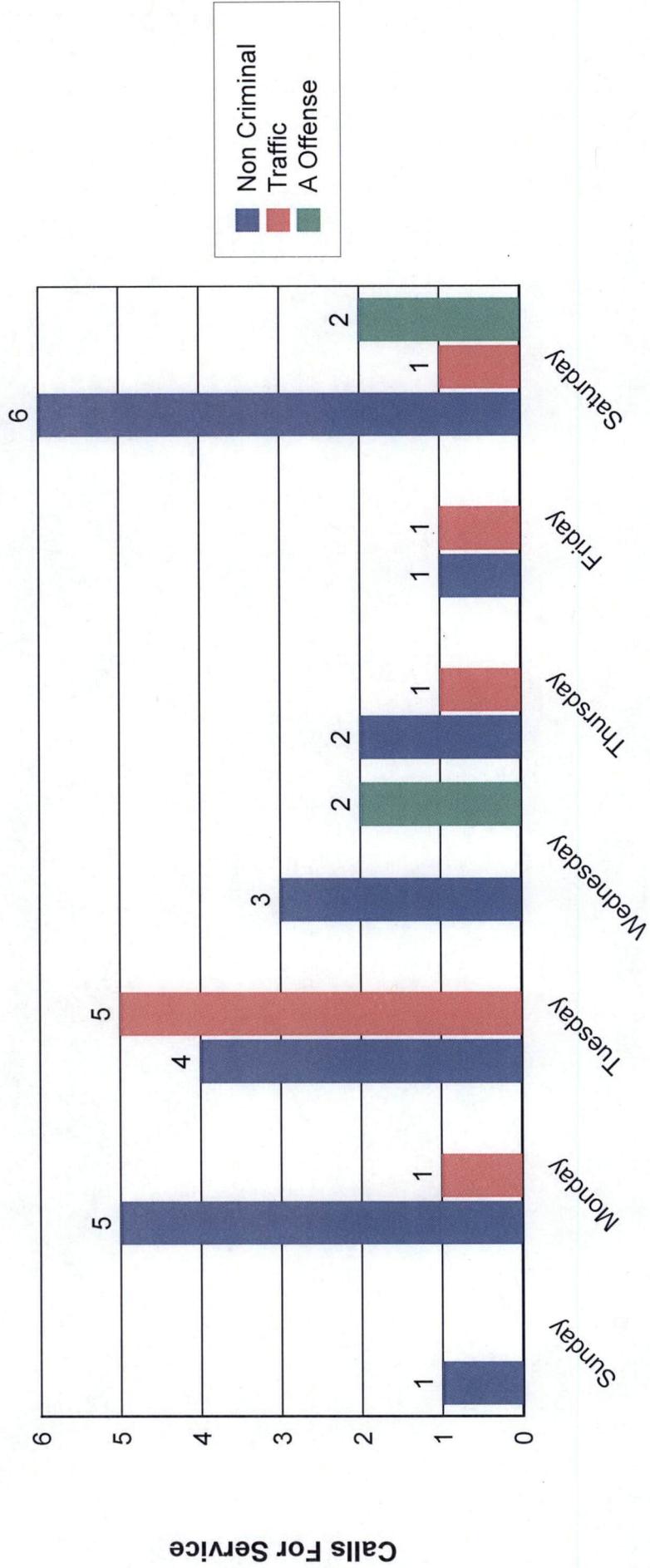
Total Mayer City: 41



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity

From: 08/01/2017 To: 08/31/2017

Mayer City

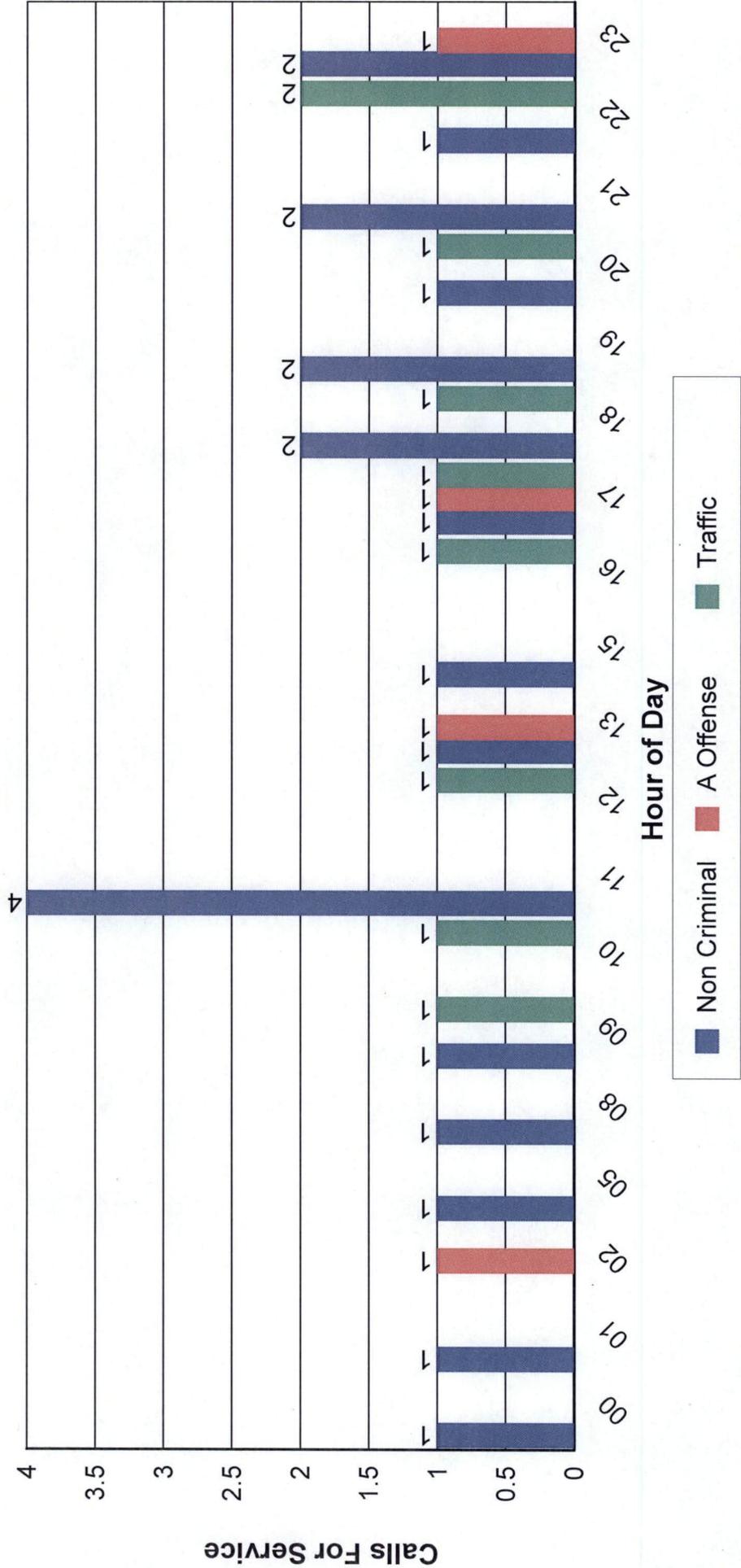


Total Mayer City: 35



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 08/01/2017 To: 08/31/2017

Mayer City



Total Mayer City: 35



Carver County Sheriff's Office
Monthly Calls for Service
From: 08/01/2017 To: 08/31/2017

Mayer City

Patrol

A Offense

Assault	2
Drug Violation	1
Theft	1

Total A Offense:	4
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Non Criminal

Misc Non-criminal	3
Alarm	4
Domestic	1
Animal	1
Medical	4
Fire Call	1
Civil Process	1
Warrant Service	1
Suspicious Activity	2
Disturbance (Info Only)	4

Total Non Criminal:	22
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Traffic

Traffic - Misc	4
Traffic Stop	3
Pd Accident	1
Driving Complaint	1

Total Traffic:	9
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Total Patrol: 35

Administrative

Administrative

GunPermit-Acquire	2
GunPermit-CarryRenew	1
ATF	1
GunPermit- Carry Late Ren	2

Total Administrative:	6
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Total Administrative: 6

Total Mayer City: 41



Carver County Sherff's Office

Arrest Summary

From: 08/01/2017 To: 08/31/2017

Mayer City

13A - Aggravated Assault	1
13B - Simple Assault	1
35B - Drug Equipment Violations	1

Total Number of Charges Involving All Arrests:	3
Total Number Individuals Arrested:	3
Total Incident With Arrests:	3



Carver County Sherff's Office
Traffic Citation Summary
From: 08/01/2017 To: 08/31/2017

Mayer City

Improper Pass:	1
Total Mayer City:	1



**Carver County Sheriff's Office
Verbal Warnings
From: 08/01/2017 to 08/31/2017**

Mayer City

Traffic Stop:	2
Grand Total Verbal Warnings:	2

NIBRS - Activity Codes

Activity Code	Descriptor	
GROUP A		
AC	Animal Cruelty	Abuse or neglect of animal
AR	Arson	Intentionally destroy property by fire
A	Assault	Altercation between parties where physical harm occurred
AA	Aggravated Assault	Assault where substantial injury is caused or weapon used
BB	Bribery	Offering, giving, receive anything of value to sway judgement
B	Burglary	Unlawful entry into a structure to commit a crime
CF	Counterfeiting/Forgery	Alter, copy, imitation, passing a copy as an original
P	Property Damage	All damage to property
D	Drugs	All drug violations, possession of, sale of, manufacture of
EM	Embezzlement	Misappropriation of money, property entrusted to person
EX	Extortion/Blackmail	Unlawful obtain money, property by use or threat of force
U	Fraud	Intentional perversion of truth to obtain money or property
G	Gambling	Unlawful operate, promote or assist in operation of gambling
H	Homicide	Intentional taking of a persons life
HT	Human Trafficking	Induce a person to perform sex act or labor via force, fraud or coercion
K	Kidnapping	Unlawful seizure, transport or detain person against their will
T	Theft/larceny	Taking of property, stealing
V	Motor Vehicle Theft	Theft of a motorized vehicle
PO	Pornography	Manufacture, publish, sell, buy, possess sexually explicit material
PR	Prostitution	Unlawfully engage in or promote sexual activity for anything of value
R	Robbery	Taking of property by use of force
S	Sex Offenses	Forcible sexual assault
SN	Sex Offenses, Nonforcible	Nonforcible sexual intercourse (incest, statutory rape)
SP	Stolen Prop Offenses	Receive, buy, sell possess, conceal, transport known stolen property
W	Weapons	Violation of manufacture, sale purchase, transport use firearm

GROUP B

BC	Bad Checks	Intentional issuance of check against insufficient or nonexistent funds
CL *	Curfew/Loitering	Curfew violation/ person remain in area w/o visible means of support
DP *	Disorderly Conduct	Behavior tends to disturb public peace/shock public sense of morality
J	Driving Under Influence	Traffic stop or accident involving drive under influence
DR *	Drunkness	Drink alcohol to extent substantial impairs mental and physical function
FO	Family Offense, Non violent	Unviolent acts by family member against another family member
LV	Liquor Law Viol	Illegal consumption, sale, possession of liquor
PT *	Peeping Tom	Secretly look in windows, doorway, keyhole for purpose of voyeurism
RU	Runaway	Juvenile runaway
TR *	Trespassing	Unlawfully enter land, dwelling or other real property
M	All Other Offenses	OFP/Danco violation, Traffic - Hit & run accident
		All other offense not included in other A & B classifications
O *	Ordinances	Laws/rules created by county or cities.
*		Use only when Enforcement used (citation or arrest)

Activity Codes
Non-criminal, Traffic and Administrative

NON CRIMINAL		
Code	Description	
1	Misc. NonCriminal	Gen law enforcement questions: citizen assists, lost and found property civil disputes, juvenile disciplinary issues, etc
2	Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
3	Alarm	Checking on an alarm at a private residence or business
4	Domestic	Verbal argument between parties. Must have relationship. No charges
5	Missing Person	Missing / Lost person (not runaway)
6	Abuse/Neglect - Info only	Abuse or neglect of children or adults
9	Animal	Animal bites, stray animals. All calls involving animals
10	Medical	Assist persons with medical issues, natural cause deaths
11	House/Business Check	Check on residences or business when owners are away from property
12	Assist other Agency	Assist other law enforcement, state patrol, govt depts, EMT or medical
13	Fire Call	Fires and assist to fire departments
15	Mental Health	Suicides, 72 hr holds for mental health issues
16	Civil Process	Service of civil papers. Assist with civil standby situations
17	Transport	Trtransport persons for various reasons.
19	Warrant Service	Service of warrant for Carver County and other counties.
20	Boat & Water	All incidents involving boats, watercraft and/or lakes
21	Snowmobile	All incidents involving snowmobiles
22	ATV	All incidents involving ATV
30	Suspicious Activity	Suspicious persons, acts or vehicles. Accidental 911 calls
31	Open Door	Located an open door to a business or residence
34	Drug - Info Only	Drug information only
35	Disturbance - Info Only	Noise complaint, disturbing peace
60	Child Custody Dispute	Incidents involving dispute over child custody

TRAFFIC RELATED		
Code	Description	
8	Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, veh in ditch, assists, all parking issues
38	Traffic - Stops	All traffic stops initiated by officers
50	Auto Accd - Prop Damage	Auto accident in which only property damage occurred
51	Auto Accd - MV vs deer	Auto accident involving a motor vehicle and deer
52	Auto Accd - Injury	Auto accident in which injury and property damage occurred
54	Auto Accd - Fatality	Auto accident in which a fatality occurred
80	Driving Complaint	Complaints of bad driving behavior.

ADMINISTRATIVE

Code	Description	
0	Call Error	Calls for service created in error
18	Warrant Issued	Warrant issued by Carver County Court Administration
23	Explosive/Firearm Dealer	Application for a permit for explosives or firearms dealer license.
24	Gun Permit - Acquire	Application for a permit to purchase a handgun.
25	Gun Permit -Carry (new)	Application for a permit to carry a handgun.
26	Gun Permit - Transfer	Application for the transfer of a reg. gun from one individual to another.
28	Gun Permit - Carry (renewa	Application to renew a permit to carry a handgun.
32	Gun Permit - Carry Late Re	Application to renew a permit to carry a handgun after 90 day expiration
37	Rec Ck - Immigration	Records check for updating immigration status
39	Rec Ck - Gambling Permit	Records check for gambling permit
40	Rec Ck - Citizen Academy	Records check for citizens academy
41	Rec Ck - Adoption	Records check for adoption
42	Rec Ck - Carver Cty Employ	Records check for Carver County employment
43	Rec Ck - SO Employ	Records check for Carver County Sheriff's Office employment
44	Rec Ck - SO Volunteer	Records check for Carver County Sheriff's Office Volunteer
45	Rec Ck - DHS	Records check for Dept of Human Services
46	Rec Ck - Name Change	Records check for Name change purposed
47	Rec Ck - Other Employ	Records check for other employment
48	Rec Ck - Individual	Records check for an individual
49	Rec Ck - Military	Records check for the military
61	License - Day Care	Records check for a day care license
62	License - Foster Care	Records check for a foster care license
63	License - Liquor	Records check for a liquor license
64	License - Massage Parlor	Records check for a massage parlor license
65	License - Fireworks	Records check for fireworks permit
66	License - Peddler	Records check for peddlers license
999	Sealed	Records are sealed by Court Order



Request for Council Action Memorandum

Item: 2018 Police Contract

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To review and make a motion approving Resolution 9-25-17-35 approving contract for police services for Calendar Year 2018.

Details:

The 2018 contract for polices services reflects a decrease of \$4,078 from the 2017 contract. There is a decrease in vehicle costs for 2018.

Personnel Costs	2015	2016	2017	2018
.67 Corporal	\$62,597.00	\$63,055.00	\$66,205.00	\$68,652.00
CSO 130 Hours	\$3,936.00	\$4,033.00	\$4,350.00	\$5,022.00
Vehicle Cost .67	\$10,860.00	\$15,480.00	\$21,093.00	\$13,896.00
Total	\$77,393.00	\$82,568.00	\$91,648.00	\$87,570.00

Attachments:

Resolution 9-25-17-35

2018 Police Contract

**RESOLUTION 9-25-17-35
APPROVING THE CONTRACT FOR POLICE SERVICES
FOR CALENDAR YEAR 2018
CITY OF MAYER**

WHEREAS, The City of Mayer (the "City") desires to contract police services with Carver County and the Carver County Sheriff's Department; and

WHEREAS, such contracts are authorized by the provisions of Minnesota Statutes, Chapter 471.59, and the 1961 Sessions Laws, Chapter 693; and

WHEREAS, said contract will be for police services provided during the 2018 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 Police Services for 2018 calendar year, attached hereto and by said references incorporated herein in its entirety.

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

Adopted this 25th day of September, 2017 by the Mayer City Council.

Margaret McCallum, City Administrator

Mchael Dodge, Mayor

CONTRACT FOR POLICE SERVICES

Mayer

THIS AGREEMENT, made and entered into this day of , by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Mayer (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, said contract is authorized by Minnesota Statute, Section 471.59, 436.05, and Minnesota Statute, Section 366 and 367;

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police contracting services for the City. Minnesota Statutes, Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties. Minnesota Statutes, Section 436.05 allows municipalities to contract with other municipalities for police services.

ARTICLE II

1. POLICE SERVICES. The County agrees to provide police service within the corporate limits of the City to the extent and in the manner set forth below:
 - 1.1 Police services to be provided under this contract shall encompass those police duties and functions which are the type statutorily deemed to be the responsibility of the local communities;
 - 1.2 With input from the City, the County shall assign personnel as necessary;
 - 1.3 All matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the control of the County;

- 1.4 In the event a dispute arises between the parties concerning the type of service to be rendered, or the manner in which such service is provided, the County shall retain sole discretion in determining a solution to said dispute (e.g., re-assignment of personnel, types of patrol, level of service available); and
- 1.5 The police services will be provided to the City for the selected number of contracted hours and/or full time equivalent (FTE) personnel. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services pursuant to Minnesota Statute, Section 471.425, Prompt payment of local government bills, Subdivision 2(a) For municipalities who have governing boards which have regularly scheduled meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT. It is agreed that the County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein.
2. OFFICE SPACE. If an FTE is requested, the City shall provide office and work space for the assigned personnel.
3. FINANCIAL LIABILITY. The City does not assume liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the selected services. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the County or other Minnesota political subdivisions shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. 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.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

LIABILITY

- (a) It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes Chapter 466. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes Section 466.04. To the full extent permitted by law, actions by 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 set forth in Minnesota Statutes, Section 471.59, Subdivision 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.
- (b) For purposes of determining total liability damages, the participating governmental units and the joint board, if one is established, are considered a single governmental unit and the total liability for the participating governmental units and the joint board, if established, shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1, or as waived or extended by the joint board or all participating governmental units under State Statute, Section 3.736, Subdivision 8 or Section 471.981. 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.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2018 to December 31, 2018. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. This Agreement extension shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60th) day, whichever occurs first.
2. RATE. The Sheriff's Office has presented the City with a recommended police plan which includes the police contract rates.
3. NOTICE.
 - 3.1 If the County does not desire to enter into a contract for police service for 2019, the City shall be so notified in writing six (6) months prior to the expiration of the current contract.
 - 3.2 On or before August 15 of the current contract year, the County shall notify the City of the police contract rates for the following year.
 - 3.3 The City shall notify the County of its intention to contract for police services for the following year no later than October 15 of the current contract year.
 - 3.4 In the event the City shall fail to give notice as required above, the County shall presume the City does not desire to enter into an Agreement with the County for police services.
 - 3.5 Notice under the above provisions shall be sent to:

Commander Paul Tschida
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
ptschida@co.carver.mn.us
Office: 952-361-1207
Cell: 952-457-7302

City of Mayer
Luayn Ruch-Hammond,
Administrator
413 Bluejay Ave.
Mayer, Mn. 55360
Phone: 952-657-1502

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community. The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include: salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first forty (40) hours the deputy is gone from the community while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 40 hours.

The first eighty (80) hours a deputy is gone from the community on FMLA leave will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA after the first 80 hours of FMLA is completed.

If the City requests coverage for compensated days off noted above, it is recommended the City set aside a contingency for additional hours. Additional hours for deputies will be billed at \$64.17.

The SouthWest Metro Drug Task Force will invoice \$2,100 separately.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

PERSONNEL COST

Deputy .67 (2080 FTE)	\$68,652
CSO – 130hours	\$5,022

VEHICLE COST

Patrol Vehicle – .67	<u>\$13,896</u>
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<u>TOTAL POLICE SERVICES</u>	\$87,570
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2. PAYMENT. The Sheriff shall invoice one half of the total amount of the current year police staffing option cost hereunder, or \$43,785 to be paid on or before June 30 of the current contract year. The Sheriff shall invoice the remaining half, or \$43,785 to be paid on or before November 30 of the current contract year.
3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statute Section 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.
2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that 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, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.
3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

4. 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 hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

IN WITNESS THEREOF, the Municipality has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this _____ day of _____, _____

SIGNED: _____ DATE: _____
Mayor

SIGNED: _____ DATE: _____
City Administrator

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of _____, _____

COUNTY OF CARVER:

SIGNED: _____ DATE: _____
CHAIR, BOARD OF COMMISSIONERS

SIGNED: _____ DATE: _____
SHERIFF

Attest

SIGNED: _____ DATE: _____
COUNTY ADMINISTRATOR



To: Mayor and Council Members

From: Kyle Kuntz

Re: Public Works Activities from August 25th to September 20th (2017)

Roads

- Finished marking 2017 road repairs and contractors about 2017 road repairs
- Chopped roadsides and meadow areas
- Worked on snow plowing proposal
- Replaced "stop" signs in Fieldstone
- Replaced damage street post in Coldwater development
- Mulched trees in Discovery and West Ridge Park

Parks

- Conducted playground inspections on monthly basis
- Emptied trash cans on regular basis
- Graded ball fields on regular basis
- Mowed and weed whipping parks as necessary
- Watered flowers on a regular basis
- Sprayed weeds
- Contacted architect about Old Schoolhouse Park shelter
- Attended park board meeting on 9/12/17
- Watered grass seed in West Ridge Park on a regular basis
- Wilsons Nursery came to plant trees throughout the parks
- Hauled and leveled 20 yards of playground material to Discovery Park
- Chopped meadow area's at the end of 4th St NE and Meadow Park
- Trimmed trees

Water Treatment Facility

- Executed daily rounds
- Performed chlorine, fluoride, iron, and manganese tests on a weekly basis
- Received chemical deliveries from DCP Industries on a monthly basis
- Took water samples for Minnesota Department of Health
 - Took all MDH water samples to UPS store in Waconia to be shipped
- Filled out monthly fluoride report for August 2017
- Changed out chlorine tanks as needed
- Cleaned chlorine analyzer and replaced reagents as needed
- Flushed KMNO₄ feed line and mixed KMNO₄ on a regular basis
- Exercised generator at WTP and Well #2 on a monthly basis
- Conducted well #2 draw down on a weekly basis
- Finished WSP corrections (plan has been approved by the DNR)
- Met with KLM Engineering about water tower warranty work
- Turned watermain on for Hidden Creek 7th addition

Wastewater Treatment Facility

- Executed daily rounds and weekly sampling procedures
- Decant digester as necessary
- Washed down scum manhole and control structure #2 as necessary
- Cleaned cyclone grit separator as necessary
- Greased clarifier drive and flocculater drive on a monthly basis
- Feed midge fly control product on a weekly basis
- Ideal Service came to install new drives
- Quality Flow came to install knew pumps, guide rails, and check valves for Lift Station #2

- Met with vender about midge fly and grease control products
- Helped install new influent pH probe
- Power cleaned weirs around clarifier

Lift Stations & Collection System

- Check lift station operations on daily basis
- Exercised generator on monthly basis

Miscellaneous

- Worked on cleaning/organizing public works building in between other public works tasks
- Gopher one locates
- Worked on August public works activities sheet
- Changed out old water meters and MXU devices
- Installed MXU's and sealed water meters for new houses
- Read water meters on the 1st of each month
- Worked on 'On Call' schedule
- Ran to various stores to get supplies/materials
- Attended safety committee meeting and training in Waconia on a monthly basis
- Hung water meter repair signs
- Checked landscape escrows for R Homes
- Attended weekly meetings about the County Road 30 reconstruction
- Worked on 2018 budget
- Cleaned out damaged trees around storm water pond at the end of 4th St NE
- Knocked out cement in the equalization culvert under Hidden Creek BLVD
- Attended the "MRWA Operator Expo" in Waconia
- Attended budget meeting on 9/20/17
- Attended GIS meeting in Chaska on 9/20/17

Equipment

- Fueled and washed equipment as needed
- Exercised bypass pump on a monthly basis
- Greased, changed oil, and sharpened blades on mower as necessary
- Fixed damaged deck on lawn mower
- Replaced fittings on watering trailer and installed a 2" pump

Safety Concerns

- No safety concerns at this time

Weekly Update

Week: September 4 – September 8, 2017

Hiring of the Administrative Clerk Position –

Janell and I did interviews for the Administrative Clerk position on Thursday. We conducted 3 interviews for the temporary position. We decided to offer the position to Konner Bleth, a local resident of Mayer.

The position will be offered to him today contingent on a satisfactory background check. He will likely start the week of the 18th if all works out.

Business Regulations – Chapter 111: Intoxicating and 3.2 Percent Malt Liquor -

I just wanted to let you all know that the Minnesota State Law regarding Sunday liquor sales was changed in 2017 and went into effect in July 2017.

The law changed to allow Off-Sale Intoxicating Liquor sales on Sundays from the hours of 11:00 a.m. – 6:00 p.m. It previously did not allow any Sunday sales.

I reviewed the ordinance (Chapter 111) to see if an ordinance amendment was needed to be consistent with the law change. Some cities have to change their ordinance to reflect this. The City of Mayer does not have to change its ordinance because it simply references the Minnesota Statute.

So as businesses apply/reapply for their licenses, the City is all set to go with the new Sunday liquor sales law.

City Council Packet -

I worked on getting the packet ready for the September 11, 2017 meeting. I made some minor changes to the agenda layout. Please let me know if I left anything out or accidentally deleted something that you liked!

Budget-

Staff is continuing to work on the budget.

Sincerely
Margaret McCallum
City Administrator

Weekly Update

Week: September 11 – September 22, 2017

Budget –

Rick and I have been working on the budget.

This is where most of my time has been spent.

I have reached out the Abdo, Eick and Meyer and they have provided me with some good information on our historical budget setting.

General Obligation Sewer and Water Revenue Refunding Bonds –

I've been working with Ehler's to complete documentation needed for the General Obligation Sewer and Water Revenue Refunding Bonds.

City Council Packet -

I am working on the packet for the regular City Council meeting on September 25, 2017 meeting. That agenda should be out tomorrow and the packet for sure out by Friday.

General Questions and Tasks-

I have been helping with permits and general follow up for residents.

Sincerely,

Margaret McCallum



Date: September 12, 2017

TO: MAYER CITY COUNCIL/CONTRACTING TOWNSHIPS
FROM: MAYER FIRE DEPARTMENT, ROD MAETZOLD – FIRE CHIEF

SUBJECT: FIRE REPORT FOR MONTH ENDING – 08/31/17

TOWNSHIP CALLS:

08/19/17 0537 Waconia Car in Ditch, Hwy 25 & 74th St 15

CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
08/01/17	1104	Medical, 2308 Coldwater Crossing	6
08/12/17	1314	Fire Alarm, 305 5 th St NE	11
08/16/17	2007	Sky Watch, 400 Ash Ave N	18
08/20/17	0912	Medical, 121 Ash Ave N	11
08/28/17	1847	Medical, 2304 Coldwater Crossing	18
08/30/17	2324	Medical, 1375 Birch Drive	15

FIRE DEPARTMENT TRAININGS/ACTIVITIES FOR MONTH ENDING 08/31/17

08/4-6/17 New Germany Fire Department Softball Tournament – MFD 3rd Place
07/07/17 Regular Meeting
07/14/17 Group Training
07/21/17 Phone System Training
07/21/17 Training – Vehicle Extrication and Water Rescue



Request for Council Action Memorandum

Item: Request for increase in Volunteer Firefighter PERA retirement plan.

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To review and approve resolution 9-25-17-32 authorizing an increase in benefit for the PERA retirement plan.

Details:

Currently, the Mayer Fire Department Pension plan is through Public Employees Retirement Association of Minnesota (PERA).

The current benefit level is at \$2,000 per year. The Plan provides for the payment of retirement benefits based on a specific dollar value paid for each year of credited services.

The lump sum benefits payable from the Plan are funded by existing fire state aid allocated to the municipality and additional municipal contributions as applicable.

Referencing the attachment:

At the \$2,000 benefit level – all benefits are funded by the existing fire state aid.

If the City chooses to go to the \$2,200 benefit level, the city would need to budget about \$3,800 per year to cover the added benefit.

Once the benefit is increased, it cannot be decreased.

Attachments:

Resolution 9-25-17-32

Letter from PERA

RESOLUTION 9-25-17-32
STATEWIDE VOLUNTTTER FIREFIGHTER RETIREMENT PLAN
CITY OF MAYER

A RESOLUTION OPTING TO INCREASE THE BENEFIT LEVEL FOR FIREFIGHTERS WHO ARE VESTED IN THE VOLUNTARY STATEWIDE VOLUNTEER FIREFIGHTER (SVF) RETIREMENT PLAN

The City Council of Mayer, Minnesota, does ordain:

WHEREAS, The City previously authorized the fire department to join the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by the Public Employees Retirement Associations (PERA); and

WHEREAS, The City requested and obtained a cost analysis of increasing the benefit level for firefighters who are vested in the Voluntary Statewide Volunteer Firefighter Retirement Plan from PERA not more than 120 days ago; and

WHEREAS, the City understands that Minnesota statute allows an increase in benefit levels if the plan is fully funded, but does not have provisions for a decrease in benefit levels; and

WHEREAS, the City highly values the contributions of City Fire Department members to the safety and well being of our community and wishes to safeguard their pension investments in a prudent manner.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Mayer, Carver County, Minnesota, hereby approves the increase in benefit level for firefighters who have completed at least five (5) years of good time service credit as a member of the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by PERA at the \$2,200 benefit level per year of service, effective January 1, 2018; and

The City Clerk/Administrator and Mayer are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

Adopted this 25th day of September, 2017 by the Mayer City Council.

Margaret McCallum, City Administrator

Mchael Dodge, Mayor

Public Employees Retirement Association of Minnesota

60 Empire Drive, Suite 200
 St. Paul, MN 55103-2088
 Phone: 651-296-7460 or 1-800-652-9026
 Website: www.mnpera.org



July 6, 2017

PERA ID 6168-00

Richard Almich
 City of Mayer
 413 Blue Jay Avenue
 Mayer, MN 55360

We received your request for a cost analysis to estimate the cost of increasing the benefit level in the statewide volunteer firefighter retirement plan administered by PERA. Based on the information from **December 2016**, we have developed this spreadsheet and a cost analysis for the benefit levels you requested. The results are shown below.

A. Benefit Level (per year of service):	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
B. Estimated yearly normal cost:	53,184	55,849	58,520	61,145
C. Estimated yearly admin expenses:	960	960	960	960
D. Estimated beginning asset value:	749,730	749,730	749,730	749,730
E. Estimated beginning liability:	731,300	766,698	802,121	837,713
F. Estimated Deficit Amortization Payment ((E-D)/10):	0	1,697	5,239	8,798
G. Estimated Total Required Contribution (B+C+F):	54,144	58,506	64,719	70,904
H. Estimated Investment Income (D x 6%):	44,984	44,984	44,984	44,984
I. Estimated Fire State Aid (2016 Amount):	16,009	16,009	16,009	16,009
J. Estimated Municipal Required Contribution (G-H-I):	\$ -	\$ -	\$ 3,726	\$ 9,911
Funding Ratio	103%	98%	93%	89%

Please note that these are estimates only. Should you choose to increase your benefit level in the statewide plan on January 1, 2018, in accordance with *Minnesota Statutes Section 353G.11 Subdivision 2* we will recalculate the required municipal contribution for December 31, 2018, and provide that information to the city soon after we receive the authorization for the benefit increase. The figures shown above on Line J are estimates of required municipal contributions that would be due on December 31, 2018 and beyond at the given benefit levels.

The estimate calculations were based on member information that was available as of December 2016. Please review the membership data and make any corrections to that data. If you return that to me, I will prepare an updated cost estimate for you to review.

If you have any questions, please do not hesitate to contact me by phone (651-201-2648) or by email at david.andrews@mnpera.org.

Sincerely,

David Andrews
 Accounting Supervisor, PERA



Request for Council Action Memorandum

Item: Gaga Pit

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To approve the spending of \$1,822.00 on the purchase of a Gaga Pit for the park.

Details:

At their September Park Commission meeting, the Park Commission approved spending \$1,822.00 for the materials for a Gaga Pit. (Public Works would perform that labor).

Costs Breakdown:

Hardware:

Bracket Systems	\$520.00
Wall Top Cover	\$176.00
ADA Doorway Kit	\$350.00
Quick Connect Kit	\$192.00
Shipping Estimate	\$152.00

Lumber:

Brown Treated	\$432.00
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Total: \$1,822.00

The game of Gaga is a variant of dodgeball that is played with one ball. The game combines dodging, striking, running, and jumping, with the object being that last person standing.





Attachments:

None.



Request for Council Action Memorandum

Item: Thermal Imaging Cameras Purchase Request

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To review and approve the purchasing of seven (7) thermal imaging cameras for the Fire Department in the amount of \$875.00 each for a total cost of \$6,125.00.

Details:

A thermal imaging camera is used in firefighting. It renders infrared radiation as visible lights and allows firefighters to see areas of heat through smoke, darkness, or heat-permeable barriers.

These cameras can pick up body heat, and they are normally used in cases where people are trapped where rescuers cannot find them.

Attachments:

None.



Request for Council Action Memorandum

Item: Approval of newly elected Park Commission Chair

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To approve the election of a new Park Commission Chair.

Details:

Former Commission Chair Nate McNeilly resigned as a Park Commissioner member. His last meeting was August 8, 2017.

The Park Board voted and recommended to the council Alisa Johnson as the new Commission Chair at their September 5, 2017 meeting.

Attachments:

None.



Request for Council Action Memorandum

Item: Park Commission Resignation

Meeting Date: September 25, 2017

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To accept the resignation of a Park Commissioner.

Details:

Nate McNeilly resigned as a Park Commissioner member. His last meeting was August 8, 2017.

The Park Board recommended to council the acceptance of the resignation at their September 5, 2017 meeting.

Staff is requesting that the Council authorize staff to begin advertising for a replacement.

Attachments:

None.



**BOLTON
& MENK**

Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

MEMORANDUM

Date: September 19, 2017
To: Mayer City Council
From: David Martini
Subject: Projects in Progress

For your convenience, the following is a summary of the projects Bolton & Menk has worked on during the billing period between July 14th and August 11th, 2017:

Miscellaneous Engineering

During the billing period, miscellaneous engineering included the following:

- Reviewing dewatering needs for the wetland restoration plantings
- Coordinating drain tile plans for a low wet area adjacent to West Ridge Park
- Review and correspondence related to the Casey's Store construction
- Completing a site survey for the Public Works lot
- Reviewing the scope of work for engineering items associated with the Comp. Plan update
- Reviewing drainage and erosion control issues in Sunset Meadows
- Reviewing lot surveys and erosion control issues for Hidden Creek
- Site plan work for the Old School House Park shelter project

9.5 hours of time was provided at the City's reduced hourly rate, which resulted in a savings to the City of **\$864.50**.

Hidden Creek (Pass Thru)

During the billing period, time was spent reviewing drainage issues between the 5th and 6th Additions.

Cold Water Crossing 7th (Pass Thru)

During the billing period, time was spent corresponding with residents about the status of construction and concerns related to drainage and the elevation of the large pond. Time was also spent observing construction activity and progress.

City Admin

From: David Martini [davidma@bolton-menk.com]
Sent: Wednesday, August 16, 2017 4:24 PM
To: Rick Almich (cityadmin@frontiernet.net)
Subject: TH 25

Rick,
As we have discussed, Mn/DOT is planning for a 2020 project to perform a mill and overlay on TH 25 from 1st Street in Mayer to State Street in Watertown. The project will also include drainage and ADA improvements. To meet current ADA standards, most of the sidewalk will need to be replaced to include a minimum of a 5-foot pedestrian access route behind the light poles. 6-foot is preferred and would work better for snow removal equipment, but that will require the existing light poles to be relocated. Some pedestrian ramps will also need to be replaced. To help Mn/DOT plan the scope of the project, they have the following questions they would like the City to consider:

- What is important to the City along the corridor that needs to be preserved or added?
- Should the urban section be extended to the north?
- Should trail or sidewalk be added?
- Would the City like more streetscaping and/or landscaping?
- Would the City like wider sidewalks?
- Can the drive lanes be reduced to 11-feet to limit right of way needs for the project?
- Should bike lanes be considered?
- Should bump outs be added at pedestrian crossings?

Cost participation guidelines will need to be considered to make sure that the scope of the project is feasible from the City's standpoint. Mn/DOT is considering using a community survey tool that is able to utilize the power of graphics for visualization to explore some of these questions if the City feels it would be helpful.

Please share this information with the Council so that we can give feedback to Mn/DOT to keep the process moving. Let me know if you have questions.

Thanks.

David P Martini P.E.
Principal Engineer
Bolton & Menk, Inc
2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172
Phone: 952-448-8838 ext. 2458
Mobile: 612-756-4315
Bolton-Menk.com

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For more information please visit <http://www.symanteccloud.com>

Mayor Dodge, Council and Citizens of Mayer,

Included is budget information for the 2018 budget for the City of Mayer. The 2018 budget for each City fund and department was received and thoughtfully assembled to continue providing the level of service that residents expect, while doing so in a fiscally responsible manner.

The preliminary operating budget and debt budget is estimated to be \$1,611,036.72 which is an increase of \$205,100.72 for last year's approved budget of \$1,405,936.00.

The property tax levy for 2017 was \$952,000.00. The proposed preliminary levy is \$1,016,225.46 which is an increase of \$64,225.72.

The City's debt service fund budget is \$510,942 with an increase of \$53,231.00. This covers the costs for the Fire Station, Fire Truck, 2007 Street Reconstruction of highway 25 and the Eastside Project and Sewer Debt.

Many of the changes in this year's budget reflect changes in staff (one additional public works employee in 2017) and potential change in staff (possible addition of an administrative clerk) and funding for the state mandated Comprehensive Plans. There is also an increase in debt payment. In addition, the City is planning for and budgeted for some minor projects such as the dredging of a pond and the replacement of some equipment.

The City continues to grow and the economic trends continue to improve. From 2014 to 2017, the City has experienced a significant increase in building permit activity; whether for new homes or commercial property, or improvements to property. Also, the City experienced an 11% (\$167,541,700 from \$151,218,700) market change for 2018 from the 2017 market value. This is the result of increased values and the recent additional homes.

The preliminary tax rate for 2018 is 52%, down from 53% last year.

Sincerely,

Margaret McCallum
City Administrator

CARVER COUNTY
Pay 2018 Est. Aug
Tax Capacity

(Use Assessor's Abstract for this form unless otherwise noted.)

Townships	EMV (abstract)	Taxable MV (abstract)	Ref MV	Net Tax Capacity	TIF Capt'd TC	FD Cont TC	Adj TC	FD Dist TC	FD Dist \$
Benton	213,563,700	207,224,800	92,038,500	1,759,145		87,504	1,671,641	35,872	4,096
Camden	211,597,100	204,728,500	95,993,900	1,694,002	-	51,652	1,642,350	57,571	11,671
Dahlgren	326,185,000	303,252,300	186,847,500	2,821,566	-	147,340	2,674,226	72,371	7,387
Hancock	98,114,900	95,458,100	28,828,400	688,349	-	5,537	682,812	14,049	2,024
Hollywood	232,988,900	224,999,700	103,929,600	1,829,721	-	58,177	1,771,544	57,947	9,832
Laketown	356,440,200	313,091,400	243,164,500	3,097,402	-	70,421	3,026,981	184,503	29,626
San Francisco	176,626,600	170,426,700	111,687,000	1,536,325	-	6,958	1,529,367	50,923	10,273
Waconia	270,625,600	250,030,900	169,331,400	2,363,395	-	86,721	2,276,674	72,747	8,932
Watertown	283,266,000	270,753,200	175,789,900	2,587,049	-	130,493	2,456,556	68,107	11,060
Young America	193,315,500	187,623,300	81,226,900	1,648,453	-	57,688	1,590,765	29,852	5,080
Cities									
Carver	466,031,700	443,690,100	446,457,700	4,679,091	202,251	169,302	4,307,538	642,187	318,364
Chanhasen	4,141,477,100	4,040,981,900	4,070,018,000	46,586,885	-	3,540,139	43,046,746	2,092,630	499,100
Chaska	2,848,563,000	2,712,772,500	2,745,722,900	32,036,375	974,602	3,096,733	27,965,040	3,595,500	988,607
Cologne	163,136,400	151,579,300	157,475,900	1,622,696	-	73,269	1,549,427	272,428	189,889
Hamburg	32,622,000	28,318,600	32,225,300	304,394	-	15,516	288,878	144,743	189,471
Mayer	167,541,700	155,362,500	165,309,900	1,658,544	-	75,009	1,583,535	360,729	192,223
New Germany	30,816,100	27,377,500	28,518,600	300,933	-	22,201	278,732	95,325	94,282
Norwood Young America	277,145,000	252,978,400	272,697,400	2,983,560	184,990	299,953	2,498,617	772,380	556,774
Victoria	1,405,607,600	1,376,353,100	1,382,315,900	14,584,731	244,701	221,015	14,119,015	794,331	248,262
Waconia	1,340,815,200	1,288,942,800	1,324,540,600	14,745,284	160,751	1,281,473	13,303,060	1,589,413	839,283
Watertown	298,890,600	275,913,800	295,396,700	2,984,388	-	139,770	2,844,618	873,851	528,475
School Districts									
SD # 108	1,054,769,700	997,162,300	701,576,100	9,607,443	184,990	544,239	8,878,214	1,297,676	342,864
SD # 110	2,232,292,300	2,125,007,400	1,923,210,700	22,814,779	279,566	1,604,884	20,930,329	2,003,252	860,857
SD # 111	934,598,000	881,209,800	711,967,800	8,527,004	-	317,029	8,209,975	1,353,315	726,379
SD # 112	7,671,994,700	7,355,681,000	7,317,137,800	84,566,768	1,302,739	7,056,499	76,207,530	6,300,166	3,783,884
SD # 276	1,502,863,100	1,488,668,600	1,493,816,600	15,894,386	-	105,412	15,788,974	891,497	443,501
SD # 424	504,700	504,700	133,800	5,132	-	82	5,050	45	13
SD # 716	128,866,500	124,649,100	58,411,300	1,025,166	-	5,510	1,019,656	29,691	13,166
SD # 2687	7,099,400	6,656,200	2,164,600	47,347	-	-	47,347	1,572	799
SD # 2859	2,381,500	2,320,300	1,097,800	24,263	-	3,216	21,047	245	63
Carver County Watersheds									
#1 Lower Minnesota (060)	639,176,600	605,371,400	616,443,100	6,958,878	131,791	578,379	6,248,708	750,515	5,074
#2 Riley Purgatory (064)	3,237,957,800	3,146,318,700	3,175,670,800	36,645,962	-	3,153,243	33,492,719	1,630,858	32,616
#3 Minnehaha Creek (062)	2,364,423,400	2,311,394,600	2,288,907,000	24,486,378	244,701	361,592	23,880,085	1,347,873	25,367
#4 Buffalo Creek (005)	18,450,400	18,064,800	5,965,800	155,632	-	1,065	154,567	3,205	58
CCWMO (067)	7,275,361,700	6,900,709,900	6,122,529,800	74,265,438	1,390,803	5,542,592	67,332,043	8,145,008	74,844
Miscellaneous:									
Met Council	13,535,369,900	12,981,859,400	12,209,516,500	142,512,288	1,767,295	9,636,871	131,108,122	11,877,459	104,140
Transit Dist - Chan & Chaska	6,990,040,100	6,753,754,400	6,815,740,900	78,623,260	974,602	6,636,872	71,011,786	5,688,130	84,404
Mosquito Control	13,535,369,900	12,981,859,400	12,209,516,500	142,512,288	1,767,295	9,636,871	131,108,122	11,877,459	56,207
Carver County CDA	13,535,369,900	12,981,859,400	12,209,516,500	142,512,288	1,767,295	9,636,871	131,108,122	11,877,459	205,615
Carver Co Rail Authority	13,535,369,900	12,981,859,400	12,209,516,500	142,512,288	1,767,295	9,636,871	131,108,122	11,877,459	12,457
Chaska EDA	2,848,563,000	2,712,772,500	2,745,722,900	32,036,375	974,602	3,096,733	27,965,040	3,595,500	55,982
NYA EDA	277,145,000	252,978,400	272,697,400	2,983,560	184,990	299,953	2,498,617	772,380	12,021
Victoria EDA	1,405,607,600	1,376,353,100	1,382,315,900	14,584,731	244,701	221,015	14,119,015	794,331	11,164
Watertown EDA	298,890,600	275,913,800	295,396,700	2,984,388	-	139,770	2,844,618	873,851	11,698
County	13,535,369,900	12,981,859,400	12,209,516,500	142,512,288	1,767,295	9,636,871	131,108,122	11,877,459	4,613,705

Above numbers reflect Carver County Values & FD Dollars only.

Date: 9/22/2017

ESTIMATED TAX RATE CALCULATION

Please Enter Your City's Information in the Highlighted Cells:

Levy Information

\$	1,016,225	Tax Capacity Based Levy Amount (after LGA)
\$	-	Market Value Based Levy

You can find the following information on the Tax Capacity Estimate Sheet Included

\$	192,223	FD Distribution Dollars
\$	1,583,535	Adjusted Tax Capacity = Tax Capacity - TIF Capt'd TC - FD Contribution TC
\$	-	Ref Market Value

TAX TYPE	CERTIFIED LEVY	CARVER CO FD	LOCAL LEVY	TAXABLE VALUE	TAX RATE
Market Value Based	0	0	0	0	#DIV/0!
Tax Capacity Based	1,016,225	192,223	824,002	1,583,535	52.03563294%

CITY OF MAYER, MINNESOTA
SCHEDULE OF PROPERTY TAXES FOR THE PRELIMINARY LEVY

		2017	2018		
		Estimated	Estimated	Increase	%
		Amounts	Amounts	(Decrease)	Change
<u>Property Taxes Levied for General Purposes</u>					
101	General Fund	\$ 494,289	\$ 505,284	10,994.72	2.22%
<u>Property Taxes Levied for Debt Service</u>					
101	Fire Station	8,308	8,308	-	0.00%
325	GO Improvement and Utility Refunding Bonds 2014A	154,654	150,664	(3,990.00)	-2.58%
350	GO Bonds 2015A		48,221	48,221.00	
					Amount agrees to bond documents. Don't see support on why it wasn't levied in prior years
	Fire Truck	21,749	21,749	-	0.00%
640	GO Water and Sewer Refunding Bonds 2007A	273,000	282,000	9,000.00	3.30%
					increased 3% over prior year. Has been adjusted down due to increased activity in prior years.
	<i>Subtotal</i>	<u>457,711</u>	<u>510,942</u>	<u>53,231.00</u>	<u>11.63%</u>
	<i>Total</i>	<u>951,999.74</u>	<u>1,016,225.46</u>	<u>64,225.72</u>	<u>6.75%</u>

	2017 Budget	2018 Budget
GENERAL FUND		
<u>COUNCIL</u>		
Wages and Benefits	\$15,071.00	\$15,071.00
Professional Services	\$540.00	\$540.00
Education and Training	\$1,500.00	\$1,500.00
Community Events	\$0.00	\$0.00
Total Council	\$17,111.00	\$17,111.00
<u>CITY ADMINISTRATOR/DEPUTY CLERK/ADMINISTRATIVE CLERK</u>		
Wages and Benefits	\$119,901.55	\$134,601.81 New Possible Full-Time Position
Education and Training	\$2,150.00	\$3,900.00
Total City Administrator	\$122,051.55	\$138,501.81
<u>ELECTIONS</u>		
Election Judge Pay	\$0.00	\$1,500.00 Election Year
Operating Supplies	\$1,050.00	\$1,050.00
Repairs and Maintenance	\$0.00	\$0.00
Total Elections	\$1,050.00	\$2,550.00
<u>PLANNING AND ZONING</u>		
Wages and Benefits	\$3,110.00	\$3,110.00
Professional Services	\$5,000.00	\$48,000.00 Comprehensive Plan
Education and Training	\$0.00	\$0.00
Total Planning and Zoning	\$8,110.00	\$51,110.00
<u>BOARDS AND COMMISSIONS</u>		
Boards and commissions	\$1,440.00	\$1,440.00
Total Baords and Commissions	\$1,440.00	\$1,440.00
<u>CITY ADMINISTRATION</u>		
Office Supplies	\$3,000.00	\$3,000.00
Auditing Services	\$30,000.00	\$30,000.00
Engineering Fees	\$15,000.00	\$25,000.00 Pavement Study

Legal Fees	\$10,000.00	\$15,000.00	Based on Historical Data
Telephone	\$3,000.00	\$3,000.00	
Postage	\$1,500.00	\$1,500.00	
Advertising	\$900.00	\$900.00	
Legal Notice Publishing	\$1,000.00	\$2,500.00	Based on Historical Data
Insurance	\$14,000.00	\$15,500.00	General Insurance Increase
Dues and Subscriptions	\$2,200.00	\$2,200.00	
Donations	\$0.00	\$0.00	
Capital Outlay	\$0.00	\$6,500.00	Copier/Printer
Fiscal Agents Fees	\$900.00	\$900.00	
Total City Administration	\$81,500.00	\$106,000.00	

ASSESSMENT SERVICES

Professional Services	\$12,500.00	\$13,500.00	
Assessment Services Total	\$12,500.00	\$13,500.00	

POLICE

Contracted Services	\$116,803.00	\$100,000.00	Change in coverage
Miscellaneous	\$2,100.00	\$2,100.00	
Total Police	\$118,903.00	\$102,100.00	

FIRE PROTECTION

Wages/Salaries	\$30,000.00	\$31,000.00	
Employee Withholdings	\$2,295.00	\$2,325.00	
Office Supplies	\$200.00	\$200.00	
Training/Instruction	\$8,500.00	\$8,500.00	
Explorer Program	\$500.00	\$500.00	
Medical - Physicals	\$2,000.00	\$2,000.00	
Postage	\$125.00	\$125.00	
Travel Expense	\$350.00	\$350.00	
Insurance	\$9,000.00	\$10,000.00	
Misc	\$125.00	\$125.00	
Dues/Subscriptions	\$1,000.00	\$1,000.00	
FIRE Pension Benefit Contribution	\$0.00	\$3,800.00	

Total Fire Protection	\$54,095.00	\$59,925.00
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WAFTA

Wafta	\$2,000.00	\$2,000.00
Total Wafta	\$2,000.00	\$2,000.00

FIRE EQUIPMENT

Motor Fuels	\$1,800.00	\$1,800.00
Repairs/Maintenance	\$12,000.00	\$12,000.00
Radios	\$5,000.00	\$0.00
Capital Outlay	\$30,000.00	\$0.00
Personal Protective Equipment	\$5,000.00	\$0.00
New Equipment	\$45,000.00	\$0.00
Transfer to Equipment Acquisition Fund	\$0.00	\$100,000.00 Change in fundlocation
Total Fire Equipment	\$98,800.00	\$113,800.00

FIRE STATION

Operating Supplies	\$150.00	\$150.00
Telephones	\$1,500.00	\$1,500.00
Electric Utilities	\$1,475.00	\$1,800.00 Based on historical data
Gas Utilities	\$2,600.00	\$2,600.00
Repairs/Maintenance	\$4,850.00	\$3,000.00
Debt Service (P & I)	\$8,308.00	\$8,308.00
Total Fire Station	\$18,883.00	\$17,358.00

FIRE TRUCK

Truck Payment (P & I)	\$21,749.00	\$21,749.00
Total Fire Truck	\$21,749.00	\$21,749.00

BUILDING INSPECTION

Professional Services	\$20,000.00	\$25,000.00 Increase in Construction - Covered by permits
Total Building Inspection	\$20,000.00	\$25,000.00

COMPUTER/IT

Software Support	\$1,600.00	\$3,000.00
Repairs/Maintenance Contract	\$300.00	\$500.00
Capital Outlay	\$500.00	\$1,000.00
Total Computer/IT	\$2,400.00	\$4,500.00

COMMUNITY CENTER

Professional Services	\$8,500.00	\$6,000.00 Based on historical data
Electric Utilities	\$7,800.00	\$8,000.00 Based on historical data
Gas Utilities	\$7,000.00	\$6,000.00 Based on historical data
Repairs/Maintenance	\$6,000.00	\$10,000.00 Reinvestment into building
Capital Outlay	\$15,000.00	\$20,000.00 Reinvestment into building
Total Community Center	\$44,300.00	\$50,000.00

STREETS

Wages and Benefits	\$31,050.00	\$65,269.91 New Employee
Operating Supplies	\$750.00	\$5,000.00 Replacement of tools
Professional Services	\$0.00	\$2,000.00
Training and Education	\$1,000.00	\$1,000.00
Utilities	\$180.00	\$180.00
Repair and Maintenance	\$15,000.00	\$15,000.00
Engineering	\$0.00	\$0.00
Contract Services	\$2,400.00	\$2,500.00
Insurance	\$2,000.00	\$2,000.00
Motor Fuels	\$3,000.00	\$3,000.00
Capital Outlay	\$67,000.00	\$65,000.00 \$30,000 seal coating, \$25,000 new equipment
Miscellaneous	\$0.00	\$1,000.00
Travel Expenses	\$0.00	\$400.00 New Employee
Total Streets	\$122,380.00	\$162,349.91

ICE AND SNOW REMOVAL

Sand and Salt	\$7,000.00	\$7,000.00
Professional Services	\$20,000.00	\$20,000.00
Total Ice and Snow Removal	\$27,000.00	\$27,000.00

STORM DRAINAGE

Engineering Fees	\$2,500.00	\$2,500.00
Capital Outlay	\$7,500.00	\$15,000.00 Dredging Pond
Total Storm Drainage	\$10,000.00	\$17,500.00

CIVIL DEFENSE

Repairs/Maintenance	\$450.00	\$450.00
Total Civil Defense	\$450.00	\$450.00

ANIMAL CONTROL

Animal Control	\$650.00	\$650.00
Animal Control Total	\$650.00	\$650.00

STREET LIGHTING

Street lighting	\$25,545.00	\$30,000.00 Based on Historical Data, New Lights
Total Street Lighting	\$25,545.00	\$30,000.00

BUILDING MAINTENANCE

Telephone	\$960.00	\$960.00
Electric Utilities	\$1,080.00	\$2,500.00 Based on historical data
Gas Utilities	\$1,800.00	\$1,000.00 Based on historical data
Repairs/Maintenance	\$9,380.00	\$6,000.00
Capital Outlay	\$20,000.00	\$10,000.00 Prior Project Funding
New Equipment	\$5,000.00	\$5,000.00
Total Building Maintenance	\$38,220.00	\$25,460.00

PARK AND RECREATION

Wages/Salaries	\$9,360.00	\$9,650.00
Boards/Commission	\$1,500.00	\$1,500.00
Motor Fuels	\$1,300.00	\$1,300.00
Professional Services	\$7,400.00	\$6,500.00
Engineering Fees	\$2,000.00	\$2,000.00
Insurance	\$6,077.00	\$5,000.00
Electric Utilities	\$177.00	\$150.00

Recreation Program	\$2,000.00	\$2,000.00
Repairs/Maintenance	\$5,000.00	\$8,000.00
Miscellaneous	\$1,000.00	\$1,000.00
Donations to Organizations	\$0.00	\$0.00
Capital Outlay	\$59,820.00	\$60,000.00
City Beautificaiton	\$2,000.00	\$3,000.00
Minor Equipment	\$0.00	\$0.00
Transfer Out - Park Improvement fund	\$0.00	\$0.00
Total Park and Recreation	\$97,634.00	\$100,100.00

EDA		
Boards/Commission	\$450.00	\$450.00
Professional Services	\$1,100.00	\$1,100.00
Advertising	\$3,000.00	\$3,000.00
Total EDA	\$4,550.00	\$4,550.00

COMPOST SITE		
Wages and Salaries	\$3,052.00	\$3,150.00
Benefits/Withholdings	\$225.00	\$240.00
Repairs/Maintenance	\$0.00	\$2,000.00 Weed management
Total Compost Site	\$3,277.00	\$5,390.00

\$954,598.55 \$1,100,094.72

Account Description	2017 Budget (Adopted)	2018 Budget (Proposed)
General Property Taxes	\$494,289.00	\$505,283.72
General Property Taxes that are levied. The City receives these funds twice a year in June and December		
State Grants and Aids	\$26,919.00	\$10,000.00
This includes Small Assistance Grants for Streets.		
Local Government Aid (LGA)	\$298,717.00	\$313,296.00
Local Government Aid (LGA) is received in July and December		
Liquor Licenses	\$4,310.00	\$4,310.00
This is revenue from liquor licensing		
Misc Other Licenses/Revenues	\$385.00	\$400.00
This includes animal licenses and background checks for liquor licenses		
Building Permits	\$20,000.00	\$90,000.00
This is the revenue from building permits that are issued. The City pays Metro West 33% of the fee and retains the balance.		
Zoning Permits	\$0.00	\$3,600.00
This is where the City accounts for site plan reviews and subdivision fees for preliminary and final plats and zoning questions.		
Site Drainage Inspection Fee	\$0.00	\$3,000.00
Fee for Drainage Inspections		
Police State Aid	\$3,500.00	\$6,500.00
This is the City's proportionate amount of the state aid that the County receives based on the number of police officers providing the services under the agreement.		
County Grants	\$3,740.00	\$3,740.00
Solid Waste grant that the City receives from the County for the Compost Site		
State Reimbursement for Snow Removal	\$10,000.00	\$8,000.00
This is the reimbursement that the City receives from the State for snow removal on Highway 25.		
Compost Collection Charges	\$2,500.00	\$2,500.00
This is revenue that the City receives from the City of New Germany for the use of the compost site for brush.		
Community Center Rental	\$32,020.00	\$33,000.00
Revenue from rental of the Community Center.		
Court Fines	\$1,000.00	\$1,000.00
Revenue from tickets		
Interest Earnings	\$2,500.00	\$2,500.00
Interest Earnings on investments		
10% Charitable Gambling	\$2,000.00	\$3,000.00
Revenue from the Baseball Club.		

Tower Antenna Rent	\$18,703.00	\$18,703.00
Tower rent.		
Township Fire Contract	\$48,515.00	\$48,515.00
Township Fire Contacts		
Fire Truck fund	\$19,847.00	\$19,847.00
From Relief and Township funds		
Transfer In for Comp. Plan	\$0.00	\$22,900.00
From Enterprise Funds		
	\$988,945.00	\$1,100,094.72

**CITY OF MAYER PROPOSED BUDGET
RESOLUTION 9-25-17-34**

WHEREAS, The 2017 Proposed budget must be adopted by September 30, 2017; and

WHEREAS, The 2017 Actual Final Budget adopted subsequent to this resolution may be lower and such amounts are not preordained; and

WHEREAS, the City Council will further review the budget for cost savings and reductions before establishing the final budget; and

BE IT RESOLVED, By the City Council of the City of Mayer, Minnesota that the budgeted expenditures, excluding depreciation, for each fund during the 2017 calendar be as follows:

General Fund

General Government	\$384,712.81
Public Safety	\$343,032.00
Public Works Streets	\$262,309.91
Parks and Recreation	\$100,100.00
Compost	\$5,390.00
Operating EDA	\$4,550.00
Total General Fund	\$1,100,094.72

Debt

Fire Station	\$8,308.00
GO Bonds 2014A	\$150,664.00
GO Bonds 2015A	\$48,221.00
Fire Truck	\$21,749.00
GO Bonds 2007A	\$282,000.00
Total Debt	\$510,942.00

Total Expenditures for the 2018 Budget **\$1,611,036.72**

Adopted by the City Council of the City of Mayer this 25th day of September, 2017.

Margaret McCallum, City Administrator

Michael Dodge, Mayor

**RESOLUTION 9-25-17-33
ADOPTING YEAR 2017
PRELIMINARY TAX LEVY
FOR THE CITY OF MAYER
COLLECTION IN 2017**

WHEREAS, The 2018 Preliminary Levy must be adopted by September 30, 2017; and

WHEREAS, The City of Mayer is dependent upon collection of a tax to fund a portion of its operating budget and to pay bonded debt; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Mayer, Carver County, Minnesota, hereby adopts the following preliminary tax levy for collection in 2018 upon taxable property in the City of Mayer for the following purposes:

GENERAL FUND LEVY	\$505,284.00
DEBT SERVICE LEVY	
Fire Station	\$8,308.00
GO Improvement and Utility Refunding Bonds 2014A	\$150,664.00
GO Bonds 2015A	\$48,221.00
Fire Truck	\$21,749.00
GO Water and Sewer Refunding Bonds 2007A	<u>\$282,000.00</u>
Total Debt	\$510,942.00
Total Levy	\$1,016,225.46

Adopted this 25th day of September, 2017 by the Mayer City Council.

Margaret McCallum, City Administrator

Mchael Dodge, Mayor