



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING  
NEWPORT LIBRARY AND COMMUNITY CENTER  
OCTOBER 6, 2016 – 5:30 P.M.**

MAYOR: Tim Geraghty  
COUNCIL: Tom Ingemann  
Bill Sumner  
Tracy Rahm  
Dan Lund

City Administrator: Deb Hill  
Supt. of Public Works: Bruce Hanson  
Fire Chief: Steven Wiley  
Asst. to the City Admin: Renee Eisenbeisz

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
  - A. Minutes of the September 15, 2016 Regular City Council Meeting
  - B. List of Bills in the Amount of \$95,359.01
  - C. Gambling Permits for Capital City Strutters and St. Thomas Aquinas Catholic Church
  - D. **Resolution No. 2016-40** - Amending Resolution No. 2016-35
  - E. **Resolution No. 2016-41** - Appointing Election Judges
  - F. **Resolution No. 2016-42** - Health Care Coverage
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
  - A. Habitat for Humanity Presentation
  - B. Bob Vogel, Heritage Preservation Commission Consultant
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. **Resolution No. 2016-43** - Supporting a Proposed Redevelopment Tax Increment Financing District by the Washington County Community Development Agency
10. ATTORNEY'S REPORT
11. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT
12. FIRE CHIEF'S REPORT

Agenda for 10-06-16

13. ENGINEER'S REPORT

A. Engineer's Report

1. **Resolution No. 2016-44** - Approving a Grant Agreement Between the Metropolitan Council and the City of Newport for the 2014 Street and Utility Improvements Project

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

- A. Quotes for Removing the Dock at 267 3rd Avenue

15. NEW / OLD BUSINESS

- A. Compost Site Fees Discussion

16. ADJOURNMENT

Upcoming Meetings and Events:

- |                                |                  |                        |
|--------------------------------|------------------|------------------------|
| 1. Planning Commission Meeting | October 13, 2016 | 5:30 p.m.              |
| 2. City Council Meeting        | October 20, 2016 | 5:30 p.m.              |
| 3. Park Board Meeting          | October 27, 2016 | 6:00 p.m.              |
| 4. Buckthorn Removal Day       | October 29, 2016 | 9:00 a.m. - 12:00 p.m. |



**City of Newport  
City Council Minutes  
September 15, 2016**

**1. CALL TO ORDER**

Mayor Geraghty called the meeting to order at 5:30 P.M.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**Council Present** – Tim Geraghty; Tom Ingemann; Bill Sumner; Tracy Rahm; Dan Lund

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; Steve Wiley, Fire Chief; Renee Eisenbeisz, Assistant to the City Administrator; Fritz Knaak, City Attorney; Larry Osterman, Sergeant; Jon Herdegen, City Engineer;

**Staff Absent** - Bruce Hanson, Supt. of Public Works;

**4. ADOPT AGENDA**

**Mayor Geraghty** - The habitat for humanity presentation will be at the October 6th meeting instead. Also, we have a bench handout for the consent agenda, Resolution No. 2016-39 for a gambling permit for the South St. Paul Lions Club.

**Councilman Lund** - Can we add a discussion about compost site fees to New/Old Business?

**Motion by Rahm, seconded by Lund, to adopt the Agenda as amended. With 5 Ayes, 0 Nays, the motion carried.**

**5. ADOPT CONSENT AGENDA**

**Councilman Sumner** - I have a question on the regular minutes.

**Motion by Sumner, seconded by Rahm, to approve the Consent Agenda as amended, which includes the following items:**

B. Minutes of the August 18, 2016 City Council Workshop Meeting

C. List of Bills in the Amount of \$161,932.65

D. **Resolution No. 2016-39** - Approving a Gambling Application for the South St. Paul Lions for October 8, 2016

**With 5 Ayes, 0 Nays, the motion carried.**

**A. Minutes of the August 18, 2016 Regular City Council Meeting**

**Councilman Sumner** - On page 6, Supt. Hanson says that "October 30th is the MnDot paving." Is that the end of MnDot paving?

**Councilman Rahm** - That's how I remember it.

**Councilman Sumner** - So it's just incomplete.

**Asst. to the City Administrator Eisenbeisz** - I think that's how he left it.

**Councilman Sumner** - I think we should indicate that it's the end of MnDot paving.

**Motion by Sumner, seconded by Geraghty, to approve the August 18, 2016 Regular City Council meeting minutes as amended. With 5 Ayes, 0 Nays, the motion carried.**

## **6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE**

**Ron Graf, Corner of 10th Avenue and Mark Court** - I have an idea for the old ice rink in Loveland that is being torn down. It'd be basically donated for disc golf. It wouldn't be very expensive, a fraction of the cost to run the course. I think it'd be great. It's an ever-growing sport. I've been going to Loveland for years and I think the batting cage was a bad call given that it's rotting away. You could utilize the entire park for a nine basket course. Or you could just utilize the warming shack and ice rink area for six baskets. We do have support for this. Next, I would come back with a proposal for how much it would cost.

**Mayor Geraghty** - We haven't made a decision on the rink yet. We'll be talking about it between now and December. Feel free to bring a proposal back to the Park Board.

**Councilman Lund** - The Park Board has talked about that. There's a lot of acreage back in the woods.

**Mr. Graf** - Yes, Tom Marcus tried but hasn't really walked it. I made him walk it with me one time. Any remaining money from the donations would be for improving Busy Beaver Park. I think it would be good for the community. Anything else there, I don't see succeeding. Anyone can play disc golf. If that's decided for there, any money saved could go for the other ice rink. I think I've seen six people on that ice in the last two years.

**Councilman Lund** - I think it would be great to put a proposal together and talk with staff and bring it to a Park Board meeting.

**Mr. Graf** - My plan is to get donations from local businesses. I just found out about this and that there was a meeting tonight so I wanted to get the ball rolling. If it doesn't succeed, it's easy to take down. I would do the concrete work and baskets.

**Councilman Sumner** - How big of a population do you think would play that?

**Mr. Graf** - I've been golfing at a park in Cottage Grove for 20 years, just in the last five years, it's increased quite a bit. I also have an idea for Pioneer Day. The baskets cost about \$400 each but they would be cheaper if you bought in bulk. New Hope Church has a decent course. I do have statistics on the popularity. You tried a lot of things up there. I don't see the softball fields being used and have never seen the batting cages used. It's to use space that's not being used now.

## **7. MAYOR'S REPORT -**

**Mayor Geraghty** - I just want to remind people that our next meeting will be at the Newport Library.

## **8. COUNCIL REPORTS**

**Councilman Rahm** - Nothing to report.

**Councilman Ingemann** - I was at the Planning Commission workshop last week and they discussed a buffer area next to the refinery. They asked for some numbers and will be discussing it again. There is a meat raffle at the Cloverleaf Bar and Grill on Friday at 4:00 p.m. and it'll go until the meat is gone for the Fire Department.

**Councilman Sumner** - I attended a Heritage Preservation Commission meeting. We discussed numerous buildings in Newport. They also talked about the Veterans' Memorial. There's an interest to get more pavers in there. They were going to reach out to some veterans' organizations to see if we can identify more Civil War Veterans. Anyone who has had military service can get a paver in there. In addition, I saw in some literature that the Met Council Wastewater Collection and Treatment Fee will be increased 5.4% which will impact our sewer charges. I also attended the Safe Summer Night event with all the Washington County commanders onsite. It was a great event and I talked with several people. I also attended an event at the Stillwater Historical Courthouse where letters of excellence were given to Deputy Eichman and Deputy Martin for their work on a drive by shooting. They identified a suspect in a drive by shooting in Newport. Things are going extremely well.

**Councilman Lund** - I attended a Park Board meeting where there was a presentation by Robert Vogel about the millpond. He'd like to see the City acquire that. I also attended the two Washington County Sheriff events and congratulate Deputies Eichman and Martin for their service.

**Mayor Geraghty** - I've also asked Bob Vogel to speak at the next meeting about the history about the library.

## **9. ENGINEER'S REPORT**

**Engineer Herdegen** - I can give some updates on projects. We have most everything surveyed for the 2017 projects. I got here early and walked all of those streets and took some good videos. Hopefully we'll have some designs in the next couple months and neighborhood meetings in December. For Cedar Lane, the gas line has been moved and hopefully that'll be finished next week. For the fishing pier, we're going to meet with Councilman Lund late next week to go over some designs.

## **10. ADMINISTRATOR'S REPORT**

### **A. Resolution No. 2016-38 - Establishing a Proposed Preliminary Levy Certification for Levy Year 2016, Payable 2017**

Admin. Hill presented on this item as outlined in the September 15, 2016 City Council packet. The City Council will be discussing an ordinance to increase the Mayor and Council salaries of about \$55 per month at a future meeting. The proposed preliminary levy is for a 2% increase.

**Councilman Sumner** - Is there any fat that can be trimmed?

**Admin. Hill** - The estimate for the debt service will be coming down.

**Councilman Sumner** - We can't come down from this?

**Admin. Hill** - We can go down, we can't go up.

**Councilman Rahm** - Do we have any information on how high taxes will go up? In the past, when the property taxes go up, we get a windfall from that.

**Admin. Hill** - The median value will go up 7%.

**Councilman Lund** - That doesn't affect the tax value. The rate goes lower.

**Admin. Hill** - At a 0% increase, the median value home's taxes would increase by \$35.

**Councilman Lund** - That means homes are taking a larger share of the tax base then?

**Councilman Rahm** - If we hold the line on spending the whole thing is that we can lower the tax rates.

**Councilman Lund** - A lot of communities see the assessed value go up and say they're holding the taxes flat but they're following the assessed values.

**Mayor Geraghty** - What was the precertification last year?

**Admin. Hill** - \$2,280,416. It's an increase of just over \$45,000.

**Mayor Geraghty** - So it's \$2,325,994?

**Admin. Hill** - Yes. The truth in taxation hearing will be December 1, 2016.

**Motion by Ingemann, seconded by Sumner, to approve Resolution No. 2016-38 as presented. With 5 Ayes, 0 Nays, the motion carried.**

## **B. Community Garden Discussion**

Admin. Hill presented on this item. The City would like to move the community garden to some land on the corner of 4th Avenue and 15th Street behind the Glen Road overpass. It's owned by the County so the City will need to submit a right of way permit and \$100 payment. The Council gave staff direction to move forward.

**Admin. Hill** - I have one other thing. I received an email from Pauline asking about what the City is going to do for storm sewer on her street. I spoke with Jon Herdegen and we don't have anything on the horizon.

**Mayor Geraghty** - At the last meeting, it was suggested that we look at 10th Street improvements all the way to 7th Avenue because it's never been done. It was Bruce's opinion to look at that.

**Councilman Lund** - I think her point is that the 10th Street Overlook cause runoff into her yard.

**Mayor Geraghty** - I think we need to look at corrective action. Do you want the Engineer to start the design?

**Councilman Ingemann** - That would waste that surplus you think we'll have.

**Councilman Lund** - I'd be interested to hear what Bruce and Jon think. We can put that on the next agenda.

**Councilman Rahm** - I'd be interested to hear that too.

**Admin. Hill** - Ok, we can do that.

**11. ATTORNEY'S REPORT** - Nothing to report.

## **12. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT –**

**Sgt. Osterman** - Thank you for those that came out to the awards ceremony. I have a video to show from the Office of Justice Programs on "Drugs and Your Kids" (showed video).

**Councilman Sumner** - What are you seeing for drug trends?

**Sgt. Osterman** - They're always evolving. There's a lot of heroin increase. We're all carrying opiate blockers right now.

**Councilman Ingemann** - What's marijuana wax?

**Sgt. Osterman** - It's cooked down with butane and has a 7-10 times higher potency.

**Councilman Rahm** - Is DARE still going on?

**Sgt. Osterman** - It's not as prevalent as it used to due to funding, scheduling, etc. I believe Scandia and Hugo still have that program.

**Councilman Ingemann** - It's still a good motto, if you see something, say something.

**Councilman Sumner** - What's the typical reaction from law enforcement if a parent says that they want you there, do you lock up the kids?

**Sgt. Osterman** - Each situation is different, we always try to get them in contact with the help that they need.

**Councilman Sumner** - Just a few years ago we had the sale of synthetic drugs in Woodbury and the girls were dying from it.

**Sgt. Osterman** - Yes, for example, marijuana is a lot stronger than when we were young. We just want people to be aware.

**Councilman Rahm** - Do you think Newport is above average?

**Sgt. Osterman** - It's everywhere, I wouldn't say it's any worse here than anywhere else.

**13. FIRE CHIEF'S REPORT** - Nothing to report.

**14. SUPERINTENDENT OF PUBLIC WORKS REPORT** – Nothing to report.

### **15. NEW / OLD BUSINESS**

#### **A. Update on Recycling and Energy Center Odor Study**

Councilman Ingemann provided an update on the Recycling and Energy Center Odor Study and provided the attached documents. The Ramsey/Washington Recycling & Energy Board (R&E Board) is currently conducting an odor mitigation study related to the Recycling & Energy Center (R&E Center). As part of the study, 14 monitoring points were strategically selected around the R&E Center and the City of Newport. Figure 1 shows the MPCA Air Permitted Facility and Figure 2 shows where odor sensors are located within the study area. The circles in both figures is the area that's being studied. The study will be going until the end of October. Figure 3 shows the garbage smell results to date. Residents can call the South St. Paul Odor hotline if they have odor complaints. The City Council directed staff to update the information on the City website for the Odor hotline. Washington County will be providing an update on this study at the October 20, 2016 City Council meeting.

**Councilman Lund** - If it was going to rely on people's complaints, we needed to let them know upfront so this is frustrating. It's not useful to expect the complaint line that's been in place for several years with no action.

**Councilman Sumner** - I've talked with a lot of people and they say it just stinks.

**Kay Buetow, 1777 3rd Avenue** - I'm about six houses from Newport Collision. I've complained about this odor for years. The link, when I've tried, it takes me to South St. Paul. They're asking me all these questions, I don't see a phone number. When I first started complaining, I was told it was the hide company. It's garbage. Bill, you told me it's the hide company, I have your email. It usually happens worse on a Monday. It's unbelievable, it'll give you a headache. The last couple months, it's been better.

**Councilman Lund** - I know Karla Bigham has been working with them a lot to not let them stockpile trash.

**Ms. Buetow** - You can't build anything there when it smells so bad. I'm hoping this will be taken care of. I've never gotten feedback except one time, the manager called me directly at home and admitted it was coming from there.

**Councilman Lund** - There are sources on both sides of the River. The County has bought the facility and are working on it.

**Admin. Hill** - This is just the start.

**Ms. Buetow** - I think you should put that number in the newsletter.

**Councilman Lund** - We have to let people know to call now.

**Councilman Rahm** - The only concern I have is that the PowerPoint says that odors aren't a regulated activity.

**Councilman Lund** - Our nuisance ordinance prohibits odors so we could use that.

**Councilman Sumner** - We have deputies in Newport 24/7, is this something we could ask them to handle?

**Sgt. Osterman** - That would be very unusual. I've never ran into something like that.

**Councilman Sumner** - This smell is universally recognized.

**Councilman Rahm** - I agree with Dan, it's on both sides of the River.

## **B. Background Check Policy for Employees and Volunteers**

Asst. to the City Administrator Eisenbeisz presented on this item as outlined in the September 15, 2016 City Council packet.

**Councilman Sumner** - How many are impacted by this?

**Asst. to the City Administrator Eisenbeisz** - Just the library volunteers, two have said they won't go and two have already gone. The rest are waiting for you to make a decision.

**Councilman Lund** - Who gets access to this data? And the report that comes either says there should be a concern or there isn't a concern? It's not private data?

**Asst. to the City Administrator Eisenbeisz** - The reports I've gotten have said "there's nothing in this check that would cause concern."

**Sgt. Osterman** - If a red flag comes up, the data that can be released to the City would be. The checks that were done were just done in Minnesota. If you had someone in Wisconsin and they had some involvement in something and you only ran the Minnesota check, you wouldn't know that unless you ran the national database.

**Councilman Lund** - I think it would help if we could give more information to the volunteers about the data being collected.

**Councilman Rahm** - I'd like to know where the fingerprints go. I've had my fingerprints scanned. We'll be moving to internet version 6 which will require everyone to have a unique identification. My unique identification was hacked by foreign governments. Once they have that and your personal information, they can impersonate you on the net. Where is this data going? I'm concerned about technology moving along and there could be other issues. Where is this being stored, how is it being used?

**Councilman Sumner** - Is the record expunged once the search is done?

**Councilman Rahm** - The government doesn't throw anything away. I've been told that these prints go to cold cases.

**Sgt. Osterman** - When people come in to get their prints done, it's a scanner and a card is printed off. I know it goes from jail intake to Inspector Heuer who runs the checks. It goes to the BCA and FBI. We'd have to ask Inspector Heuer how long it's held and where it's held.

**Councilman Rahm** - Is the Minnesota background check good enough? What do the prints give you?

**Councilman Ingemann** - It gives you the national check. I don't have an issue with the new background check.

**Mayor Geraghty** - I'd request that new employees do the same thing.

**Councilman Rahm** - Does the School District do the same thing?

**Sgt. Osterman** - I don't know. All of our people do.

**Motion by Ingemann, seconded by Geraghty, to approve the new background check policy for volunteers working with children and future employees. With 5 Ayes, 0 Nays, the motion carried.**

### **C. Investigation Report from Dakota County**

Admin. Hill presented on this item. The City Council directed staff to initiate an independent, third-party investigation into the City's Police Department procedures for evidence retention in November 2015. Dakota County conducted the investigation and provided the attached report.

**Councilman Lund** - The report says that everything that the Washington County Sheriff's Office found was true and everything they did to mitigate the problems was proper. It verifies.

**Mayor Geraghty** - There wasn't enough information or data to proceed with prosecutions.

**Councilman Lund** - The investigator didn't look into any level of detail what happened to the inventory that was unaccounted for.

**Councilman Rahm** - I'm concerned about that because it doesn't look like a thorough investigation. The officers weren't questioned and neither was the police chief who had responsibility for that area. I think those are big issues that I have concerns with.

**Councilman Lund** - I agree with you there.

**Mayor Geraghty** - Even if that was done, I don't think anything would have been discovered. They have fifth amendment rights.

**Councilman Sumner** - It says that the statute of limitations has expired. It was a verification of what we had learned.

**Motion by Ingemann, seconded by Geraghty, to accept the investigation report from Dakota County. With 5 Ayes, 0 Nays, the motion carried.**

### **D. Compost Site Fees**

Councilman Lund presented on this item and is wondering if the City should remove the compost site fee of \$5 in the interest of getting residents to clean up their yards and using the compost site. The fee helps pay for the compost site attendant. The City Council directed staff to put this on the October 6, 2016 City Council agenda so that Supt. Hanson can report on it.

## **16. ADJOURNMENT**

**Motion by Geraghty, seconded by Ingemann, to adjourn the regular City Council meeting at 6:57 p.m. With 5 Ayes, 0 Nays, the motion carried.**

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Eisenbeisz  
Assistant to the City Administrator

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**Ramsey/Washington  
Recycling and Energy Board:  
*Facility Committee***

*August 25, 2016 Meeting*



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**Item IV. a.  
Odor Mitigation Study Update**



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## Odors and Odor Measurement

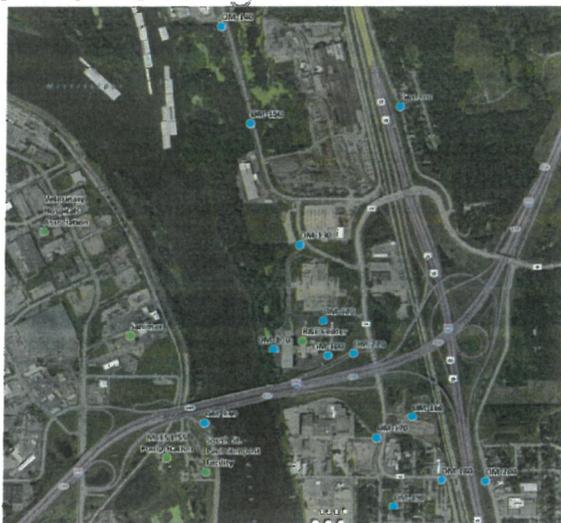
- Sensory Perception, Subjective to each Individual
- May or May Not be Offensive or Nuisance
- Not a Perfect Science
- Use Standardized Methods
- Measure 3 Components
  - Ambient concentration
  - Hedonic Tone—Pleasantness or Unpleasantness
  - Weakness/Strength

ST CROIX  
SENSORY  
DID STUDY

Ramsey/Washington  
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## Baseline Testing Locations



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## Initial Baseline Testing Results

See handout



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## Research Odor Issues and Efforts

- Odors are not a regulated activity
- Other similar refuse derived fuel facilities do not have odor mitigation plans/ordinance
- South St Paul – Ordinance and Compliance System



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## Summary Meeting with Surrounding Cities and Business



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## Next Steps

### Analyze Data

- Determine intensity/type/frequency of potential Facility odors and possible conditions that can contribute to odor level
- Based on research, develop mitigation recommendations
  - Based on findings determine needed changes.
  - Receive input on results and recommendations, including area residents, businesses within X miles of the Facility.



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Item V. a.  
Update on New Technology Evaluation and Site Visits



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Alternative Technology Pathway

Task	2016	2017	2018	2019
Waste sorts	X	X		
Processing equipment	X	X		
Request for Expressions of Interest for MWP	X	X		
Request for Proposals for MWP		X		
Installation and operating MWP			X	X
Facility improvements		X	X	
Organics		X		
Permits		X	X	
Financing			X	



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## Request for Expression of Interest: Technologies to Process Mixed Municipal Solid Waste

- Key dates
  - Optional individual tours – week of Aug. 15, 2016
  - Questions due – 4 p.m. Aug. 24, 2016
  - RFI responses due – 4 p.m. Sept. 8, 2016



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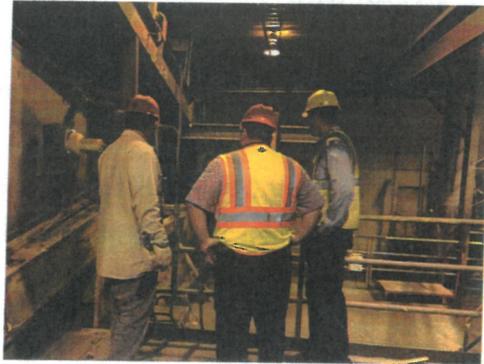
## Option Site Visit (Aug 15 – Aug 22)

1. BHS
2. Coronal
3. CP Group
4. Machinex
5. Organix Solutions
6. Randy's
7. Stadler
8. Van Dyk
9. Vecoplan



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## Viewing RDF & metal recycling



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## RFEI Next Steps

- Review RFEI results
- Visit reference facilities
- Develop key dates/timeline (now through RFP)

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## September 30<sup>th</sup> Tour

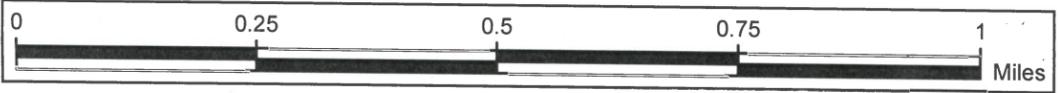
- Local tour
  - Dem-Con: Shakopee Environmental Campus
  - Randy's Environmental Services: Delano
- Next steps
  - Develop fact sheet for each facility that identifies:
    - Equipment to view and its potential usage in MWP
    - Questions to consider



**NOTES:**

1. Imagery from esri, courtesy of the Microsoft Corporation and its data suppliers.
2. 2015 parcel data downloaded from Minnesota Geospatial Data Commons.
3. Contour data downloaded from MnTopo.
4. Potential odor sources in Saint Paul (0), Newport (1), and South Saint Paul (6) identified within 1 mile of the odor study area from "A Summary of Odor Monitoring, Modeling, and Complaints in South Saint Paul" (Trinity Consultants, July 2013).
5. MPCA Air Permitted Facilities in Saint Paul (2), Newport (4), and South Saint Paul (13) identified within 1 mile of the odor study area from the "What's in My Neighborhood" (MPCA GIS database, August 2016).

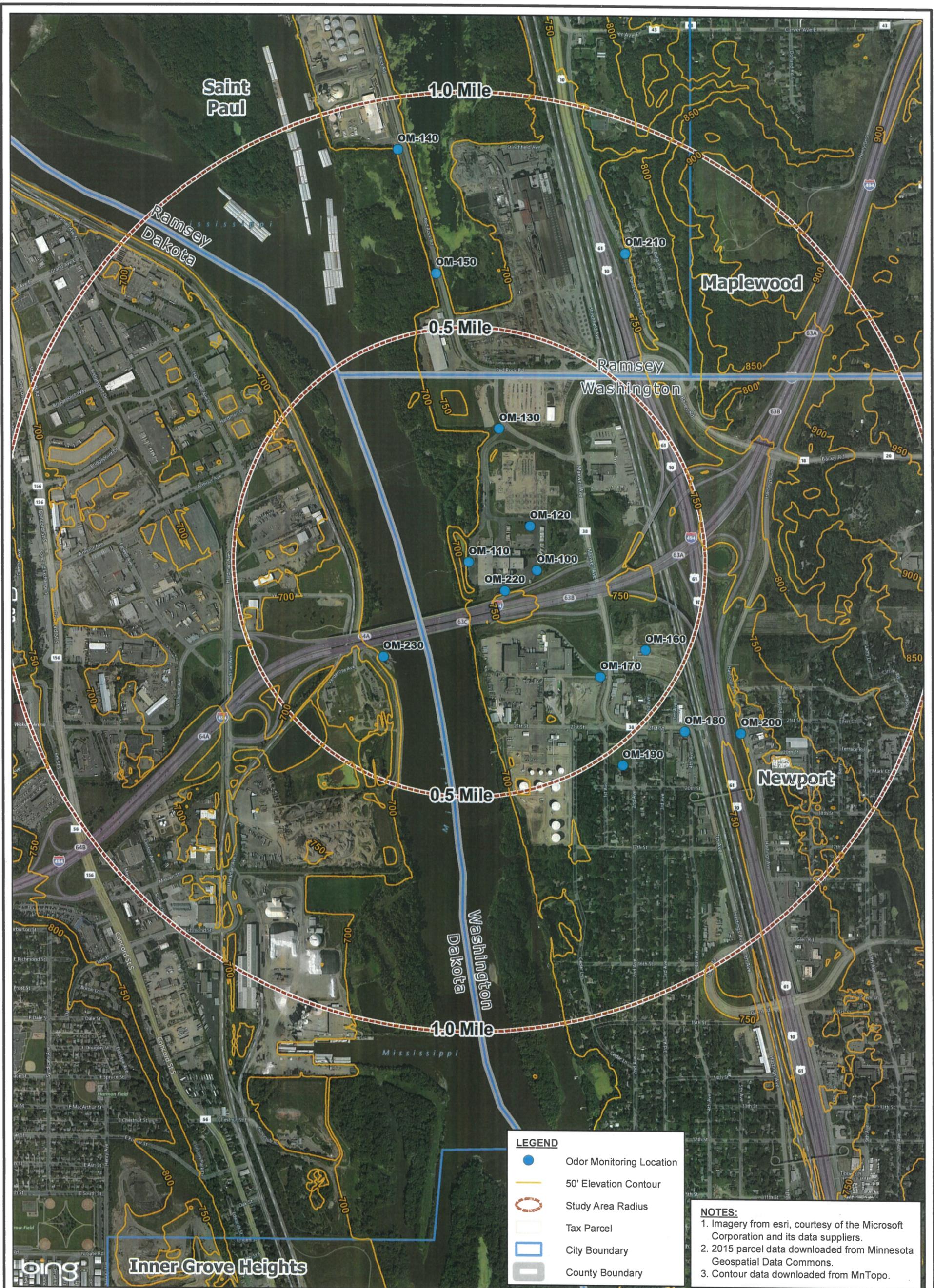
LEGEND			
Location Description	Facility Name		Study Area Radius
	Potential Odor Source		Tax Parcel
	Field Identified Smell Generating Facility		City Boundary
	MPCA Air Permitted Facility		County Boundary
	50' Elevation Contour		



RAMSEY/WASHINGTON RECYCLING & ENERGY BOARD		
<b>FIGURE 1</b>		
IDENTIFICATION OF INDUSTRIAL FACILITIES POTENTIALLY CONTRIBUTING TO LOCAL AIR QUALITY		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information and data used for reference purposes only.



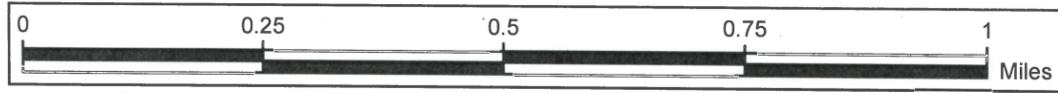


**LEGEND**

- Odor Monitoring Location
- 50' Elevation Contour
- Study Area Radius
- Tax Parcel
- City Boundary
- County Boundary

**NOTES:**

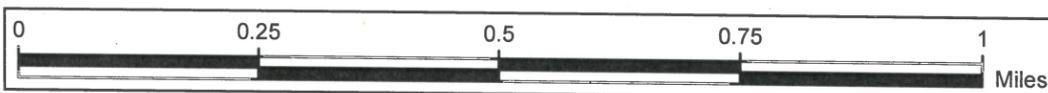
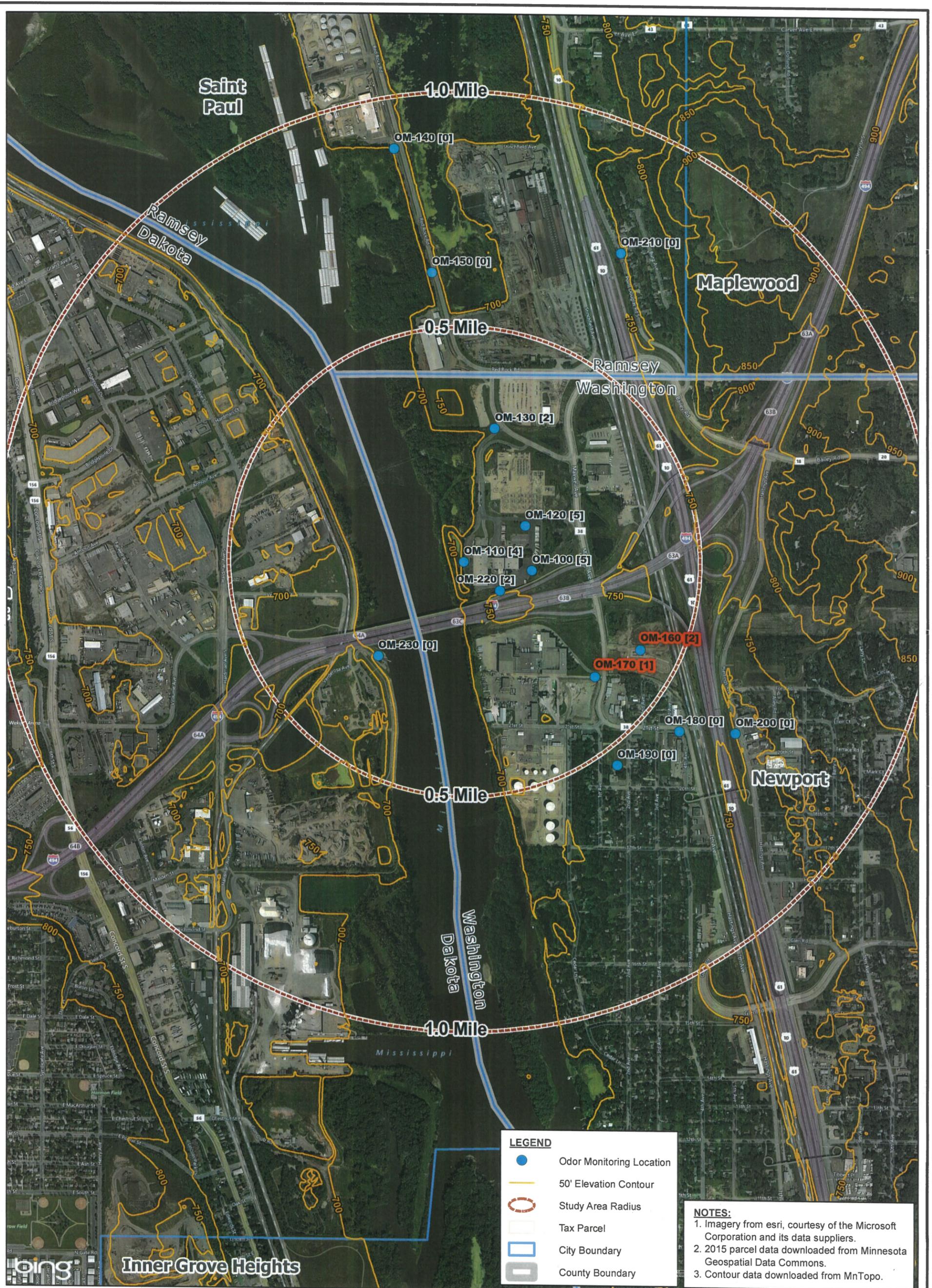
1. Imagery from esri, courtesy of the Microsoft Corporation and its data suppliers.
2. 2015 parcel data downloaded from Minnesota Geospatial Data Commons.
3. Contour data downloaded from MnTopo.



<b>RAMSEY/WASHINGTON RECYCLING &amp; ENERGY BOARD</b>		
<b>FIGURE 2</b>		
<b>ODOR STUDY AREA</b>		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information and data used for reference purposes only.





RAMSEY/WASHINGTON RECYCLING & ENERGY BOARD		
<b>FIGURE 3</b>		
GARBAGE SMELL RESULTS TO DATE		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information and data used for reference purposes only.



**Dan Starry**

---

**From:** Leko, Joseph <Joseph.Leko@CO.DAKOTA.MN.US>  
**Sent:** Tuesday, August 23, 2016 3:40 PM  
**To:** Dan Starry  
**Subject:** Newport  
**Attachments:** image004.emz; 16000970\_Supplement\_Rogers (1846817).pdf

Here you go Dan. Let me know if you need additional. Joe



**Joe Leko**  
Dakota County Sheriff's Office | Chief Deputy  
1580 Highway 55  
Hastings, MN 55033  
Office Phone: (651) 438-4710  
joseph.leko@co.dakota.mn.us

*The mission of the Dakota County Sheriff's Office is to provide professional, progressive, and proactive service while maintaining the public trust.*

*This email and any attachments are intended for the exclusive use of the individual or entity to whom it is addressed. The information contained in this email may be proprietary, confidential, privileged, and exempt from disclosure under applicable law. If the reader of this email is not the intended recipient or agent responsible for delivering the message to the intended recipient, the reader is hereby put on notice that any use, dissemination, distribution, or copying of this communication is strictly prohibited. If the reader has received this communication in error, please immediately notify the sender by email and delete all copies of this email, along with any attachments.*

Needs Follow-up: Yes

Incident Type: Other

Citation Issued: No

Investigation Needed: Yes

CAD #: 16007390

Admin Review Needed: Yes

Drug Related: No

Gang Related: No

**OFFICER INFORMATION**

Name	Agency	Badge	Type
Linda J Mischke	Dakota Sheriff	410	Creator
James P Rogers	Dakota Investigations	162	Investigator

**EVENT DATES**

Reported	On Scene	Cleared
2016-04-29 13:13	2016-04-29 13:13	2016-04-29 13:13

**INCIDENT DETAILS**

Address: 1580 Highway 55

Start Date: 2016-04-29 13:13

End Date:

**Parties Involved**

**BUSINESS 1**

Role(s): Mentioned

Business Name: Washington County Sheriff's Office

Business Type: GOVERNMENT/PUBLIC

Description:

Location:

**SYNOPSIS**

Assist Washington County Attorney's Office.

**STATEMENT**

On February 2016, I was asked by the Washington County Sheriff's Office to conduct a review of their investigation regarding the property room at the Newport Police Department. The Washington County Sheriff's Office had recently taken over law enforcement duties for the City of Newport and had conducted a thorough audit of the property system. The audit by Washington County Sheriff's Office showed that there was a number of items of evidence or property that were unaccounted for including guns, drugs and money.

On Tuesday, February 16, 2016, I did meet with Washington County Sheriff's Sergeant Larry Osterman at the Newport Police Department. Sergeant Osterman described in detail the procedure that was used to audit the Newport Police Department property room. Sergeant Osterman indicated there were a number of items of evidence that were unaccounted for after the thorough audit of the entire property system. Sergeant Osterman had indicated that there was a number of storage areas for property/evidence including the Newport Police Department building and the Public Works Building.

Sergeant Osterman explained the former Newport property system consisted of an inner and outer room with all officers having access to the outer room. If an officer obtained property or evidence it was entered into the system and put in the outer room. The property was then moved from the outer room to the inner room by the Chief or the designated property person. The inner room was supposed to have very limited access, restricted to the Chief and the designated property person, which would be a standard procedure. In interviews with employees it was learned that the key for the inner room was kept in a location where all officers had access to it. This practice severely compromised the integrity of the inner room and as a result the property system as a whole.

Sergeant Osterman gave me a tour of the property rooms located at the Newport Police Department. Sergeant Osterman indicated that the rooms were in the process of being remodeled to make the property system compliant with current acceptable law enforcement standards. Sergeant Osterman also indicated that after Washington County Sheriff's Office took over police enforcement duties for the City of Newport they adopted Washington County property room policies for entering evidence or property into the system.

Sergeant Osterman also showed me a set of evidence lockers which had been purchased by the Washington County Sheriff's Office to make the property system comply with normal accepted property room procedures.

After speaking with Sergeant Osterman and touring the Newport Police Department, I was convinced that significant changes and procedures were put in place to assure that the property system was in full compliance with State Statutes and Washington County Sheriff's Office policies.

On February 29, 2016, I received two three-ring binders containing numerous documents related to the audit of the Newport Police Department property system. These documents included property sheets, emails, photographs and reports related to the audit of the property room.

I did review all documents that were sent to me and it appears that Washington County did a very thorough auditing of the property system. After speaking with Sergeant Osterman and having a tour of the Newport Police Department building and also reviewing the numerous documents related to this investigation, I believe that Washington County implemented significant changes in how property and evidence is handled at the Newport Police Department. It appears that they implemented all recommendations that came out of their reports. These recommendations include:

- Train all officers on proper handling packaging of evidence.
- Train personnel assigned to maintain evidence room, the proper procedure for logging evidence from intake to disposal following the best practices set by the State Auditor's Office.
- Use the RMS System to track all movement of evidence and property while in the care of the Newport Police Department up to including the final disposition.
- Create an evidence/intake area where all evidence is placed into an intake locker by the officer. Once the evidence is placed in the locker, the only person that can remove the evidence is the person assigned to oversee the evidence room.

- Add a refrigerator to the Intake area for blood, urine, sex assault kits and other perishable items to be placed in.
- Add an area for the package and improve the package being used when sealing evidence.
- Change the lock on the outer evidence room door and limit the number of keys issued using high security keys or add card reader system.
- Change the lock and limit access to the evidence room to two people.

I reviewed documents showing numerous items that had been entered into the property system that could not be accounted for. These items included drugs, guns, and cash. I noted the majority of the cases were very old, some dating back as far as 1997. Even the most recent cases went back to 2011. The age of the cases along with the total lack of paperwork associated with these cases would make it extremely difficult if not impossible to conduct further investigation as to what happened to the unaccounted for items. Additionally, Statutes of Limitations would have expired on all cases making it futile to conduct further investigation.

A copy of this report along with all related documents should be forwarded to Washington County Sheriff's Office.

ljm, #410

**Recurring**

Paid Chk# 000689E	FEDERAL TAXES	9/15/2016	\$6,448.27	SS, Federal & Medicare
Paid Chk# 000690E	MN REVENUE	9/15/2016	\$1,036.24	State taxes
Paid Chk# 000691E	MSRS	9/15/2016	\$2,379.99	HCSP & Voluntary retirement
Paid Chk# 000692E	SELECTACCOUNT	9/15/2016	\$692.07	HSPA
Paid Chk# 000693E	FEDERAL TAXES	9/29/2016	\$6,504.42	SS, Federal and medicare
Paid Chk# 000694E	MN REVENUE	9/29/2016	\$1,044.98	State taxes
Paid Chk# 000695E	MSRS	9/29/2016	\$2,656.61	HCSP & voluntary retirement
Paid Chk# 000696E	SELECTACCOUNT	9/29/2016	\$692.07	HAS
Paid Chk# 000697E	MN REVENUE	9/29/2016	\$863.00	Water sales and use tax
Paid Chk# 000698E	DELTA DENTAL OF MN	10/3/2016	\$865.10	Dental insurance
Paid Chk# 018961	JO BAILEY	9/15/2016	\$50.00	Reimbursement for preservation
Paid Chk# 018962	BEVERLY BARTL	9/15/2016	\$50.00	Reimbursement for preservation
Paid Chk# 018963	KEVIN CHAPDELAINE	9/15/2016	\$100.00	Water Conservation rebate for
Paid Chk# 018964	MARCO INC.	9/15/2016	\$373.01	Copier contract
Paid Chk# 018965	ON SITE SANITATION	9/15/2016	\$423.00	Port o potty
Paid Chk# 018966	PERA	9/15/2016	\$3,724.71	Retirement
Paid Chk# 018967	UNUM	9/15/2016	\$267.86	Long-term and life insurance
Paid Chk# 018968	XCEL ENERGY	9/15/2016	\$9,051.16	Natural gas and electricity
Paid Chk# 018969	COMCAST	9/29/2016	\$810.51	Phone, Internet, & Cable
Paid Chk# 018970	RENEE EISENBEISZ	9/29/2016	\$22.73	Mileage reimbursement
Paid Chk# 018971	DEBORA HILL	9/29/2016	\$109.78	Mileage reimbursement
Paid Chk# 018972	MINNESOTA BENEFIT ASSOC.	9/29/2016	\$148.97	Yokiel payroll deducted insura
Paid Chk# 018973	NCPERS MINNESOTA	9/29/2016	\$48.00	Life insurance
Paid Chk# 018974	PERA	9/29/2016	\$3,725.95	Retirement
Paid Chk# 018975	SAMS CLUB DIRECT	9/29/2016	\$221.16	Shop supplies
Paid Chk# 018976	EARL SWANLUND	9/29/2016	\$37.18	Overpayment of final water bil
Paid Chk# 018977	VERIZON	9/29/2016	\$263.61	Phone, Internet, & Cable
Paid Chk# 018978	XCEL ENERGY	9/29/2016	\$70.20	Natural gas and electricity
Paid Chk# 018979	Holstad & Knaak, PLC	10/3/2016	\$5,237.00	Legal fees
Paid Chk# 018990	FLEET ONE LLC	10/6/2016	\$1,267.61	Petrol
	Staff		\$33,186.57	

**Non-recurring**

Paid Chk# 018980	ATOMIC DATA, LLC	10/6/2016	\$862.50	Additional IT support
Paid Chk# 018981	BLACKBURN MFG. CO.	10/6/2016	\$330.58	Locate supplies
Paid Chk# 018982	BOUND TREE MEDICAL	10/6/2016	\$550.20	Medical Supplies
Paid Chk# 018983	COMMERCIAL ASPHALT CO.	10/6/2016	\$527.99	Dura drive
Paid Chk# 018984	DIETRICH ELECTRIC, INC	10/6/2016	\$696.46	Electrical inspections
Paid Chk# 018985	EARL F. ANDERSEN	10/6/2016	\$61.31	Signs
Paid Chk# 018986	EHLERS	10/6/2016	\$1,560.00	Disclosure reporting and Ria L
Paid Chk# 018987	ESRI	10/6/2016	\$2,442.00	GIS
Paid Chk# 018988	FAIR OFFICE WORLD	10/6/2016	\$118.21	Supplies
Paid Chk# 018989	FIRE SAFETY USA, INC.	10/6/2016	\$15.00	Gaskets
Paid Chk# 018991	GERLACH OUTDOOR POWER EQUIP.	10/6/2016	\$124.50	Repairs
Paid Chk# 018992	GERTENS	10/6/2016	\$59.95	Seed
Paid Chk# 018993	GRAINGER PARTS	10/6/2016	\$16.80	Batteries
Paid Chk# 018994	INFORMATION POLICY ANALYSIS	10/6/2016	\$95.00	2016 Workshop
Paid Chk# 018995	INSTRUMENTAL RESEARCH, INC.	10/6/2016	\$36.00	Coliform bacteria
Paid Chk# 018996	JOHN BARTL HARDWARE	10/6/2016	\$126.35	Supplies
Paid Chk# 018997	KREMER SERVICES, LLC	10/6/2016	\$167.94	Repair 0311
Paid Chk# 018998	MENARDS - COTTAGE GROVE	10/6/2016	\$63.68	Paint
Paid Chk# 018999	MSA PROFESSIONAL SERVICES, INC	10/6/2016	\$3,433.00	City engineering
Paid Chk# 019000	OXYGEN SERVICE CO.	10/6/2016	\$45.88	Oxygen supply
Paid Chk# 019001	POMPS TIRE SERVICE	10/6/2016	\$305.00	Tire repair
Paid Chk# 019002	SAVE THE STRAYS	10/6/2016	\$505.24	Dog transport monthly contract
Paid Chk# 019003	SOUTH SUBURBAN RENTAL, INC.	10/6/2016	\$74.00	LP gas
Paid Chk# 019004	TENNIS SANITATION LLC	10/6/2016	\$49.40	Garbage service for city hall
Paid Chk# 019005	UNIFORMS UNLIMITED, INC.	10/6/2016	\$60.98	Uniform
Paid Chk# 019006	ZAHL-PETROLEUM MAINTENANCE	10/6/2016	\$659.28	Equipment repair

**\$95,359.01**

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**  
 Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.  
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: CAPITAL CITY STRUTTERS - NWTF Previous Gambling Permit Number: X-04925  
 Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_  
 Mailing Address: 6532 81<sup>ST</sup> ST 80  
 City: COTTAGE GROVE State: MN Zip: 55016 County: WASHINGTON  
 Name of Chief Executive Officer (CEO): JIM PEIFFER  
 Daytime Phone: 651-459-5772 Email: JICAPE@MSA.COM

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):  
 Fraternal     Religious     Veterans     Other Nonprofit Organization

Attach a copy of **one** of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103  
 Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767  
*ON FILE*

**IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of **both** of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): T. NUCCI'S RESTAURANT  
 Address (do not use P.O. box): 396 21<sup>ST</sup> ST  
 City or Township: NEWPORT Zip: 55055 County: WASHINGTON  
 Date(s) of activity (for raffles, indicate the date of the drawing): NOV - 16 - 2016

Check each type of gambling activity that your organization will conduct:

Bingo\*     Paddlewheels\*     Pull-Tabs\*     Tipboards\*  
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 7314 (EST))

\* Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL</b> for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL</b> for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

<p><b>REQUIREMENTS</b></p> <p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Financial report to be completed within 30 days after the gambling activity is done:</b> A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p><b>MAIL APPLICATION AND ATTACHMENTS</b></p> <p><b>Mail application with:</b></p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p><b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: St Thomas Aquinas Catholic Church Previous Gambling Permit Number: x-82018

Minnesota Tax ID Number, if any: 9034412 Federal Employer ID Number (FEIN), if any: 41-0747178

Mailing Address: 920 Holley Avenue

City: St Paul Park State: MN Zip: 55071 County: Washington

Name of Chief Executive Officer (CEO): Fr. J. Anthony Andrade

Daytime Phone: 651-459-2131 Email: tpinataro1@st-thomas-aquinas.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of **both** of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Tinucci's Restaurant

Address (do not use P.O. box): 382 21st Street

City or Township: Newport Zip: 55055 County: Washington

Date(s) of activity (for raffles, indicate the date of the drawing): January 29, 2017

Check each type of gambling activity that your organization will conduct:

Bingo\*  Paddlewheels\*  Pull-Tabs\*  Tipboards\*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 3,000.00)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**LG220 Application for Exempt Permit**

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

\_\_\_ The application is acknowledged with no waiting period.

\_\_\_ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

\_\_\_ The application is denied.

Print City Name: Newport

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

\_\_\_ The application is acknowledged with no waiting period.

\_\_\_ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

\_\_\_ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Fr. J. Anthony Andrade* Date: 08/30/2016  
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr. J. Anthony Andrade

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_ a copy of your proof of nonprofit status, and

\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

**RESOLUTION NO. 2016-40**

**RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, AMENDING RESOLUTION NO. 2016-35 APPROVING A GAMBLING PERMIT APPLICATION FOR THE ST. PAUL PARK-NEWPORT LIONS CLUB TO CONDUCT OFF-SITE GAMBLING AT 396 21ST STREET, NEWPORT, MN 55055**

**WHEREAS**, the City Council approved Resolution No. 2016-35 approving a gambling permit application for the St. Paul Park-Newport Lions Club to conduct off-site gambling at Tinucci's Restaurant, 396 21st Street, Newport, MN 55055 on October 1, 2016; and

**WHEREAS**, due to scheduling conflicts, the St. Paul Park-Newport Lions Club needed to reschedule the event for October 29, 2016; and

**WHEREAS**, City staff have not identified any reason to deny the date change.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Newport hereby approve the Off-Site Gambling Permit application for the St. Paul Park-Newport Lions Club to conduct gambling at Tinucci's Restaurant, 396 21st Street, Newport, MN 55055 on October 29, 2016.

Adopted by this council this 6th day of October, 2016 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

# RESOLUTION NUMBER 2016-41

## A RESOLUTION APPROVING STATUTORY APPOINTMENTS OF ELECTION JUDGES IN THE CITY OF NEWPORT

**WHEREAS**, the City of Newport City Council appoints its Election Judges to serve in the City’s Primary and General Elections; and

**WHEREAS**, the City of Newport is required under Minnesota State Statutes 204B.21, subd. 2 to make various annual appointments and designations; and

**WHEREAS**, the City of Newport City Council values the commitment and allegiance of its Election Judges.

**NOW, THEREFORE BE IT RESOLVED**, that the Newport City Council hereby makes the following appointments for Election Judges to serve in the State General Election on Tuesday, November 8, 2016:

- Everett Acker
- Caroline Clausen
- Sonia Cordero Caban
- Penny Duff
- Gerald Ehlers
- Dorene Fincel
- Tim Finley
- Sandra Grochow
- Jody Hilden
- Janice Kobe
- Beverly LaClair
- Paski Paskaradevan
- Carol Petersen
- Angela Terry
- Laura VerBout
- Barbara Wilcziek
- Catherine Wright

Adopted this 6<sup>th</sup> day of October, 2016, by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE: Geraghty \_\_\_\_\_  
Ingemann \_\_\_\_\_  
Sumner \_\_\_\_\_  
Rahm \_\_\_\_\_  
Lund \_\_\_\_\_

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

**RESOLUTION NO. 2016-42**

**A RESOLUTION ESTABLISHING THE CITY OF NEWPORT’S CONTRIBUTION FOR EMPLOYEE HEALTH & DENTAL INSURANCE COVERAGE**

**WHEREAS**, The City of Newport did establish the employer contribution amount for employee benefits of Health Insurance by the adoption of Resolution R-93-7, adopted March 18, 1993; and

**WHEREAS**, the Newport City Council approved the City's monthly contribution in 2015, Resolution No. 2015-39 to be:

**HSA**

- Family: \$1,200
- Single: \$1,600

**Health Insurance Premium**

- Family: 88%
- Single: 100%

**Dental Insurance Premium**

- Family: 70%
- Plus One: 80%
- Single: 90%

**WHEREAS**, Health Insurance premiums increased 7.5% for 2017 and Dental Insurance premiums increased 0% for 2017.

**NOW, THEREFORE, BE IT RESOLVED, That the Newport City Council Hereby authorizes the City’s monthly contribution for employee and dependents to be the following:**

**HSA**

- Family: \$1,200
- Single: \$1,600

**Health Insurance Premium**

- Family: 85%
- Single: 100%

**Dental Insurance Premium**

- Family: 70%
- Plus One: 80%
- Single: 90%

Adopted this 6th day of October, 2016 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator



Megan O'Brien

Kevin Hadden

Megan O'Brien



# Red Rock Corridor Project

David White  
September 15, 2016

Twin Cities Habitat for Humanity 1

## Our Mission

***To eliminate poverty housing from the Twin Cities and to make decent, affordable shelter for all people a matter of conscience.***

Twin Cities Habitat for Humanity 2

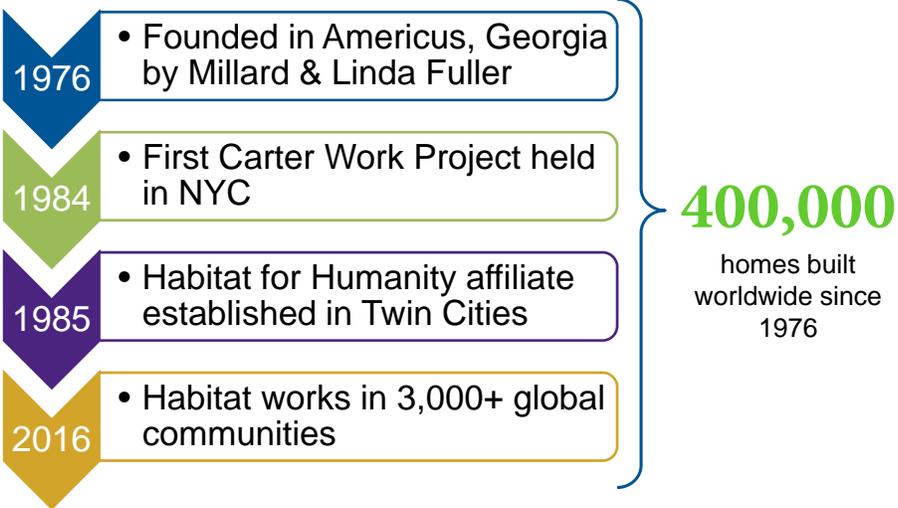
## Our Vision

We see a Twin Cities region where hard-working families can own homes in healthy neighborhoods with access to jobs, transportation, and quality schools. We will help make decent, affordable housing a matter of our collective character—by continuing to build and preserve homes, by supporting families, and by engaging the community in our mission.

## Our Values

- **Faith in Action:** We are called by God to serve those in need. We welcome people of all beliefs to our mission.
- **Hope:** We provide hope and opportunity for those who seek a safe, decent home.
- **Community:** We bring people from all walks of life together and work in partnership to strengthen neighborhoods.
- **Equity and Inclusion:** We promote racial equity and strive to increase diversity, inclusion, and cultural competency in all aspects of our organization.
- **Integrity:** We honor our commitments and act with fairness, honesty, and respect every day.
- **Perseverance:** We continually strive for excellence and innovation in all that we do.

## Habitat for Humanity International



## Habitat's most famous volunteer



*“Habitat has successfully removed the stigma of charity by substituting it with a sense of partnership. The people who will live in the homes work side by side with the volunteers, so they feel very much that they are on an equal level.”*

-President Jimmy Carter



Since 1976, Habitat has helped  
**6.8 million people**  
find **strength, stability,**  
and **independence** through  
safe, decent, and affordable shelter.



More than  
**2 million volunteers**  
are mobilized each year to  
**build, advocate,** and  
**raise awareness** about the  
global need for shelter.

## Need in the Twin Cities

**50,000**  
new units needed by 2020  
to meet growing demand

**60,000**  
Minneapolis residents pay  
>30% of income on housing

**75.8% vs. 37.0%**  
**white**   **people of color**  
racial disparity in  
homeownership rates

**<1,000**  
affordable housing units  
created each year

Twin Cities Habitat for Humanity 9

## Our Programs



Homeownership



A Brush With Kindness



Mortgage Foreclosure Prevention



Advocacy



Global Village



ReStore

Twin Cities Habitat for Humanity 10

## Habitat Helps Families

- Provide stability for kids
- Gain improved health, physical safety, and security
- Increase educational and job prospects
- Be engaged in their communities



Twin Cities Habitat for Humanity

11

TCHFH homeowners say:

92%  
“our lives  
are better”



## Impact of buying a Twin Cities Habitat home

### Homeownership = Stability

1 in 20 homeowners moves annually

vs.

1 in 4 renters moves annually

### Homeownership = Self Reliance

food aid before buying: 57% after buying: 27%

welfare before buying: 25% after buying: 3%

Higher graduation rates • Lower teen pregnancy rates  
Better mental health • Decreased crime rates  
Multi-generational impact on wealth

## Red Rock Corridor Project

- 2 homes will be remodeled and marketed to Habitat homebuyers.
- Federal, state, and private sources will be leveraged to finance the project.
- The Red Rock Corridor was chosen as a target area due to its access to present and future infrastructure such as the Red Rock Transit Corridor.
- The Red Rock Corridor is a unique area offering both considerable amenities and moderate housing costs.
- Past homebuyers in this area have been successful and we believe future homebuyers will be successful as well.

## How Newport Can Help

The letter of support before you will help us secure funding from public sources by demonstrating local support for the project.



Bluestem Lane Development in 2016



# QUESTIONS

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As of June 29, we are now the Washington County Community Development Agency. A new visual identity is forthcoming.

Memo To: Newport City Council  
Deb Hill, Newport City Administrator

From: Barbara Dacy, Executive Director  
Melissa Taphorn, Deputy Executive Director  
Kathryn Paulson, Project Manager

Date: September 29, 2016

RE: Support for Creation of Red Rock Crossing TIF District

### **Purpose**

The purpose of this discussion is to 1) update the Council on the activities that have occurred at Red Rock Crossing Redevelopment since the EDA Workshop in February 2016, 2) ask for a resolution of support in establishing a tax increment financing (TIF) district at Red Rock Crossing and 3) provide a timeline of upcoming actions necessary for the creation of the TIF district.

### **Activities to Date**

In the past eight months, the Agency has acquired one additional parcel in the redevelopment area. In addition, two buildings that were previously acquired by the Agency have been demolished.

MWF Properties has secured financing and land use approvals to construct a 42-unit apartment building adjacent to the Newport Transit Station. Red Rock Square will incent future development to the north and south of the site, in addition to providing much needed affordable housing. MWF Properties intends to begin construction before the end of 2016. In order to capture the increment created by this development, Washington County CDA is moving forward with creation of a TIF District.

State law establishes the process by which a TIF district is created. The clearance of the former Knox Lumber Company building started the clock on when a redevelopment TIF district could be created. This clock gives three years to establish a redevelopment TIF district, in this case until January 2017. State law also establishes eligibility criteria including improvement coverage of the land and the conditions of the buildings.

The CDA hired a consultant to conduct a Tax Increment Finance Study in order to determine eligibility as a redevelopment TIF district. Two community meetings were held in July with owners and residents of the proposed district to explain the study and gain permission to perform property assessments. The resulting assessments and calculation of land coverage determined eligibility of the proposed district as a TIF District.

### **Need for Tax Increment Financing**

The vision is to redevelop Red Rock Crossing into a transit oriented neighborhood with 465-670 new jobs. A recent market study indicates demand for the following uses:

- 60,000 – 80,000 SF of Office Uses (400 – 535 jobs)
- 50,000 – 100,000 SF of Industrial Uses (65 – 135 jobs)
- 10,000 – 20,000 SF of Retail Uses (nominal jobs)
- 500 – 650 Units of Residential Uses (affordable, market rate, and senior multifamily)

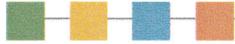
Pursuant to the Joint Powers Agreement with the City of Newport, the CDA is obliged to secure financing to pay for typical upfront redevelopment activities including property acquisition, relocation, demolition, environmental analysis, and public infrastructure improvements. The redevelopment costs are projected to be approximately \$14 million but resale proceeds will only recover half, leaving a gap of \$7 million. Since the redevelopment costs exceed the resale value of the properties, public funding is needed. The tax increment will recover or finance the gap in upfront redevelopment and infrastructure improvement expenses.

A summary of the TIF Plan is attached as Exhibit A.

### **Next Steps**

The CDA has worked with its legal counsel and financial advisor to develop a schedule to certify the TIF district. The Washington County Board has discussed the need for and creation of a TIF district in the Red Rock Crossing area. Prior to adoption, the County will need to hold a public hearing. The following meetings are scheduled to finalize the TIF Plan and create the Red Rock Crossing TIF District:

- October 18, 2016 Washington County CDA reviews and approves TIF Plan
- November 1, 2016 Washington County Board holds public hearing on TIF Plan and approves the creation of the TIF District



# Tax Increment Financing District Overview

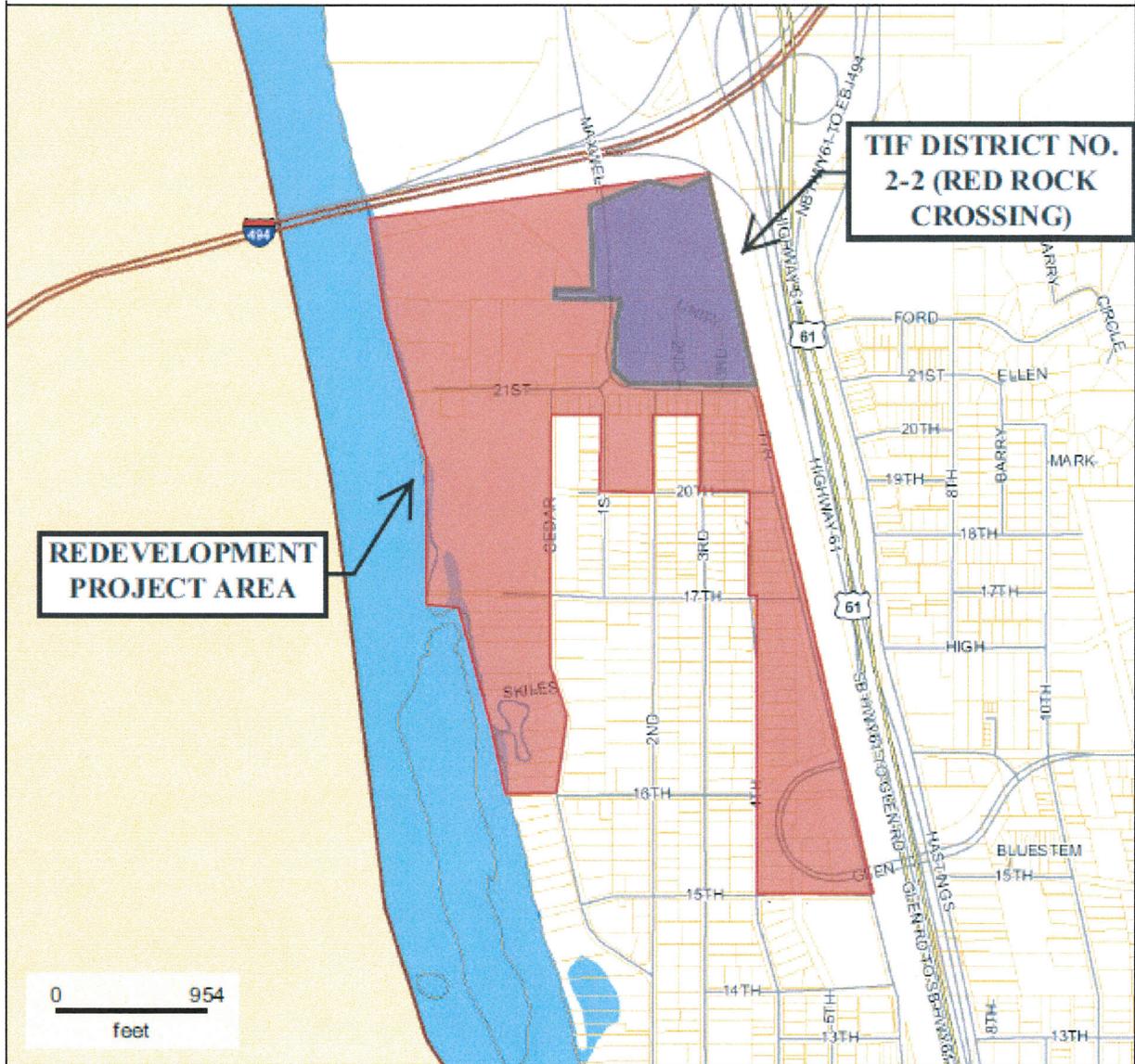
## Washington County Community Development Agency

### Tax Increment Financing District No. 2-2: Red Rock Crossing

The following summary contains an overview of the basic elements of the Tax Increment Financing Plan for Tax Increment Financing District No. 2-2: Red Rock Crossing. More detailed information on each of these topics can be found in the complete Tax Increment Financing Plan.

Proposed action:	Pass a resolution in support of the establishment of Tax Increment Financing District No. 2-2: Red Rock Crossing (the "District") by the Washington County Community Development Agency (the "CDA")		
Type of TIF District:	A redevelopment district		
Parcel Numbers:	26.028.22.41.0004	26.028.22.41.0006	26.028.22.41.0007
	26.028.22.41.0010	26.028.22.41.0012	26.028.22.41.0013
	26.028.22.41.0014	25.028.22.41.0015	26.028.22.41.0016
	26.028.22.41.0017	26.028.22.41.0018	26.028.22.41.0019
	26.028.22.41.0020	26.028.22.41.0022	26.028.22.41.0023
	26.028.22.41.0024	26.028.22.41.0025	26.028.22.41.0026
	26.028.22.41.0027	26.028.22.41.0028	26.028.22.41.0029
	26.028.22.41.0030	26.028.22.41.0031	26.028.22.41.0032
	26.028.22.41.0033	26.028.22.41.0034	26.028.22.41.0042
	26.028.22.41.0043	26.028.22.41.0044	26.028.22.41.0045
	26.028.22.41.0046	26.028.22.41.0047	26.028.22.41.0048
Proposed Development:	The District is being created to facilitate the construction of approximately 262 units of affordable rental housing, 180 market rate rental units, 40,000 square feet of office space, 10,000 square feet of retail and possible light manufacturing and/or flex office space. Please see Appendix A of the TIF Plan for a more detailed project description.		
Maximum duration:	The duration of the District will be 25 years from the date of receipt of the first increment (26 years of increment). The CDA elects the date of first tax increment to be 2020. It is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after December 31, 2045, or when the TIF Plan is satisfied.		

Estimated annual tax increment:	Up to \$1,385,780
Authorized uses:	The TIF Plan contains a budget that authorizes the maximum amount that may be expended: <ul style="list-style-type: none"> <li>Land/Building Acquisition..... \$7,890,600</li> <li>Site Improvements/Preparation ..... \$1,500,000</li> <li>Utilities..... \$1,000,000</li> <li>Other Qualifying Improvements ..... \$3,050,732</li> <li><u>Administrative Costs (up to 10%)</u>..... <u>\$2,356,626</u></li> <li><b>PROJECT COSTS TOTAL</b> ..... <b>\$15,797,958</b></li> <li><u>Interest</u>..... <u>\$10,124,932</u></li> <li><b>PROJECT COSTS TOTAL</b> ..... <b>\$25,922,890</b></li> </ul> <p>See Subsection 2-10, on page 2-6 of the TIF Plan for the full budget authorization.</p>
Form of financing:	The CDA intends to pay for and finance through an internal loan the cost to acquire property, relocate residents and businesses, complete environmental remediation and demolish the structures in order to prepare the sites for resale to the private market for development.
Administrative fee:	Up to 10% of annual increment, if costs are justified.
4 Year Activity Rule (§ 469.176 Subd. 6)	After four years from the date of certification of the District one of the following activities must have been commenced on each parcel in the District: <ul style="list-style-type: none"> <li>• Demolition</li> <li>• Rehabilitation</li> <li>• Renovation</li> <li>• Other site preparation (not including utility services such as sewer and water)</li> </ul> <p>If the activity has not been started by approximately November 2020, no additional tax increment may be taken from that parcel until the commencement of a qualifying activity.</p>
5 Year Rule (§ 469.1763 Subd. 3)	Within 5 years of certification revenues derived from tax increments must be expended or obligated to be expended. <p>Any obligations in the District made after approximately November 2021, will not be eligible for repayment from tax increments.</p>



**TAX INCREMENT FINANCING DISTRICT NO. 2-2  
(RED ROCK CROSSING)  
REDEVELOPMENT PROJECT AREA**

WASHINGTON COUNTY COMMUNITY DEVELOPMENT AGENCY  
WASHINGTON COUNTY, MINNESOTA

**RESOLUTION NO. 2016-43**

**A RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA SUPPORTING A PROPOSED REDEVELOPMENT TAX INCREMENT FINANCING DISTRICT IN THE CITY OF NEWPORT, MINNESOTA BY THE WASHINGTON COUNTY COMMUNITY DEVELOPMENT AGENCY**

**WHEREAS**, the City of Newport (the “City”) and the Washington County Community Development Agency (the “Agency”) entered into a Joint Powers Agreement (the “Agreement”) dated June 21, 2012 to create a transit oriented neighborhood through the redevelopment of the Red Rock Crossing area; and

**WHEREAS**, the cost of the relocation, demolition, site preparation, mass grading, installation of public utilities, streets and sidewalks are in excess of the value of the property; and

**WHEREAS**, the Agreement identified tax increment financing (the “TIF”) as one source of funding to implement the redevelopment activities; and

**WHEREAS**, in preparation for the future creation of TIF districts, the Agency modified the Redevelopment Plan for Redevelopment Project No. 2 (the “Project Area”) to include the parcels in Red Rock Crossing and other contiguous parcels in the city of Newport pursuant to and in accordance with Minnesota Statutes, Sections 469.001 to 469.047 and Laws of Minnesota 1974 chapter 475, Laws of Minnesota 2012, Chapter 199 and Minnesota Statutes Sections 469.174 to 469.179 as amended and supplemented from time to time; and

**WHEREAS**, the Agency has identified contiguous parcels that qualify as a Redevelopment TIF District and intend to establish the, Red Rock Crossing Area TIF District (the “District”); and

**WHEREAS**, the City finds that certification of the District, and the carrying out of redevelopment activities by the Agency in the Red Rock Crossing Project Area, would be in the public interest and would afford substantial benefit to the residents, businesses, citizens and taxpayers of the City.

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

1. The City supports the creation of the District described above
2. Finds creation of the District will further redevelopment activities by the Agency in the Red Rock Crossing Redevelopment Area on behalf of the City of Newport; and
3. The Agency is hereby authorized to take all actions necessary to create such tax increment financing district and related tax increment financing plan on the property described on Attachment A.

Adopted this 6th day of October, 2016 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

ATTACHMENT A

Red Rock Corridor TIF District Parcels

2602822410045  
2602822410044  
2602822410043  
▮ 2602822410004  
2602822410042  
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2602822410047  
2602822410048

Proposed Newport Tax Increment Financing District Boundaries



# CREATION OF REDEVELOPMENT TIF DISTRICT

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Red Rock Crossing

Newport City Council  
October 6, 2016

# Presentation Outline

1. Update recent Red Rock Crossing activities
2. Review tax increment financing (TIF) plan
3. Review proposed City resolution
4. Provide TIF creation timeline

# Redevelopment Plan

## Recover tax base

Aging area

Reconstruction of Hwy 61

## Demand

Office 60,000–80,000 SF

Industrial 50,000–100,000 SF

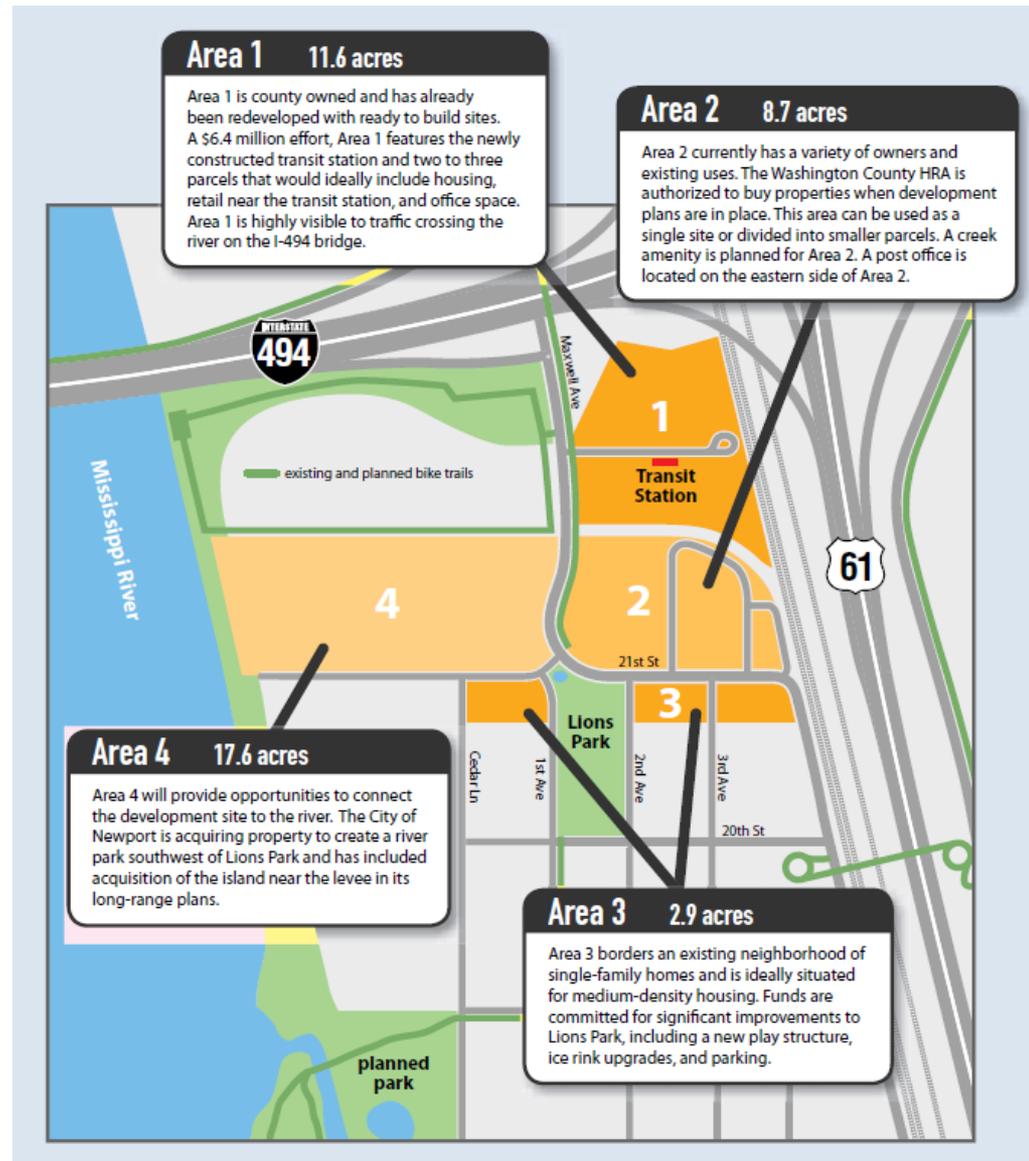
Retail 10,000–20,000 SF

Residential 500–650 Units



# Redevelopment Plan Goals

1. Mixed-Use transit oriented neighborhood
2. Diverse spectrum of housing options
3. Robust commercial and employment growth
4. Significant river and trail amenities
5. Upgraded streets and utilities

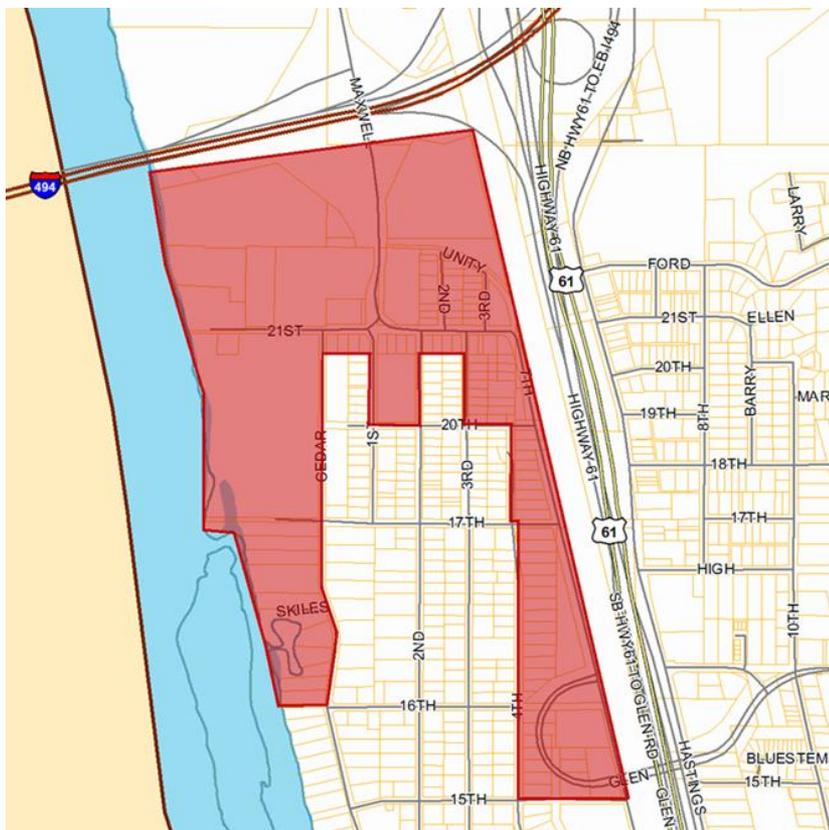


# Proposed Redevelopment Documents

- Redevelopment Project Area No. 2
  - Modified in 2012 to include Red Rock Crossing
- Modify Redevelopment Plan
  - Include the new TIF district
- Proposed City Resolution
  - Supports creation of the district

# Project Area and Proposed TIF District

## Project Area



## Proposed District



# Tax Increment Financing Plan

- Redevelopment District
  - 26 year duration
  - Electing first TIF in 2020
  - TIF district would end December 31, 2045
- Fiscal Disparities Election
  - “b” election – Inside the TIF district
    - Less TIF available for redevelopment
    - No tax impact to other property owners

# Sources and Uses

Revenue Source	Amount	Use of TIF	Amount
Tax Increment	\$23,566,264	Acquisition	\$7,890,600
Interest Earned	\$2,356,626	Site Improvements	\$1,500,000
		Utilities	\$1,000,000
		Other Improvements	\$3,050,732
		Administrative (10%)	\$2,356,626
		Financing Interest	\$10,124,932
<b>Total Sources</b>	<b>\$25,922,890</b>	<b>Total Uses</b>	<b>\$25,922,890</b>

# Tax Increment Financing Plan

<b>But-For Analysis</b>	
Current Market Value	\$4,456,400
New Market Value – Estimate	\$56,138,200
Difference	(\$51,681,800)
Present Value of Tax Increment	\$12,360,839
Difference	(\$39,320,961)
<b>Value Likely to Occur Without TIF is Less Than:</b>	<b>\$39,320,961</b>

# Benefits to City

- Establishes attractive, economically viable, transit oriented neighborhood
- Improves housing choice to City residents and those that may work in the City or County
- Increases employment opportunities

# CDA Request

- Resolution of Support from City
  - CDA performed all actions required by law
  - City supports creation of District

# Finalization Process

- Approval of Washington County CDA *October 18, 2016*
- Washington County Public Hearing and approval *November 1, 2016*



**PROFESSIONAL SERVICES**

More ideas. Better solutions.®

# Memo

---

**To:** Honorable Mayor and City Council Members  
Ms. Deb Hill, City Administrator

**From:** Jon Herdegen, P.E. – City Engineer

**Subject:** Engineer’s Report – For the October 6<sup>th</sup> City Council Meeting

**Date:** September 29, 2016

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## 2014 Municipal I&I Grant Program

As part of the 2014 Street and Utility Improvements project, the City conducted a number of I&I related improvements to their sanitary sewer infrastructure. Many of these improvements are eligible for partial reimbursement through the MCES Municipal I&I Grant Program. Based on their eligibility criteria, the estimated final reimbursement amount for the City was \$46,121.31. Enclosed for your review and consideration is a draft resolution that authorizes staff to enter into a grant agreement with MCES to obtain the eligible funds. Final cost share documents and forms will be submitted prior to the October 30<sup>th</sup> deadline.

**Action Requested:** Consider draft resolution approving grant agreement between the Metropolitan Council and the City of Newport for the 2014 Street and Utility Improvements project

## 65<sup>th</sup> Street and Century Avenue Improvements

The South Washington County School District is proposing to construct a new middle school campus near the intersection of 65<sup>th</sup> Street and Century Avenue in Cottage Grove. The City of Cottage Grove has taken the lead on the street and utility improvements necessary to accommodate the development (see concept drawing attached). Most of the improvements are proposed for 65<sup>th</sup> Street including the addition of two roundabouts. A secondary entrance will be constructed off of Century Avenue (Geneva Avenue if you are in Cottage Grove) to align with Oakridge Drive. Century Avenue will be reconstructed and widened to add shoulders on both sides of the traveling lanes. The City of Cottage Grove has requested that Newport participate in the improvements cost for Century Avenue. Current estimates project Newport’s share to be approximately \$100,000. Staff is currently reviewing a draft cost share agreement prepared by Cottage Grove and we are awaiting a meeting between the County, School District, Cottage Grove and Newport to hopefully determine a definitive cost share amount. Expect more information on this project in the coming months.

---

### Offices in Illinois, Iowa, Minnesota, and Wisconsin

60 Plato Blvd. East, Suite 140, St. Paul, MN 55107-1835  
(612) 548-3132 (866) 452-9454

FAX: (763) 786-4574 WEB ADDRESS: [www.msa-ps.com](http://www.msa-ps.com)

**RESOLUTION NO. 2016-44**

**RESOLUTION APPROVING GRANT AGREEMENT BETWEEN THE METROPOLITAN COUNCIL AND THE CITY OF NEWPORT FOR THE 2014 STREET AND UTILITY IMPROVEMENTS PROJECT**

**WHEREAS**, the Minnesota State Legislature has appropriated \$4,156,800 in general obligation bond funds for grants to municipalities to reduce inflow and infiltration in their public system infrastructure, administered by Metropolitan Council Environmental Services (MCES); and

**WHEREAS**, application to participate in the MCES 2014 Municipal Grant Program was made on September 26, 2014, for reimbursement of a percentage of the construction costs of the 2014 Street and Utility Improvements project; and

**WHEREAS**, the City of Newport was notified by MCES Letter of Intent dated October 10, 2014, of approval to participate in the Grant Program and of estimated Final Reimbursement Amount (FRA) of \$46,121.31; and

**WHEREAS**, the City of Newport issued the notice to proceed for the 2014 Street and Utility Improvements project on June 5, 2014, and approved final acceptance of the work on November 5, 2015; and

**WHEREAS**, Grant Agreement between the Metropolitan Council and the City of Newport has been drafted by MCES; and

**WHEREAS**, the City of Newport has completed \$166,310.50 of work eligible for funding, and desires to enter into Grant Agreement to finalize the reimbursement process.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEWPORT MINNESOTA:**

1. The City Council hereby approves application for MCES 2014 Municipal Inflow & Infiltration Grant Program.
2. The City Council hereby approves the Grant Agreement between Metropolitan Council and City of and authorizes the City Administrator to execute Grant Agreement, subject to minor modifications and final review by City Attorney.

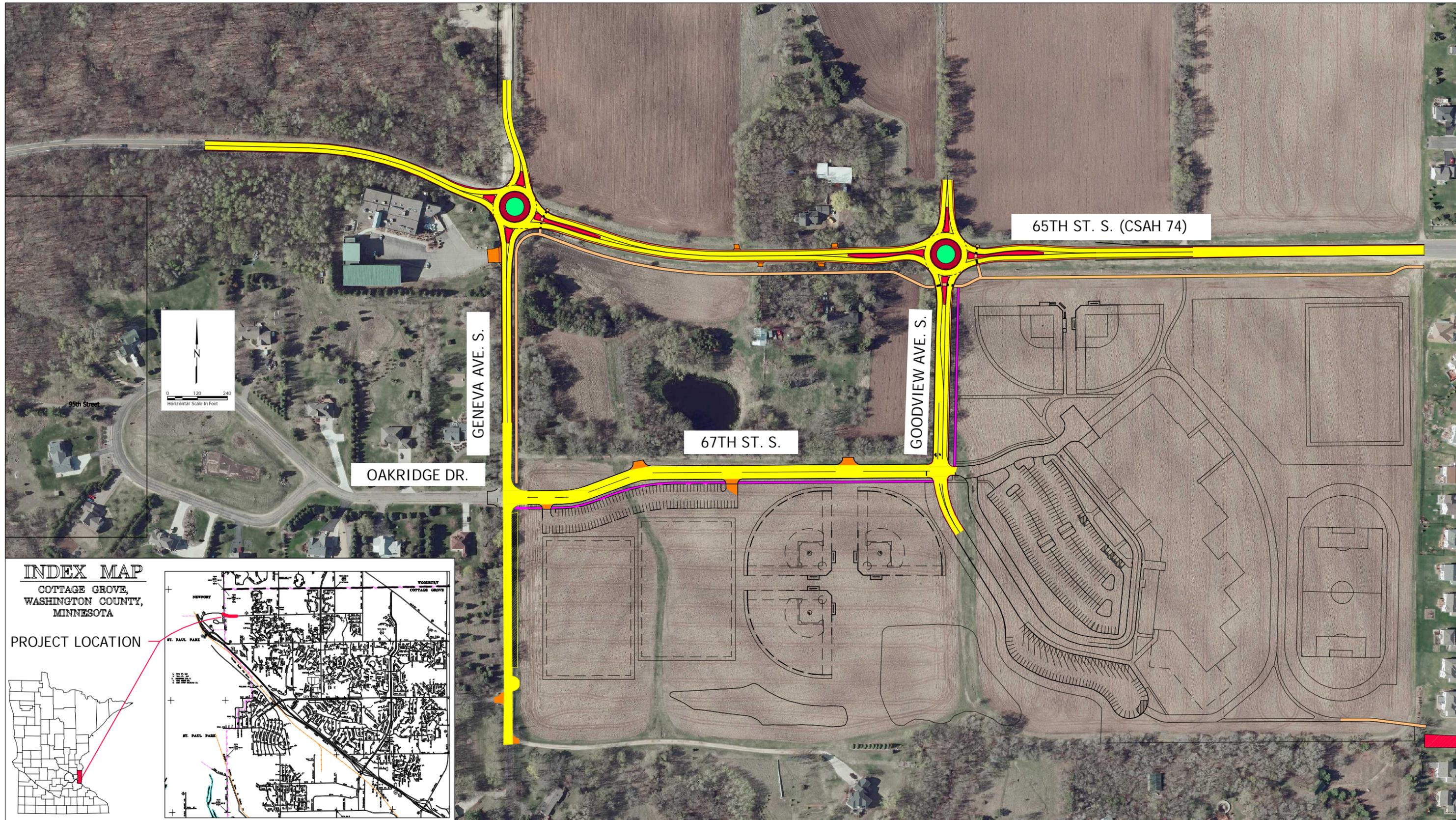
Adopted by this council this 6<sup>th</sup> day of October, 2016.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Lund	_____

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator



CORRIDOR ALTERNATIVE 2 - ROUNDABOUTS

CITY OF COTTAGE GROVE, MINNESOTA  
 65TH STREET AND MIDDLE SCHOOL IMPROVEMENTS

Twin City Marina 651-455-9110

4455 64th Street East  
 Inver Grove Heights, MN 55076

# Estimate

Date	Estimate #
8/26/2016	JR172

Name / Address
City of Newport

Project

Description			Total
Transport barge and back hoe to Newport. Remove all dock spud poles. Disassemble dock into 25' sections. Transport seven (7) 25' dock sections and barge back to TCM. Haul dock sections out of the water and set on trailer. Deliver dock sections to Newport.	1	**	3,950.00
<b>Subtotal</b>			\$3,950.00
<b>Sales Tax (7.125%)</b>			\$0.00
<b>Total</b>			\$3,950.00

**From:** Gary Lewis [<mailto:gary.lewis@ursi.net>]  
**Sent:** Wednesday, September 14, 2016 10:19 AM  
**To:** Matthew Yokiell  
**Subject:** dock removal estimate

Matt: the estimate for removing the dock is \$6500.00. this estimate includes mobilizing equipment to dock site. Remove dock sections and load onto crane barge. Return dock sections to our pigs eye shipyard site. Load dock sections onto trucks. I will try to remove the pilings that hold the dock. Not sure if I can pull them or not. You would have to supply trucks for shipping to your site. If you have any questions you can reach me at 651-485-3438. Thanks Gary

**From:** Zach Pontzer [<mailto:zpontzer@JFBRENNAN.COM>]  
**Sent:** Friday, September 09, 2016 3:24 PM  
**To:** Matthew Yokiell  
**Subject:** Dock Removal

Matt,

We would be looking at a price of \$13,500.00 for the following scope of work;

- Mobilize to site
- Disassemble dock for towing
- Tow dock to St Paul
- Disassemble dock for trucking
- Load dock on to your truck/s

Please give me a call with any questions

Thank you

**Zach Pontzer**

*direct* 608.519.5287 | *cell* 612.282.3282  
*office* 608.784.7173 | *fax* 608.785.2090  
[zpontzer@jfbrennan.com](mailto:zpontzer@jfbrennan.com)

**J.F. Brennan Company, Inc.**  
500 S. Marschall Road, Suite 110  
Shakopee, MN 55379  
[www.jfbrennan.com](http://www.jfbrennan.com)



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# MEMO

TO: Mayor and City Council  
 Deb Hill, City Administrator

FROM: Renee Eisenbeisz, Assistant to the City Administrator

DATE: September 29, 2016

SUBJECT: Compost Site Fees

## BACKGROUND

At the September 15, 2016 City Council meeting, Councilman Lund discussed removing the compost site fee of \$5 per load and offering it for free for residents. The Council asked to have this on the October 6, 2016 agenda for further discussion with Public Works Superintendent Hanson.

The compost site is open Wednesdays and Fridays from 3:30 - 6:30 p.m. and Saturdays from 9:00 a.m. - 4:00 p.m. April - early November and is staffed by an attendant.

## DISCUSSION

Below are the revenues and expenses for the compost site from 2013 - Present.

	2013	2014	2015	2016 (YTD)
<b>Revenue</b>	\$2,492	\$3,320	\$3,350	\$1,516
<b>Expenses</b>	\$8,877	\$4,926	\$5,620	\$2,882.86

In 2013, we paid Rumpca \$3,750 for tilling but staff is estimating that we won't need to do this again because Public Works is working the soil more.

Below are the costs for other compost sites in Washington County.

	Open To	Costs
<b>Cottage Grove - Operated by Rumpca</b>	Entire County	Leaves and Grass: \$5.00/yard Bagged leaves and Grass: \$1.00 per 30 gallons Brush & logs: \$5.00/yard Stumps: \$40.00/yard Wood chips & logs & brush: \$5.00/yard Wood chips alone: No charge Sod & soil: \$6.00/yard Wood waste: \$2.00/yard Wood waste with dirt: \$15.00/yard Wood pallets: 25 cents each Any mixture of brush/dirt/rocks/grass/leaves: \$40.00/yard Cement, bricks, landscape rock: \$15.00/yard Buckthorn: \$5.00/yard
<b>Denmark Township - Operated by Gertens</b>	Entire County	Brush (bagged): Woody branches & twigs - \$1.00/bag Yard Waste (bagged): Grass, leaves, & soft plant material - \$1.00/bag Yard Waste (loose/non-compacted) - \$6.00/Cu Yd Prunings/Brush (up to 1 ft. in diameter) - \$9.00/Cu Yd Logs (over 1ft. in diameter) - \$9.00/Cu Yd

		Sod, Black Soil, & Yard/Garden Tearout - \$6.00/Cu Yd Brown Soil & Fill - \$8.00/Cu Yd Hardscape Waste: Concrete, gravel, stone, & rock (no rebar) - \$20.00/Cu Yd
<b>Forest Lake</b>	Residents	Free
<b>Hugo</b>	Residents	Free
<b>Marine on St. Croix</b>	Residents	Free
<b>St. Paul Park</b>	Residents	Cars with leaves/grass/garden waste - \$3.00/trip Cars with brush or pruning - \$6.00/trip Buckthorn - No charge Trailers with leaves/grass/garden waste - \$6.00/trip Trailers with brush or pruning - \$10.00/trip
<b>Woodbury</b>	Entire County	<b>Yard waste</b> (Leaves, grass, weeds, flowers, sod and dirt) \$5 per cubic yard or: \$1 per 30 gallon bag or can (or less) \$2 per 60 gallon bag or can \$3 per 90 gallon bag or can <b>Trees, brush, shrubs</b> \$7 per cubic yard or: \$1.50 per 30 gallon bag or can (or less) \$3 per 60 gallon bag or can \$4.50 per 90 gallon bag or can <b>Branches and stumps</b> Under 10-inch diameter: \$7 per cubic yard 10- to 16-inch diameter: \$14 per cubic yard 16-inch diameter and thicker: \$25 per cubic yard Dirty stumps: \$40 per cubic yard

**RECOMMENDATION**

Staff is recommending that the compost fee remain to offset the expenses.